



HAMBURG CITY COUNCIL AGENDA
MARCH 11, 2025

1. **Call Public Hearing to Order @ 7:00 PM**
 - **Vacation of Part of Alley Parallel to Louisa Street**
2. **Move to Close Public Hearing**
3. **Call City Council Meeting to Order**
 - **Pledge of Allegiance**
4. **Public Comment** *(Individuals may address the City Council about any non-agenda item(s) of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council may not take official action on these items and may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)*
5. **Agenda Review (Added Items) and Adoption**
6. **Consent Agenda** *(NOTICE TO PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)*
 - **Approve Payment of Added February 2025 Claims (\$10,296.65)**
 - **Approve Payment of March 2025 Claims (\$52,959.09)**
 - **Approve Temp On-Sale Liquor License for Hamburg Lions Club (4/8/25)**
 - **Approve Time-Off Request for Jeremy Gruenhagen**
 - **Approve Cash Flow Statements for December 2024/January 2025**
7. **Hamburg Fire Department – Fire Chief Siewert**
 - **CPR Machine**
 - **Shed**
 - **2024 Annual Township Report**
8. **MNSPECT – Tonia Sikorski**
 - **City Fee Schedule (Building Code)**
9. **Old City Business**
 - **Minor Subdivision/Variance/Vacate Alley for Parcel 45.7000010**
 - **Approve Resolution Number 2025-04**
 - **Current & Future Use of PID 45.0282010 (Public Nuisances)**
10. **New City Business**
 - **Community Hall Closet (Flooring)**
 - **Crack Sealing/Seal Coating (CC Parking Lot) for 2025**
 - **Jetting/Televising of Sanitary Sewer Lines**



***HAMBURG CITY COUNCIL AGENDA
MARCH 11, 2025***

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
MARCH 11, 2025***

COMMUNITY HALL & PARK ACTIVITIES

- MARCH**
- 1 – Hamburg Hunt & Fish Club (Duck House Build)
 - 8 – Hamburg Lions Club Purse Bingo
- APRIL**
- 2 – Bongards Cremeries
 - 5 – HHFC Billy Molls Adventures
 - 11 – Hamburg Lions Club Spring Bingo

COMMUNITY CENTER (FIRE HALL) ACTIVITIES

- MARCH**
- 2 – 4-H Meeting
 - 3 – Mayors In
 - 3 – Hamburg Lions Board Meeting
 - 3 – HFD Training
 - 10 – Community Center Rental (YA Mutual)
 - 11 – Hamburg City Council Meeting
 - 11 – Young America Township Meeting
 - 11-12 – Wm. Mueller & Sons Safety Meetings
 - 17 – Hamburg Lions Club
 - 22 – Community Center Rental (Cub Scouts)
 - 30 – Community Center Rental
 - 31 – Hamburg Fire Dept. (Relief Association) Meeting
- APRIL**
- 6 – 4-H Meeting
 - 7 – Mayors In
 - 7 – Hamburg Lions Board Meeting
 - 7 – HFD Training
 - 8 – Hamburg City Council Meeting
 - 8 – Young America Township Meeting
 - 21 – Hamburg Lions Club
 - 28 – Hamburg Fire Dept. (Relief Association) Meeting

Exhibit A – Existing Conditions



Exhibit B – Proposed Boundaries



**PUBLIC HEARING NOTICE
CITY OF HAMBURG**

NOTICE is hereby given that the Hamburg City Council will hold a public hearing at 7:00 p.m. on March 11, 2025, in the City Hall Council Chambers (181 Broadway Ave, Hamburg, MN 55339). The purpose of the hearing is to consider the vacation of a portion of the alley parallel to Louisa Street, between two properties in the northwest quarter of Township 115, Range 026, Section 28. The portion of the alley being considered is located between the parcels at PID 45.7000010 and 45.0750020, see Exhibit A. The city-initiated vacation of the alley will result in two parcels with updated boundaries, see Exhibit B.

You are receiving this notice because you are a property owner near the alley being considered for vacation by the city. All interested parties are urged to attend the public hearing or submit comments via mail to: PO Box 248 Hamburg, MN 55339, by phone at 952-467-3232, or via email: cityadmin@cityofhamburgmn.com.

Jeremy Gruenhagen
City Clerk-Treasurer
City of Hamburg

2024 February Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - January 2025	\$3,947.18	2/11/2025
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - January 2025	\$789.00	2/11/2025
ACH	PERA	Divided	PERA Withholding - January 2025	\$423.81	2/11/2025
ACH	PERA	Divided	PERA Withholding - January 2025	\$431.26	2/11/2025
ACH	PERA	Divided	PERA Withholding - January 2025	\$946.03	2/11/2025
ACH	PERA	Divided	PERA Withholding - February 2025	\$456.14	3/11/2025
ACH	PERA	Divided	PERA Withholding - February 2025 (Late Fee \$10)	\$963.03	3/11/2025
ACH	PERA	Divided	PERA Withholding - February 2025	\$47.60	3/11/2025
ACH	HealthPartners	Divided	Health Insurance for February 2025	\$3,622.12	2/11/2025
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	\$201.60	2/11/2025
ACH	METRONET	FD/Hall/Water	Fiber Phone Service for 01/16/25 to 02/15/25	\$76.03	2/11/2025
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for January 2025	\$20.00	2/11/2025
ACH	Optum	General Gov't	HSA Admin Fee's for City Employees 4th Qtr 2024	\$22.50	3/11/2025
ACH	Viking Bottling Co.	Park/Hall	Pop for Park/Hall	\$436.25	3/11/2025
ACH	Verizon Wireless	Divided	City Cell Phone/Tablets Data Plan	\$129.35	3/11/2025
ACH	MN DNR Waters	Water	2024 Water Appropriation Fee	\$179.86	3/11/2025
DC	Intuit.com	General Gov't	1099 e-filing for 2024 (16)	\$82.84	2/11/2025
ACH	ZOOM	General Gov't	Video Conferencing 02/06/2025 - 03/05/2025	\$17.33	2/11/2025
DC	Hamburg Post Office	General Gov't	Postcard Stamps (2 rolls)	\$112.00	2/11/2025
DC	US Postal Service	General Gov't	February 14, 2025 Newsletter	\$88.75	3/11/2025
DC	The Home Depot	Hall	LVP Flooring for Comm Hall Closet Floor	\$805.58	3/11/2025
DD	Jason Buckentin	Divided	Wages 1/29/25 to 2/09/25	\$2,252.12	3/11/2025
DD	Jeremy Gruenhagen	Divided	February Wages	\$2,460.12	2/11/2025
DD	Jason Buckentin	Divided	Wages 2/10/25 to 2/23/25	\$2,091.61	3/11/2025
DD	Jennifer Droege	GG/Water/Sewer	Wages 2/10/25 to 2/23/25	\$291.89	3/11/2025
DD	Jeremy Gruenhagen	Divided	February Wages (Rounds)	\$2,531.97	3/11/2025
22412	Advanced Electrical Services, Inc.	GG/Hall	Retrofit Lighting at Community Hall and City Shop	\$3,750.00	2/11/2025
22413	Alcohol & Gambling Enforcement	Hall	Consumption & Display Permit	\$250.00	2/11/2025
22414	Bound Tree Medical	Public Safety (FD)	i-gel O2 Resus Pack/Curaplex Disposable Penlight 6/pk	\$88.69	2/11/2025
22415	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for January 2025	\$66.79	2/11/2025
22416	Carver Link	General Gov't	Internet Services January and February 2025	\$240.00	2/11/2025
22417	Coordinated Business Systems, Ltd.	General Gov't	Monthly Equipment Base Rate for 01/01/2024 to 01/31/2024	\$58.03	2/11/2025
22418	Core & Main LP	Water	Hach SPADNS 2 Fluoride Reagent AccuVac Ampules	\$132.10	2/11/2025
22419	Customized Fire Rescue Training, Inc.	Public Safety (FD)	Auto Extraction Class on 10/14/2024	\$500.00	2/11/2025
22420	ECM Publishers, Inc.	General Gov't	Summary of Ordinance Number 171	\$43.00	2/11/2025
22421	Gopher State One Call	Water/Sewer	January Locates (4) and Annual Operator Fee	\$55.40	2/11/2025
22422	Hawkins Chemical	Water	Azone 15 - EPA Reg. No. 7870-5, 90 gal	\$1,008.14	2/11/2025
22423	Home Solutions	GG Bldgs./Hall	Wall plates and outlets	\$19.84	2/11/2025
22424	Jason Buckentin	Water	Water Class/Hotel and Mileage	\$333.42	2/11/2025
22425	Lano Equipment	General Govt Bldgs.	Bobcat 72" Sweeper	\$6,202.00	2/11/2025
22426	Loffler Companies	General Gov't	January Copies	\$80.38	2/11/2025
22427	Matt Jaus	Public Safety (FD)	Gas for grass 11	\$115.00	2/11/2025
22428	MN Association of Small Cities	General Gov't	Annual Membership Fee	\$405.50	2/11/2025
22429	MN Dept of Health	Water	Class D Water License for Jason Buckentin	\$23.00	2/11/2025
22430	MN Public Facilities Authority	Debt Service	Interest Payments for Water Tower/WTP/Sewer Imp	\$6,157.23	2/11/2025
22431	Municipal Emergency Services, Inc	Public Safety (FD)	Hi Temp Synthetic Diester Compressor Oil	\$26.40	2/11/2025
22432	NAPA Auto Parts	General Govt Bldgs.	Cleaning Wipes	\$8.29	2/11/2025
22433	Peeps Repair	Public Safety (FD)	Remen Alternator 1995 Chevy Tanker Truck	\$739.50	2/11/2025
22434	Plunkett's Pest Control	General Gov't	Service Dates 1/13/2025, 1/15/2025 and 2/10/2025	\$207.69	2/11/2025
22435	Robbs Electric	General Govt Bldgs.	Replace Wallpack on West Side of CC	\$459.27	2/11/2025
22436	Scott's Service Company	Park	Parts for Baseball Field Lights (Insurance Claim)	\$1,507.75	2/11/2025
22437	W.W.O.T.A. Inc	Water/Sewer	Water/Wastewater Training & Assistance for January 2025	\$906.25	2/11/2025
22438	Wm Mueller & Sons, Inc.	Water, Streets	Gasoline/Salt, Sand, Plow Streets	\$1,077.23	2/11/2025
				\$47,886.87	
			February Claims	\$37,590.22	2/11/2025
			Added February Claims	\$10,296.65	3/11/2025
				\$47,886.87	

2024 March Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION		APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - February 2024	\$3,283.66	3/11/2025
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - February 2024	\$639.00	3/11/2025
ACH	PERA	Divided	PERA Withholding - February 2025	\$418.71	3/11/2025
ACH	HealthPartners	Divided	PERA Withholding - March 2025	\$3,622.12	3/11/2025
ACH	Optum	General Gov't	HSA Contribution for City Employees 2025	\$3,750.00	3/11/2025
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for February 2025	\$20.00	3/11/2025
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	\$201.60	3/11/2025
ACH	METRONET	FD/Hall/Water	Fiber Phone Service for 02/16/25 to 03/15/25	\$76.05	3/11/2025
ACH	ZOOM	General Gov't	Video Conferencing 02/06/2024 - 03/05/2024	\$17.33	3/11/2025
ACH	Viking Bottling Co.	Hall/Parks	Root Beer, Coke, Diet Coke, Pibb, Sprite, Fanta	\$518.45	3/11/2025
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491844	\$2,004.48	3/11/2025
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491855	\$2,396.42	3/11/2025
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00051366837	\$404.16	3/11/2025
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00130099230	\$259.17	3/11/2025
DC	IDRIVE.Com	General Gov't	Online Data Backup Renewal	\$99.50	3/11/2025
DC	Amazon	General Gov't	Packaging Tape (12 Rolls)	\$12.30	3/11/2025
DC	Amazon	GG/Hall	Thread Cutting Oil/Disposable Gloves/Trash Bags	\$70.69	3/11/2025
DC	Kwik Trip	Parks & Recreation	Gas for Park (2 Gallons)	\$8.10	3/11/2025
DC	US Postal Service	General Gov't	Post Card Stamps (3 Rolls)	\$168.00	3/11/2025
DC	Core & Main LP	Water	Float Switch Control 30 and 50 x2	\$359.84	3/11/2025
DC	The Home Depot	Public Safety (FD)	White Ceiling Fan with Wall Control	\$80.39	3/11/2025
DD	Jeremy Gruenhagen	Divided	March Wages	\$2,460.12	3/11/2025
22439	Abdo	General Gov't	Certified Audit Services per Agreement for Year ended 12/31/2024	\$12,000.00	3/11/2025
22440	Ancom Communications Inc	Public Safety (FD)	Replacement Belt Clip and BAT, UL Impress	\$1,242.75	3/11/2025
22441	Bolton & Menk, Inc.	General Gov't	Permit HB24HB-00003/WM Mueller Shed	\$40.00	3/11/2025
22442	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for February 2025	\$66.79	3/11/2025
22443	Carver County (CarverLink)	General Gov't	Internet Services Feb. 2025	\$120.00	3/11/2025
22444	Coordinated Business Systems, LTD	General Gov't	Intermedia Monthly Equipment Base Rate for 2/01/2025 to 2/28/2025	\$58.03	3/11/2025
22445	Core & Main LP	Sewer	Sensus Annual Support Fee	\$3,379.60	3/11/2025
22446	Dakota Supply Group	Water	Fuel pipe threader kit/Gate Valve Excerciser	\$2,899.98	3/11/2025
22447	ECM Publishers	General Gov't	March 11, 2025 Public Hearing (Alley Vacation)	\$116.75	3/11/2025
22448	Hamburg Postmaster	General Gov't	Post Office Box Rental	\$120.00	3/11/2025
22449	Home Solutions	General Gov't/Hall	Lock, lockset, squeegee, sewer hoist supplies	\$130.80	3/11/2025
22450	Lano Equipment	Parks & Recreation	Rental (Stump Removal) & Rewire Toolcat Radio	\$950.50	3/11/2025
22451	League of MN Cities	General Gov't	Regional Safety Groups Training 2024	\$1,169.45	3/11/2025
22452	Loffler Companies, Inc.	General Gov't	February 2025 Color Copies/Black and White	\$73.34	3/11/2025
22453	Melchert-Hubert-Sjodin, PLLP	General Gov't	RR Street Prop/Handbook/Emploment (Jan S.)/RR Street/Vacate Alley/Em	\$384.60	3/11/2025
22454	Minnesota Pump Works, Inc	Sewer	Replace lead float/lift station	\$833.27	3/11/2025
22455	MN Dept of Health	Water	1rst Qtr. 2025 Water Supply Service Conn. Fees (216 x \$9.72)	\$524.00	3/11/2025
22456	MNSPECT	Public Safety	Building Inspection Fees for February 2025	\$66.50	3/11/2025
22457	Municipal Emergency Services	Public Safety (FD)	Sensor, Raw, Liquid, O2 4R	\$330.00	3/11/2025
22458	O.E.M. Service Co., LLC	Community Hall	Table Cart/Estimate 6429	\$540.73	3/11/2025
22459	Per Mar Security Services	Water	Alarm Monitoring for WTP 3/03/25 to 6/02/25	\$114.00	3/11/2025
22460	Plunkett's Pest Control	Comm Center	General Pest Control Service Date 03/07/2025	\$45.57	3/11/2025
22461	Robb's Electric, Inc.	General Gov't	Added photo eyes and contractors (Xmas Lights)/receptacle on pole/rep	\$2,450.00	3/11/2025
22462	S.E.H.	Public Works (Streets)	Alley Research and Land Surveyor Write Vacation Description	\$977.50	3/11/2025
22463	Water/Wastewater Operations	Water/Sewer	Water/Wastewater Training & Assistance for February 2025	\$447.50	3/11/2025
22464	Wm. Mueller & Sons, Inc.	GG/Public Works	Gas (28.49 Gallons), Plow 2/10, Gas (25.60 Gallons)	\$788.39	3/11/2025
22465	Zoll Medical Corporation	Public Safety	Autopulse Li-Ion Battery, pads etc. (HFDRA REIMBURSEMENT)	\$2,218.95	3/11/2025
			March Claims	\$52,959.09	



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date organized	Tax-exempt number	
Hamburg Lions	1982		
Organization Address (No PO Boxes)	City	State	Zip Code
181 Broadway Avenue	Hamburg	MN	55339
Name of person making application	Business phone	Home phone	
Robert J Gregonis		952.367.7089	
Date(s) of event	Type of organization <input type="checkbox"/> Mircodistillery <input type="checkbox"/> Small Brewer		
February 28, 2025	<input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Chris Lund	Hamburg	MN	55339
Organization officer's name	City	State	Zip Code
Robert Gregonis	Hamburg	MN	55339
Organization officer's name	City	State	Zip Code

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

Hamburg Community Hall

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

Hamburg Community Hall

If the applicant will carry liquor liability insurance, please provide the carrier's name and amount of coverage

West Bend Mutual Insurance 1 million, DPS 2 million aggregate

APPROVAL

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

City of Hamburg	March 11, 2025
City or County approving the license	Date Approved
No fee	April 11, 2025
Fee Amount	Permit Date
Event in conjunction with a community festival <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CityAdmin@cityofhamburgmn.com
566	City or County E-mail Address
Current population of city	
Jeremy Gruenhagen	
Please Print Name of City Clerk or Count Official	Signature City Clerk or County Official

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

CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: March 7, 2025

Employee Name: Jeremy Bruenhagen

Dates Requesting Time-Off: _____

March 20 + 21, 2025
March 28th

How many **Vacation** hours will be used? 24

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: March 11, 2025

Was vacation request approved? _____

- If no, reason request was denied: _____

Jeremy Bruenhagen 3-7-25
Employee Signature Date

City Clerk/Treasurer Date

Mayor Date



	Beginning Balance 1/1/2025	2025 Budget Income	2025 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 1/31/2025
General Fund	\$472,933.75	\$669,812.00	\$669,812.00	\$472,933.75	\$3,284.02	\$29,448.84	\$446,768.93
General Gov't							
Public Safety (Fire Dept.)							
Public Works (Streets)							
Sanitation & Recycling							
Parks & Recreation							
Comm. Hall							
Special Revenue Funds							
City Of Hamburg (Savings)	\$322,193.60	\$49,800.00	\$55,000.00	\$316,993.60	\$0.00	\$0.00	\$322,193.60
*Equipment Replacement Fund	\$298,591.16	\$23,400.00	\$55,000.00	\$266,991.16	\$0.00	\$0.00	\$298,591.16
*City Maintenance Fund	\$88,500.00	\$10,000.00	\$0.00	\$98,500.00	\$0.00	\$0.00	\$88,500.00
*Street Improvements (Repairs)	\$57,297.00	\$10,000.00	\$0.00	\$67,297.00	\$0.00	\$0.00	\$57,297.00
*Community Center Addition	\$123,245.00	\$0.00	\$0.00	\$123,245.00	\$0.00	\$0.00	\$123,245.00
*Community Hall Renovations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
*Park Handicap Bathrooms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
*Water Tower	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
*Interest	\$29,549.16	\$0.00	\$0.00	\$32,949.16	\$0.00	\$0.00	\$29,549.16
*Transfers In (Out)	\$0.00	\$0.00	\$55,000.00	(\$55,000.00)	\$0.00	\$0.00	\$0.00
Fire Equipment CD	\$23,602.44	\$26,400.00	\$0.00	\$50,002.44	\$0.00	\$0.00	\$23,602.44
*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	\$356.25	\$26,000.00	\$0.00	\$26,356.25	\$0.00	\$0.00	\$356.25
*Interest	\$2,246.19	\$400.00	\$0.00	\$2,646.19	\$0.00	\$0.00	\$2,246.19
Debt Service	\$598.04	\$0.00	\$0.00	\$598.04	\$0.00	\$0.00	\$598.04
Total (Tax Revenue Funds)	\$795,725.39	\$719,612.00	\$724,812.00	\$790,525.39	\$3,284.02	\$29,448.84	\$769,560.57
Enterprise Funds							
Water	\$55,261.13	\$202,430.43	\$187,541.69	\$70,149.87	\$10,803.52	\$10,418.10	\$55,646.55
Sewer	\$240,938.69	\$188,482.02	\$189,656.46	\$239,764.25	\$4,107.12	\$2,321.22	\$242,724.59
Storm Water	\$92,391.08	\$72,309.60	\$78,595.31	\$86,105.37	\$3,977.32	\$66,260.16	\$30,108.24
Total (Enterprise Funds)	\$388,590.90	\$463,222.05	\$455,793.46	\$396,019.49	\$18,887.96	\$78,999.48	\$328,479.38
Totals	\$1,184,316.29	\$1,182,834.05	\$1,180,605.46	\$1,186,544.88	\$22,171.98	\$108,448.32	\$1,098,039.95
	Remaining Balance 1/1/2025	Remaining Assessment 1/1/2025	Cash & Investments	2025 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	\$0.00	\$0.00	\$0.00	\$0.00	2/20/24 & 8/20/24	8/20/2024	\$0.00
Sanitary Sewer Improvements	\$56,088.23	\$28,352.26	\$0.00	\$16,000.00	2/20/24 & 8/20/24	8/20/2030	\$11,735.97
Storm Water Improvements	\$550,000.00	\$0.00	\$0.00	\$65,000.00	2/1/24 & 8/1/24	2/1/2032	\$485,000.00
Water Tower/Water Main Imp Project	\$1,161,000.00	\$0.00	\$0.00	\$53,000.00	2/20/24 & 8/20/24	8/20/2044	\$1,108,000.00
Totals	\$1,767,088.23	\$28,352.26	\$598.04	\$134,000.00			\$1,604,137.93

Cash Flow Actuals

	January	February	March	April	May	June	Totals
Income							
Beg. Balance	\$1,184,316.29	\$1,098,039.95	\$1,098,039.95	\$1,098,039.95	\$1,098,039.95	\$1,098,039.95	\$915,039.29
Property Taxes	\$1,954.12						\$1,954.12
Licenses & Permits	\$0.00						\$0.00
Intergov't Receipts (Aids)	\$0.00						\$0.00
Charges for Services	\$0.00						\$0.00
Assessment Searches	\$0.00						\$0.00
Comm Cir Rentals	\$75.00						\$75.00
Township Contribution	\$0.00						\$0.00
Fire Dept. Revenues	\$0.00						\$0.00
Park Rentals	\$200.00						\$200.00
Hall Receipts	\$688.50						\$688.50
Fines	\$0.00						\$0.00
Misc. Receipts	\$117.15						\$117.15
Other Receipts	\$0.00						\$0.00
Insurance Recovery	\$219.25						\$219.25
Interest Income (Checking)	\$0.00						\$0.00
Interest Income (Savings)	\$0.00						\$0.00
Transfers In	\$0.00						\$0.00
Transfers In (Savings)	\$0.00						\$0.00
Debt Proceeds/Sale of Assets	\$0.00						\$0.00
Special Assessments	\$134.06						\$134.06
Water Service	\$10,813.52						\$10,813.52
Sewer Service	\$3,983.06						\$3,983.06
Storm Water	\$3,987.32						\$3,987.32
	\$22,171.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,171.98
Expenses							
General Gov't	\$19,142.97						\$19,142.97
Public Safety	\$4,834.94						\$4,834.94
Public Works	\$1,434.14						\$1,434.14
Sanitation & Recycling	\$0.00						\$0.00
Park & Recreation	\$947.74						\$947.74
Hall Expenses	\$3,089.05						\$3,089.05
Debt Service	\$0.00						\$0.00
Capital Project Funds	\$0.00						\$0.00
Transfers Out	\$0.00						\$0.00
Transfer to Savings	\$0.00						\$0.00
Water	\$6,000.76						\$6,000.76
Sewer	\$2,321.22						\$2,321.22
Storm Water	\$0.00						\$0.00
	\$37,770.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,770.82
Other Expenses (DEBT)							
Water Imp. Bonds (2019B)	\$4,417.34						\$4,417.34
Water Tower Project	\$0.00						\$0.00
Sewer Imp. Bonds (2011)	\$0.00						\$0.00
Storm Water Imp. Bonds (2019B)	\$66,260.16						\$66,260.16
Total Other Expenses	\$70,677.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70,677.50
Checking Balance	\$1,098,039.95	\$1,098,039.95	\$1,098,039.95	\$1,098,039.95	\$1,098,039.95	\$1,098,039.95	\$1,098,039.95
Net Income (Loss)	(\$86,276.34)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$86,276.34)

	Beginning Balance 1/1/2024	2024 Budget Income	2024 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 12/31/2024
General Fund	\$503,713.75	\$644,440.00	\$660,806.00	\$487,347.75	\$1,097,222.89	\$1,128,018.89	\$472,917.75
General Gov't							
Public Safety (Fire Dept.)							
Public Works (Streets)							
Sanitation & Recycling							
Parks & Recreation							
Comm. Hall							
Special Revenue Funds	\$605,867.09	\$13,325.00	\$6,000.00	\$613,192.09	\$15,280.51	\$298,954.00	\$322,193.60
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	\$6,976.36	\$0.00	\$23,602.44
*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	\$976.36	\$0.00	\$2,246.19
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	\$1,112,503.40	\$1,426,972.89	\$795,709.39
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	\$212,910.81	\$240,938.69
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	\$507,206.65	\$388,590.90
Totals	\$1,566,579.59	\$1,104,867.83	\$1,154,082.02	\$1,517,365.40	\$1,551,900.24	\$1,934,179.54	\$1,184,300.29
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

Rationale for Proposed Fee Schedule Changes

- Hamburg has not updated its fee schedule since September of 2015. Fee schedule changes that are made too infrequently are much more jarring to permit applicants than are gradual changes.
- Fee change suggestions were made to those fees that were significantly out of line with other jurisdictions and/or with costs to the City.
 - Maintenance permit fees (residential roofing, siding, windows/doors) were raised from \$50 to \$75.
 - Single inspection trip permits for residential plumbing and mechanical work were raised from \$45 to \$65.
 - Zoning fees (for permits that utilize SAFEbuilt inspectors) were raised from \$50 to \$75.
 - The Moved-In House fee was added to distinguish moved-in homes from moved-in other structures. The moved-in structure fee remains \$200, and the Moved-In House, Manufactured Home and Modular House flat fees were updated to \$275 from \$200/\$250.
 - The Residential Site inspection fee was raised from \$50 to \$65.
 - The Commercial Site inspection fee was raised from \$90 to \$95.
 - Re-inspection fees and hourly fees were updated (see last page).
 - Commercial permit fees had their minimums updated from \$75 to \$100.
 - The valuation table was updated to raise the minimum permit fee to \$75, and to raise the fees for permit valuations \$25,000 and up from the 2020 fee amounts. You'll notice on the Fee Comparison spreadsheet that except for valuations affected by the new minimum, valuations under \$25,000 actually decrease a bit, while those over \$25,000 increase incrementally.
- Some fee changes were made for simplicity.
 - It's easier to calculate a residential plumbing permit fee at the rate of "\$80.00 (plus \$10.00 per fixture after 8 fixtures)" than at the rate of "\$75.00 (plus \$10.00 per fixture after 8 fixtures)".
 - The residential gas-line only permit fee was changed from \$10.50 per gas line to \$10.00 per gas line, and the minimum dropped to \$20 from \$25.
 - The complicated "Plumbing Plan Review Fee Schedule" (see attached) was replaced by the same 65% plan review fee charged all other commercial permits.
- Some fees were removed, as they are no longer relevant to our work.
 - The Duplicate Permit Card fees were removed, as duplicate cards can simply be printed from our permitting software and do not need to be done by hand.
 - The copy charges were removed, and a "large-plan" copy fee was added (the large plan copies require the use of a plotter).

Cash Flow Actuals

	July	August	September	October	November	December	Totals
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
Intergovt Receipts (Aids)	\$64,466.00	\$0.00	\$0.00	\$1,481.55	\$0.00	\$53,254.71	\$133,590.20
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Assessment Searches	\$300.00	\$150.00	\$0.00	\$0.00	\$300.00	\$450.00	\$2,400.00
Comm Ctr Rentals	\$0.00	\$0.00	\$8,443.13	\$100.00	\$0.00	\$0.00	\$8,543.13
Township Contribution	\$0.00	\$7,040.00	\$14,560.00	\$0.00	\$0.00	\$7,040.00	\$28,640.00
Fire Dept. Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00
Park Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hall Receipts	\$1,450.00	\$224.40	\$1,961.40	\$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	\$227.37	\$182.60	\$182.25	\$174.73	\$159.80	\$155.39	\$4,327.50
Interest Income (Checking)	\$0.00	\$0.00	\$2,093.83	\$0.00	\$0.00	\$2,656.83	\$2,311.03
Interest Income (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,280.51
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	\$0.00	\$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	\$770,767.53	\$1,551,900.24
Expenses							
General Govt	\$15,178.68	\$18,583.07	\$22,255.97	\$13,493.78	\$12,890.76	\$32,791.91	\$245,986.33
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	\$6,718.64	\$196,005.39
Storm Water	\$0.00	\$0.00	\$0.00	\$0.00	\$45.14	\$90.75	\$1,040.89
	\$81,650.24	\$44,243.93	\$81,932.23	\$41,528.56	\$81,905.32	\$183,000.66	\$1,720,958.52
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	\$1,344,895.72	\$1,339,451.58	\$1,315,449.40	\$1,304,331.30	\$1,248,259.24	\$1,836,026.11	\$1,184,300.29
Net Income (Loss)	\$175,686.92	(\$5,444.14)	(\$24,002.18)	(\$11,118.10)	(\$66,072.06)	\$587,766.87	(\$382,279.30)

CITY OF HAMBURG

BUILDING CODE FEE SCHEDULE

Effective Date: 9/8/2015 Ord. #150

Last Updated: 3/26/19 (formatting only)

Residential Fees

(for permits that are issued over-the-counter and have flat-rate fees)

*(Definition of residential: **IRC-1 Single Family Dwelling:** Any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-2 Two-Family Dwelling:** Any building that contains two separate dwelling units with separation either horizontal or vertical on one lot used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-3 – Townhouse:** Definition: A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from the foundation to the roof and having open space on at least two sides of each unit. Each single-family dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family dwelling unit when required by other chapters of the State Building Code. **IRC-4 Accessory Structure:** Definition: A structure not greater than 3000 ft² in floor area, and not over two stories in height, the use of which is customarily accessory to and incidental to that of the dwelling(s) and which is located on the same lot.*

Maintenance Permit Fees:

- Re-Roof: \$50.00 see handout for when building permit is required
- Re-Side: \$50.00 see handout for when building permit is required
- Re-Window: \$50.00 replacement of same size windows (Exception: egress windows – see handout)
- Re-Door (Exterior): \$50.00 replacement of same-size exterior doors
- Garage door: \$50.00 replacement of same size doors

Zoning Permit Fees:

- Shed (under 200 sq. ft.) \$50.00 no state surcharge
- Fence (under 7' in height) \$50.00 no state surcharge
- Retaining Wall (under 4' in height) \$50.00 no state surcharge
(Fences over 7' in height and retaining walls over 4' in height require building permits submitted for plan review and are based on valuation)

Plumbing Permit Fees:

- New fixtures: \$75.00 (minimum) (\$10.00 per fixture after 8 fixtures)
- Lawn Irrigation Systems: \$45.00
- Fixture Maintenance: \$45.00 (This permit is for replacing ONE previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done. Changing vent systems, running new drain or supply lines, or replacing or installing new ductwork, pipes, or vents is not fixture maintenance. Examples include: Water Softener, or Water Heater Replacement. Multiple fixtures: use new fixture fees.)

Mechanical Permit Fees:

- New appliances: \$37.50 per unit with a two unit minimum
- Gas Line (with mechanical permit): 10.50 per gasline, \$25.00 minimum
- Gas Line only permit: \$45.00
- Fire Place insert – see Above (Mechanical Permits)
- Fire Place masonry – Based on valuation (building permit required)
- Fixture Maintenance: \$45.00 (This permit is for replacing ONE previously existing appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done. Changing vent systems, running new gas lines, or replacing or installing new ductwork, pipes, or vents is not fixture maintenance. Examples include Furnace, Boiler, A/C, or Water Heater Replacement. Multiple units: use new appliance fees.)

Moved in Structures: See Building Permit Related Fees – commercial and residential

Valuation	Current Fee Schedule			Proposed Fee Schedule			Difference
	Permit Fee	Plan Review	Total	Permit Fee	Plan Review	Total	
\$500.00	\$36.75	\$23.89	\$60.64	\$75.00	\$48.75	\$123.75	\$63.11
\$1,000.00	\$52.75	\$34.29	\$87.04	\$75.00	\$48.75	\$123.75	\$36.71
\$2,000.00	\$84.75	\$55.09	\$139.84	\$75.00	\$48.75	\$123.75	(\$16.09)
\$5,000.00	\$128.85	\$83.75	\$212.60	\$121.20	\$78.78	\$199.98	(\$12.62)
\$10,000.00	\$202.35	\$131.53	\$333.88	\$198.20	\$128.83	\$327.03	(\$6.85)
\$25,000.00	\$422.85	\$274.85	\$697.70	\$429.20	\$278.98	\$708.18	\$10.48
\$50,000.00	\$688.10	\$447.27	\$1,135.37	\$706.95	\$459.52	\$1,166.47	\$31.10
\$100,000.00	\$1,055.60	\$686.14	\$1,741.74	\$1,091.95	\$709.77	\$1,801.72	\$59.98
\$500,000.00	\$3,407.60	\$2,214.94	\$5,622.54	\$3,555.95	\$2,311.37	\$5,867.32	\$244.78
\$1,000,000.00	\$5,902.60	\$3,836.69	\$9,739.29	\$6,170.95	\$4,011.12	\$10,182.07	\$442.78

2023 Permits	
\$2000 and under	1
\$2001-\$25,000	10
\$25,001-\$50,000	0
\$50,001-\$100,000	0
\$100,001-\$500,000	1
\$500,001-\$1,000,000	0

2024 Permits to Date	
\$2000 and under	3
\$2001-\$25,000	7
\$25,001-\$50,000	2
\$50,001-\$100,000	1
\$100,001-\$500,000	0
\$500,001-\$1,000,000	0

CITY OF HAMBURG

BUILDING CODE FEE SCHEDULE

Building Permit Related Fees – commercial and residential)

- **Plan Check/Document Evaluation fee:** 65% of the Permit Fee for Residential and Commercial Projects. All valuation-based permits require plans/documents to be submitted for review
- **Master Plan:** When submittal documents for similar plans are approved, plan review fees shall not exceed 25 percent of the normal building permit fee established and charged for the same structure. Plan review fees for the original plan review is 65% of the permit fee.
- **Review of state approved plans:** 25% of the permit fee required by the adopted fee schedule (for orientation to the plans)
- **Residential Site Inspection (including initial S.E.C.):** required for all new construction (new homes, detached garages, accessory structures) \$50.00
- **Commercial Site Inspection (including initial S.E.C.):** required for all new construction (new buildings and accessory structures) \$90.00

S.E.C. (soil and erosion control) .0005 x permit valuation for all *Building* Permits except Re-Roof, Re-side, Re-Window, Decks & Interior Remodels. Minimum \$150.00 New Home or Commercial Construction, Minimum \$50.00 on any other non-exempt Construction

- **Demolition Permit Fees:** Based on valuation with a minimum fee of \$100.00
- **Exterior Structures:**
 - Retaining Wall (over 4' in height): based on valuation
 - Fence (over 7' in height): based on valuation
 - Sheds (over 200 sq. feet): based on valuation
 - Swimming Pools:
 - Seasonal Swimming Pools: \$50.00
(Seasonal residential swimming pools requiring permits (over 24" and 5000 gallons, installed entirely above grade) are allowed to be installed with a single application and approval provided that the same pool is installed in the same location each year. Once approved, the pool may be put up and taken down any number of times. A site plan is required to be approved as a part of the permit submittal, and must be kept on site for review as needed.)
 - Permanent and In-ground Swimming Pools: Based on Valuation
- **Pre-moved in single family dwelling – code compliance inspection:** \$175.00 plus travel time and mileage from municipality office (as calculated by Google maps)
- **Pre-moved in accessory structure – code compliance inspection:** \$125.00 plus travel time and mileage from municipality office (as calculated by Google maps)
- **Connection fee – Moved in structure:** \$200.00 (does not include foundation/interior remodel)
- **Manufactured home installation:** \$200.00 (does not include foundation/interior remodel) plus connection fees (if applicable)
- **Connection fee – plumbing:** \$75.00
- **Connection fee – mechanical:** \$75.00
- **Site work for manufactured, prefab, or moved in home (foundation, basement, etc.):** valuation based

State Surcharge Fees

State Surcharge: Schedule is based on the currently adopted State Surcharge Table – per MN Statute 326B.148
State Surcharge is applicable on all permits unless otherwise noted.

CITY OF HAMBURG

BUILDING CODE FEE SCHEDULE

Commercial Fees

(all projects not defined as residential above)

ALL Commercial permit applications require plan review, and permit fees are based on valuation (includes, re-roof, re-side, re-window, and re-door).

Plumbing and Mechanical Permit Fees = Valuation based fee (copy of contract must be submitted with permit application)

Building Permit minimum: \$75.00

Plumbing minimum: \$75.00

Mechanical minimum: \$75.00

Gasline minimum (unless included with other mechanical work): \$45.00

Commercial Plumbing Plan Review: Plumbing Plan Review Fee Schedule

Fire Sprinkler Systems require regular building permit; fees are based on valuation

Fire Alarm Systems require regular building permit; fees are based on valuation

Valuation Based Fees

(Residential and Commercial building permit fees when plan review is required):

Fee Schedule Base: 1997 + 5% modified

Value up to (and including):		For the first:	Plus	For each additional:
\$500	\$36.75	\$500		
\$2000	\$36.75	\$500	\$3.20	\$100 or fraction thereof
\$25,000	\$84.75	\$2,000	\$14.70	\$1,000 or fraction thereof
\$50,000	\$422.85	\$25,000	\$10.61	\$1,000 or fraction thereof
\$100,000	\$688.10	\$50,000	\$7.35	\$1,000 or fraction thereof
\$500,000	\$1,055.60	\$100,000	\$5.88	\$1,000 or fraction thereof
\$1,000,000	\$3,407.60	\$500,000	\$4.99	\$1,000 or fraction thereof
1,000,001 and up	\$5,902.60	\$1,00,000	\$3.83	\$1,000 or fraction thereof

*Pursuant to MN Rules Chapter 1300.0160 subpart 3, Building permit valuations shall be set by the Building Official. For determining the permit valuation, the Building Official will use the supplied valuation with a minimum value as calculated by the current Building Valuation Data Table, published each May by the Department of Labor and Industry and other data, as needed, for projects not otherwise specified.

CITY OF HAMBURG
BUILDING CODE FEE SCHEDULE

Other Inspections and Fees

1.	Re-inspection Fee - A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. On valuation-based building permits, this fee is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection. Re-inspection fees shall also be assessed when: 1) the address of the jobsite is not posted, 2) the inspection record card is not posted or provided at the worksite, 3) the approved plans are not readily available for the inspector, 4) full access to the site is not provided for the inspector, 5) the inspector is not met by the responsible individual (no show), 6) on residential (IRC) maintenance permits where corrections are required to be inspected, and 7) deviations from the approved plans occur without prior building official approval. Re-inspection fees are due on or before the re-inspection. Payment shall be made payable to the Municipality:	\$50.00 each
2.	Inspections outside of normal business hours (will include travel time both ways – 2 hour minimum):	\$60/hr.
3.	Inspections for which no fee is indicated, Miscellaneous and Special Services (1/2 hour minimum):	\$60/hr.
4.	Additional Plan Review required by changes, additions, or revisions to approved plans (½ hour minimum)	\$75/hr.
5.	Special Investigation fee (work started without obtaining a permit) – applied whether permit is issued or not	100% of permit fee
6.	Copy charge (black/white 8 ½ x 11) – per side	\$.25/sheet
7.	Copy charge (black/white 11 x 17 and 8 ½ x 14) – per side	\$.50/sheet
8.	Copy charge (color 8 ½ x 11) – per side	\$1.00/sheet
9.	Copy charge (color 11 x 17 and 8 ½ x 14) – per side	\$2.00/sheet
10.	Replacement permit card fee – short card (8 ½ x 7)	\$25.00
11.	Replacement permit card fee – long card (8 ½ x 14)	\$40.00
12.	License Look-Up (contractor license verification)	\$5.00
13.	Lead Certification (for eligible construction) (contractor Lead Certification Verification)	\$5.00
14.	Permit Renewal within 6 mos. of expiration (no plan changes, no code changes, new permit number)	50% of original permit fee
15.	Change of Use of occupancy classification	\$100.00
16.	Pre-Final inspection (new home or structure) – 2 hour minimum	\$60/hr.
17.	Temporary Certificate of Occupancy – Escrow (less costs to administer)	\$1,000.00
18.	Refunds:	
	Plan review (if plan review has not started)	100%
	Plan review (if plan review has started - partial)	50%
	Plan review (if plan review has been completed)	0%
	Permit fee (if work has not started) within 6 months of permit issuance by municipality	75%
	Permit fee (if work started)	0%
	Maintenance Permits	0%

CITY OF HAMBURG (Proposed)
BUILDING/MECHANICAL/PLUMBING CODE PERMIT FEE SCHEDULE

Residential Permit Fees

(for permits that are issued over-the-counter and have flat-rate fees)

*(Definition of residential: **IRC-1 Single Family Dwelling:** Any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-2 Two-Family Dwelling:** Any building that contains two separate dwelling units with separation either horizontal or vertical on one lot used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-3 – Townhouse:** Definition: A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from the foundation to the roof and having open space on at least two sides of each unit. Each single-family dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family dwelling unit when required by other chapters of the State Building Code. **IRC-4 Accessory Structure:** Definition: A structure not greater than 3000 ft² in floor area, and not over two stories in height, the use of which is customarily accessory to and incidental to that of the dwelling(s) and which is located on the same lot.*

- **Unless identified below, all residential permits require a valuation, and fees shall be calculated using the Valuation Table.**

Fixed Fees are as follows and do not require a review for compliance:

Maintenance Permit Fees (for one- and two-family dwellings and accessory structures only):

- Re-Roof: ~~\$50.00~~ **\$75.00** - Replacement of like-for-like roof covering materials only
- Re-Side: ~~\$50.00~~ **\$75.00** - Replacement of siding material only
- Re-Window: ~~\$50.00~~ **\$75.00** - Replacement of same size windows
- Re-Door/Garage door: ~~\$50.00~~ **\$75.00** - Replacement of same size doors

Plumbing Permit Fees:

- New fixtures: ~~\$75.00~~ **\$80.00** (plus \$10.00 per fixture after 8 fixtures)
- Lawn Irrigation Systems: ~~\$45.00~~ **\$65.00**
- Fixture Replacement: ~~\$45.00~~ **\$65.00**/fixture

Mechanical Permit Fees:

- New appliances/fireplace inserts: \$75.00 minimum (plus \$37.50 per unit after 2 units)
- Gas Line (with mechanical permit): ~~\$10.50~~ **\$10.00** per gas line, ~~\$25.00~~ **\$20.00** minimum
- Gas Line only permit: ~~\$45.00~~ **\$65.00**
- Unit Replacement: ~~\$45.00~~ **\$65.00**/unit
- Fireplace masonry – Based on valuation (building permit required)

Exterior Structure Fees

- **The following exterior structure permits require a valuation and fees shall be calculated using the valuation table.**

- Retaining Wall (over 4' in height)
- Fence (over 7' in height)
- Sheds (over 200 sq. feet)
- Permanent and In-ground Swimming Pools

Retaining Walls under 4', Fences under 7', Sheds under 200 sq. feet, and Seasonal Swimming Pools require a zoning permit: ~~\$50.00~~ **\$75.00** **no state surcharge**

(Seasonal residential swimming pools requiring permits (over 24" deep or 5000 gallons in capacity, installed entirely above grade) are allowed to be installed with a single application and approval provided that the same pool is installed in the same location each year. Once approved, the pool may be put up and taken down any

CITY OF HAMBURG (Proposed)

BUILDING/MECHANICAL/PLUMBING CODE PERMIT FEE SCHEDULE

Effective Date: _____

State Surcharge

The State Surcharge is a State fee imposed on all permits issued by municipalities. The State Surcharge amount is based on MN Statute 326B.148, subdivision 1, which can be viewed here → <https://www.revisor.mn.gov/statutes/cite/326B.148>

Permit Fees

Pursuant to MN Rules Chapter 1300.0160 subpart 4, permits fees shall be based on valuation except:

- one- and two-family dwelling maintenance permits for roofing, siding, windows, doors, or other minor projects may be charged a fixed fee.
- permits for plumbing, mechanical, electrical, or other building service equipment systems may be based on valuation or charged a fixed fee.

Valuation

Pursuant to MN Rules Chapter 1300.0160 subpart 3, The applicant for a permit shall provide an estimated permit value at time of application. Permit valuations shall include the total value of all construction work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment, and permanent systems. The building permit valuation shall be set by the Building Official. For determining the permit valuation, the Building Official will use the supplied valuation with a minimum value as calculated by the current International Code Council Building Valuation Data Table (and other data as needed, for projects not specified in that table).

Valuation Table (See separate fee comparison spreadsheet)

Fee Schedule Base: 1997 (+10%)

Value up to (and including):	Base Amount:	For the first:	Plus:	For each additional:
\$2000.00	\$75.00			
\$25,000.00	\$75.00	\$2000.00	\$15.40	\$1,000 or fraction thereof
\$50,000.00	\$429.20	\$25,000.00	\$11.11	\$1,000 or fraction thereof
\$100,000.00	\$706.95	\$50,000.00	\$7.70	\$1,000 or fraction thereof
\$500,000.00	\$1091.95	\$100,000.00	\$6.16	\$1,000 or fraction thereof
\$1,000,000.00	\$3555.95	\$500,000.00	\$5.23	\$1,000 or fraction thereof
Over \$1,000,000.00	\$6170.95	\$1,000,000.00	\$4.40	\$1,000 or fraction thereof

Plan Review/Compliance Verification Fees – (Commercial and Residential)

Unless otherwise noted, all permits require a review for compliance with applicable codes.

- Plan Review/Compliance Verification:
 - 65% of the Permit Fee
- Review of State-approved plans:
 - 25% of the Plan Review/Compliance Verification fee identified above.
- Plan Review/Compliance Verification for master and similar plans:
 - 65% of the permit fee for the original plan review
 - 25% of the permit fee for similar plans
 - The use of these fees must be identified upon submittal of the master plan.

CITY OF HAMBURG (Proposed)

BUILDING/MECHANICAL/PLUMBING CODE PERMIT FEE SCHEDULE

number of times. A site plan is required to be approved as a part of the permit submittal, and it must be kept on site for review as needed.)

Commercial Permit Fees

(Includes Structures that are not Residential as defined in the "Residential Permit Fees" Section; Fire Suppression & Alarm systems; Mechanical systems; and Plumbing systems)

➤ **All commercial permits require a valuation and fees shall be calculated using the Valuation Table.**

- Building Permit minimum: ~~\$75.00~~ **\$100.00**
- Plumbing Permit minimum: ~~\$75.00~~ **\$100.00**
- Mechanical Permit minimum: ~~\$75.00~~ **\$100.00**
- Gas Line Only Permit minimum: ~~\$45.00~~ **\$100.00**
- Fire Suppression Permit minimum: **\$100.00 (new min)**
- Fire Alarm Permit minimum: **\$100.00 (new min)**

~~Commercial Plumbing Plan Review~~ Plumbing Plan Review Fee Schedule (It is proposed that the plumbing plan review fee be updated to 65% of the Permit Fee – the same as all other commercial permits) – to simplify.)

Demolition Permit Fees

➤ **All demolition permits require a valuation and fees shall be calculated using the Valuation Table.**

- Demolition Permit minimum: **\$100.00**

Manufactured (Mobile), Modular, and Moved In Structure Fees

➤ **Foundations and interior remodels for these structures require separate permits which requires a valuation. Fees shall be calculated using the valuation table.**

- Pre-moved in single family dwelling Inspection: \$175.00 plus travel time and mileage from municipality office (as calculated by Google maps)
- Pre-moved in accessory structure Inspection: \$125.00 plus travel time and mileage from municipality office (as calculated by Google maps)
- Site work: Requires a valuation and fees shall be calculated using the Valuation Table
- Moved In House: ~~\$200.00~~ **\$275.00**
- Moved In Accessory structure: **\$200.00**
- Manufactured (Mobile) Home: ~~\$200.00~~ **\$275.00**
- Modular House: ~~\$250.00~~ **\$275.00**
- Plumbing Connection: **\$ 75.00**
- Mechanical Connection: **\$ 75.00**

Site, Sediment and Erosion Fees

- Residential Site Inspection: ~~\$50.00~~ **\$65.00**
 - Required for new construction of/on homes, detached garages, and accessory structures.
- Commercial Site Inspection: ~~\$90.00~~ **\$95.00**
 - Required for new construction of/on buildings and accessory structures.
- S.E.C. (Sediment and Erosion Control):
 - .0005 x permit valuation for all permits requiring the monitoring the control of sediment and erosion on a construction site.
 - Minimum \$150.00 (new home and commercial construction projects)
 - Minimum \$50.00 (other projects)

CITY OF HAMBURG (Proposed)
BUILDING/MECHANICAL/PLUMBING CODE PERMIT FEE SCHEDULE

Other Inspections and Fees

Re-inspection Fee - A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is requested is not complete or when required corrections are not made. On valuation-based building permits, this fee is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection. Re-inspection fees may also be assessed 1) when full access to the site is not provided for the inspector, 2) when the inspector is not met by the responsible individual (no-show), 3) on fixed-fee permits where corrections are required to be inspected, and 4) when deviations from the approved plans have occurred without prior Building Official approval. Re-inspection fees are due on or before the re-inspection. Payment to be made payable to the Municipality:	\$50.00 \$75.00
Inspections outside of normal business hours (includes travel time both ways with a 2-hour minimum):	\$60.00 \$95.00/hr.
Inspections for which no fee is indicated, miscellaneous and special services (half-hour minimum):	\$60.00 \$95.00/hr.
Additional Plan Review required by changes, additions, or revisions to approved plans (half-hour minimum)	\$75.00 \$95.00/hr.
Special Investigation fee (work started without obtaining a permit)	100% of permit fee
Copy charge (black/white 8 ½ x 11) – per side	\$.25/sheet
Copy charge (black/white 11 x 17 and 8 ½ x 14) – per side	\$.50/sheet
Copy charge (color 8 ½ x 11) – per side	\$1.00/sheet
Copy charge (color 11 x 17 and 8 ½ x 14) – per side	\$2.00/sheet
Replacement permit card fee – short card (8 ½ x 7)	\$25.00
Replacement permit card fee – long card (8 ½ x 14)	\$40.00
Residential Contractor License verification (for eligible projects) MN Statute 236B.815 Subd. 2	\$5.00
Lead Certification verification (for eligible projects) MN Statute 236B.103 Subd. 13	\$5.00
Permit Renewal within 6 mos. of expiration (no plan changes, no code changes, new permit number)	50% of original permit fee
Print or Copy charge (large plan sheet)	\$4.00/pg
Change of Use with no other permits issued	\$100.00
Pre-Final Inspection (new home or structure)	\$60.00 \$75.00
Temporary Certificate of Occupancy – Escrow (less costs to administer)	\$1,000.00
Refunds:	
Refunds for Issued Permits: NOTE: The permit applicant is responsible to pay the Plan Review fee (if the Review has been completed) even if the project is cancelled prior to permit issuance.	
Fixed-fee permits	0%
Plan review fee	0%
Permit fee (if work not started) within 6 months of issuance by municipality	75% 80%



MEMORANDUM

DATE: March 11, 2025

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

FROM: Corrin Bemis, AICP, Consultant Planner

SUBJECT: **Motion to Vacate the Alley between 430 Louisa Street and 440 Louisa Street**
Public Hearing Required

Council Should Consider the Following:

Motion to adopt Resolution 2025-04 approving the vacation of the alley running north/south between 430 Louisa Street (PID 45.7000010) and 440 Louisa Street (45.0750020) in the southwest quarter of Township 115, Range 026, Section 28. The city-initiated alley vacation will release the public's right-of-way to the owner of the underlying property but will reserve the City's right to maintain, repair, and replace its utilities that are located in the alley. The vacation will also not affect the rights of any private utilities that already have facilities in the alley. The evaluation of the proposal should be based on Hamburg City Code Chapter 160B – Subdivision Ordinance, Section J. Administration and Enforcement, Subsection 2. Vacation of Public Right of Way and Easements.

Background

The City of Hamburg is initiating the vacation of a portion of the alley parallel to Louisa Street, between 430 Louisa Street (PID 45.7000010) and 440 Louisa Street (45.0750020). The subject alley is approximately 16 feet wide and 124.5 feet long. The alley has historically been used as a public access road, providing rear access to the affected parcels. The proposed vacation will eliminate the public right-of-way and control will revert to the owner of the property at the time the alley right-of-way was created, or their successor-in-interest, which is likely the owner of PID 45.7000010. The proposed vacation will not impact access to any existing parcels, as access to all adjacent parcels will be maintained via the southern access point at Maria Avenue. Under state statute, the City of Hamburg may reserve the right of the city and any private utilities to maintain the existing utilities located in the alley.

The area to be vacated is legally described as follows:

That part of the public alley lying southeasterly of and adjacent to Lot 1, Block 1, TRUWE'S ADDITION TO HAMBURG, Carver County, Minnesota; the northerly limits of the herein



described alley vacation shall be the easterly extension of the south line of Sophia Street, as said Street is shown on said plat of TRUWE'S ADDITION TO HAMBURG; the southerly limits of the herein described alley vacation shall be a line drawn southeasterly from the southeast corner of said Lot 1, Block 1, perpendicular to the southeasterly right of way line of said alley being vacated, said right of way also herein described as the northwesterly line of Outlots 2, 3 and 4, Plat of Hamburg, Carver County, Minnesota.

To determine the owner of the underlying property, title must be examined to determine where the boundary line will fall based on the terms of the document that created the alley and the conveyance documents subsequent to the alley dedication. The County Surveyor will likely make the final determination of the location of the boundary. However, based on the two attached plats, the likely layout of the property is shown below:

Exhibit A – TRUWE'S ADDITION TO HAMBURG

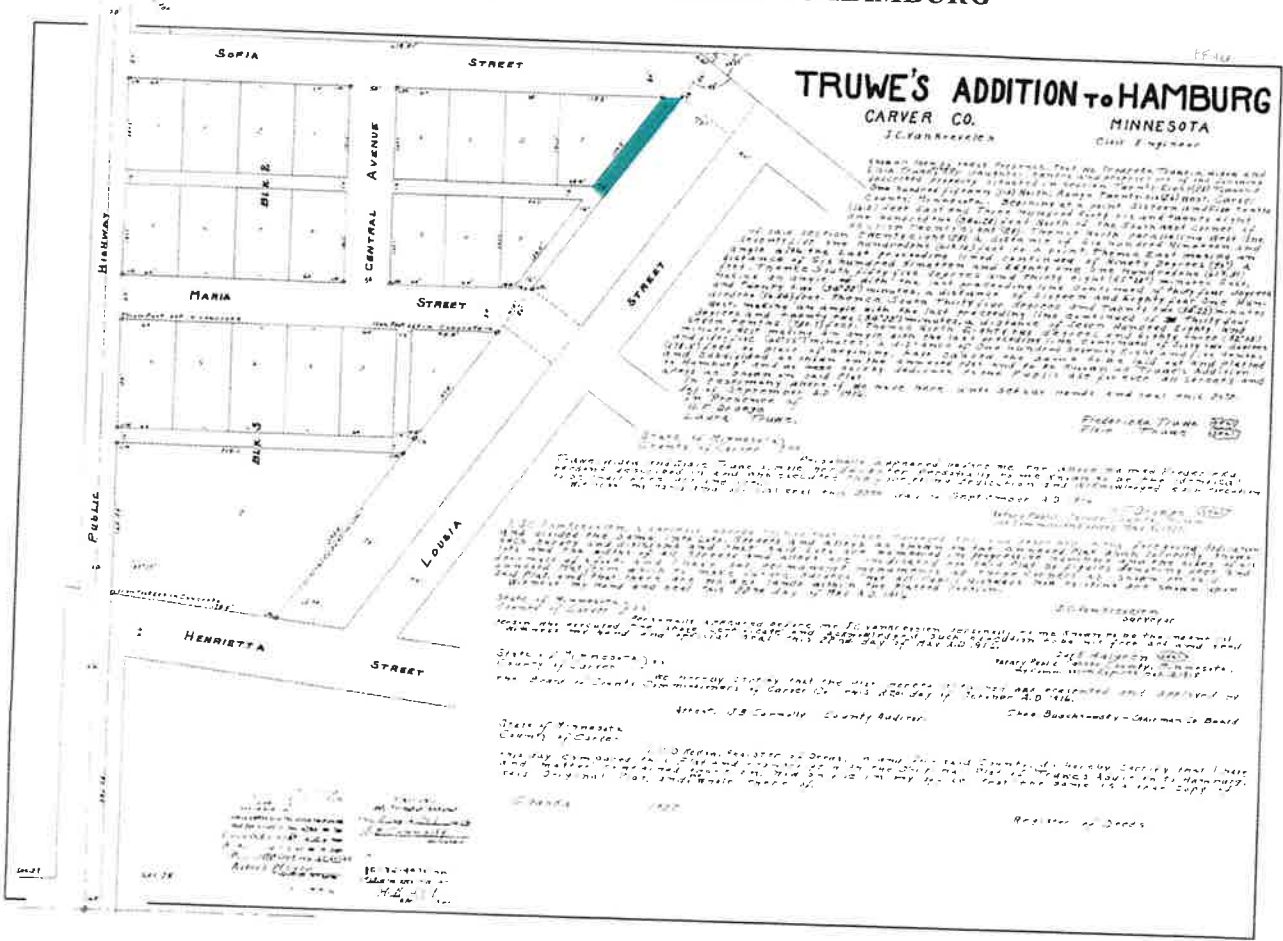




Exhibit B – Carver County’s 1927 Copy of the 1900 Plat of Hamburg

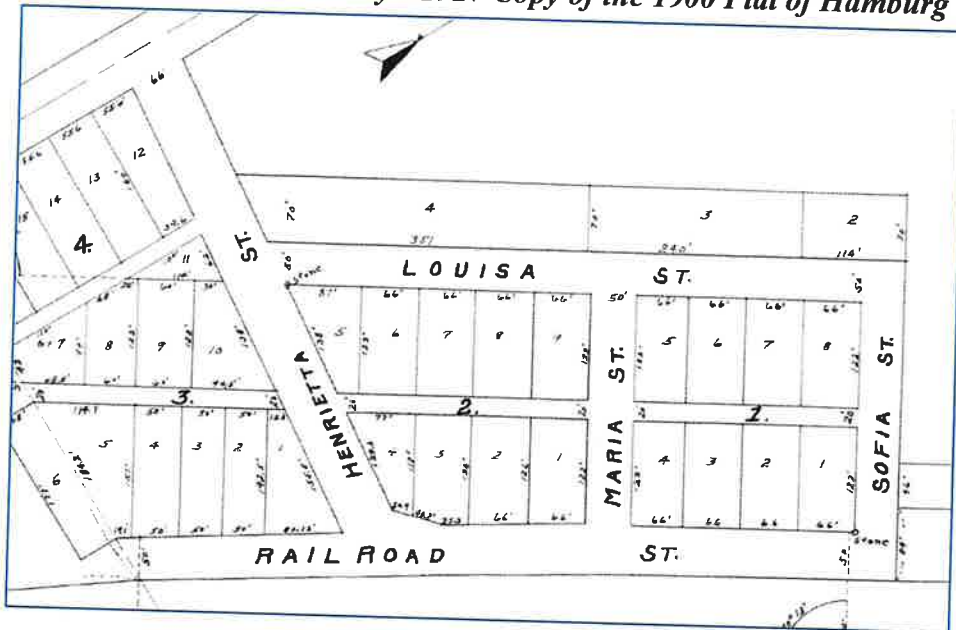


Exhibit C – Existing Conditions





Exhibit D– Likely Boundaries



Findings of Fact

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

1. The City Council may vacate all or part of public streets, alleys, public ways, drainage and utility easements and public grounds after a public hearing is held and by the adoption of a resolution provided the Council finds it is in the public interest.
2. The subject right-of-way is located in the R-1 Single Family Residential District between parcels #45.7000010 and #45.0750020.
3. The City of Hamburg is initiating the proposed vacation which will release the right-of-way to the owner of the property at the time the alley right-of-way was created.
4. A vacation may be initiated by the City Council however, the resolution approving the vacation must be adopted by at least four-fifths of all members of the City Council.
5. The proposed vacation will not be detrimental to the public welfare or injurious to adjacent tracts in the area in which the right-of-way is located.
6. The City of Hamburg has the power to reserve the right of the city and any private utilities to maintain the existing utilities located in the alley.



Notice and Public Comments

Notice was published in the newspaper on February 27, 2025, and March 6, 2025. Consultant Staff has not received any letters, e-mails, or telephone calls from property owners or residents regarding this planning case. A public hearing for the proposed minor subdivision is being held at the City Council meeting on March 11, 2025.

Council shall Consider

Staff has provided the following motion language options for the City Council to consider. Following approval of a resolution, a copy shall be filed with the county.

1. **Approval:** Motion to adopt resolution 2025-04 approving the proposed alley vacations based on the report submitted to the City Council on March 11, 2025.
2. **Denial:** Motion to *deny* resolution 2025-04 for the proposed alley vacation: *the City Council should specifically reference the reasons for the denial and why those reasons cannot be mitigated.*
3. **Table:** Motion to *table* resolution 2025-04 for the proposed alley vacation: *the City Council should identify a specific reason and/or information request should be included with a motion to table.*

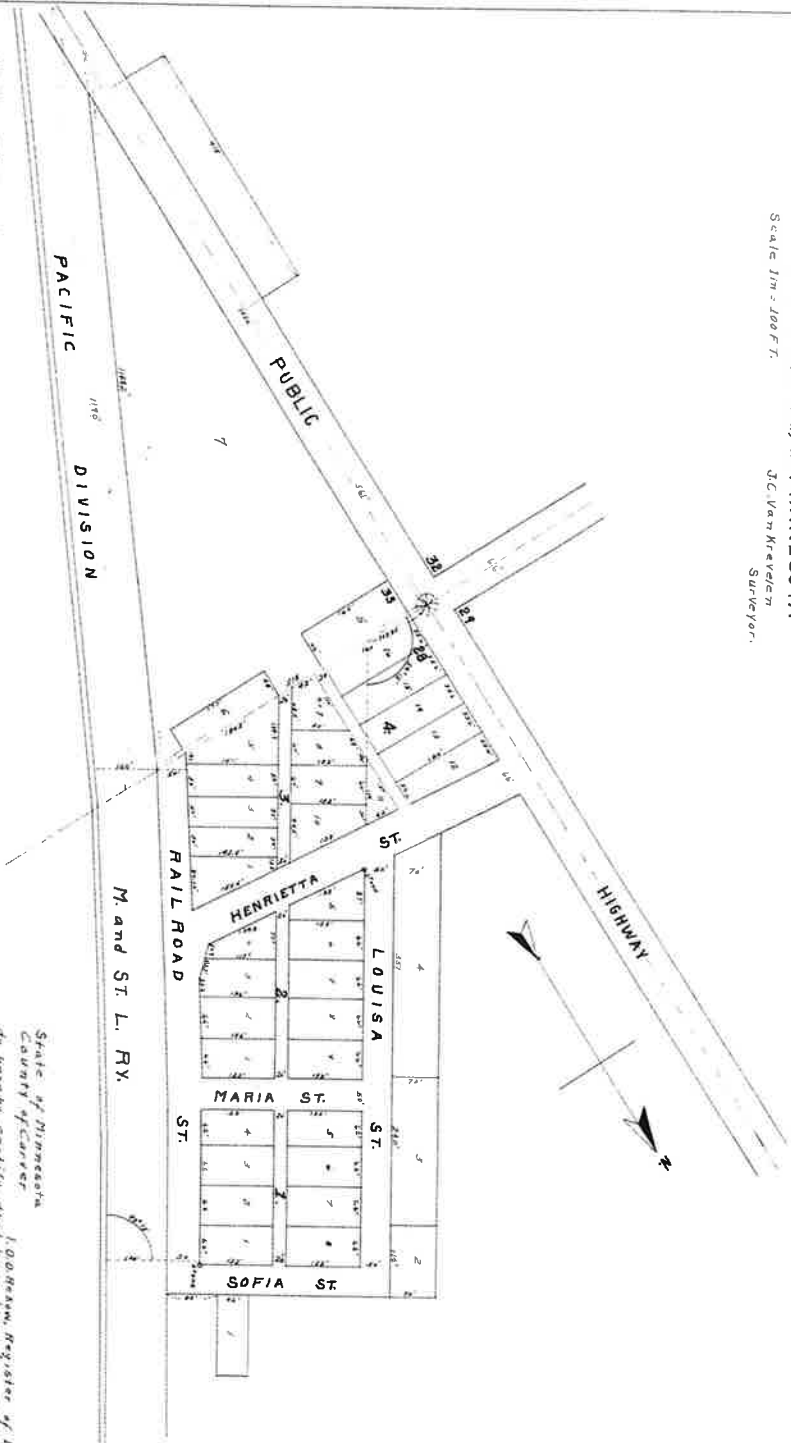
Attachments

- A. Resolution 2025-04

PLAT OF HAMBURG

CARVER CO. TWENTH RANGE, MINNESOTA

Scale 1 in = 100 FT. J.C. Van Krevelen
Surveyor.



State of Minnesota)
County of Carver) ss
I do here certify
that I have surveyed and made a plat of
the proposed Village of Hamburg, and
of the lots and blocks and streets and
and blocks and that each survey and
that is true and correct.

J.C. Van Krevelen
Surveyor.

State of Minnesota) ss.
County of Carver)
On this 17th day of
March A.D. 1900 I, J.C. Van
Krevelen and being first duly sworn depose
and say that he is a surveyor and that as
the Village of Hamburg, Minnesota, and that he
run the course and distances of the lines
forming the boundaries thereof and that survey
and the foregoing plat is true and correct.

Subscribed and sworn to before me this 17th
day of March A.D. 1900.
Albert J. Trane
Notary Public, Carver Co. Minn.

State of Minnesota
County of Carver)
I, O. H. Shaw, Register of Deeds, in and for said
County do hereby certify that the foregoing plat and
map were filed in my office on the 17th day of
March A.D. 1900, and that the same are a true
and correct copy of the original plat and map
thereof.

Chaoka 1927

Register of Deeds.

Witness my hand and seal of office
this 17th day of March A.D. 1900.
O. H. Shaw
Register of Deeds
Carver County, Minnesota

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2025-04**

**A RESOLUTION APPROVING THE VACATION OF PART OF THE ALLEY
PARALLEL TO LOUISA STREET WITHIN THE CITY OF HAMBURG**

WHEREAS, the City of Hamburg initiated the process of vacating a certain alley running north/south between 430 Louisa Street (PID 45.7000010) and 440 Louisa Street (45.0750020) within Township 115, Range 026, Section 28, and

WHEREAS, the City Council may vacate all or part of public streets, alleys, public ways, drainage and utility easements, and public grounds after a public hearing is held and by the adoption of a resolution provided the Council finds it is in the public interest, and

WHEREAS, the city-initiated alley vacation will release the public's right-of-way to the owner of the underlying property, and

WHEREAS, the area to be vacated is legally described in the attached Exhibit A.

WHEREAS, the City of Hamburg held a public hearing on March 11, 2025, and notice of the public hearing on the proposed vacation was published for two weeks in the newspaper beginning on February 27, 2025, and was posted at City Hall for two weeks ahead of the public hearing.

WHEREAS, a notice of the vacation and the public hearing was mailed to all affected property owners at least ten days prior to the hearing.

THEREFORE, BE IT RESOLVED, that the City makes the following findings of fact:

1. The foregoing recitals are adopted as findings of fact; and
2. Vacation of the alley described is in the public interest

THEREFORE, BE IT RESOLVED FURTHER, that the City Council of the City of Hamburg hereby vacates the alley right-of-way described in the attached Exhibit A, and

THEREFORE, BE IT RESOLVED FURTHER, that, pursuant to Minnesota Statutes Chapter 160.29 the vacation of the right-of-way effected by this resolution shall not relinquish or release the easement rights of the City of Hamburg or any private utility to maintain any utility facilities presently located in the portion of the right-of-way to be vacated, or to enter upon the same to maintain, repair, replace, remove, or otherwise attend to such facilities, and

THEREFORE, BE IT RESOLVED FURTHER, that the owner shall not alter the grade or change the drainage pattern in the easement area without a permit from the City of Hamburg, and

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



THEREFORE, BE IT RESOLVED FURTHER, that other than a fence with the written permission of the City and any required permit, no structures or trees shall be constructed or planted within the easement area, and

THEREFORE, BE IT RESOLVED FURTHER, that the vacation shall be effective upon the recording of an approved resolution with Carver County, Minnesota.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota, on the 11th day of March 2025.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer

Votes:

Lund _____
Polzin _____
Poppler _____
Tracy _____
Weber _____

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



EXHIBIT A

LEGAL DESCRIPTION OF RIGHT-OF-WAY TO BE VACATED

That part of the public alley lying southeasterly of and adjacent to Lot 1, Block 1, TRUWE'S ADDITION TO HAMBURG, Carver County, Minnesota; the northerly limits of the herein described alley vacation shall be the easterly extension of the south line of Sophia Street, as said Street is shown on said plat of TRUWE'S ADDITION TO HAMBURG; the southerly limits of the herein described alley vacation shall be a line drawn southeasterly from the southeast corner of said Lot 1, Block 1, perpendicular to the southeasterly right of way line of said alley being vacated, said right of way also herein described as the northwesterly line of Outlots 2, 3 and 4, Plat of Hamburg, Carver County, Minnesota, and

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





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



NEATON & PUKLICH, P.L.L.P.

PATRICK J. NEATON
MICHAEL L. PUKLICH
MARK E. DOOLEY

February 6, 2025

LEGAL ASSISTANTS:
LORI B. NOLAN
COURTNEY M. OLSON

VIA EMAIL AND U.S. MAIL

Mr. Matthew D. McDougall
Melchert Hubert Sjodin, PLLP
121 West Main Street, Suite 200
Waconia, MN 55387

RE: City of Hamburg/Steven and Tammy Trebesch

Mr. McDougall:

Please be advised that I am representing Steven and Tammy Trebesch in connection with issues that are being raised by the City of Hamburg over the property that the Trebeschs purchased from Minnesota Valley Regional Rail Authority, and which the City of Hamburg quit claimed its interest in as part of the settlement of the parties' litigation in January 2024.

Attached is a three-page letter that my clients recently received from the City of Hamburg regarding alleged violations that the City claims are occurring on what the City identifies in this letter as "Parcel 2."

The City of Hamburg is asserting that this Parcel is zoned A-1 "Restricted Agriculture District."

I am not sure who handles the City of Hamburg's Data Practices Act requests in accordance with the Minnesota Statute, and I am therefore making this request to you as the attorney for the City of Hamburg.

Pursuant to the Minnesota Data Practices Act, I am hereby requesting an opportunity to review the following documents and/or materials:

- Any and all documents with respect to the City of Hamburg's annexation of any portion of the referenced "Parcel 2";
- Any and all documents regarding the City of Hamburg's zoning of "Parcel 2"; and
- Any and all documents regarding the City of Hamburg's decision to assert that Steven and Tammy Trebesch are in violation of any of the City of Hamburg's Ordinances with respect to "Parcel 2."



City of Hamburg, Minnesota

181 Broadway Avenue
Hamburg, MN 55339

POSTED NOTICE

February 7, 2025

Steven and Tammy Trebesch
360 Sophia Avenue
Hamburg, MN 55339

RE: Public Nuisance Violations

Dear Mr. and Mrs. Trebesch:

Several inspections by the City of Hamburg disclosed conditions on your property that are in violation of the City of Hamburg Code of Ordinances. On January 14, 2025, the Hamburg City Council agreed the following items must be corrected by February 11, 2025:

- **Ordinance 92 – Abandon Motor Vehicle (Abandoned or Junk Vehicles)**
- **Ordinance 93.19 – Nuisance Parking and Storage (Inoperable Vehicles)**
- **Ordinance 93.20 – Inoperable Motor Vehicles (Inoperable Vehicles)**

The property in question is Parcel 45.0282020, referred to below as "Parcel 2." As noted on the below drawing, Parcel 45.0282500 shall be referred to as "Parcel 1."



In a previous letter dated November 13, 2024, we formally recognize Parcel 1 as "grandfathered" into the Zoning Code and consider the current use to be a Legal Non-

Conforming use under Minn. Stat. §462.357. In contrast, the City of Hamburg has not found or been made aware of any evidence demonstrating that Parcel 2 was used for automotive repairs and parking before the adoption of Resolution 2022-08, amending the zoning map, on April 12, 2022, or the current Zoning and Subdivision Ordinance on November 24, 2009.

To address this, the City Council has invited you to attend multiple City Council meetings to discuss the current and future use of the property, as shown in previous letters dated September 11, 2024, October 4, 2024, November 6, 2024, November 13, 2024, and December 17, 2024.

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 agricultural 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:

1. **Accessory structures other than garages (larger than 1,000 square feet)**
2. Public and educational facilities, religious institutions, and public or private parks
3. Home occupations
4. Cemeteries
5. Telecommunication facilities that exceed 75 feet in height

It is the City of Hamburg's understanding that Parcel 2 is currently being used for the storage and parking of automobiles, in association with the adjacent automotive repairs and automotive parking use on Parcel 1. To bring Parcel 2 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 Conditional Use Permit by submitting a completed Land Use Application (attached). The City has worked with you to allow flexibility for accessory structures, as noted in a Conditional Use Permit on February 13, 2018, for Parcel 1. If a Conditional Use Permit is approved, all vehicles and vehicle-related equipment shall be moved inside an enclosed structure.

Should the above nuisances not be corrected by **February 11, 2025**, you will be expected to attend the next City Council Meeting on February 11, 2025, at 7:00 p.m. to state your case. Should you fail to attend the meeting or if, upon assessment by the Council, it is determined that the nuisance violation persists, the matter will be escalated to the Carver County

Attorney's office for potential prosecution as a misdemeanor or petty misdemeanor violation of the City Ordinances.

If you have any questions about these orders, please call the City office at (952) 467-3232. Your prompt cooperation in attending to the item(s) would be greatly appreciated.

Sincerely,

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



City of Hamburg, Minnesota

181 Broadway Avenue
Hamburg, MN 55339

POSTED NOTICE – SECOND NOTICE

February 26, 2025

Steven and Tammy Trebesch
360 Sophia Avenue
Hamburg, MN 55339

RE: Public Nuisance Violations

Dear Mr. and Mrs. Trebesch:

Several inspections by the City of Hamburg disclosed conditions on your property that are in violation of the City of Hamburg Code of Ordinances. On January 14, 2025, the Hamburg City Council agreed the following items must be corrected by February 11, 2025:

- **Ordinance 92 – Abandon Motor Vehicle (Abandoned or Junk Vehicles)**
- **Ordinance 93.19 – Nuisance Parking and Storage (Inoperable Vehicles)**
- **Ordinance 93.20 – Inoperable Motor Vehicles (Inoperable Vehicles)**

The property in question is Parcel 45.0282020, referred to below as “Parcel 2.” As noted on the below drawing, Parcel 45.0282500 shall be referred to as “Parcel 1.”



In a previous letter dated November 13, 2024, we formally recognize Parcel 1 as “grandfathered” into the Zoning Code and consider the current use to be a Legal Non-Conforming use under Minn. Stat. §462.357. In contrast, the City of Hamburg has not found or been made aware of any evidence demonstrating that Parcel 2 was used for automotive repairs and parking before the adoption of Resolution 2022-08, amending the zoning map, on April 12, 2022, or the current Zoning and Subdivision Ordinance on November 24, 2009.

To address this, the City Council has invited you to attend multiple City Council meetings to discuss the current and future use of the property, as shown in previous letters dated September 11, 2024, October 4, 2024, November 6, 2024, November 13, 2024, and December 17, 2024.

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 agricultural 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:

1. **Accessory structures other than garages (larger than 1,000 square feet)**
2. Public and educational facilities, religious institutions, and public or private parks
3. Home occupations
4. Cemeteries
5. Telecommunication facilities that exceed 75 feet in height

It is the City of Hamburg’s understanding that Parcel 2 is currently being used for the storage and parking of automobiles, in association with the adjacent automotive repairs and automotive parking use on Parcel 1. To bring Parcel 2 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 Conditional Use Permit by submitting a completed Land Use Application (attached). The City has worked with you to allow flexibility for accessory structures, as noted in a Conditional Use Permit on February 13, 2018, for Parcel 1. If a Conditional Use Permit is approved, all vehicles and vehicle-related equipment shall be moved inside an enclosed structure.

Should the above nuisances not be corrected by **March 11, 2025**, you will be expected to attend the next City Council Meeting on March 11, 2025, at 7:00 p.m. to state your case. Should you fail to attend the meeting or if, upon assessment by the Council, it is determined that the

nuisance violation persists, the matter will be escalated to the Carver County Attorney's office for potential prosecution as a misdemeanor or petty misdemeanor violation of the City Ordinances.

If you have any questions about these orders, please call the City office at (952) 467-3232. Your prompt cooperation in attending to the item(s) would be greatly appreciated.

Sincerely,

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



1000 1st St. NE, 1st Floor
SEASIDE, MD 21156
Tel: 410-326-2100

Compass

hardwood flooring inc.

Renov. Transform. Restore.

CompassHardwood.com

(952) 442-2443

CompassFlooring@outlook.com

PROPOSAL OF WORK

Name: City of Hamburg

Street Address: 351 Henrietta Ave

City/State/Zip: Hamburg, MD

Phone Number: 952 290 3541 Email: Public works @ city of hamburg . com

How did you hear about us? _____

Buff and Coat Refinish

Kitchen Living Room Bathroom Dining Room Bedroom Office Foyer Hallway

Total Sq Feet: 209 Type of Finish: Oil Water No. of Coats: 3

Finish: Satin Semi Matte Stain Color: _____

Flush mount vent installation No. of Vents: _____ Type of Hardwood: 2 1/2 maple

Install Demo/Disposal Carpet/Pad Hardwood Tile Laminate Vinyl

Remove/install Trim Install New Trim Appliance Removal (Reinstall not included)

Notes:

Refinish wood floors in coat-room. Apply 3 coats oil poly \$1,000.00
Patch/Repairs as needed \$150.00 - 300.00 (TBD)
Asbestos testing \$120.00

Authorized Signature: Nick Kohl

Date: 3-6-25 Proposal good for _____ days

BID TOTAL

All work will be completed in a workmanlike manner according to standard practices. All agreements contingent upon delays beyond our control. Any alteration or deviation from above specifications involving extra costs or labor will become an extra charge over and above the proposal. Owner will carry all necessary insurance. Natural wood products vary in color and grain pattern from piece to piece. Hardwood floors will expand and contract slightly with seasonal moisture changes. Material used will conform to industry standards of six to nine percent moisture content.

The above prices, specifications and conditions are satisfactory and are hereby accepted. I have read and understand the additional information provided to me at the time of the proposal. You are authorized to do the work as specified. Payments will be made as follows:

50% UPON DELIVERY, BALANCE DUE IN FULL UPON COMPLETION.

A service charge of 150% per month (18% per annum) will accrue on all unpaid balances over 30 days.

All costs of collection are chargeable to the customer.



Signature: _____

Date: _____



12519 Rhode Island Avenue South
 Savage, Minnesota 55378
 Phone: 952.931.9188
 Fax: 952.931.0956
 www.GopherStateSealcoat.com

Proposal

Proposal Submitted To	Installation Site
-----------------------	-------------------

Jeremy Gruenhagen
 City of Hamburg
 181 Broadway Ave
 P.O. Box 248
 Hamburg, MN 55339

Jeremy Gruenhagen
 City of Hamburg
 181 Broadway Ave
 P.O. Box 248
 Hamburg, MN 55339

Account #	Quote #	Quote Date	Valid Thru	Terms	Estimator
-----------	---------	------------	------------	-------	-----------

6565 28176 02/24/2025 03/26/2025 NET10 Craig

Work #	Fax #	Mobile #	Email Address
--------	-------	----------	---------------

952-467-3232 cityadmin@cityofhamburgmn.com

Description	Total Price
City Hall parking lots per map:	\$3,506.00
Crack Sealing: Not to exceed 4125 linear feet: Rout unfilled cracks 1/4" or larger to 1" x 1/2", except in alligatored areas. Clean out cracks. Using banders for a neat appearance, Seal cracks with MnDOT spec #3723 hot pour rubberized crackfiller. Touch up old cracks Apply barrier paper as needed. Some settling of material will occur after cooling.	
NOTE: This price includes one mobilization. Additional moves will be billed at \$800/each.	\$0.00

Quote Total
\$3,506.00

We propose to furnish material and labor, complete in accordance with the above specifications, for the sum and terms outlined above. All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Property owner is responsible for all permits and fees.

PROPOSAL SUBMITTED BY:

[Handwritten Signature]

Craig Olson

2-24-25

Authorized Signature

Print Name

Date

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to complete this contract as specified. Payment will be made as outlined.

Authorized Signature

Print Name

Date

BARGEN

INCORPORATED

606 County Road 1
Phone (507) 427-2924
Mountain Lake, MN 56159

Fax/Email COVER SHEET

Company City of Hamburg
Attention Jason
Fax # _____

From Jerry Van Dyke
Date 1-9-2025
Phone: 1-800-434-2924
Fax: 1-507-427-2697

Email: publicworks @ cityofhamburgmn.com

Email us back at bargen@bargeninc.com

Total pages, including cover 4

Urgent
For Review
Please Reply
Original is being mailed to you —

Message _____

Quote for Crack Repair on
City hall lot and Central St.

BARGEN

INCORPORATED

606 County Road 1
Phone (507) 427-2924
Mountain Lake, MN 56159

Jan. 9, 2025

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

Jason,

Thank you for the opportunity to explain the pavement maintenance services our firm offers and to provide you with a quote. I am confident that you will find the services beneficial for your roads. I would like to explain the procedures our service crew uses.

Asphalt Rubber Crack Repair

Our service crew will:

- A. rout out cracks 1" wide by 1" deep for cracks that are 40 feet apart and closer
- B. rout out cracks 1 1/4" wide by 1" deep for cracks that are 45 – 80 feet apart
- C. if the cracks are wider, they will be routed accordingly
- D. the cracks will then be cleaned with high volume blowers
- E. as a second cleaning procedure, a heat lance will be used to clean out any remaining debris and/or moisture
- F. cracks will be filled three-quarters to full
- G. after a cooling period, the cracks are filled a second time using a banding applicator
- H. this does not include any alleged areas
- I. the debris will be blown to the side of the curb/road, where it will be the Customers' responsibility to sweep up

Sealant Material

The sealant that we will use meets and exceeds the Minnesota State Spec. #3723.2 and Iowa ASTM-D6690 type II & III Spec. with the following modifications:

- 100% elongation at -20°F

Blow and Go procedure (Re-Seal or Clean and Seal)

The existing cracks will be cleaned of debris and/or moisture using a heat lance. We will then fill the cracks with rubberized sealant, installing an overbanding safety seal.

Respirable Crystalline Silica Law

Recently OSHA implemented new maximum silica exposure levels. We as a company are taking this seriously and we want to protect our workers as well as avoid any fines that might be incurred by not following OSHA regulations.

The OSHA standard (29 CFR 1926.1153) requires employers to limit worker exposures to respirable crystalline silica and to take other steps to protect workers. In keeping with the spirit of the law, we are doing everything we can to reduce our employees' exposure to Silica. This includes working towards a solution to suppress the dust at the point of creation, as well as using a Vacuum sweeper truck with a water system in the holding tank to suck the debris from the cracks.

Project Price

Our price includes all materials, applicable taxes and labor to complete the project as explained. **The price stated is what is needed to complete the project. If there are any Permits/Fees, Bid Bonds, or Payment and/or Performance Bonds needed for this project that cost will need to be ADDED.**

Public Notification

The Customer is responsible for notifying the public that we will be working in your area. Pavement maintenance can be extremely dusty and dirty work, and we strongly encourage the public to keep their Personal property at a strong distance away from our work zone. This will avoid any possible concerns for dust, debris or damage. A recommended distance would be 75 – 150 feet away from the work zone. Work found under or near unattended vehicles or objects will be omitted. An Insurance Certificate is available upon request.

City Hall parking lot and Central Street

Crack Repair for \$3,975.00

This price includes Routing new cracks and Resealing the previously sealed cracks

State or Federal Wages

This quote assumes regular wage rates for our crews. However, if your project has State or Federal Funding involved with it, then our prices will need to be revisited to reflect that adjustment. Please let us know immediately if this is the case. Thank you!

TERMS: Owner agrees that all payments required under this Contract shall be due and payable within 30 days of date of invoice. Owner further agrees that Bergen Inc. may charge interest at the annual rate of eighteen percent (18%), unless a lesser percentage is required by law on any sum due under this Contract which is not paid within 30 days of invoice date. If payments are not made when due, interest, costs incidental to collection and attorney's fees (if any attorney is retained for collection) shall be added to the unpaid balance. Bergen Inc. reserves the right, without penalty from Owner, to stop work on the project if Owner does not make payments to Bergen Inc. when due.

This Proposal/Contract may be withdrawn by Bergen Inc. if not accepted within 20 days, or at anytime, subject to increases related to material prices as noted above.

Acceptance of proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. **This proposal may be withdrawn if not accepted within 20 days.**

Date of acceptance _____ PO # _____ (if applicable)

Signature _____ Signature _____

Thank you for the opportunity to provide you with information on the pavement maintenance needs in your community. I am confident that you will find the products used and the workmanship of our crew of the highest quality. I look forward to working with you in the near future.

Sincerely,

Jerry VanDyke
BARGEN, INC.

JVD/mq



Project for City of Hamburg – Crack Repair on City Hall parking lot and Central Street

Our Mission

Bargen, Inc. is committed to excellence and, because of this, we take pride in our team of professional craftsmen. Our primary purpose is to provide knowledgeable recommendations, quality workmanship and exceptional service. Our goal is satisfied customers who have received the most value for their investment.

Website: www.bargeninc.com
Email: bargen@bargeninc.com

QUOTE FORM
2025 SEAL COAT PROJECT
HAMBURG, MINNESOTA
January 7th 2025
QUOTES DUE: 4:30 P.M., MONDAY, March 10, 2025

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Qty.</u>	<u>Unit Price</u>	<u>Total Price</u>
1	Seal Coat Aggregate (FA-2) with Bituminous Material for Seal Coat (CRS-2)	S.Y.	4,184	\$ <u>2.85</u>	\$ <u>11,924.40</u>
2	Bituminous Material for Fog Seal	S.Y.	4,184	\$ <u>.48</u>	\$ <u>2,008.32</u>
4	Saw/Seal Joint (Crack Fill)	L.F.	??	\$ _____	\$ _____
TOTAL QUOTE				\$ <u>13,932.72</u>	

Date for Starting Work: May 15, 2025

Date for Completing Work: Sep 15, 2025

SUBMITTED BY:

Pearson Bros, Inc (SEAL)
 Corporation Name

Minnesota
 State of Incorporation

[Signature]
 By (Authorized Signature)

Jack E. Pearson
 Name (typed or printed)

president
 Title

11079 Lambert Ave NE
 Business Address

Hamovca MN 55341
 Phone

763-391-6622 / 612-363-6206 ceu/todd
 E-mail

3/6/25 office@pearsonbrosinc.com
 Date Submitted

QUOTE FORM
2025 SEAL COAT PROJECT
HAMBURG, MINNESOTA
 January 7th 2025
QUOTES DUE: 4:30 P.M., MONDAY, March 10, 2025

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Qty.</u>	<u>Unit Price</u>	<u>Total Price</u>
1	Seal Coat Aggregate (FA-2) with Bituminous Material for Seal Coat (CRS-2)	S.Y.	4,184	\$ 4. ¹⁵	\$ 17,363. ⁶⁰
2	Bituminous Material for Fog Seal	S.Y.	4,184	\$ 0. ⁸⁰	\$ 3347. ²⁰
4	Saw/Seal Joint (Crack Fill)	L.F.	??	\$ —	\$ —
TOTAL QUOTE				\$ —	\$ 20,710. ⁸⁰

Date for Starting Work: 7-1-2025

Date for Completing Work: 8-1-2025

SUBMITTED BY:

M.R. Paving & Excavating, Inc. (SEAL)
 Corporation Name

MN
 State of Incorporation

Matthew J Mathiowetz
 By (Authorized Signature)

Matthew J Mathiowetz
 Name (typed or printed)

President
 Title

2020 North Spring St. New Ulm MN 56073
 Business Address

507 354 4171
 Phone

matt@mrpaving.com
 E-mail

3/10/2025
 Date Submitted

QUOTE FORM
2025 SEAL COAT PROJECT
HAMBURG, MINNESOTA
 January 7th 2025
QUOTES DUE: 4:30 P.M., MONDAY, March 10, 2025

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Qty.</u>	<u>Unit Price</u>	<u>Total Price</u>
1	Seal Coat Aggregate (FA-2) with Bituminous Material for Seal Coat (CRS-2)	S.Y.	4,184	\$ 4.43	\$ 18,535.12
2	Bituminous Material for Fog Seal	S.Y.	4,184	\$ 1.05	\$ 4,393.20
4	Saw/Seal Joint (Crack Fill)	L.F.	??	\$ N/A	\$ N/A
TOTAL QUOTE				\$ 22,928.32	

Date for Starting Work: Summer 2025

Date for Completing Work: Summer 2025

SUBMITTED BY:

Allied Blacktop Company (SEAL)
 Corporation Name

MN
 State of Incorporation

[Signature]
 By (Authorized Signature)

Matt Dolecki
 Name (typed or printed)

Project Manager
 Title

Allied Blacktop Company
10503 89th Avenue North
Maple Grove, MN 55369
 Business Address

763-425-0575
 Phone

m.dolecki@alliedincmn.com
 E-mail

3-15-25
 Date Submitted



17510 62nd Street
 New Germany MN 55367
 952-353-2119 or 952-353-2180

Estimate

David Henning
 Jeremy Henning
 Ryan Henning

Date	Estimate #
3/11/2025	400

Henning Excavating LLC

17510 62nd Street
 New Germany MN 55367

Name / Address
City of Hamburg

Project

Description	Qty	Rate	Total
Repairing sewer line in ally		3,800.00	3,800.00
Total			\$3,800.00

Phone #	E-mail
612-719-0736	henningexcavating1@frontier.com

PRECISION UTILITIES

14067 62ND ST
MAYER, MN 55360
(612) 251-1976
Dan@precisionutilities.com



Dan Estimate

ADDRESS

City of Hamburg
181 Broadway Avenue
Hamburg, MN 55339

DAN ESTIMATE 1837
DATE 03/11/2025

DATE	PRODUCT/SERVICE	DESCRIPTION	AMOUNT
	Repair Damaged Pipe	<p>Job address: 408 Sophia Ave Hamburg, MN</p> <p>Precision Utilities will excavate and replace up to 8' of 8" sewer pipe with 8" sch 40. Assuming pipe is around 8 feet deep. Backfill and compact trench. Rough grade disturbed area.</p> <p>Estimate does not include any trucking.</p> <p>Pipe and materials supplied by Precision.</p>	6,500.00

Additional Contract Terms:
All credit card payments are subject to a 3% charge.
The price includes only those items listed above as stated.
General contractor/owner is to review proposed scope listed above. Precision Utilities is not responsible for items missing from scope.

Contractor Notice To Owner:
Any person or company supplying material or labor for this improvement to your property may file a lien against your property if that company or person is not paid for the contributions.
Under Minnesota law, you have the right to pay persons who supplied material or labor for this improvement directly and deduct this amount from our contract price or withhold the amount due them from us until 120 days after completion of improvement unless we give a lien waiver signed by persons who supplied any labor or material for improvement and who gave you a timely notice.

SUBTOTAL	6,500.00
TAX	0.00
TOTAL	\$6,500.00

Accepted By

Accepted Date