



## ***HAMBURG CITY COUNCIL AGENDA***

### ***JUNE 13, 2023***

1. **Call Public Hearing to Order at 7:00 PM**
  - **Variance Request for Mark Martinsen (480 Henrietta Avenue)**
  
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 Deleted Claim for March 2023 (119.83)**
  - **Approve Payment of Added May 2023 Claims (\$7,080.95)**
  - **Approve Payment of June 2023 Claims (\$36,138.91)**
  - **Approve Vacation Request (Jeremy Gruenhagen)**
  - **Approve On-Sale Liquor License for Hamburg Lions Club**
    - **July 15, 2023**
  - **Delinquent Utility Bills Report**
  - **Met Council Preliminary Population & Household Estimates**
  - **League of MN Cities Dues Increase Memo**
  
7. **Hamburg Fire Department Report**
  - **Chief Three Officer Selection**
  - **Air Pack Purchase**
  - **Donation of Old Gear**
  
8. **Old City Business**
  - **Land Use Application (Variances) for Mark Martinsen (480 Henrietta Avenue)**
    - **Approve Resolution 2022-06 (Variance Request(s) for 480 Henrietta Avenue)**
  - **Water Improvements (Old Water Tower)**
  - **Parcel 45.2010100 (Vacant Lot) – Land Use**



***HAMBURG CITY COUNCIL AGENDA***  
***JUNE 13, 2023***

**9. New City Business**

- **Pregnancy & Infant Loss Remembrance Day (October 15<sup>th</sup>)**
- **Community Hall Repairs**
  - **Front Entry**
  - **Driveway/Steps (North Side of Hall)**
  - **Cement Pad**
  - **Lighting (Bar Side)**
- **Park Grills**
- **City Street Signs**
- **Public Nuisance for 320 Sophia Avenue**
- **National Night Out – August 1, 2023**

**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***  
***JUNE 13, 2023***

**COMMUNITY HALL & PARK ACTIVITIES**

- JUNE**
- 3 – Graduation (Park)
  - 4 – Graduation (Park)
  - 17 – Graduation (Park)
  - 24 – Graduation (Park)
- JULY**
- 15 – Birthday Party (Hall)
  - 22 – Graduation (Park)

**COMMUNITY CENTER (FIRE HALL) ACTIVITIES**

- JUNE**
- 4 – 4-H Meeting
  - 5 – Safety Meeting (Wm Mueller & Sons)
  - 5 – Mayor In Time – 5:00 PM
  - 5 – Hamburg Lions Board Meeting
  - 5 – HFD Training
  - 13 – Hamburg City Council Meeting
  - 13 – Young America Township Meeting
  - 19 – Juneteenth Independence – City Offices Closed
  - 19 – Hamburg Lions Club
  - 26 – Hamburg Fire Dept. (Relief Association) Meeting
- JULY**
- 3 – Mayor In Time – 5:00 PM
  - 3 – Hamburg Lions Board Meeting
  - 3 – HFD Training
  - 4 – Independence Day – City Offices Closed
  - 8 – Community Center Rental
  - 11 – City Council Meeting – 7:00 PM
  - 11 – Young America Township Meeting
  - 17 – Hamburg Lions Club
  - 31 – Hamburg Fire Dept. (Relief Association) Meeting

**CITY OF HAMBURG  
NOTICE OF PUBLIC HEARING  
VARIANCE REQUEST  
480 HENRIETTA AVENUE**

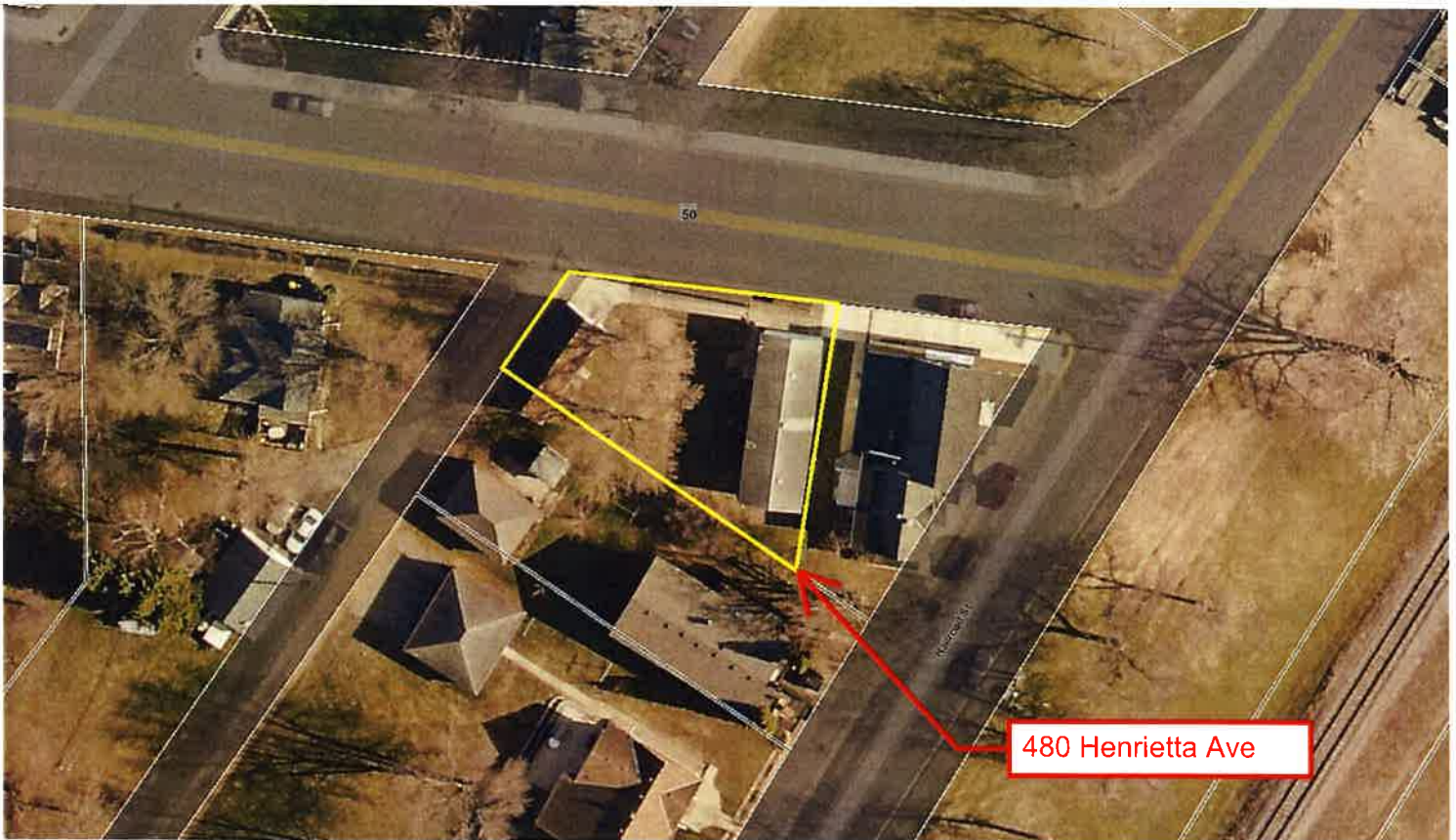
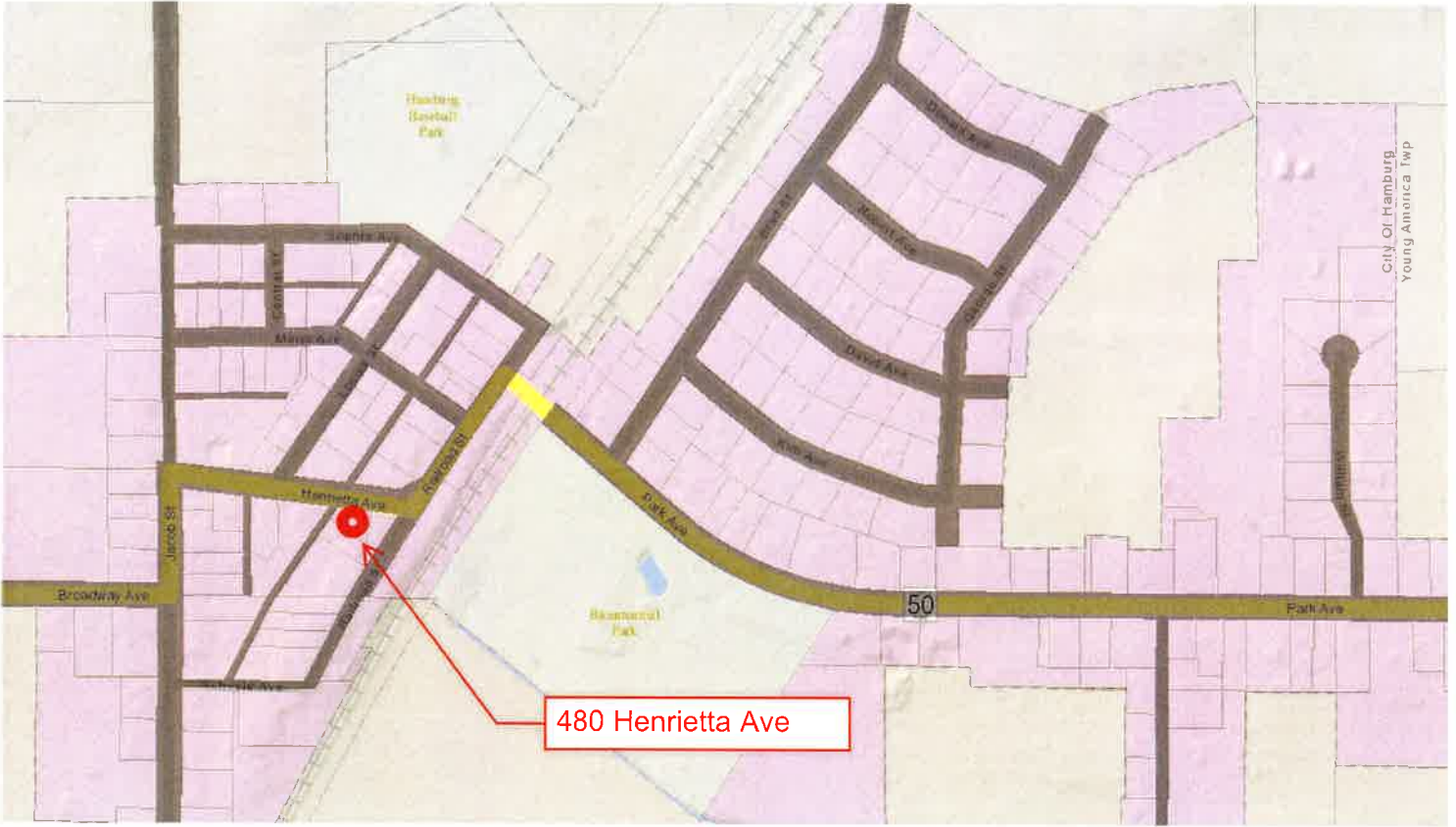
Notice is Hereby Given that the Hamburg City Council will hold a Public Hearing on June 13, 2023, at 7:00 p.m. at the Hamburg Community Center at 181 Broadway Ave., Hamburg, MN.

The reason for the public hearing is to hear a request by Mark Martinsen to construct a new home at 480 Henrietta Avenue (PID 45.0500250). Mr. Martinsen is requesting variances from the front and rear setback requirements of the Hamburg Zoning Ordinance for the R-1 Single Family District.

All interested parties are urged to call into the public hearing or submit a comment via mail to: PO Box 248, Hamburg, MN 55339, by phone at 952-467-3232, or email: [cityadmin@cityofhamburgmn.com](mailto:cityadmin@cityofhamburgmn.com).

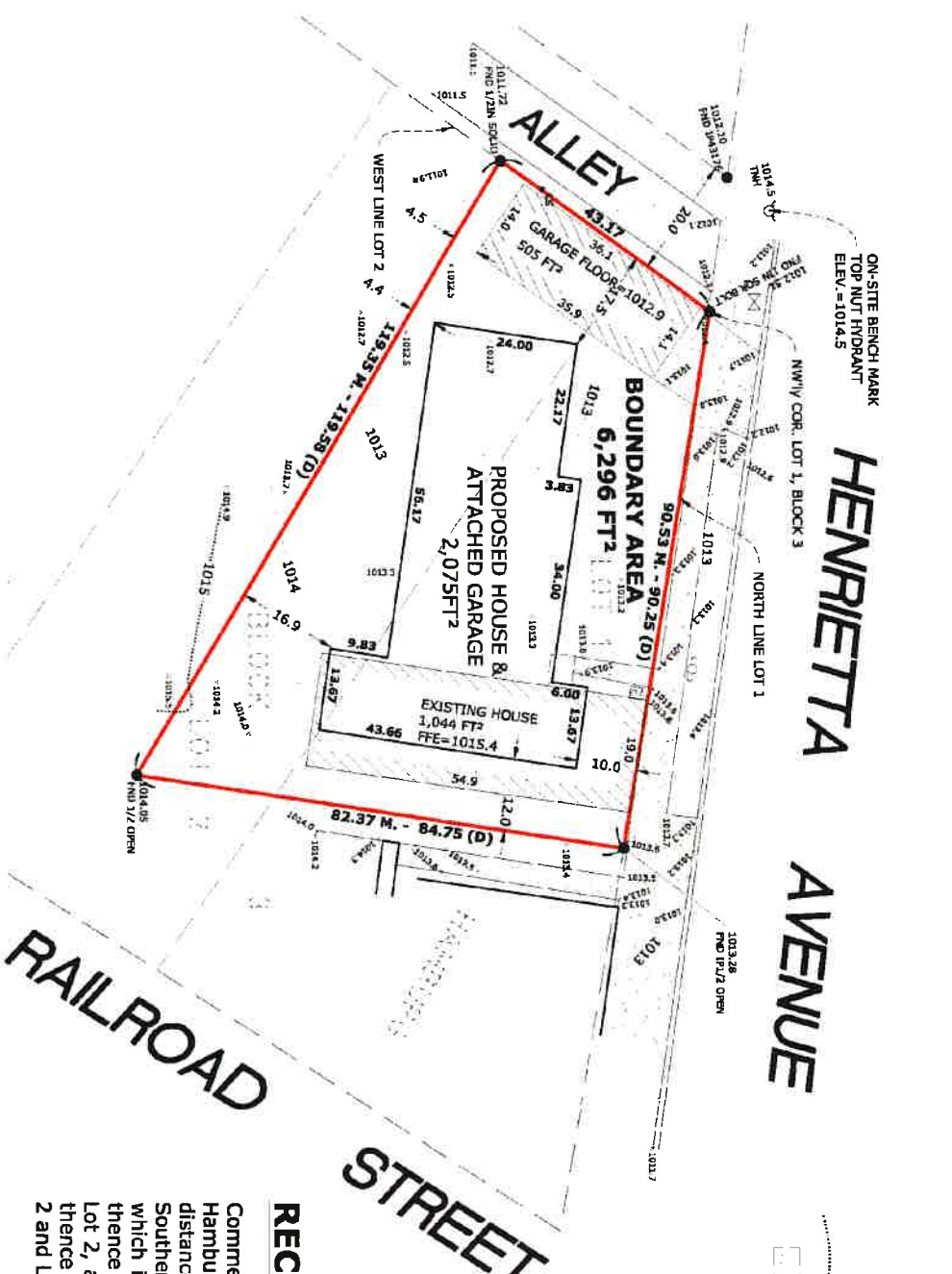
City Council Meeting to follow the Public Hearing.

Jeremy Gruenhagen  
City Clerk-Treasurer



# CERTIFICATE OF SURVEY

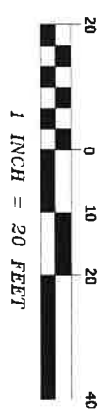
for Vivid Homes  
of 480 Henrietta Ave. Hamburg, MN 55339



## LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- ⊗ DENOTES WATER VALVE
- DENOTES CURB STOP
- ⊕ DENOTES HYDRANT
- ⊞ DENOTES ELECTRICAL BOX
- ⊟ DENOTES POWER POLE
- ⊠ DENOTES EXISTING SPOT ELEVATION
- ⊡ DENOTES EXISTING CONTOURS
- ⊢ DENOTES CONCRETE SURFACE

### GRAPHIC SCALE



## NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 22MAY23.
- Parcel ID Number: 450500250.
- Curb shots are taken at the top and back of curb.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.

## RECORD DESCRIPTION

Commencing at the Northwesterly corner of Lot 1, Block 3, Village of Hamburg; thence running East along the North line of said Lot 1, a distance of 90 feet 3 inches to a point; thence turning and running Southerly a distance of 84 feet 9 inches to a point in Lot 2, Block 3 which is 119 feet 7 inches Easterly of the West line of said Lot 2; thence turning and running Westerly parallel to the North line of said Lot 2, a distance of 119 feet 7 inches to the West line of said Lot 2; thence turning and running Northerly along the West lines of said Lot 2 and Lot 1, a distance of 43 feet 2 inches to the place of beginning.

\* BUILDER TO VERIFY HOUSE DIMENSIONS, SEWER DEPTH AND FOUNDATION DEPTH.  
\* DRIVEWAY DESIGN AND LOCATION TO BE DETERMINED BY CONTRACTOR.  
\* FINISHED GRADE ADJACENT TO HOME SHALL BE 0.5 FEET BELOW TOP OF BLOCK EXCEPT AT DRIVEWAY AND PATIO.

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.  
By: *[Signature]*  
Minnesota License No. 45395  
Dated 23rd day of May, 2023.

BEARING DATUM: Assumed	
NO.	DATE
1	
2	
3	

**E. G. RUD & SONS, INC.**  
Professional Land Surveyors  
990 5th Ave SE, Suite 2  
Hutchinson, MN 55350  
Tel. (320) 597-2025  
www.egrud.com



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## MEMORANDUM

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**DATE:** June 12, 2023

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

**FROM:** Corrin Bemis, Consultant Planner

**SUBJECT:** Variance Request – Public Hearing Required

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**Council Should Consider the Following:**

Motion to adopt Resolution 2023-06 approving the proposed front and rear setback variances at 480 Henrietta Avenue (PID #45.0500250) to allow for the construction of a new single-family dwelling. The City Council is being asked to determine if variance requests for flexibility on the required front and rear yard setbacks should be approved. The evaluation of the proposal should be based on Section C. Subdivision 5 – Variances of the Hamburg Zoning Ordinance.

**Background**

The Applicant, Mark Martinsen, is requesting front and rear setback variances at 480 Henrietta Avenue to demolish the existing single-family dwelling on the parcel and construct a new single-family dwelling facing Henrietta Avenue. The subject property is located in the R-1 Single Family District and is guided for Mixed Use in the Land Use chapter of the Hamburg 2040 Comprehensive Plan.

**Plan Review**

The Applicant is requesting two variances to decrease the required front and rear setbacks. The proposed rear yard setback would be decreased by 30.6 feet from the required 35 feet to the proposed 4.4 feet. The front setback would be decreased by 5 feet from the required 15 feet to the proposed 10 feet. While the required front yard setback for new construction on minor arterial or collector roadways is 50 feet, Chapter 160A, Section D, Subd. 3 of the Hamburg Zoning Code includes a front yard setback exception that states the minimum front yard setback may be reduced to the average of the front yard setbacks of the existing neighboring dwellings, but in no case shall be less than 15 feet. The two parcels adjacent to the subject property have front yard setbacks of approximately 16 feet and 11 feet, meaning the required front yard setback for the subject property is 15 feet. Table 1 shows the proposed changes.

	<b>Required</b>	<b>Existing</b>	<b>Proposed</b>
<i>Front Setback</i>	<b>15 feet</b>	~ 0.5 feet	<b>10 feet</b>
<i>Side Setback (West)</i>	10 feet	~ 64 feet	17.5 feet
<i>Side Setback (East)</i>	<b>10 feet</b>	~ 6 feet	<b>12 feet</b>
<i>Rear Setback</i>	35 feet	~ 16 feet	<b>4.4 feet</b>

The existing subject property does not meet the minimum lot size requirements for the R-1 District but is considered legal nonconforming through Section S, Subd. 3 of the Zoning Code. The minimum required lot size is 10,000 square feet and the subject property is 6,296 square feet. The small size of the subject property creates a practical difficulty as demonstrated in Attachment C – Buildable Area Diagram. Including the 15-foot front yard setback exception, the buildable area on the subject property is not large enough to construct a typical single-family home. Due to the small size and configuration of the parcel, the rear setback comprises more than half of the subject property. The proposal meets all other requirements of the R-1 Zoning District.

**Variance Review**

The City Council may grant a variance in instances where strict enforcement of the Zoning Ordinance would cause undue hardship because of circumstances unique to the subject property. The proposal should be consistent with the spirit and intent of the Zoning Ordinance. Undue hardship is defined as:

1. The property in question cannot be put to a reasonable use if used under conditions allowed by the ordinance,
2. The plight of the landowner is due to circumstances unique to the property not created by the landowner, and
3. The variance, if granted, would not alter the essential character of the neighborhood.

Economic consideration alone shall not be considered an undue hardship if reasonable use of the property already exists. Undue hardship also includes but is not limited to inadequate access to direct sunlight for solar energy systems.

**Findings of Fact**

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

1. A single-family dwelling is a permitted use within the R-1 Zoning District.
2. The proposed development would decrease the required front yard setback to 10 feet from the required 15 feet. The existing building is located 0.5 feet from the front property line.
3. The proposed development would decrease the required rear yard setback to 4.4 feet from the required 35 feet. The existing building is located 16 feet from the rear property line.
4. Variances are only permitted when they are in harmony with the general purposes and intent of the ordinance.
5. The proposed development would not alter the essential character of the neighborhood because a single-family dwelling on the subject property would be consistent and compatible with the neighborhood.



6. The findings of fact above related to the small size of the subject property and the required setbacks create a practical difficulty on the property.
7. The proposed structure will be farther from the street than the previous structure and will be a similar distance from the rear lot line as the existing garage.
8. The variance request is not based on economic considerations alone.

### **Notice and Public Comments**

Notice was published in the newspaper on June 1, 2023. 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 variance is being held at the City Council meeting on June 13, 2023.

### **Council shall Consider**

Staff has provided the following motion language options for the City Council to consider.

1. **Approval:** Motion to adopt resolution 2023-06 approving the proposed front and rear setback variances at 480 Henrietta Avenue, based on the report submitted to the City Council on June 13, 2023.
2. **Approval with Conditions:** Motion to adopt resolution 2023-06 approving the proposed front and rear setback variances at 480 Henrietta Avenue with the following conditions, based on the report submitted to the City Council on June 13, 2023.
  1. A building permit shall be issued prior to the commencement of construction.
  2. The proposed building shall conform to all other standards and regulations in the City Code.
3. **Denial:** Motion to *deny* resolution 2023-06 for the proposed front and rear setback variances at 480 Henrietta Avenue: *the City Council should specifically reference the reasons for the denial and why those reasons cannot be mitigated.*
4. **Table:** Motion to *table* resolution 2023-06 for the proposed front and rear setback variances at 480 Henrietta Avenue: *the City Council should identify a specific reason and/or information request should be included with a motion to table.*

### **Attachments**

- A. Location Map
- B. Survey
- C. Buildable Area Diagram
- D. Resolution **2023-06**

**CITY OF HAMBURG, MINNESOTA  
RESOLUTION NUMBER 2023-06**

**A RESOLUTION APPROVING A VARIANCE AT 480 HENRIETTA AVENUE**

**WHEREAS**, the City of Hamburg received an application for front and rear yard setback variances at 480 Henriette Avenue, and

**WHEREAS**, the applicant, Mark Martinsen, is proposing to demolish the existing single-family dwelling to construct a new single-family dwelling on the subject property, and

**WHEREAS**, the Zoning Ordinance provides guidance to the City of Hamburg, and

**WHEREAS**, the subject property is located in the R-1 Zoning District and is guided for Mixed Use in the 2040 Land Use Plan, and

**WHEREAS**, the required front setback in the R-1 District may be reduced to the average of the front yard setbacks of the existing adjacent dwellings, but in no case shall be less than 15 feet, and

**WHEREAS**, the applicant is requesting a 5-foot decrease to allow for a 10-foot front setback where the existing setback is 0.5 feet from the front property line, and

**WHEREAS**, the required rear setback in the R-1 District is 35 feet and the applicant is requesting a 30.6-foot decrease to allow for a 4.4-foot rear setback where the existing setback is 16 feet from the rear property line, and

**WHEREAS**, the proposed structure will be farther from the street than the previous structure and will be a similar distance from the rear lot line as the existing garage, and

**WHEREAS**, a variance may be granted in instances where strict enforcement of the Zoning Ordinance would cause undue hardship because of circumstances unique to the subject property, and

**WHEREAS**, the proposed development would not alter the essential character of the neighborhood because a single-family dwelling on the subject property would be consistent and compatible with the neighborhood, and

**WHEREAS**, the small size of the subject property (6,296 square feet) and the required setbacks create a practical difficulty on the property, and

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



**WHEREAS**, the City of Hamburg has scheduled a public hearing, and notice of the proposed variance was published in the newspaper on June 1, 2023.

**THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hamburg hereby adopts Resolution 2023-06 approving the proposed variance for a 10-foot front setback and a 4.4-foot rear setback at 480 Henrietta Avenue with the following conditions:

1. A building permit shall be issued prior to the commencement of construction.
2. The proposed building shall conform to all other standards and regulations in the City Code.

**I CERTIFY THAT** the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 13th day of June 2023.

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Chris Lund, Mayor

***ATTEST:***

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Jeremy Gruenhagen, City Clerk/Treasurer

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



2023 March Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - February 2023	\$2,121.98	3/21/2023
ACH	MN Dept of Revenue	Divided	State Withholding Tax Payment - February 2023	\$351.00	3/21/2023
ACH	PERA	Divided	PERA Withholding - February 2023	\$194.66	3/21/2023
ACH	PERA	Divided	PERA Withholding - February 2023	\$906.68	3/21/2023
ACH	PERA	Divided	PERA Withholding - March 2023	\$170.74	3/21/2023
ACH	PERA	Divided	PERA Withholding - March 2023	\$338.52	4/11/2023
ACH	PERA	Divided	PERA Withholding - March 2023/Late Fee (\$10)	\$575.77	4/11/2023
ACH	PERA	Divided	PERA Withholding - March 2023	\$878.68	4/11/2023
ACH	HealthPartners	Divided	Health Insurance for March 2023	\$2,366.20	3/21/2023
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	\$168.00	3/21/2023
ACH	ZOOM	General Gov't	Video Conferencing Service	\$17.17	3/21/2023
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for February 2023	\$35.50	3/21/2023
ACH	Verizon Wireless	Gen Gov't/PS (FD)	City Cell Phone/iPads for HFD	\$129.04	3/21/2023
ACH	Jeremy Gruenhagen	Divided	March Wages (Rounds)	\$2,245.24	3/21/2023
ACH	Jan Shoemaker	Divided	Wages 2/13/23 to 2/26/23	\$946.94	3/21/2023
ACH	Precious Stier	Divided	Clean Hall 2/17, 2/20, 2/28	\$450.00	3/21/2023
ACH	Jan Shoemaker	Divided	Wages 2/27/23 to 3/12/23	\$1,097.38	3/21/2023
ACH	Jason Buckentin	Divided	Wages 2/27/23 to 3/12/23	\$728.47	3/21/2023
ACH	Jan Shoemaker	Divided	Wages 3/13/23 to 3/26/23	\$1,101.24	4/11/2023
ACH	Jason Buckentin	Divided	Wages 3/13/23 to 3/26/23	\$1,735.17	4/11/2023
ACH	Jeremy Gruenhagen	Divided	March Wages (Rounds)	\$2,351.02	4/11/2023
ACH	Xcel Energy	Divided	XCEL ENERGY Bill 00053491844	\$2,165.47	3/21/2023
ACH	Xcel Energy	Divided	XCEL ENERGY Bill 00051366837	\$330.58	3/21/2023
ACH	Xcel Energy	Divided	XCEL ENERGY Bill 00130099230	\$176.37	3/21/2023
ACH	Xcel Energy	Divided	XCEL ENERGY Bill 00053491855	\$2,603.00	3/21/2023
ACH	Xcel Energy	Divided	XCEL ENERGY Bills	\$4,546.83	3/21/2023
ACH	Deluxe	General Gov't	Checks for Checking Account (1,200)	\$511.77	3/21/2023
DC	IDRIVE.Com	General Gov't	Data Backup Program for City Computers	\$99.50	3/21/2023
DC	Hamburg Post Office	Water	Water Samples	\$34.15	3/21/2023
DC	Hamburg Post Office	General Gov't	2 Rolls of Postcard Stamps	\$96.00	3/21/2023
DC	Hamburg Post Office	General Gov't	Post Office Box Renewal	\$114.00	3/21/2023
DC	US Postal Service	General Gov't	EDDM Postage for March 24, 2023 Newsletter	\$75.03	4/11/2023
DC	Amazon	General Gov't	Amazon Basics Copy Paper (10 Reams)	\$49.99	3/21/2023
DC	Amazon	General Gov't	Business Hour Open Closed Sign	\$7.99	3/21/2023
DC	Amazon	Hall	Turbo Bee 12oz Cups (960 Cups)	\$55.83	3/21/2023
DC	Amazon	CC/Hall	Zep Streak-Free Glass Cleaner (Case of 4)	\$14.99	3/21/2023
DC	Amazon	Sewer	Dawn Platinum Dish Soap (Liftstation)	\$16.70	3/21/2023
DC	Amazon	CC/Hall/Shop	Garbage Bags/Dawn Dish Soap/Gloves/Desk Calendar	\$58.50	3/21/2023
DC	Amazon	Hall	Chicago Replacement Part for Sink (Hall Closet Sink)	\$26.99	3/21/2023
DC	Amazon	CC/Shop	Bissell Vacuum/Pressure Washer Gun Wand	\$114.98	3/21/2023
DC	Amazon	Sewer	Dawn Platinum Dish Soap (Liftstation)	\$16.70	4/11/2023
DC	heartsmart.com	Public Safety (FD)	Defibrillation Pads	\$419.83	5/9/2023
21511	Printing Error	Printing Error	Printing Error	Printing Error	3/21/2023
21512	Abdo	General Gov't	Certified Audit Services per Agreement for Year ended 12/31/2022	\$14,300.00	3/21/2023
21513	Business Essentials	CC/Park/Hall	Hardroll Paper Towels, Trash Liners	\$384.94	3/21/2023
21514	C.C.F.D.M.A.A.	Public Safety (FD)	Annual Membership Dues FY 2022	\$800.00	3/21/2023
21515	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for March 2023	\$33.13	3/21/2023
21516	Core & Main	Water/Sewer	Annual Support Contract	\$2,500.00	3/21/2023
21517	Diversified Technology Corp.	Water/Sewer	New Operator Training	\$600.00	3/21/2023
21518	ECM Publishers, Inc.	General Gov't/Hall	PW Maintenance Worker Ad 01/05/2023 - Bridal Guide Ad	\$508.00	3/21/2023
21519	Halfmoon Technologies	General Gov't	Domain Name Renewal Fee 1 Year - 12 Months of Website Hosting	\$230.00	3/21/2023
21520	Home Solutions	Comm. Ctr.	(2) 40lb Bags Clean/Prot Pellets/Keys	\$66.48	3/21/2023
21521	Jason Buckentin	General Gov't	Mileage Reimbursement (53 miles)	\$34.72	3/21/2023
21522	Lano Equipment	City Shop	Clips for Toolcat/Oil Filter	\$12.87	3/21/2023
21523	Loffler Companies, Inc.	General Gov't	Copies for January/February 2023	\$220.16	3/21/2023
21524	Melchert-Hubert-Sjodin, PLLP	General Gov't	Legal Fees for February 2023	\$626.35	3/21/2023
21525	Menards	Divided	Tool Holders/Light Bulbs/Furnace Filters/Salt/Shelving/Brackets	\$357.98	3/21/2023
21526	METRONET.	Divided	Fiber Phone Service for 3/16/23 to 4/15/23	\$75.34	3/21/2023
21527	MN Department of Health	Water	1st Qtr. 2023 Water Supply Service Connection Fee (216 x \$9.72)	\$524.00	3/21/2023
21528	MNSPECT, LLC	Public Safety	Building Inspection Fees for February 2023	\$113.13	3/21/2023
21529	MPCA	Sewer	Municipal Permit Annual Fee - 2022 Annual Permit Fee for WWTP	\$345.00	3/21/2023
21530	Municipal Emergency Services, Inc	Public Safety (FD)	Hydrant Bag Set Up (Hydrant Bag with Tough Bottom) - TecGen Coat/Pant	\$5,963.06	3/21/2023
21531	Nick Jorgenson	Water	Close Out Utility Billing Account	\$133.06	3/21/2023
21532	Plunkett's Pest Control Inc.	Comm. Ctr.	City Hall and Fire Department Service Date 3-07-23	\$42.13	3/21/2023
21533	Precious Stier	Divided	Clean Hall 03/01/23	\$90.00	3/21/2023
21534	Viking Bottling Co.	Hall	Pop & CO2 Cannisters for Hall	\$573.00	3/21/2023
21535	W.W.O.T.A. Inc	Water/Sewer	Water/Wastewater Training & Assistance for February 2023	\$1,983.75	3/21/2023
21536	Wm Mueller & Sons, Inc.	Public Works	Snow Removal for March 2023	\$1,555.00	3/21/2023
				\$62,216.70	
			March Claims	\$55,024.74	3/21/2023
			Added March Claims	\$7,072.13	4/11/2023
			Added March Claims	\$419.83	6/13/2023
				\$62,096.87	

2022 May Claims List

CHECK #	VENDOR	FUND	MAY 2023 CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - April 2023	\$3,346.84	5/9/2023
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - April 2023	\$603.00	5/9/2023
ACH	PERA	Divided	PERA Withholding - April 2023	\$843.68	5/9/2023
ACH	PERA	Divided	PERA Withholding - May 2023	\$541.11	5/23/2023
ACH	Optum Bank	General Gov't	City HSA Contribution for 2nd Qtr 2023 (Jeremy)	\$625.00	5/9/2023
ACH	HealthPartners	Divided	Health Insurance for May 2023	\$4,087.21	5/9/2023
ACH	Jan Shoemaker	Divided	Wages 4/24/23 to 5/07/23	\$946.07	5/23/2023
ACH	Jason Buckentin	Divided	Wages 4/24/23 to 5/07/23	\$1,867.02	5/23/2023
ACH	Jeremy Gruenhagen	Divided	May Wages	\$2,213.32	5/9/2023
ACH	Jan Shoemaker	Divided	Wages 5/08/23 to 5/21/23	\$979.57	6/13/2023
ACH	Jason Buckentin	Divided	Wages 5/08/23 to 5/21/23	\$1,781.25	6/13/2023
ACH	Jeremy Gruenhagen	Divided	May Wages	\$2,213.32	6/13/2023
ACH	Jeremy Gruenhagen	Divided	Wages for October 2022 to February 2023 (Maintenance Hours)	\$1,885.03	6/13/2023
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	\$168.00	5/9/2023
ACH	ZOOM	General Gov't	Video Conferencing Service	\$17.17	5/9/2023
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for April 2023	\$40.60	5/9/2023
ACH	Verizon Wireless	General Gov't	City Cell Phone/iPads for HFD	\$128.95	5/9/2023
ACH	Optum Bank	General Gov't	HSA Admin Fee 2nd Qtr 2022	\$18.75	5/9/2023
ACH	Optum Bank	Divided	HSA Contribution for City Employees 2nd Qtr 2023	\$625.00	5/23/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00130099230	\$80.97	5/23/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00051366837	\$155.97	5/23/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491855	\$1,743.13	5/23/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491844	\$1,366.49	5/23/2023
DC	Amazon	Hall	Sloan Valve A-37 Urinal Repair Kit	\$35.58	5/9/2023
DC	Amazon	Parks	Pitching Mound/Bases for Park Fields	\$486.89	5/9/2023
DC	Hamburg Post Office	Water/Sewer	2 Rolls of PC Stamps	\$96.00	5/9/2023
DC	Kwik Trip	Parks	Gas for City Vehicles	\$53.22	5/9/2023
DC	Amazon	General Gov't Bldgs	Packaging Tape/Solar Post Cap Lights/Pipe Thread Sealant	\$48.89	5/9/2023
DC	Amazon	General Gov't	Time Cards/Security Envelopes	\$54.68	5/9/2023
DC	Amazon	Sewer	Dawn Dish Soap for Liftstation (Degreaser)	\$18.16	5/23/2023
DC	Amazon	Hall	Zurn P6000-EUR-WS1 Urinal Repair/Retrofit Kit	\$17.61	5/23/2023
DC	Amazon	GG/Hall	Officemate Hanging File Frame/Fire Hose Hydrant Adapter	\$61.66	5/23/2023
DC	Amazon	Hall	Turbo Bee 12oz Cups (960 Cups)	\$70.53	5/23/2023
DC	Amazon	General Gov't	YAMATIC Pressure Washer Hose 50 FT	\$32.33	5/23/2023
DC	Amazon	Sewer	Dawn Dish Soap for Liftstation (Degreaser)	\$17.00	6/13/2023
DC	Amazon	Park	Foam Hand Soap Dispenser/Flags	\$84.94	6/13/2023
DC	Kwik Trip	Parks	Gas for City Vehicles	\$45.03	5/23/2023
DC	Kwik Trip	Parks	Gas for City Vehicles	\$44.34	5/23/2023
DC	Kwik Trip	Parks	Gas for City Vehicles	\$45.37	5/23/2023
DC	US Postal Service	General Gov't	EDDM Postage for May 12, 2023 Newsletter	\$75.03	5/23/2023
DC	heartsmart.com	Public Safety (FD)	Defibrillation Pads	\$119.84	6/13/2023
21563	Brad Droege	Public Safety (FD)	MN Fire Chiefs Convention	\$1,475.60	5/9/2023
21564	Canon Financial Services	General Gov't	Canon Copier Gov't Contract for April 2023	\$33.13	5/9/2023
21565	Carver County (CarverLink)	GG/Park/Hall	Internet Service for December 2022/Jan, Feb, March, April, May 2023	\$600.00	5/9/2023
21566	Core & Main	Water/Sewer	Water Meters Ally 3/4S 3TS 1G SM 7WHL (3)	\$1,515.00	5/9/2023
21567	Crysteel Truck Equipment	General Gov't	Seam Light/Crome Bezel for HFD	\$565.00	5/9/2023
21568	ECM Publishers, Inc.	General Gov't	Ordinance Number 169/PH Variance Hearing	\$68.85	5/9/2023
21569	Gopher State One Call	Water/Sewer	April 2023 Locates (19 Billable Locate Requests at \$1.35 each)	\$25.65	5/9/2023
21570	Hawkins Chemical	Water	Azone 15 - EPA Reg No. 7870-5 82 gal	\$881.63	5/9/2023
21571	Home Solutions	Park	Lock/Concrete for Bases	\$20.57	5/9/2023
21572	Jason Buckentin.	Park	Roundup - 5 Gallons	\$42.47	5/9/2023
21573	Mayer Lumber Company	Park/Hall	Entry Knobs/Deadbolts for Park & Hall	\$273.41	5/9/2023
21574	Melchert-Hubert-Sjodin, PLLP	General Gov't	Legal Fees for April	\$1,436.20	5/9/2023
21575	METRONET	FD/Hall/Water	Fiber Phone Service for 4/16/23 to 5/15/23	\$74.79	5/9/2023
21576	MNSPECT, LLC	Public Safety	Code Enforcement Services 4/4/23 (480 Henrietta Ave)	\$10.84	5/9/2023
21577	Municipal Emergency Services, Inc	Public Safety (FD)	Fire Gear/Roll Pins	\$6,060.21	5/9/2023
21578	MVTL Labs, Inc.	Sewer	Discharge Sample (4/24/23)	\$123.20	5/9/2023
21579	Robb's Electric, Inc.	General Gov't (CC)	18.5 watt Keystone Lamps (2), Wire Connector 3M Scottch Lock (4)	\$240.98	5/9/2023
21580	S.E.H. Inc.	Water/Sewer	2023 General Engineering Services (Future Industrial Expansion)	\$432.00	5/9/2023
21581	Viking Bottling Co.	Park/Hall	Pop for Park/Hall	\$538.00	5/9/2023
21582	W.W.O.T.A. Inc	Water/Sewer	Water/Wastewater Training & Assistance for April 2023	\$1,881.25	5/9/2023
21583	Wm Mueller & Sons, Inc.	Parks/Streets	Watermain Repair Patch/C+Gas for City Vehicles	\$2,885.05	5/9/2023
21584	212 Equipment	Public Safety (FD)	Carb/Gasket/Labor	\$116.98	5/9/2023
21585	Ancom Communications	Public Safety (FD)	G4/G5 Replacement Antenna's	\$131.85	5/9/2023
21586	Carver County Sheriff's Office	General Gov't	Background Check for Know It All's Bar & Grill	\$250.00	5/9/2023
21587	Carver County Taxpayer Service Dept	Storm Water	Special Assessment for JD#A (PID 45.0282600)	\$1,713.60	5/9/2023
21588	Coordinated Business Systems, Ltd.	General Gov't	Monthly Equipment Base Rate for 04/01/2023 to 04/30/2023	\$58.10	5/9/2023
21589	ECM Publishers, Inc.	General Gov't	PT Help Wanted Ad for Mowing	\$323.00	5/9/2023

**2022 May Claims List**

21590	Kirvida Fire, Inc	Public Safety (FD)	2023 Annual Pump Testing	\$1,778.17	5/9/2023
21591	Loffler Companies, Inc.	General Gov't	April Copies	\$88.52	5/9/2023
21592	MVTL Labs, Inc.	Sewer	Discharge Sample 4/27/23	\$92.40	5/9/2023
21593	Vos Construction	Park	Final Payment for Baseball Park Repairs (Fence/Storage Shed)	\$9,400.00	5/9/2023
21594	Aaron Prim	Water	Refund for Final Utility Bill	\$69.26	5/23/2023
21595	Bolton & Menk	General Gov't	Professional Services for 3/18/2023 to 04/14/2023	\$120.00	5/23/2023
21596	Canon Financial Services	General Gov't	Canon Copier Gov't Contract for April 2023	\$33.13	5/23/2023
21597	Carver County (Sheriffs Office)	Public Safety	1st Half Policing Contract	\$10,667.94	5/23/2023
21598	Cintas	General Govt Bldgs	Rags/Mops/Towels for December 2022 to May 2023	\$596.88	5/23/2023
21599	Flow Measurement & Control Company	Sewer	Calibrate Lift Station Pump #1 and #2	\$407.00	5/23/2023
21600	Henning Excavating	Water	Repaired Watermain Valve County Road 50	\$5,006.00	5/23/2023
21601	Home Solutions	Park/GG	Freezer for Park and Misc Shop Supplies	\$731.04	5/23/2023
21602	Jims Excavating, LLC	Sewer	Pump Out Grinder Station on 3/31/2023	\$325.00	5/23/2023
21603	Justin Drees	Water	Refund for Final Utility Bill	\$11.48	5/23/2023
21604	Kohls Sweeping Serice	Streets	Swept City Streets on 4/25/2023	\$1,470.00	5/23/2023
21605	Melchert-Hubert-Sjodin, PLLP	General Gov't	Legal Fees for May	\$2,672.00	5/23/2023
21606	METRONET	FD/Hall/Water	Fiber Phone Service for 5/16/23 to 6/15/23	\$74.77	5/23/2023
21607	MN Dept of Health	Watwr	2nd Qtr. 2023 Comm. Water Supply Serv. Conn. Fee	\$524.00	5/23/2023
21608	MVTL Labs, Inc.	Sewer	Discharge Sample (5/05/23 & 05/27/2023)	\$442.70	5/23/2023
21609	Plunkett's Pest Control, Inc	General Gov't	City Hall and Fire Department Service Date 05/09/2023	\$42.13	5/23/2023
21610	Security & Sound Company	Park	Svcs Call Transfer Software to New Computer & Cameras On Line	\$210.00	5/23/2023
21611	Stacy Neubarth	Park	Return DD & Park Rental Refund (Park Floor Conditions)	\$200.00	5/23/2023
21612	Viking Bottling Co.	Hall	Pop for Hall	\$374.00	5/23/2023
21613	Wm Mueller & Sons, Inc.	Streets	Gas for City Vehicles	\$56.72	5/23/2023
Transfer	City of Hamburg	General Gov't	Transfer to Cable TV Acct for Mediacom 4th Qtr Franchise Fees	\$242.53	5/23/2023
			<b>Total May Claims</b>	<b>\$85,097.58</b>	
			<b>May Claims</b>	<b>\$46,004.23</b>	<b>5/9/2023</b>
			<b>Added May Claims</b>	<b>\$32,012.40</b>	<b>5/23/2023</b>
			<b>Added May Claims</b>	<b>\$7,080.95</b>	<b>6/13/2023</b>
			<b>Total May Claims</b>	<b>\$85,097.58</b>	

## 2023 June Claims List

CHECK #	VENDOR	FUND	JUNE 2023 CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - May 2023	\$3,791.46	6/13/2023
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - May 2023	\$695.00	6/13/2023
ACH	PERA	Divided	PERA Withholding - May 2023	\$527.02	6/13/2023
ACH	PERA	Divided	PERA Withholding - May 2023	\$843.68	6/13/2023
ACH	PERA	Divided	PERA Withholding - May 2023	\$354.20	6/13/2023
ACH	PERA	Divided	PERA Withholding - June 2023	\$554.63	6/13/2023
ACH	HealthPartners	Divided	Health Insurance for May 2023	\$2,939.87	6/13/2023
ACH	Jan Shoemaker	Divided	Wages 4/24/23 to 5/07/23	\$879.95	6/13/2023
ACH	Jason Buckentin	Divided	Wages 4/24/23 to 5/07/23	\$1,968.21	6/13/2023
ACH	Jeremy Gruenhagen	Divided	May Wages	\$2,213.32	6/13/2023
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite - May 2023	\$188.59	6/13/2023
ACH	ZOOM	General Gov't	Video Conferencing Service for 6-6-23 to 7-5-23	\$17.17	6/13/2023
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for May 2023	\$45.70	6/13/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00130099230	\$149.23	6/13/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00051366837	\$74.30	6/13/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491855	\$1,307.18	6/13/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491844	\$684.82	6/13/2023
ACH	Optum Bank	Divided	HSA Contribution for City Employees 2nd Qtr 2023	\$625.00	6/13/2023
ACH	Kwik Trip	Parks	Gas for City Vehicles	\$95.70	6/13/2023
DC	Amazon	Water/Sewer	Bright Yellow Door Hangers (100)	\$27.99	6/13/2023
DC	Hamburg Post Office	General Gov't	Roll of Stamps & 2 Rolls of PC Stamps	\$159.00	6/13/2023
DC	Amazon	CC/Hall	33 Gallon Trash Bags (250)	\$50.63	6/13/2023
DC	Amazon	Sewer	Dawn Dish Soap for Liftstation (Degreaser)	\$17.17	6/13/2023
DC	Amazon	General Govt Bldgs	Garage Door Opener Multi-Code Receiver	\$32.80	6/13/2023
DC	Amazon	Park/GG Bldgs	Foam Soap Dispenser/(2) Multicode Garage Door Remote Openers	\$62.95	6/13/2023
21614	Bolton and Menk	General Gov't	Professional Service 4/15/23 to 5/12/23	\$200.00	6/13/2023
21615	Carver County (CarverLink)	General Gov't	Internet Services June 2023	\$120.00	6/13/2023
21616	Clarke Mosquito Management	Public Safety	Mosquito Control for 2023 Invoice 1 of 3)	\$1,425.00	6/13/2023
21617	Coordinated Business Systems	General Gov't	Intermedia Monthly Equipment Base Rate for 05/01/2023 to 05/31/2023	\$58.10	6/13/2023
21618	ECM Publishers, Inc.	General Gov't	June 19 Public Hearing Martinsen Variance - 6/01/2023	\$40.50	6/13/2023
21619	Gopher State One Call	Water/Sewer	May 2023 Locates	\$25.65	6/13/2023
21620	Hawkins Chemical	Water/Sewer	Hydrofluosilicic Acid/Deldrum	\$254.92	6/13/2023
21621	Home Solutions	Park	Misc Park Supplies	\$58.60	6/13/2023
21622	League of MN Cities Ins. Trust.	General Gov't	Worker's Compensation Insurance	\$7,932.00	6/13/2023
21623	Lee's Refrigeration	Hall	Walk-in Cooler Repaired Cold Control	\$338.96	6/13/2023
21624	Loffler Companies, Inc.	General Gov't	May Copies	\$80.72	6/13/2023
21625	Melchert-Hubert-Sjodin, PLLP	General Gov't	Legal Fees for May	\$2,438.20	6/13/2023
21626	Menards	Park	Spot Sprayer/Roundup/Parts/Salt/	\$312.98	6/13/2023
21627	Mid-County Coop	Park	Crossbow, Cornerstone Plus, Strike Three	\$240.51	6/13/2023
21628	Mini Biff Inc.	Park	Handicap Mini Biff Rental	\$164.22	6/13/2023
21629	MNSPECT, LLC	Public Safety	Permit #23HB-00007 - 841 Park Ave	\$127.43	6/13/2023
21630	MVTL Labs, Inc.	Water	Wastewater Lab Fees	\$196.40	6/13/2023
21631	News and Times	General Gov't	Annual Newspaper Subscription	\$74.15	6/13/2023
21632	Plunkett's Pest Control, Inc	General Gov't	City Hall and Fire Department Service Date 06/05/2023	\$43.62	6/13/2023
21633	Thein Well	Water	Annual Inspection of Pumps and Wells	\$355.00	6/13/2023
21634	W.W.O.T.A. Inc	Water/Sewer	Water/Wastewater Training & Assistance for May 2023	\$1,686.25	6/13/2023
21635	Waste Management, Inc.	Sanitation	30 Yard Flat Waste Container for May	\$296.04	6/13/2023
21636	Wm Mueller & Sons, Inc.	Park/Streets	Summer Roller, Class 5 Gravel, Fuel	\$1,164.09	6/13/2023
			Total June Claims	\$36,138.91	

# CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: June 13, 2023

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: July 5, 6, 7

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

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

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

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

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

Are you requesting more than three consecutive days off? Yes

- If yes, you must receive City Council approval.

### City Council Approval

Date of Council Meeting: \_\_\_\_\_

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

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

Jeremy Gruenhagen \_\_\_\_\_  
Employee Signature Date

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

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







Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
651-201-7507 Fax 651-297-5259 TTY 651-282-6555

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

Name of organization: **Hamburg Lions** Date organized: **1982** Tax exempt number: \_\_\_\_\_

Address: \_\_\_\_\_ City: **Hamburg** State: **MN** Zip Code: **55339**

Name of person making application: **Robert J Gregonis** Business phone: \_\_\_\_\_ Home phone: **952.367.7089**

Date(s) of event: **7.15.23** Type of organization:  Microdistillery  Small Brewer  
 Club  Charitable  Religious  Other non-profit

Organization officer's name: **Chris Lund** City: **Hamburg** State: **MN** Zip Code: **55339**

Organization officer's name: **Robert Gregonis** City: **Hamburg** State: **MN** Zip Code: **55339**

Organization officer's name: \_\_\_\_\_ City: \_\_\_\_\_ State: **MN** 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 or County approving the license	_____ Date Approved
_____ Fee Amount	_____ Permit Date
_____ Date Fee Paid	_____ City or County E-mail Address
	_____ City or County Phone Number

Signature City Clerk or County Official

Please Print Name of City Clerk or County Official

**CLERKS NOTICE:** Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**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](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**

## City of Hamburg MN Accounts Receivable Past Due Report

At Least 1 Day Past Due

As Of June 13, 2023

<u>By Amount Due Range</u>			<u>By Past Due Range</u>		
<u>Customers</u>	<u>Past Due</u>	<u>Amount</u>	<u>Customers</u>	<u>Past Due</u>	<u>Amount</u>
6	\$000.00 - \$100	290.10	10	1 to 30	994.24
7	\$100.01 - \$200	933.32	4	over 30	673.65
3	\$200.01 - \$400	754.92	1	over 60	262.05
0	\$400.01 - \$500	0.00	1	over 90	48.40
<u>2</u>	over 120 days	<u>2,662.68</u>	<u>2</u>	over 120	<u>2,662.68</u>
18	<b>Total</b>	4,641.02	18	<b>Total</b>	4,641.02

<u>Customer #</u>	<u>Past Due</u>	<u>By Customer #</u>				
		<u>1 to 30</u>	<u>over 30</u>	<u>over 60</u>	<u>over 90</u>	<u>over 120</u>
10-02490-00	101.91	101.91	0.00	0.00	0.00	0.00
10-03619-00	262.05	108.04	130.05	23.96	0.00	0.00
10-03630-00	118.09	118.09	0.00	0.00	0.00	0.00
10-05490-00	278.73	169.29	109.44	0.00	0.00	0.00
10-06418-00	164.33	164.33	0.00	0.00	0.00	0.00
10-07618-00	819.76	95.93	170.83	189.92	213.60	149.48
10-09321-00	58.50	58.50	0.00	0.00	0.00	0.00
10-09451-00	1,842.92	0.00	0.00	0.00	0.00	1,842.92
10-10150-00	0.14	0.14	0.00	0.00	0.00	0.00
10-10171-00	87.35	87.35	0.00	0.00	0.00	0.00
10-11591-00	113.70	113.70	0.00	0.00	0.00	0.00
10-11745-00	48.40	0.00	0.00	0.00	48.40	0.00
10-12225-00	12.46	0.00	12.46	0.00	0.00	0.00
10-14320-00	83.25	83.25	0.00	0.00	0.00	0.00
10-15801-00	214.14	213.15	0.99	0.00	0.00	0.00
10-15821-00	133.60	133.60	0.00	0.00	0.00	0.00
10-17613-00	168.32	148.66	19.66	0.00	0.00	0.00
10-17621-00	133.37	133.37	0.00	0.00	0.00	0.00
	4,641.02	1,729.31	443.43	213.88	262.00	1,992.40

May 25, 2023

Jeremy Gruenhagen, Clerk/Treasurer  
City of Hamburg  
614 Park Ave, PO Box 248  
Hamburg, MN 55339

Dear Mr. Gruenhagen:

The Metropolitan Council has prepared preliminary population and household estimates for your community as of April 1, 2022. This is an annual process governed by *Minnesota Statutes 473.24*.

**As of April 1, 2022, the City of Hamburg had 233 housing units, 223 households, and 571 people (of whom 0 lived in group quarters facilities). Household size averaged 2.561 persons per household.**

**How was this estimate calculated?**

We estimate households and population with a housing stock-based method, which involves three questions:

1. *How many housing units did each community have?*
2. *How many households occupied these housing units?*
3. *How many people lived in these occupied housing units?*

This letter includes an overview of our estimation method along with a report showing the data inputs and calculations used to develop the preliminary estimates for your community. For more information, visit <https://www.metrocouncil.org/populationestimates>, or contact me at 651-602-1513.

**How can local governments provide feedback on this estimate?**

We welcome discussion of the preliminary estimates and invite you to review and comment on them. Please send any comments or questions to [Matt.Schroeder@metc.state.mn.us](mailto:Matt.Schroeder@metc.state.mn.us) (preferred) or to Matt Schroeder, Community Development Research, 390 Robert St N, Saint Paul, MN 55101. *Under Minnesota Statutes 473.24, we must receive your comments or specific objections, in writing, by June 24, 2023.*

**What happens after local governments provide feedback?**

The Council will certify final estimates by July 15, 2023 for state government use in allocating certain funds.

**New 2020 Census data**

On a related note, the Census Bureau recently released new data from the 2020 Census, with more detailed information on age, homeownership rates, and household type – all including breakdowns by race. Please visit <https://www.metrocouncil.org/census2020> for more information.

Sincerely,



Matt Schroeder  
Principal Researcher

# Hamburg city, Carver County

## 2022 Annual Population Estimate

Published May 25, 2023 (preliminary; distributed for local government review)



	Housing units	Occupancy rate	Households	Persons per household	Population in households	Population in group quarters	Total population
2022 Estimate	233	95.71%	223	2.5605	571	0	571
2020 Census	228	96.05%	219	2.5845	566	0	566

The Metropolitan Council estimates population using the housing unit method, which answers three main questions for each jurisdiction as of April 1, 2022.

### First, how many housing units did the community have?

- We start with housing units measured by the 2020 Census. We broke down the total number of housing units in the 2020 Census into different housing types using county parcel data and other data sources.
- We then add units built between April 1, 2020 and April 1, 2022, based on permits reported to us by communities. Permit data is [available on our website](#)
  - We assume that 90% of single-family detached units and 85% of townhome/duplex/triplex/quadplex units permitted in 2021 were completed and occupiable by April 1, 2022.
  - Multifamily units permitted in and after 2020 are assumed to be completed if they received a certificate of occupancy by April 1, 2022. Multifamily units permitted before 2020 that were not open at the time of the 2020 Census are also included.
  - Manufactured home data comes from our annual surveys of manufactured home park operators and local governments.
  - Data on other housing (boats, RVs, etc. used as housing) comes from the [most recent American Community Survey data](#); this housing is included in the estimates only if occupied.
- We also examine other housing stock changes reported by jurisdictions. These include demolitions, building conversions (units added or lost), boundary changes (units annexed in or out), and other changes.

	Housing stock April 1, 2020	Permitted and built since 2020	Other changes since 2020	Housing stock April 1, 2022
<i>Single-family detached</i>	194	0	0	194
<i>Townhome (Single-family attached)</i>	4	2	0	6
<i>Duplex/triplex/quadplex</i>	3	0	0	3
<i>Multifamily (5 or more units)</i>	27	0	0	27
<i>Accessory dwelling units (ADUs)</i>	0	0	0	0
<i>Manufactured homes</i>	0			3
<i>Other units</i>	0			0
<b>Total</b>	<b>228</b>			<b>233</b>

Second, how many of these housing units were occupied by households?

- Each housing type has an estimated occupancy rate. These data come from the most recent American Community Survey estimates for **housing units** and **households**, **decennial census data** from the U.S. Census Bureau, and the **U.S. Postal Service**. To estimate multifamily occupancy rates, we also use **CoStar**, a proprietary data source covering the apartment market.
- Multiplying the number of housing units of each type by the occupancy rate yields the number of households (occupied housing units).

Third, how many people lived in these occupied housing units?

- Each housing type has an estimated average household size. These data come from the most recent American Community Survey estimates of **households** and **population in households** as well as decennial census data from the U.S. Census Bureau.
- Multiplying the number of households in each housing type by the average household size yields the population in households.

	Housing stock April 1, 2022	Occupancy rate	Households (Occupied housing units)	Persons per household	Population in households
<i>Single-family detached</i>	194	95.85%	186	2.6052	485
<i>Townhome (Single-family attached)</i>	6	98.66%	6	2.6052	16
<i>Duplex, triplex/quadplex</i>	3	76.70%	2	2.4457	5
<i>Multifamily (5 or more units)</i>	27	97.42%	26	2.2085	57
<i>Accessory dwelling units (ADUs)</i>	0	99.70%	0	1.5521	0
<i>Manufactured homes</i>	3	96.74%	3	2.7518	8
<i>Other units</i>	0	100.00%	0	1.6346	0
<b>Total</b>	<b>233</b>	<b>95.71%</b>	<b>223</b>	<b>2.5605</b>	<b>571</b>

To obtain the total population, we also add the number of residents in group quarters facilities. These are residences that are not part of the standard housing market, such as college dormitories, nursing homes, prisons and jails, and group homes. Data come from the Metropolitan Council's annual survey. A list of facilities in each community can be found at <https://www.metrocouncil.org/populationestimates>

Population in households	Population in group quarters	Total population April 1, 2022
571	0	571

Due to rounding, not all estimates can be reproduced exactly from the above inputs.

For more information, see our methodology document, available from <https://www.metrocouncil.org/populationestimates>



May 22, 2023

CITY OF Hamburg  
Attn: Clerk-Treasurer  
PO Box 248  
Hamburg, MN 55339-0248

Dear Mayors and Administrators,

Greetings from all of us at the League of Minnesota Cities! Over the course of the past five and a half years, I've had the chance to get to know many of you in my travels around the state or at an event through my service as deputy director at the League. Today, I'm writing to you in my very first day in a new role – executive director. I'm deeply passionate about the work of our organization and greatly value the partnership that we have with you and our 836 member cities across Minnesota.

I'm writing to let you know that at its most recent meeting, the League's Board of Directors approved a preliminary maximum dues schedule increase of 4.5 percent for the fiscal year 2023-2024 that runs from September 1, 2023 through August 31, 2024. Dues are used to support the League's mission which is to promote excellence in local government through effective advocacy, expert analysis, and trusted guidance for all Minnesota cities.

Setting the maximum dues schedule increase is similar to a city setting its preliminary levy increase, in that the final dues schedule increase to be approved by the League Board cannot exceed the preliminary approved increase. The Board will formally discuss and approve a final dues schedule increase along with the League's fiscal year 2024 budget at its scheduled August meeting.

If you have questions or want additional information on the League's dues and budget, please feel free to contact me at (651) 281-1279 or [lfischer@lmc.org](mailto:lfischer@lmc.org).

Also, we want to see you soon and would like to invite you join us in Duluth June 21-23 for the League's Annual Conference for city officials. To learn more about the Conference and register, visit [lmc.org/ac23](http://lmc.org/ac23).

The League board and staff takes seriously our responsibility to carefully manage member assets, and we thank you for your continued support of the work we do on your behalf.

Sincerely,

A handwritten signature in black ink, appearing to read "Luke Fischer", written in a cursive style.

Luke Fischer  
Executive Director



# IRIS INFANTS REMEMBERED IN SILENCE

218 Third Ave. NW Faribault MN 55021

Phone: (507) 334-4748 E-mail: [support@irisRemembers.com](mailto:support@irisRemembers.com) Website: [www.irisRemembers.com](http://www.irisRemembers.com) Founded in 1987

Infants Remembered In Silence, Inc. a 501(c)3 nonprofit organization (#41-1700704) would like to respectfully request that the city adopt a resolution endorsing October 15<sup>th</sup> as Pregnancy and Infant Loss Remembrance Day in accordance with the requirements within the city.

1. If this proclamation is perpetual, please let us know.
2. If your community does not accept proclamation requests, please let us know.
3. If your city has requirements for who can make a request, please let us know those requirements.

Infants Remembered In Silence, Inc. (IRIS) works with thousands of people across Minnesota, and the USA, who have experienced the death of a child during pregnancy through early childhood. This includes death from miscarriage, ectopic pregnancy, molar pregnancy, stillbirth, neo-natal death, sudden unexplained death of a child (SUDC), sudden infant death syndrome (SIDS), birth defects, illness, accidents, and all other types of early childhood death. These are parents who lose a child unexpectedly. Many of these parents live in, deliver in, and have a child die in, or bury a child in this community.

Bereaved parents remember these children annually with a 7 pm candle lighting on October 15<sup>th</sup>. Some will remember their child/children in their homes while others will remember them in small gatherings around the state and across the nation. This resolution/proclamation would unify these parents in tribute of their children.

#### **United States Government Proclamations:**

- 1988 President Ronald Reagan Proclaimed October as National Pregnancy and Infant Loss Awareness Month.
- 2001 House Resolution  
107<sup>th</sup> Congress – 1<sup>st</sup> Session  
H.RES.254 IH
- 2006 House Resolution  
109<sup>th</sup> Congress – 1<sup>st</sup> Session  
H.CON.RES.222

If you do choose to adopt this proclamation/resolution you may send us any certificates via e-mail to [support@irisremembers.com](mailto:support@irisremembers.com) or we can arrange for someone to pick it up.

#### **Proclamation text below.**

#### **Katie Savoie**

IRIS Admin Assistant

218 3rd Ave NW

Faribault, MN 55021

(507) 334-4748

[Katie@irisRemembers.com](mailto:Katie@irisRemembers.com)

IRIS was founded in 1987

(LIST YOUR CITY LETTERHEAD OR LOGO HERE)

## **Recognizing National Pregnancy and Infant Loss Remembrance Day**

**Whereas**, Infants Remembered In Silence, Inc. (IRIS) and many other nonprofit organizations work with thousands of parents all over Minnesota and across the United States who have experienced the death of a child during pregnancy and early childhood; and

**Whereas**, Many of these parents live in, deliver in, have a child die in, or bury a child in our community; and

**Whereas**, Infants Remembered In Silence (IRIS) a 501(c)(3) nonprofit organization was founded 1987 to offer support for parents whose child/children died from miscarriage, ectopic pregnancy, molar pregnancy, stillbirth, neo-natal death, birth defects, sudden unexplained death of a child (SUDC), sudden infant death syndrome (SIDS), illness, accidents, and all other types of infant and early childhood death; and

**Whereas**, Bereaved parents around the world remember their children annually, in their homes or with small gatherings, on October 15 with candle lighting at 7 pm. Families Remember their child/children around the state and across the nation. This would unify these parents in tribute to their children; and

**Whereas**, In 1988, President Ronald Reagan proclaimed October as National Pregnancy and Infant Loss Awareness month; and

**Whereas**, In honor of the thousands of children that die each year in Minnesota, Infants Remembered In Silence, Inc. (IRIS) respectfully requests that October 15th, 2023 be recognized as Pregnancy and Infant Loss Remembrance Day.

**Now, Therefore, be it Resolved by the City Council of the City of**

(LIST YOU CITY HERE WITH CITY LOGO OR SEAL and SIGNED)

Proclamations can be emailed to  
[support@irisRemembers.com](mailto:support@irisRemembers.com)



## What is IRIS . . .



Infants Remembered In Silence, Inc. © (IRIS) is an 501(c)3 nonprofit organization designed to help parents, family, and friends cope with the devastating loss of a child in early pregnancy (miscarriage, blighted ovum, ectopic pregnancy, molar pregnancy, etc.) or death from stillbirth, neo-natal death, birth defects, sudden unexplained infant death (SUID/SIDS) and other related syndromes, overlay, illness, accidents, and all other types of infant and early childhood death. This assistance includes emotional support at the time of the death and the years that follow.

When a child dies, parents, family, and friends mourn the death and begin the process of coping. This process is known as grieving. Bereaved parents experience many different feelings including disbelief, sadness, loneliness, fear, anger, regret, guilt, despair, and a sense of great personal loss. Parents who experience an infant's death are usually unsure of what their feelings and emotions should be. Some parents keep their feelings inside while others are able to express their grief easily and openly, still others have feelings of grief that are so intense that they don't understand what is happening.

Guilt, real or imagined, is a normal part of grief. It surfaces in thoughts and feelings of "if only" or "I wish I would have." Each person's grief is individual. Mothers and fathers, grandparents, family, and friends all cope with grief differently. While there is no "right way" to grieve, it is helpful to know that grief has many ups and downs and lasts far longer than society, in general, recognizes. In fact, the grief process may take several years to work through.

It has often been said that with the death of our parents we lose a piece of our past. With the death of a sibling we lose a piece of our present (what is currently going on in our lives). But with the death of a child, parents lose their entire future. All of their hopes and dreams are gone.

Bereaved parents have the need for understanding, hope, knowledge, and comfort. Other bereaved parents who have experienced similar losses can provide this type of support. While there are no instant solutions, no fast easy answers, and no timeline for grieving there is a sense of direction, support, and understanding found through knowledge and talking with others about the grief experience. Bereaved parents can find help and hope for the future from Infants Remembered In Silence, Inc. © (IRIS).

## How Do Volunteers Help?

Most of the services provided by IRIS are available due to the talents and generosity of others. Sewing, knitting, crocheting, and quilting of blankets, caps, and outfits are all done by volunteers. Volunteers also do gardening, office work, computer assistance, and compile clothing sets, bereavement packets, and newsletters. IRIS is always in need of your help. If you would like to help, please contact us.

## How is IRIS Financed?

Infants Remembered In Silence, Inc. (IRIS) depends on the generosity of donors. Donations, memorials, grants, charitable gambling, fundraisers, and the United Way provide financial support to our 501(c)3 non-profit organization. We gratefully accept and acknowledge all donations and memorials, which are tax deductible.



## Infants Remembered In Silence ©

218 Third Ave. NW Faribault, MN 55021

(507) 334-4748

[www.irisrememberers.org](http://www.irisrememberers.org)

[support@irisrememberers.org](mailto:support@irisrememberers.org)

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## What Direct Services Can IRIS Provide?

- The IRIS Advocate Program can assist at the painful anticipation of the death/birth, at the time of hospitalization, and during the following weeks, months, and years of bereavement that follow. When a child dies, an IRIS Advocate can assist by presenting and explaining your options, providing suggestions, creating precious keepsakes including pictures, hand and footprints, sculptures/casting of hands and feet, bathing, dressing, and much more.
- Bereavement Support Packets contain printed materials and information on a wide variety of topics including how to plan a funeral, the grieving process, creating beautiful memories/keepsakes, the grief of parents/grandparents/friends, and more.
- Burial Clothing Sets include an outfit designed by IRIS that meet your child's needs, blanket and cap, and teddy bear, all sized to fit a child from 2 - 24 inches in length (6 - 42 gestational weeks).
- Assists with finding support groups across the nation and around the world.
- Support Group Meetings
- One on one support
- Newsletter
- Website: [www.IRISRemembers.org](http://www.IRISRemembers.org) and [www.IRISRememberers.com](http://www.IRISRememberers.com)
- Lending library
- Displays, special presentations, and Guest speakers are available.

## IRIS Support Groups

IRIS Support Groups are made up of parents helping parents. Attending meetings is a helpful way to learn you are not alone, that others have experienced and share the same feelings of frustration, guilt, fear, and anxiety. Parents gain insight, understanding, and have an opportunity to vent their feelings in an understanding atmosphere.

IRIS Support Group meetings are open ended, meaning that parents can come to a meeting once, for months, or years.

IRIS Support Group meetings are open to anyone who has had a child die at any gestational age through early childhood. You are always welcome regardless of when or where your child died, the cause of death, or where you currently live.

Meetings are held at the IRIS office (pictured below).



IRIS

218 Third Ave NW - Faribault, MN 55021

### Midday Meetings

The 2<sup>nd</sup> Wednesday of each month from 11 AM - 1 PM

### Evening Meetings

The 4<sup>th</sup> Tuesday of the month from 7 - 8:30 PM

## How Do We Get IRIS Involved?



It's easy. You can contact IRIS directly or ask the hospital or funeral home staff to contact us.

If we have an IRIS Advocate in your area, they will be happy to assist. You however you would like. This includes answering your questions to the best of their ability, helping you to create memories and keepsakes of your child, and offering suggestions and options that you may not know exist.

If we do not have an IRIS Advocate in your area, we will do our best to provide you with suggestions on creating memories/keepsakes, and we will try to help you find a support organization or group in your area.

## Infants Remembered In Silence, Inc.®

218 Third Ave NW  
Faribault, MN 55021  
(507) 334-4748

[www.irisrememberers.org](http://www.irisrememberers.org)  
[www.IRISRememberers.com](http://www.IRISRememberers.com)

## IRIS Mission Statement

Infants Remembered In Silence, Inc.® (IRIS), a nonprofit organization, supplements the care given by the medical, mental health, and religious communities by providing resources and referral information, support, and education to parents, family, friends, and professionals after a child dies in early pregnancy (ectopic pregnancy, molar pregnancy, miscarriage, etc.) or from stillbirth, neo-natal death, birth defects, illness, accident, sudden infant death syndrome (SIDS), sudden unexplained death of a child, and all other types of infant and early childhood death.

## What Events Does IRIS Offer?

IRIS offers many wonderful opportunities to remember and honor your child. You are always welcome to attend regardless of where you live, where the child died, when the child died, or the cause of death.



## IRIS Events Include:

- Mother's Day Brunch
- Water Lantern Release
- International Pregnancy and Infant Loss Remembrance Day Service on October 15<sup>th</sup>



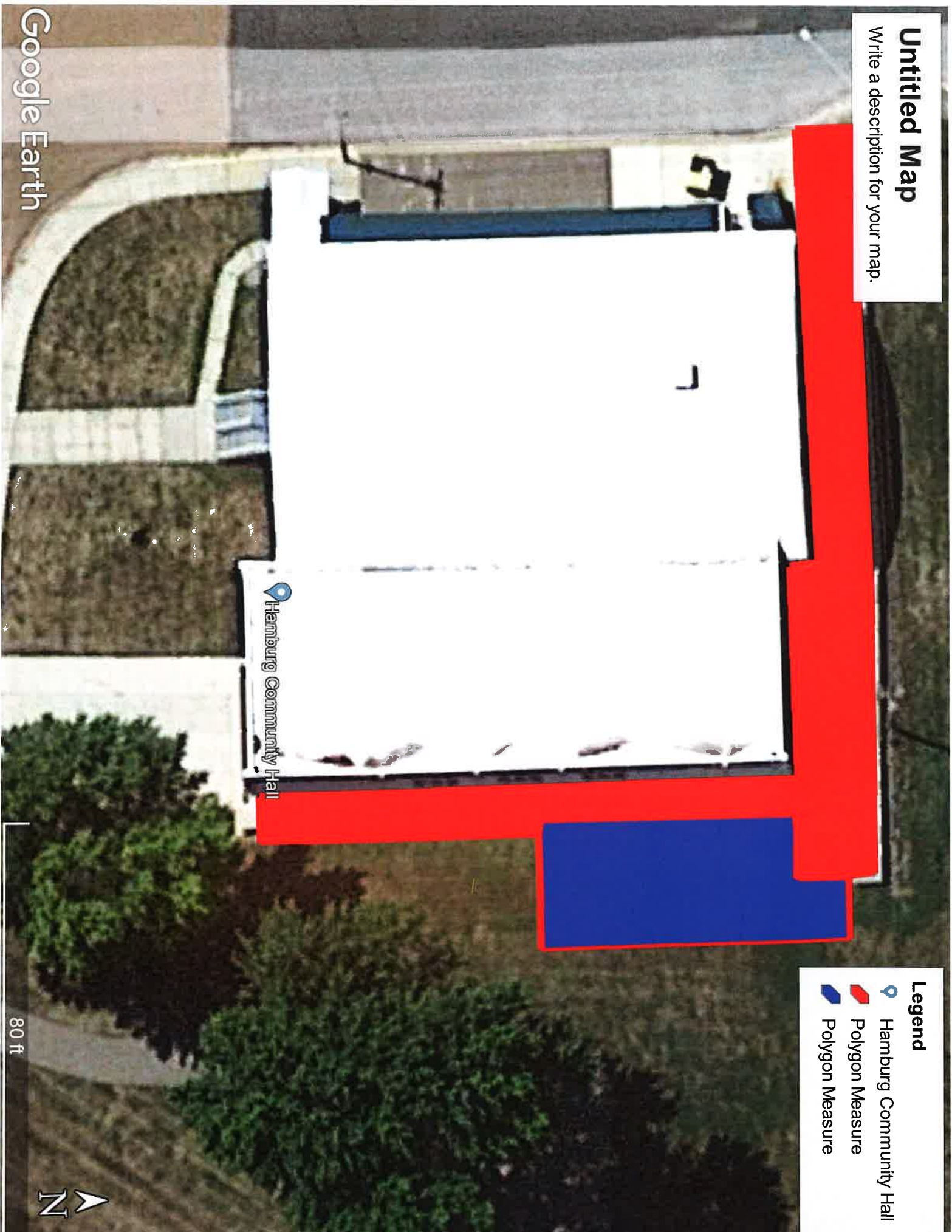
- IRIS Holiday Service of Remembrance has been held annually since 1994 on the first Sunday in December, at the Chapel of the Good Shepherd - Shattuck Campus

## Fundraisers Include:

- IRIS Pancake Breakfast Bingo Bash is held the weekend after the Super Bowl.
- The IRIS Turkey Trot - 5K Run and Walk, 10K Run is held on Thanksgiving morning. While considered a fundraiser, is an event that offers breathtaking, inspiring, and unique opportunities for you, your family and friends. You will be able to create many amazing memories and find overwhelming support.
- Many other events and special services are held throughout the year. For more information visit [www.IRISRememberers.org](http://www.IRISRememberers.org) and follow IRIS on social media.




# Untitled Map

Write a description for your map.



Hamburg Community Hall

## Legend

-  Hamburg Community Hall
-  Polygon Measure
-  Polygon Measure

Google Earth

80 ft



Sidewalk

48"

1.4

6'  
8.9'

1.21

30'

Hall

9.91

1.5

