



## ***HAMBURG CITY COUNCIL AGENDA MAY 10, 2016***

1. **Call City Council Meeting to Order at 7:00**
  - **Pledge of Allegiance**
  
2. **Public Comment** *(Individuals may address the City Council about any non-agenda item(s) of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council may not take official action on these items and may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)*
  
3. **Agenda Review (Added Items) and Adoption**
  
4. **Consent Agenda** *(NOTICE TO PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)*
  - **Approve Minutes for September, October, November, December 2015**
  - **Water Wells Usage/Water Consumption Report for March 2016**
  - **February 2016 Cash Flow Statement**
  - **Delinquent Utility Bills Report**
  - **Time-off Request for Jeremy Gruenhagen**
  
5. **Fire Department Report – Chief Justin Buckentin**
  - **Pump Testing (Engines 11 & 12)**
  - **Air Packs**
  - **HFD Policies/HFDRA By-Laws**
  - **2015 HFDRA Audit Report**
  
6. **UFC/Wm. Mueller & Sons**
  - **UFC Properties (411 Sophia Avenue & 441 Railroad Street)**
    - **Parcel 45.0283000**
    - **WAC/SAC Charges**
  
7. **Parkside Tavern**
  - **On-Sale Liquor License (Park) for June 25<sup>th</sup>, 2016**
  
8. **Old City Business (Memo)**
  - **County Road Maintenance Agreement (Carver County)**
  - **2015/2016 Street Improvements (Jacob Street & Sophia Avenue)**
  
9. **Public Works & Utilities Report**
  - **Water/Wastewater Services**
  - **City Shop Repairs**



***HAMBURG CITY COUNCIL AGENDA  
MAY 10, 2016***

- 10. City Clerk/Treasurer Report**
  - Accident Coverage for City Volunteers (Workers Compensation)
  - Public Service Memorial
  - Hamburg Baseball Park (Paving)
  
- 11. Approve Payment of April 2016 Added Claims (\$20,660.03)  
Approve Payment of May 2016 Claims**
  
- 12. City Council Reports**
  - Councilmember Richard Odoms (Water/Sewer)
  - Councilmember Bob Gregonis (Streets)
  - Councilmember Chris Lund (Parks)
  - Councilmember Steve Trebesch (Buildings)
  - Mayor Richard Malz
  
- 13. Move to Close Meeting for the purpose of Employee Evaluation (Unless employee requests an Open Meeting for his/her evaluation).**
  - Tamara Bracht
  
- 14. Move to Close Closed Meeting for Employee Evaluation.**
  
- 15. Move to Close Meeting to discuss allegations made, in writing, at the April 12<sup>th</sup>, 2016 City Council Meeting against individuals subject to the City's authority.**
  
- 16. Move to Close Closed Meeting to discuss allegations made against individuals subject to the City's authority.**
  
- 17. Move to Reopen the City Council Meeting**
  
- 18. Summary of Closed Meetings**
  
- 19. Adjourn City Council Meeting**



***HAMBURG CITY COUNCIL AGENDA***  
***MAY 10, 2016***

**COMMUNITY HALL & PARK ACTIVITIES**

**MAY**   **21 – Wedding Reception**

**JUNE**   **11 – Wedding Reception**  
**19 – Park Rental**  
**25 – Park Rental**  
**25 – Wedding Reception**

**COMMUNITY CENTER (FIRE HALL) ACTIVITIES**

**MAY**   **2 – HFD Training**  
**2 – Hamburg Lions Club (YA Twp. Room)**  
**10 – Hamburg City Council Meeting – 7:00 PM**  
**10 – Young America Township Meeting**  
**16 – Hamburg Lions Club**  
**17 – Wm. Mueller & Sons**  
**21 – Community Center Rental**  
**31 – Hamburg Fire Dept. (Relief Association) Meeting**

**JUNE**   **1 – Zebra Ditch Meeting (YA Twp. Room) – 8:00 PM**  
**6 – HFD Training**  
**6 – Hamburg Lions Club (YA Twp. Room)**  
**12 – Community Center Rental**  
**14 – Hamburg City Council Meeting – 7:00 PM**  
**14 – Young America Township Meeting**  
**17 – Community Center Rental**  
**20 – Hamburg Lions Club**  
**27 – Hamburg Fire Dept. (Relief Association) Meeting**

**City of Hamburg  
Water/Wastewater Report  
March, 2016**

**DRINKING WATER**

**I. Facilities Data:**

|   |   |                |             |
|---|---|----------------|-------------|
| <b>Total Finished Water Metered From Filter:</b>    |   |                |             |
| Avg. daily - 27,158 gal                             | Max. day - 40,684 gal                     | Month Total -  | 841,889 gal |
| <b>Water Pumped through Filters (from Well #2):</b> |   |                |             |
| Avg. daily - 13,966 gal                             | Max. day - 21,548 gal                     | Month -        | 432,949 gal |
| <b>Water Pumped through Filters (from Well #3):</b> |   |                |             |
| Avg. daily - 13,250 gal                             | Max. day - 21,017 gal                     | Month -        | 410,749 gal |
| <b>Fluoride Test Info:</b>                          |   |                |             |
| Avg. daily concentration - 0.8 mg/l                 | Required concentration - 0.5 -0.9 mg/l    |                |             |
| <b>Total Chlorine Test Info:</b>                    |   |                |             |
| Avg. daily concentration - 1.00 mg/l                | Recommended concentration - 1.0 -2.0 mg/l |                |             |
| <b>Treatment Chemicals Used for the Month:</b>      |   |                |             |
| Chlorine - 16.0 gal                                 | Fluoride - 14.25 gal (7.5:1 mix)          | Permanganate - | 11.25 gal   |

**II. Water Operations Information:**

- The MN Dept. of Health (MDH) Monthly Fluoridation report was completed/submitted.
- The State schedule for sample collection and submittal required no samples to be collected or submitted during the month of Mar-16.
- Weekly fluoride and chlorine residual analysis was complete during March from samples collected from different areas of town. Greg has been doing this onsite water analysis for fluoride and chlorine.
- The water plant detention tank was flushed.
- We had to shut down the water plant and drain off pressure so we could remove and replace a plugged fitting on the chlorine injection system.
- We removed the sodium permanganate suction lines and cleaned. While they were off we flushing the chemical feed lines with clean water as a preventative to alleviate line plugging and a big mess. Plugged lines also lead to a dangerous situation when they are removed for cleaning, due to pressure backup in the lines with the chemical.
- We replaced a water meter in a bldg in the center of town just south of the cabinet shop.



## WASTEWATER TREATMENT

### I. Facilities Data:

|  |                                     |                                |                               |
|--|-------------------------------------|--------------------------------|-------------------------------|
| <b>Wastewater Pumped to Ponds:</b>   |                                     |                                |                               |
| Avg. Daily Flow  | - 38,299 gal                        | <i>Avg. Wet Weather Design</i> | - 63,000 gal/day              |
| Max. Day Flow  | - 47,262 gal                        | Monthly Total                  | - 1,187,276 gal               |
| <b>Pond Discharge Volume: 1<sup>st</sup> Discharge Started on Mar 24<sup>th</sup> and ended on Thur Mar 31<sup>st</sup>.</b> |                                     |                                |                               |
| Avg. Daily Flow  | - 509,000 Gal/day for <u>8 days</u> | Monthly Total                  | - 4,072,000 gal               |
| <b>CBOD Concentration (Wastewater Strength)</b>  |                                     |                                |                               |
| Quarterly Influent   | - 150 mg/l                          | <i>Design</i>                  | - 204 mg/l                    |
| Effluent (Cal. Month Avg.)   | - 7.7 mg/l                          | <i>Permit Limit</i>            | - 25 mg/l                     |
|  | - 3.8 kg/day                        | <i>Permit Limit</i>            | - 53.6 kg/day                 |
| Effluent (Max. Cal. Week Avg.)   | - 11 mg/l                           | <i>Permit Limit</i>            | - 40 mg/l                     |
|  | - 5.5 kg/day                        | <i>Permit Limit</i>            | - 94.6 kg/day                 |
| <b>Solids, Total Suspended (TSS) Concentration</b>   |                                     |                                |                               |
| Quarterly Influent   | - 116 mg/l                          |                                |                               |
| Effluent (Cal. Month Avg.)   | - 15 mg/l                           | <i>Permit Limit</i>            | - 45 mg/l                     |
|  | - 7.4 kg/day                        | <i>Permit Limit</i>            | - 96.5 kg/day                 |
| Effluent (Max. Cal. Week Avg.)   | - 22 mg/l                           | <i>Permit Limit</i>            | - 65 mg/l                     |
|  | - 10.9 kg/day                       | <i>Permit Limit</i>            | - 139 kg/day                  |
| <b>Phosphorus Concentration</b>  |                                     |                                |                               |
| Quarterly Influent   | - 5.9 mg/l                          |                                |                               |
| Effluent (Cal. Month Avg.)   | - 1.5 mg/l                          | <i>Permit Limit</i>            | - Monitor Only                |
| <b>Fecal Coliform Geometric Mean (Applicable May - October)</b>  |                                     |                                |                               |
| Effluent (Cal. Month Geo. Mean)  | - N/A CFU/100ml                     | <i>Permit Limit</i>            | - 200 CFU/100ml               |
| <b>pH</b>  |                                     |                                |                               |
| Influent   | Quarterly Result - 8.2              |                                |                               |
| Effluent   | Cal. Month Min. - 8.8               | Cal. Month Max. - 9.0          | <i>Permit Limit 6.0 - 9.0</i> |
| <b>Dissolved Oxygen (DO)</b>   |                                     |                                |                               |
| Effluent (Cal. Month Minimum)  | - 8.5 mg/l                          | <i>Permit Limit</i>            | - Monitor Only                |

### II. Wastewater Operations Information:

- The MPCA Monthly Discharge Monitoring Report was completed and submitted.
- Pre-discharge sampling was completed on the final pond on March 17<sup>th</sup> with the samples being picked up by courier from the lab.
- On March 24<sup>th</sup>, we got good results for the final pond for pre-discharge samples collected 03/17/16, so we prepared for and started a discharge.
- The first discharge which started March 24<sup>th</sup> was stopped on Thursday March 31<sup>st</sup>.
- The transfer to re-add water to the final pond was immediately started on March 31<sup>st</sup> to prepare for another possible discharge in April.

- Greg will start spraying weeds in the rock rip-rap at the ponds to stay ahead of any re-growth of weeds.
  - There are NO trees or brush in the rock rip-rap dikes at the ponds this year.
- Quarterly influent samples were collected from the influent to the lift station on March 10<sup>th</sup> over a period of 4-hrs to comply with the 4-hour composite requirement.
  - Samples were also collected and analyzed onsite with the cities meter for pH and water temperature.
- We worked on Greg's computer to get the MPCA's e-DMR site to work. We also went online and started the sign-up process for Greg. A final sign-up authorization document was printed, signed and was submitted to the MPCA. We are awaiting notification that the process is final and is approved.
- We also started loading some of my files onto Greg's PC in preparation for training on the MPCA's DMR process and the MN Dept. of Health's Fluoride reporting process.
- We televised a sewer service on Greg's street, just north of Council member Odom's house due to the house being sold.
- After the final pond discharge was completed, the blow-up plug was re-inserted into the south line in the discharge manhole and filled with air.

Please let me know of any questions that you may have.

Sincerely,

*Curt Reetz*



Consulting Water/Wastewater Operator  
W.W.O.T.A. Inc

|  | Beginning Balance 1/1/2016        | 2016 Budget Income                   | 2016 Budget Expense           | Budget Year-End Balance        | Total Income Received | Total Expenses       | Ending Balance 2/29/2016           |
|--|-----------------------------------|--------------------------------------|-------------------------------|--------------------------------|-----------------------|----------------------|------------------------------------|
| <b>General Fund</b>                        | <b>\$302,458.36</b>               | <b>\$653,710.00</b>                  | <b>\$638,710.00</b>           | <b>\$317,458.36</b>            | <b>\$12,446.84</b>    | <b>\$42,372.55</b>   | <b>\$272,532.65</b>                |
| General Gov't                              |                                   |                                      | \$258,269.00                  |                                |                       | \$24,946.87          |                                    |
| Public Safety (Fire Dept.)                 |                                   |                                      | \$105,903.00                  |                                |                       | \$9,551.15           |                                    |
| Public Works (Streets)                     |                                   |                                      | \$196,566.00                  |                                |                       | \$4,556.38           |                                    |
| Sanitation & Recycling                     |                                   |                                      | \$3,500.00                    |                                |                       | \$0.00               |                                    |
| Parks & Recreation                         |                                   |                                      | \$41,371.00                   |                                |                       | \$123.45             |                                    |
| Comm. Hall                                 |                                   |                                      | \$33,101.00                   |                                |                       | \$3,194.70           |                                    |
| <b>Special Revenue Funds</b>               | <b>\$357,236.57</b>               | <b>\$72,321.03</b>                   | <b>\$72,948.00</b>            | <b>\$356,609.60</b>            | <b>\$0.00</b>         | <b>\$0.00</b>        | <b>\$357,236.57</b>                |
| City Of Hamburg (Savings)                  | \$268,867.73                      | \$51,635.00                          | \$72,948.00                   | \$247,554.73                   | \$0.00                | \$0.00               | \$268,867.73                       |
| Fire Equipment CD                          | \$88,368.84                       | \$20,686.03                          | \$0.00                        | \$109,054.87                   | \$0.00                | \$0.00               | \$88,368.84                        |
| <b>Debt Service</b>                        | <b>\$44,391.33</b>                | <b>\$20,169.00</b>                   | <b>\$25,584.53</b>            | <b>\$38,975.80</b>             | <b>\$0.00</b>         | <b>\$12,882.50</b>   | <b>\$31,508.83</b>                 |
| <b>Capital Project Fund (2015 Street I</b> | <b>\$0.00</b>                     | <b>\$0.00</b>                        | <b>\$0.00</b>                 | <b>\$0.00</b>                  | <b>\$0.00</b>         | <b>\$0.00</b>        | <b>\$0.00</b>                      |
| <b>Total (Tax Revenue Funds)</b>           | <b>\$704,086.26</b>               | <b>\$746,200.03</b>                  | <b>\$737,242.53</b>           | <b>\$713,043.76</b>            | <b>\$12,446.84</b>    | <b>\$55,255.05</b>   | <b>\$661,278.05</b>                |
| <b>Enterprise Funds</b>                    |                                   |                                      |                               |                                |                       |                      |                                    |
| Water                                      | \$119,947.90                      | \$156,421.81                         | \$157,028.20                  | \$119,341.51                   | \$26,954.32           | \$18,036.31          | \$128,865.91                       |
| Sewer                                      | \$323,845.28                      | \$69,779.04                          | \$68,695.00                   | \$324,929.32                   | \$11,316.62           | \$7,358.49           | \$327,803.41                       |
| Storm Water                                | \$108,208.59                      | \$76,944.80                          | \$74,997.00                   | \$110,156.39                   | \$12,281.22           | \$58,687.49          | \$61,802.32                        |
| <b>Total (Enterprise Funds)</b>            | <b>\$552,001.77</b>               | <b>\$303,145.65</b>                  | <b>\$300,720.20</b>           | <b>\$554,427.22</b>            | <b>\$50,552.16</b>    | <b>\$84,082.29</b>   | <b>\$518,471.64</b>                |
| <b>Totals</b>                              | <b>\$1,256,088.03</b>             | <b>\$1,049,345.68</b>                | <b>\$1,037,962.73</b>         | <b>\$1,267,470.98</b>          | <b>\$62,999.00</b>    | <b>\$139,337.34</b>  | <b>\$1,179,749.69</b>              |
|  | <b>Remaining Balance 1/1/2016</b> | <b>Remaining Assessment 1/1/2016</b> | <b>Cash &amp; Investments</b> | <b>2016 Principle Payments</b> | <b>Date Due</b>       | <b>Maturity Date</b> | <b>Unfunded Balance 12/31/2016</b> |
| <b>Debt Summary</b>                        |                                   |                                      |                               |                                |                       |                      |                                    |
| 1992 Streets                               | \$0.00                            | \$6,755.02                           | \$0.00                        | \$0.00                         | Paid                  | 2012                 | (\$6,755.02)                       |
| 2007 Streets                               | \$110,000.00                      | \$16,577.35                          | \$36,273.79                   | \$10,000.00                    | 2/1/16 & 8/1/16       | 2/1/2023             | \$47,148.86                        |
| 2010 HD Rescue Truck Certificate           | \$0.00                            | \$0.00                               | \$10,377.03                   | \$0.00                         | Paid                  | 11/30/2015           | (\$10,377.03)                      |
| Water Wells Project                        | \$96,000.00                       | \$0.00                               | \$0.00                        | \$13,000.00                    | 2/20/16 & 8/20/16     | 8/20/2022            | \$83,000.00                        |
| Water Treatment Plant                      | \$482,000.00                      | \$0.00                               | \$0.00                        | \$49,000.00                    | 2/20/16 & 8/20/16     | 8/20/2024            | \$433,000.00                       |
| Sanitary Sewer Improvements                | \$201,226.73                      | \$82,810.23                          | \$0.00                        | \$15,000.00                    | 2/20/16 & 8/20/16     | 8/20/2030            | \$103,416.50                       |
| Storm Water Improvements                   | \$995,000.00                      | \$0.00                               | \$0.00                        | \$45,000.00                    | 2/1/16 & 8/1/16       | 2/1/2032             | \$950,000.00                       |
| <b>Totals</b>                              | <b>\$1,884,226.73</b>             | <b>\$106,142.60</b>                  | <b>\$46,650.82</b>            | <b>\$132,000.00</b>            |                       |                      | <b>\$1,599,433.31</b>              |

Cash Flow Actuals

|                     | <u>January</u>        | <u>February</u>       | <u>March</u>          | <u>April</u>          | <u>Totals</u>         |
|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Beq. Balance</b> | <b>\$1,256,088.03</b> | <b>\$1,184,908.55</b> | <b>\$1,179,749.69</b> | <b>\$1,179,749.69</b> | <b>\$1,179,749.69</b> |

Income

|                            |                    |                    |               |               |                    |
|----------------------------|--------------------|--------------------|---------------|---------------|--------------------|
| Property Taxes             | \$3,380.38         | \$0.00             | \$0.00        | \$0.00        | \$3,380.38         |
| Licenses & Permits         | \$802.77           | \$655.09           | \$0.00        | \$0.00        | \$1,457.86         |
| Intergov't Receipts (Aids) | \$4,223.97         | \$0.00             | \$0.00        | \$0.00        | \$4,223.97         |
| Charges for Services       |                    |                    |               |               |                    |
| Assessment Searches        | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Comm Ctr Rentals           | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Township Contribution      | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Fire Dept. Revenues        | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Park Rentals               | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Hall Receipts              | \$1,903.80         | \$811.20           | \$0.00        | \$0.00        | \$2,715.00         |
| Fines                      | \$60.00            | \$123.33           | \$0.00        | \$0.00        | \$183.33           |
| Misc. Receipts             | \$395.12           | \$91.18            | \$0.00        | \$0.00        | \$486.30           |
| Other Receipts             |                    |                    |               |               |                    |
| Insurance Recovery         | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Interest Income (Savings)  | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Transfers In               | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Transfers In (Savings)     | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Debt Proceeds              | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Special Assessments        | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Water Service              | \$14,514.90        | \$12,439.42        | \$0.00        | \$0.00        | \$26,954.32        |
| Sewer Service              | \$6,329.44         | \$4,987.18         | \$0.00        | \$0.00        | \$11,316.62        |
| Storm Water                | \$6,634.69         | \$5,646.53         | \$0.00        | \$0.00        | \$12,281.22        |
|                            | <b>\$38,245.07</b> | <b>\$24,753.93</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$62,999.00</b> |

Expenses

|                        |                    |                    |               |               |                    |
|------------------------|--------------------|--------------------|---------------|---------------|--------------------|
| General Gov't          | \$9,725.07         | \$15,181.82        | \$0.00        | \$0.00        | \$24,906.89        |
| Public Safety          | \$5,165.14         | \$4,386.01         | \$0.00        | \$0.00        | \$9,551.15         |
| Public Works           | \$3,273.10         | \$1,283.28         | \$0.00        | \$0.00        | \$4,556.38         |
| Sanitation & Recycling | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Park & Recreation      | \$100.15           | \$23.30            | \$0.00        | \$0.00        | \$123.45           |
| Hall Expenses          | \$1,081.06         | \$2,153.62         | \$0.00        | \$0.00        | \$3,234.68         |
| Debt Service           | \$12,882.50        | \$0.00             | \$0.00        | \$0.00        | \$12,882.50        |
| Capital Project Funds  | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Transfers Out          | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Transfer to Savings    | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Water                  | \$2,946.33         | \$4,342.87         | \$0.00        | \$0.00        | \$7,289.20         |
| Sewer                  | \$3,572.65         | \$2,541.89         | \$0.00        | \$0.00        | \$6,114.54         |
| Storm Water            | \$0.00             | \$0.00             | \$0.00        | \$0.00        | \$0.00             |
| Total Expenses         | <b>\$38,746.00</b> | <b>\$29,912.79</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$68,658.79</b> |

Other Expenses (DEBT)

|                            |                    |               |               |               |                    |
|----------------------------|--------------------|---------------|---------------|---------------|--------------------|
| Wells/WTP Bonds            | \$6,834.60         | \$0.00        | \$0.00        | \$0.00        | \$6,834.60         |
| Water Imp. Bonds (2011)    | \$3,912.51         | \$0.00        | \$0.00        | \$0.00        | \$3,912.51         |
| Sewer Imp. Bonds (2011)    | \$1,243.95         | \$0.00        | \$0.00        | \$0.00        | \$1,243.95         |
| Storm Water Imp. Bonds (20 | \$58,687.49        | \$0.00        | \$0.00        | \$0.00        | \$58,687.49        |
| Total Other Expenses       | <b>\$70,678.55</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$70,678.55</b> |

|                         |                       |                       |                       |                       |                       |
|-------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Checking Balance</b> | <b>\$1,184,908.55</b> | <b>\$1,179,749.69</b> | <b>\$1,179,749.69</b> | <b>\$1,179,749.69</b> | <b>\$1,179,749.69</b> |
|-------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|

(\$71,179.48)

(\$5,158.86)

\$0.00

\$0.00

(\$76,338.34)



APRIL 2016 DELINQUENCY REPORT

5/6/2016

| Updated Balances | payments | BALANCE (current + past bills) | CURRENT | Total \$ overdue | 30 days over   | 60 days over   | 90 days over   | Residents Name                 | ADDRESS and NOTES  |
|------------------|----------|--------------------------------|---------|------------------|----------------|----------------|----------------|--------------------------------|--------------------|
|                  |          |                                |         |                  | 1 Per. Overdue | 2 Per. Overdue | 3 Per. Overdue |                                |                    |
|                  |          |                                |         |                  | MARCH          | FEBRUARY       | JANUARY        | DATE NOTICES SENT: May 9, 2016 |                    |
|                  |          | 210.09                         | 120.62  | 89.47            | 89.47          |                |                | SIEWERT, ROGER                 |                    |
|                  |          | 252.43                         | 123.82  | 128.61           | 128.61         |                |                | PULKRABEK, MERRITT & JAN       |                    |
|                  |          | 403.13                         | 137.51  | 265.62           | 155.79         | 109.83         |                | MINNIHAN, WILLIAM              | 421 HENRIETTA AVE. |
|                  |          | 172.42                         | 156.55  | 15.87            | 15.87          |                |                | MES GROUP CORPORATION          |                    |
|                  |          | 167.83                         | 84.15   | 83.68            | 83.68          |                |                | BUCKENTIN, STEVEN              |                    |
|                  |          | 88.73                          | 84.71   | 4.02             | 4.02           |                |                | BUCKENTIN, JILL                |                    |
|                  |          | 384.92                         | 106.49  | 278.43           | 144.38         | 134.05         |                | LUND, CHRIS                    | 612 KIM AVE        |
|                  |          | 297.38                         | 89.72   | 207.66           | 112.81         | 94.85          |                | SCHUG, NICHELLE                | 618 KIM AVE        |
|                  |          | 895.65                         | 234.37  | 661.28           | 299.32         | 206.45         | 155.51         | ** HOWE, MICHAEL **            | 625 KIM AVE        |
|                  |          | 160.58                         | 130.40  | 30.18            | 30.18          |                |                | MACKENTHUN, JARED & JENNIFER   |                    |
|                  |          | 97.31                          | 88.75   | 8.56             | 8.56           |                |                | MITCHELL, LUKAS                |                    |
|                  |          | 213.83                         | 105.94  | 107.89           | 107.89         |                |                | ALAS, ALFREDO                  |                    |
|                  |          | 322.09                         | 93.92   | 228.17           | 120.26         | 107.91         |                | FRENSKO, JUSTIN                | 643 PARK AVE       |
|                  |          | 381.44                         | 113.77  | 267.67           | 148.72         | 118.95         |                | BAUER, KEN                     | 679 Park           |
|                  |          | 171.50                         | 63.62   | 107.88           | 73.43          | 34.45          |                | BAUER, KEN                     | 681 Park           |
|                  |          | 344.78                         | 105.98  | 238.80           | 130.29         | 108.51         |                | BAUER, KEN                     | 683 Park           |
|                  |          | 81.07                          | 44.90   | 36.17            | 36.17          |                |                | BAUER, KEN                     |                    |
|                  |          | 284.87                         | 88.77   | 196.10           | 109.40         | 86.70          |                | BAUER, KEN                     | 687 Park           |
|                  |          | 194.49                         | 97.32   | 97.17            | 97.17          |                |                | GRUENHAGEN, BRUCE              |                    |
|                  |          | 208.05                         | 104.63  | 103.42           | 103.42         |                |                | GRAMS, BRAD                    |                    |
|                  |          | 176.94                         | 77.15   | 99.79            | 77.84          | 21.95          |                | WINTER, JOSH                   | 881 Park           |
|                  |          | 370.70                         | 201.67  | 169.03           | 169.03         |                |                | BAKER, JEN                     |                    |

\*\* = disconnection Date: Wednesday June 1

APRIL 2016 DELINQUENCY REPORT

5/6/2016

| Updated Balances | payments | BALANCE (current + past bills) | DATE NOTICES SENT : May 9, 2016 |              |              | Residents Name                            | ADDRESS                     |   |
|------------------|----------|--------------------------------|---------------------------------|--------------|--------------|---|-----------------------------|---|
|                  |          |                                | 30 days over                    | 60 days over | 90 days over |   |                             |   |
|                  |          |                                |                                 |              |              | ** = disconnection Date: Wednesday June 1 |                             |   |
|                  |          |                                | APRIL                           |              |              |   |                             |   |
|                  |          | 310.60                         | 93.64                           | 216.96       | 113.65       | 103.31                                    | PETERSON, TIFFANY<br>430 RR |   |
|                  |          | 146.07                         | 71.57                           | 74.50        | 74.50        |   | GREGONIS, ROBERT            |   |
|                  |          | 232.16                         | 120.21                          | 111.95       | 111.95       |   | GRAMS DARRELL & DAWN        |   |
|                  |          | 288.16                         | 137.22                          | 150.94       | 150.94       |   | CONSER, JOE & KENDRA        |   |
|                  |          | 931.99                         | 126.04                          | 805.95       | 204.85       | 180.63                                    | 420.47                      | ** GONZALEZ, FERNANDO **<br>614 Donald Missed payment plan amount and wasn't paying current monthly amounts |
|                  |          | 263.63                         | 131.69                          | 131.94       | 131.94       |   | JAUINICH, MARK & LIZ        |   |
|                  |          | 162.70                         | 135.44                          | 27.26        | 27.26        |   | SALCEDO, SERGIO             |   |
|                  |          | 8,215.54                       | 3,270.57                        | 4,944.97     | 3,061.40     | 1,307.59                                  | 575.98                      |   |

# CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: May 6th

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: May 20th

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

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

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

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

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

Are you requesting more than three consecutive days off? No

- If yes, you must receive City Council approval.

### City Council Approval

Date of Council Meeting: May 10th 2016

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

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

Jeremy Gruenhagen 5-6-2016  
Employee Signature Date

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

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



# CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: April 29th 2016

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: June 27th  
to  
July 13th

How many **Vacation** hours will be used? 9 1/2

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

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

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

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

Are you requesting more then three consecutive days off? Yes

- If yes, you must receive City Council approval.

### City Council Approval

Date of Council Meeting: May 10th 2016

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

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

Jeremy Gruenhagen  
Employee Signature

4-29-2016  
Date

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

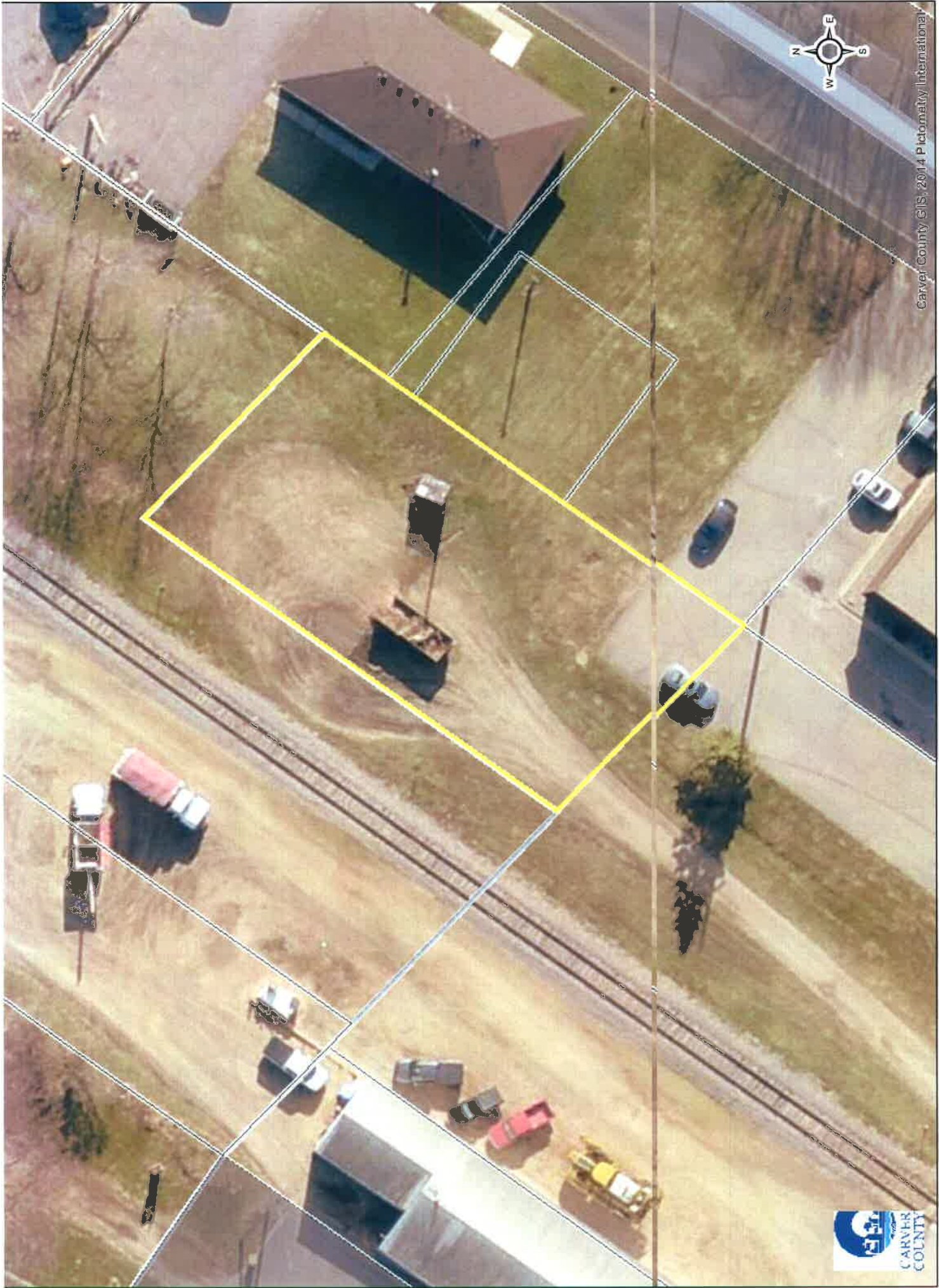
\_\_\_\_\_  
Date





Carver County GIS, 2014. Photography: iStockphoto.com

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Carver County GIS, 2014 Piedometry International



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