

AMENDED - Cambridge City Council Meeting Announcement and Agenda
February 16, 2021 6:00 PM
Cambridge City Hall, 300 3rd Avenue NE

*Members of the audience are encouraged to follow the agenda.
Agendas are available on the table just outside the Council Chambers door.*

Tentative Time	Agenda Item
6:00 pm	1. Call to Order and Pledge of Allegiance
6:00 pm	2. Citizens Forum
6:05 pm	3. Approval of Agenda
6:06 pm	4. Consent Agenda
	A. Approval of the regular and summary meeting minutes for the February 1, 2021 City Council meeting (p. 3)
	B. Warrants #118925- #119186 and ACH/Wire items totaling \$4,098,646.73 (p. 10)
	C. Approve Inter-Fund Borrowing (p. 50)
	D. Approve Case Management MOU (p. 51)
	E. Authorize Staff to Start the Hiring Process for a Public Works Maintenance Worker Position (p. 66)
6:08 pm	5. Work Session
	6. Unfinished Business
6:08 pm	A. Update Emergency Response Plan Annex Q1 COVID 19 Pandemic (p.67)
	7. New Business
6:12 pm	A. Ordinance 730 rezoning the Carlson property in COIP (p. 78)
6:15 pm	B. Authorize Squad Car Purchase (p. 85)
6:18 pm	C. Approve Acceptance of ECE EV Charging Station Grant (p. 86)
6:30 pm	D. Discussion on Legislative Bills (HF 640 and HF 496) (p. 91)
6:35 pm	E. Cambridge Cove Park discussion (p. 108)
6:45 pm	F. Resolution R21-004 Inter-Fund Transfers (p. 122)

6:45 pm	G. Resolution R21-005 General Fund Budget Amendments (p. 124)
6:45 pm	H. Resolution R21-006 Application for Payment #1 from Versacon, Inc for City Hall and City Center Roof Replacement (p. 139)
6:50 pm	8. Mayor's Report
6:52 pm	9. Council Concerns
6:52 pm	10. City Attorney or City Administrator's Report
6:55 pm	11. Adjourn

Notice to the hearing impaired: Upon request to City Staff, assisted hearing devices are available for public use. Accommodations for wheelchair access, Braille, large print, etc. can be made by calling City Hall at 763-689-3211 at least three days prior to the meeting.

Upcoming Meetings and Events

Unless otherwise noted, all meetings are at City Hall in the Council Chambers.

<u>Date</u>	<u>Time</u>	<u>Description</u>
Feb. 22	6:00 pm	Fire Department Meeting (Training Room)
Mar. 2	7:00 pm	Planning Commission
Mar. 3	12:00 pm	Toward Zero Death Committee

Cambridge City Council Meeting Minutes
Monday, February 1, 2021

A regular meeting of the Cambridge City Council was held on Monday, February 1, 2021, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

This meeting was held in person and Mayor Godfrey attended electronically via Zoom.

Members Present: Mayor James Godfrey (Zoom); Council Members Lisa Iverson, Kersten Conley, Mark Ziebarth, and Bob Shogren.

Staff Present: City Administrator Woulfe, Assistant City Administrator Vogel, Police Chief Schuster, Finance Director Moe, and Utilities/Public Works Director Schwab.

Call to Order and Pledge of Allegiance

Godfrey called the meeting to order at 5:00 pm and led the public in the Pledge of Allegiance.

Approval of Agenda

Conley moved, seconded by Iverson, to approve agenda. Godfrey, Ziebarth, Iverson, Conley, and Shogren all voted in favor of the motion, and it passed unanimously.

Consent Agenda

Iverson wished to pull item 4A for discussion. Iverson moved, seconded by Shogren, to approve consent agenda Items B-E:

- B. Draft December 2020 Financial Statements
- C. Ordinance 727 Amending Title III, Chapter 30 City Council
- D. Approve hire of Tony Sarff, Paid-on call Firefighter
- E. Approve Utility Department Truck Purchase

Upon roll call, Godfrey, Ziebarth, Iverson, Conley, and Shogren all voted aye, and the motion passed.

Iverson clarified that Vogel, not Levitski, did speak on page 2 of the minutes (page 4 of the packet). Shogren moved, seconded by Iverson, to amend the minutes for January 19, 2021. Godfrey, Ziebarth, Iverson, Conley, and Shogren all voted aye, and the motion carried.

Work Session

Elisha Long, Isanti County Assessor's Office
presentation on Assessing services and Transfer of Duties Agreement

Elisha Long from the Isanti County Assessor's Office presented information on the duties and services the Assessor's Office provides. She said their main job is to value and classify all properties within the

county. She then explained the process by which this valuation could be appealed, and the difference between a Local Board appeals process and an Open-book appeals process. Conley asked about the timeline and history of the process, and Long explained the City's role in the valuation and appeals process for the past and present. Ziebarth asked about residential versus commercial valuations, and Long stated that most residential appeals will happen through the board or open-book appeal process and most commercial appeals will happen through the court.

Annual Reports

Community and Economic Development – Vogel explained how the department works with a variety of builders, developers, and citizens with various industrial, retail, redevelopment, and residential properties within the city. He said department staff helps to market available sites, bring new businesses and housing to the city, administer the City Codes, Zoning Codes, Building Codes, Housing Codes, Property Maintenance Ordinances, subdivisions, platting, and parks planning development. Vogel noted the six staff members including: Evan Vogel – Assistant City Administrator, Marcia Westover – City Planner, Staff Liaison to Planning Commission, Carri Levitski – Community Development Specialist, Staff Liaison to Parks, Trails, and Recreation Commission, Matt Small – Building Official, Wayne Kalla – Building Inspector, and Candy Conrad – PT Permit Technician. He highlighted the completed projects in 2020 and the ongoing projects for 2021.

Finance – Moe presented information about the Finance Department including the department's role in providing integrity and financial transparency to the community. Moe noted there are five staff members including: Caroline Moe – Director of Finance, Linda Gerlach – Finance Clerk, Joleen Kriesel – Utility Billing Clerk & Revenue Specialist, Mabelle Bruss – Afternoon Receptionist, and Deb Barrett – Housing Supervisor. She highlighted the success the department had in working with the CARES Act Grant in 2020. Moe also provided information about utility billing and delinquent accounts, accounts payable and payroll information, and the City's audits and favorable bond rating.

Fire – Pennings explained the breakdown of the 31 Fire Department members including: Todd Tomczik – Fire Chief, Corey Buström – Assistant Fire Chief, and Will Pennings – Deputy Fire Chief and Emergency Management Director. Pennings also explained about the four Captains Squads how each squad is coordinated. He identified where the city boundaries and the townships are located that the Fire Department serves and responds to. Pennings noted all of the vehicles and equipment the department has available, and the different types of situations the department assists with. He highlighted the various community events the Fire Department is involved in, and explained the importance of the Insurance Service Office Rating given to the department. Pennings finished by noting statistics on the different types of calls, fires, and challenges the department has had in 2020.

Police – Schuster started with the departments mission statement, "Serving with Integrity & Honor", and how it helps provide efficient and effective law enforcement service to the community. He said they achieve this by maintaining the highest standards of honesty and integrity through consistent and impartial enforcement of the law. He explained their staff members include a Chief of Police, 3 Sergeants, 7 full-time Officers, 2 part-time Officers, a Criminal Detective, 2 School Resource Officers, a Police Administrative Assistant, a Police Permit Technician, and 4 volunteer, non-licensed Reserves. He said there is still one open position for a full-time officer and they are also looking to add more

Reserve Officers soon. Schuster said the department is staffed 24 hours per day, 365 days a year, with staff divided into two 12-hour shifts. The department strives to maintain two officers on duty at all times. Schuster noted the performance and service statistics over the past several years, and said they were down in 2020 due to COVID-19 and the department focusing on the more egregious violations. He said they are excited to have their Body-Worn Camera program starting in March.

Public Works – Schwab informed the council the Public Works Department comprises of several smaller departments including: Streets, Parks, Airport, Stormwater, Street Lighting, GIS, Water Utility, and Wastewater Utility. He said the Streets department has 8 full-time and 3 seasonal on-call employees in the winter, and 6 full-time and 3 seasonal employees in the summer. In the winter they are responsible for plowing, salting, and sanding 59 miles of street, clearing 3 miles of alley, 28 miles of sidewalk, 7 miles of trail, clearing city-owned parking lots, clearing the airport area, and hauling snow from city-owned lots and downtown. Schwab said the Parks department utilizes 2 full-time and 3 seasonal employees to mow and trim parks, maintain picnic areas, playgrounds, bathroom, sporting areas, park equipment, and general park maintenance. Public Works is also responsible for the operation and maintenance of all runway, taxiway, hangars, vegetation control, snow plowing, fuel facility, lighting, and other tasks for the airport.

Schwab said Public Works staff also staff maintains 1,358 street lights, the sports lighting at Sandquist Park and the hockey rinks, and is currently completing an LED conversion project. He noted the Mechanics department has 2 full-time mechanics that maintain vehicles and equipment for the street, utility, park, airport, fire, and police departments along with performing DOT inspections on all plow trucks and fire trucks. They also participate in snow plow routes.

He said the Public Works and Utility departments maintain 83 stormwater retention basins, 2,060 stormwater catch basins, 4 rain gardens, 47 miles of mainline pipe, 120 miles of curb and gutter, and maintain 1,894 inlet and 188 outlet structures. The Water Utility department has 6 full-time water/wastewater operators and 2 seasonal employees who are responsible for operating and maintaining the water treatment facility, 2 elevated water towers, 67 miles of water main line, 749 hydrants, 6 production wells, 3,954 water meters, and a continuous monitoring the water and wastewater system. Schwab said the Wastewater Utility department has 6 full-time operators, 1 full-time laboratory technician, and 2 seasonal employees to operate and maintain the wastewater treatment facility, maintain 56 miles of main line sanitary sewer, 12 sanitary sewer lift stations, process and reuse 2 million gallons of biosolids of fertilizer annually, and operate a state certified laboratory.

Schwab added there is only one GIS-Stormwater Management Technician employee, but they are responsible for coordinating and overseeing all GIS operations, providing graphic services to other departments, maintaining data bases and integrating with other computer applications, producing resources for city planning and presentations, providing online resources for staff, and stormwater inspections. This person performs an average of 75 stormwater compliance inspections each year to ensure the City's compliance with the MPCA MS4 General Stormwater Permit Regulation.

Unfinished Business

Renewal of Transfer of Duties – Isanti County Assessor's Office

Woulfe thanked Elisha Long for her presentation and information about the valuation appeals process. She said the City of Cambridge has had an agreement with Isanti County for several years to act as the authority in the appeals process. Woulfe said there is no cost to the city and the agreement has worked very well in the past. Shogren moved, seconded by Ziebarth, to approve the renewal of the transfer agreement with Isanti County for Board of Appeal and Equalization. Upon roll call, Godfrey, Ziebarth, Iverson, Conley, and Shogren all vote aye, with no nays. Motion carried.

New Business

Request to waive building permit for Shalom Shop Remodel

Vogel notified the council that Dick Halbmaier, of the Shalom Thrift Store, reached out to staff about waiving the building permit fees for an upcoming building project. He said the project is to build a cover for an existing ramp on the side of the building to help protect their aging volunteers from extreme elements while working. Vogel explained that Shalom has contributed \$422,000 to the community in 2019, provided funding for 25 local businesses, and assisted people with food, clothing, and housing. He said all of their contributions stay within the community. Vogel said the total projected cost for the project is around \$50,000 and the building permit fees would be \$1,180.

Dick Halbmaier, Shalom Shop Board of Directors, was in attendance and added that the Shalom Thrift Shop has been helping the local community since 1985. He said the average age of their volunteers is 73 years old, and it is very important they construct the cover over the ramp to protect the volunteers from snow, ice, and rain. The other purpose for the covered area is to allow a staging place for donations so they don't have to be brought into the building immediately and can sit for 48 hours to ensure they do not carry any viruses. Halbmaier noted no wages have ever been paid to their volunteers, and they have been one of the greatest supporters of food, clothing, and shelter in the community. He said COVID19 has interrupted their donation process, and they now have to do much of the sorting and work outside. He believes the new cover over the ramp would help eliminate their current issues with working in the elements.

Shogren asked if a precedence has been set on waiving fees in the past, and Woulfe said there has been no waiving of the fees in the past that she can remember. She said the fees may have been waived for a Habitat for Humanity house. In that case the land had been donated, and all but the state surcharge fee was waived.

Godfrey was concerned that waving the fees for the Shalom Thrift Shop would set a precedence for any non-profit into the future. Woulfe said they the council has some discretion in waiving the fees, but they would need to give reasons on why they decided to waive the fees to set it apart from other nonprofits who might ask in the future. Woulfe said there would be no undue burden on staff or budgets if the fees were waived. Shogren asked if the Shalom Shop pays property taxes, and was told that they do not because they are organized as a 501-C3 non-profit business.

Godfrey moved, seconded by Iverson, to waive the building permit fee for Shalom Thrift Shop due to COVID19 implications of needing an area for staff to gather outside, out of the elements, to take in product where it would sit for its required amount of time before being brought into the store as an infection control procedure, and recognize the financial impact of their donations for our community. Upon roll call, Godfrey, Ziebarth, Iverson, and Conley voted aye, and Shogren voted nay. The motion passed 4/1.

Request to Consider Issuance of Conduit Debt for Art & Science Academy in Isanti MN

Moe said staff has been approached by Kevin Fitton, Managing Director of ABC Building Services and Executive Director of Art and Science Academy in Isanti, MN, about the possible issuance of conduit debt on their behalf. She said the proceeds of the conduit debt would be used to buy the current buildings in Isanti, MN and the two vacant lots that adjoin their facilities. Fitton was in attendance, and explained that charter schools are not allowed to hold property. He said charter schools operate as a public school, but don't have levy authority to get the funding to make these acquisitions. Because of this, they create a parent or holding company to acquire the buildings and land. The charter school is then able to make lease payments to the holding company. He said the buildings and land are currently owned by Charter School Development Corporation, and make lease payments to them. If ABC Building Services were able to acquire the land and buildings, there lease payments and overhead would be far less.

Fitton went on to explain their plan of acquiring the land and buildings, for expansion of their school program to include grades 9-12, with the eventual outcome of constructing a high school to accommodate the expanded program. He said they currently service the same area as the Cambridge-Isanti School district, and also use their transportation system as well.

Clyde Boyer, of First Bank and Trust, was in attendance and explained how he had worked with the city on doing the same type of financing project for the Cambridge Christian School in years past. He said the Arts and Science Academy, with ABC Building Services, is looking at doing the exact same type of project. Boyer said this would help the school to get some low interest rates while keeping the funding local. Shogren asked what the reasoning was for the City of Isanti not participating in the conduit financing, and Fitton replied that there was not much interest in pursuing the proposal. He said they are trying to look for interest locally before pursuing other options, and their discussions with the City of Isanti staff were not brought up to the council level.

Godfrey asked if the city is allowed to do extraterritorial conduit financing, and Moe stated that the city is allowed by statute to issue the conduit debt, but hasn't in the past. Shogren felt like it would be intruding upon the City of Isanti, by participating with an entity within their corporate limits without having any discussion with them. He didn't feel like it would be beneficial to our relationship with the City of Isanti without having a discussion with them first. Discussion ended with the council members deciding they would like to see the proposal being brought before the City of Isanti's council first, before the City of Cambridge would make any further decisions. Ziebarth added that Isanti County may be a more appropriate level to look for support, as it includes all of the areas the school services. Fitton added the school does service both communities, even though they are located in the City of Isanti, and hopes they will take that into consideration. No motion was made.

Mayor's Report

Godfrey noted the State of the City address will be coming up in mid-April.

There were no Council Concerns, City Attorney's Report, or City Administrator's Report.

Adjournment of Council Meeting

Being no further business before the City Council, Conley moved, seconded by Shogren, to adjourn the regular meeting at 6:37pm. Godfrey, Ziebarth, Iverson, Conley, and Shogren all voted in favor of motion and it carried unanimously.

James A. Godfrey, Mayor

ATTEST:

Linda J. Woulfe, City Administrator

**SUMMARY PUBLICATION OF THE PROCEEDINGS OF THE
CAMBRIDGE CITY COUNCIL**

The complete minutes are available for public inspection at the office of the City Administrator, 300 3rd Ave. NE, Cambridge, Minnesota.

Members Present: Mayor James Godfrey; Council Members Lisa Iverson, Mark Ziebarth, Bob Shogren, and Kersten Conley.

**Regular City Council Meeting
February 1, 2021**

- Meeting called to order at 5:00 pm and agenda was approved.
- Council approved consent agenda items B-E and item A as amended.
- Presentation by Elisha Long from Isanti County Assessor's Office.
- Received annual reports from the Community and Economic Development, Finance, Fire, Police, and Public Works departments.
- Approved renewal of transfer agreement for Local Board of Review with Isanti County.
- Approved waiving building permit fee for Shalom Thrift Shop due to COVID19 pandemic requirements.
- Discussed consideration of conduit financing for Art & Science Academy.
- Noted the upcoming State of the City address in mid-April.
- Adjourned at 6:37 pm.

CAMBRIDGE CITY COUNCIL MEETING
 February 16, 2021
BILLS LIST

Disbursement Type:	Date	Check #s	<u>Submitted For Approval</u>
Prepaid Checks (includes bond payments)	1/13/2021	118925 - 118991	2,871,500.33
Prepaid Checks	1/20/2021	118992 - 119060	254,313.90
Prepaid Checks	1/27/2021	119061 - 119118	244,326.55
Prepaid Checks	2/3/2021	119119 - 119186	111,011.14
Total Checks			3,481,151.92
PAID THROUGH ACH or WIRE January 2021:			
Payroll			242,254.46
Federal Payroll Tax Withholding			79,049.27
State Payroll Tax Withholding			15,975.34
PERA Withholdings			63,079.34
Deferred Comp Premiums			5,190.00
Self Insurance & Flex & Select Account Admin Fee			2,818.68
ECE			52,132.78
Sales & Use Tax Payments to State of MN			74,893.00
Centerpoint			7,186.57
Wright Express (City wide fuel cards)			6,873.15
Connexus			1,157.44
Midcontinent			5,800.30
Reliance Life Insurance ACH			1,203.82
AFLAC			426.08
Health Care Savings Plan Dep for Retired Staff			59,454.58
Total Paid through ACH or Wire			617,494.81
TOTAL SUBMITTED FOR APPROVAL			\$4,098,646.73

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of City check disbursements from 1/7/2021-2/3/2021 and all other disbursements for January 2021.

Caroline Moe 2/4/2021
 Caroline Moe, Director of Finance signature & date

Linda Gerlach 2-4-2021
 Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
129	Air Conditioning Associates, I	HVAC Maint Inspection Agreement Winter 2020	1,287.08
Total 129:			1,287.08
165	Allina Health	Refund Overpayment Bill 1/2019 & 5/2019, 1-10340	5,104.96
165	Allina Health	Health History, Physical, Questionnaire - Police	134.00
165	Allina Health	Health History, Physical, Questionnaire - Fire Dept	360.00
165	Allina Health	Health History, Physical, Questionnaire - Streets	134.00
165	Allina Health	Health History, Physical, Questionnaire - Parks Season	99.00
165	Allina Health	Health History, Physical, Questionnaire - Parks Season	268.00
Total 165:			6,099.96
175	Amazon Capital Services, Inc.	Meters and Repairs	345.67
Total 175:			345.67
319	Artisan Beer Company	Liquor Store Merchandise	67.70
Total 319:			67.70
323	ASCAP	License Fee - Account Number 500806408	367.00
Total 323:			367.00
521	Bellboy Corporation	Liquor Store Merchandise	2,268.65
521	Bellboy Corporation	Liquor Store Merchandise	259.74
Total 521:			2,528.39
540	Berg, Paul	Refund Overpayment Final Water Bill 1-3102	32.43
Total 540:			32.43
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	127.20
551	Chas A. Bernick Inc.	Liquor Store Merchandise	236.04
551	Chas A. Bernick Inc.	Liquor Store Merchandise	4,869.90
Total 551:			4,978.74
626	Bond Trust Services Corporati	GO Bonds, Series 2014A	105,000.00
626	Bond Trust Services Corporati	GO Bonds, Series 2014A	7,403.13
626	Bond Trust Services Corporati	GO Bonds, Series 2014A	6,506.92
626	Bond Trust Services Corporati	GO Bonds, Series 2014A	32,150.00
626	Bond Trust Services Corporati	GO Bonds, Series 2014A	450,000.00
626	Bond Trust Services Corporati	GO Bonds, Series 2014A	89,245.01
626	Bond Trust Services Corporati	GO Bonds, Series 2014A	2,944.47
626	Bond Trust Services Corporati	GO Bonds, Series 2014A	40,384.62
626	Bond Trust Services Corporati	GO Bonds, Series 2014A	3,307.99
626	Bond Trust Services Corporati	GO Bonds, Series 2014A	45,370.37
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	130,000.00

Vendor	Vendor Name	Description	Net Invoice Amount
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	12,425.00
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	120,000.00
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	10,200.00
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	7,539.87
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	7,613.01
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	77,683.47
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	89,414.55
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	4,592.86
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	3,425.72
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	47,320.35
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	40,235.00
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	4,367.28
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	3,861.27
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	44,996.17
626	Bond Trust Services Corporati	GO Bonds, Series 2016A	45,350.45
626	Bond Trust Services Corporati	GO Bonds, Series 2018A	175,000.00
626	Bond Trust Services Corporati	GO Bonds, Series 2018A	27,000.00
626	Bond Trust Services Corporati	GO Bonds, Series 2018A	7,725.00
626	Bond Trust Services Corporati	GO Bonds, Series 2018A	50,000.00
626	Bond Trust Services Corporati	GO Bonds, Series 2018A	2,775.00
626	Bond Trust Services Corporati	GO Bonds, Series 2018A	20,000.00
626	Bond Trust Services Corporati	GO Bonds, Series 2018A	10,200.00
626	Bond Trust Services Corporati	GO Bonds, Series 2018A	65,000.00
626	Bond Trust Services Corporati	GO Water Revenue Bonds, Series 2019A	38,975.00
626	Bond Trust Services Corporati	GO Water Revenue Bonds, Series 2019A	100,000.00
626	Bond Trust Services Corporati	GO Sales Tax Revenue Bonds, Series 2019B	265,000.00
626	Bond Trust Services Corporati	GO Sales Tax Revenue Bonds, Series 2019B	90,103.13
626	Bond Trust Services Corporati	GO Bonds, Series 2020A	30,000.00
626	Bond Trust Services Corporati	GO Bonds, Series 2020A	11,584.69
626	Bond Trust Services Corporati	GO Bonds, Series 2020A	245,000.00
626	Bond Trust Services Corporati	GO Bonds, Series 2020A	7,222.50
626	Bond Trust Services Corporati	GO Bonds, Series 2020A	49,781.25
626	Bond Trust Services Corporati	GO Bonds, Series 2020A	8,538.75
626	Bond Trust Services Corporati	GO Bonds, Series 2020A	8,707.50
626	Bond Trust Services Corporati	GO Bonds, Series 2020A	17,145.00
626	Bond Trust Services Corporati	Paying Agent Fees - GO Bonds, Series 2014A	475.00
626	Bond Trust Services Corporati	Paying Agent Fees - GO Bonds, Series 2016A	475.00
626	Bond Trust Services Corporati	Paying Agent Fees - GO Bonds, Series 2018A	475.00
626	Bond Trust Services Corporati	Paying Agent Fees - GO Water Revenue Bonds, Serie	475.00
626	Bond Trust Services Corporati	Paying Agent Fees - GO Bonds, Series 2020A	475.00
Total 626:			2,663,470.33
771	Business Radio Licensing	License Renewal	105.00
Total 771:			105.00
1140	Cintas Corporation	Rug Rentals & Maint Supplies - Liquor Store	89.72
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	130.13
1140	Cintas Corporation	Uniform Rental - Parks	9.73
1140	Cintas Corporation	Rug Rentals - Street Dept	17.04

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	4.24
1140	Cintas Corporation	Uniform Rental - Parks	7.44
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	153.27
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	169.58
1140	Cintas Corporation	Uniform Rental - Parks	9.73
Total 1140:			590.88
1171	Civic Systems LLC	Semi-Annual Software Support Fees	7,888.00
Total 1171:			7,888.00
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Streets	144.65
Total 1316:			144.65
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	34,244.50
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	16.00-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	35.00-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	2,108.75
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	24.00-
Total 1396:			36,278.25
1617	Duell, Mark	Refund Overpayment Final Water Bill 1-2951	75.22
Total 1617:			75.22
1631	Earl F. Andersen, Inc.	Street Signs	1,300.62
Total 1631:			1,300.62
1681	ECM Publishers, Inc.	Advertising - Liquor Store	1,081.20
Total 1681:			1,081.20
1921	Ferguson Waterworks	Meters & Repairs	34.10
Total 1921:			34.10
1922	Ferrellgas	Propane - Ice Rink	146.74
1922	Ferrellgas	Propane - Ice Rink	190.65
1922	Ferrellgas	Propane - Ice Rink	84.03
1922	Ferrellgas	Cylinder Rental - Ice Rink	12.00
1922	Ferrellgas	Cylinder Rental - Ice Rink	12.00
Total 1922:			445.42
2059	Synchrony Bank	Misc Operating Supplies - Wastewater	143.99
2059	Synchrony Bank	Misc Operating Supplies - Wastewater	115.99
2059	Synchrony Bank	Small Tools & Equipment - Wastewater	139.99

Vendor	Vendor Name	Description	Net Invoice Amount
2059	Synchrony Bank	Repair & Maint - Wastewater Plant	53.98
	Total 2059:		453.95
2166	Grainger	Repair & Maint - Wastewater Plant	71.00
	Total 2166:		71.00
2171	Granite Electronics, Inc.	Misc Operating Supplies - Fire Dept	120.00
	Total 2171:		120.00
2175	Grandy, Edward & Susan	Refund Overpayment Final Water Bill 1-2998	8.24
	Total 2175:		8.24
2188	Gratitude Farms	Animal Control Services	400.00
	Total 2188:		400.00
2271	Hach Company	Water Lab Supplies	708.66
2271	Hach Company	Wastewater Lab Supplies	101.30
	Total 2271:		809.96
2326	Hasser Garage Doors Inc.	Repairs & Maint Labor Bldgs - Police Dept	330.00
	Total 2326:		330.00
2413	Hines, Rose	Refund Overpayment Final Water Bill 1-2383	55.20
	Total 2413:		55.20
2539	Indian Island Winery	Liquor Store Merchandise	378.72
	Total 2539:		378.72
2561	Initiative Foundation	2021 Economic Development Support	2,075.00
	Total 2561:		2,075.00
2631	Isanti County Auditor-Treasur	Pollpad Yearly Maintenance Fee - 2020 Elections	1,500.00
2631	Isanti County Auditor-Treasur	2020 General & Primary Election Reimbursement	717.30
2631	Isanti County Auditor-Treasur	Omniballot 1 & 2 - 2020 Elections	6,901.64
	Total 2631:		9,118.94
2661	Isanti County Historical Societ	2021 Support	1,500.00
	Total 2661:		1,500.00

Vendor	Vendor Name	Description	Net Invoice Amount
2676	Isanti County Recorder	Document A499745-A499747,T1992	184.00
2676	Isanti County Recorder	Document T1992	46.00
Total 2676:			230.00
2681	Isanti County Sheriff's Office	Isanti County Law Enforcement SRT	500.00
2681	Isanti County Sheriff's Office	Geotab Service	1,055.04
Total 2681:			1,555.04
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	6,023.75
2796	Johnson Brothers Liquor Co	Delivery Charge	134.85
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,282.20
2796	Johnson Brothers Liquor Co	Delivery Charge	37.20
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	84.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	15,397.30
2796	Johnson Brothers Liquor Co	Delivery Charge	202.13
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,634.40
2796	Johnson Brothers Liquor Co	Delivery Charge	48.87
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	675.53
2796	Johnson Brothers Liquor Co	Delivery Charge	8.68
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,542.83
2796	Johnson Brothers Liquor Co	Delivery Charge	94.31
Total 2796:			30,166.05
3320	MacQueen Emergency	Repair & Maint Supplies Veh/Eq - Fire	934.71
3320	MacQueen Emergency	Repair & Maint Labor Veh/Eq - Fire	7,037.60
Total 3320:			7,972.31
3327	Madden Galanter Hansen	Services Rendered	540.00
Total 3327:			540.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	28,639.10
3461	McDonald Distributing Compa	Credit Liquor Merchandise	311.18-
3461	McDonald Distributing Compa	Liquor Store Merchandise	2,320.00
Total 3461:			30,647.92
3521	Menards	Misc Operating Supplies - Shop	8.95
3521	Menards	Misc Operating Supplies - Shop	37.12
3521	Menards	Misc Operating Supplies - Shop	7.14
3521	Menards	Misc Operating Supplies - Wastewater	28.82
3521	Menards	Small Tools & Equipment - Wastewater	43.83
3521	Menards	LP Tank Exchange - Wastewater	15.82
Total 3521:			141.68
3543	Metro Sales, Inc.	Ricoh MP 2554SP & C2004 Copier Lease, Base Rate,	241.38

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3543:			241.38
4026	National Association of Town	NATW Membership	35.00
Total 4026:			35.00
4323	OPG-3, Inc	Laserfiche Annual Renewal	9,926.00
Total 4323:			9,926.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	6,805.61
4476	Phillips Wine & Spirits	Delivery Charge	127.11
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,546.25
4476	Phillips Wine & Spirits	Delivery Charge	55.81
Total 4476:			9,534.78
4626	Purchase Power	Postage Meter Refill	500.00
Total 4626:			500.00
4686	RS Alarms LLC	Monitoring of Fire/Intrusion Security - Liquor Store	206.16
Total 4686:			206.16
4824	RITE Enterprises Inc	Maintenance Plan - Register System LS	689.99
Total 4824:			689.99
5036	SCR INC. - St. Cloud	Repair & Maintenance Labor Veh/Eq - Wastewater	1,208.75
5036	SCR INC. - St. Cloud	Repair & Maintenance - Wastewater Plant	1,308.06
Total 5036:			2,516.81
5181	Southern Glazer's of MN	Liquor Store Merchandise	5,284.55
5181	Southern Glazer's of MN	Delivery Charge	70.37
5181	Southern Glazer's of MN	Delivery Charge	4.65
5181	Southern Glazer's of MN	Liquor Store Merchandise	1,092.00
5181	Southern Glazer's of MN	Delivery Charge	32.55
Total 5181:			6,484.12
5251	Star	Public Notice - Ordinance 724	6.50
5251	Star	Public Notice - Ordinance 723	5.00
5251	Star	Public Notice - Ordinance 726	3.00
5251	Star	Public Notice - Council Meeting	13.50
5251	Star	Public Notice - Public Hearing Police Dept	4.50
Total 5251:			32.50

Vendor	Vendor Name	Description	Net Invoice Amount
5271	North Folk Winery	Liquor Store Merchandise	912.00
Total 5271:			912.00
5404	Taylor, Tonya	Refund Overpayment Final Water Bill 1-3437	87.92
Total 5404:			87.92
5446	The American Bottling Compa	Liquor Store Merchandise	182.20
Total 5446:			182.20
5491	The Wine Company	Liquor Store Merchandise	1,052.00
5491	The Wine Company	Freight charge	55.00
Total 5491:			1,107.00
5624	TransUnion Risk & Alternative	TLOxp Transactional	50.00
Total 5624:			50.00
5683	Tylerbuilt LLC	Small Tools & Equipment - Streets	2,200.00
Total 5683:			2,200.00
5692	Uncommon Loon Brewing Co	Liquor Store Merchandise	75.00
Total 5692:			75.00
5743	U.S. Bank Equipment Finance	Ricoh MPC2004EX-RS Copier	87.00
Total 5743:			87.00
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	274.95
Total 5816:			274.95
5831	Vinocopia	Liquor Store Merchandise	6,370.50
5831	Vinocopia	Delivery Charge	76.25
Total 5831:			6,446.75
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	14.02
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	13.50
5886	Watson Co., Inc.	Liquor Store Merchandise	2,398.04
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	20.50
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			2,425.06
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	10,050.27

Vendor	Vendor Name	Description	Net Invoice Amount
5891	Breakthru Beverage Minnesot	Freight Charge	57.98
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	2,565.06
5891	Breakthru Beverage Minnesot	Freight Charge	29.90
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	114.00
5891	Breakthru Beverage Minnesot	Freight Charge	3.45
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	288.00
Total 5891:			13,108.66
6001	Wine Merchants	Liquor Store Merchandise	670.00
6001	Wine Merchants	Delivery Charge	12.40
Total 6001:			682.40
Grand Totals:			2,871,500.33

Dated: 1/13/2021

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/21	01/13/2021	118925	129	Air Conditioning Associates, Inc.	101-20100	1,287.08
01/21	01/13/2021	118926	165	Allina Health	101-20100	995.00
01/21	01/13/2021	118927	165	Allina Health	601-20100	5,104.96
01/21	01/13/2021	118928	175	Amazon Capital Services, Inc.	601-20100	345.67
01/21	01/13/2021	118929	319	Artisan	610-20100	67.70
01/21	01/13/2021	118930	323	ASCAP	101-20100	367.00
01/21	01/13/2021	118931	521	Bellboy Corporation	610-20100	2,528.39
01/21	01/13/2021	118932	540	Paul Berg	601-20100	32.43
01/21	01/13/2021	118933	626	Bond Trust Services Corporation	380-20100	2,663,470.33
01/21	01/13/2021	118934	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	13,108.66
01/21	01/13/2021	118935	771	Business Radio Licensing	602-20100	105.00
01/21	01/13/2021	118936	551	Bernick's	610-20100	4,978.74
01/21	01/13/2021	118937	1140	Cintas Corporation	101-20100	590.88
01/21	01/13/2021	118938	1171	Civic Systems LLC	101-20100	7,888.00
01/21	01/13/2021	118939	1316	Crawford's Equipment, Inc.	101-20100	144.65
01/21	01/13/2021	118940	1396	Dahlheimer Beverage, LLC	610-20100	36,278.25
01/21	01/13/2021	118941	1617	Mark Duell	601-20100	75.22
01/21	01/13/2021	118942	1631	Earl F. Andersen, Inc.	101-20100	1,300.62
01/21	01/13/2021	118944	1681	ECM Publishers, Inc.	610-20100	1,081.20
01/21	01/13/2021	118945	1921	Ferguson Waterworks #2518	601-20100	34.10
01/21	01/13/2021	118946	1922	Ferrellgas	101-20100	445.42
01/21	01/13/2021	118947	2166	Grainger	602-20100	71.00
01/21	01/13/2021	118948	2175	Edward & Susan Grandy	601-20100	8.24
01/21	01/13/2021	118949	2171	Granite Electronics, Inc.	101-20100	120.00
01/21	01/13/2021	118950	2188	Gratitude Farms	101-20100	400.00
01/21	01/13/2021	118951	2271	Hach Company	602-20100	809.96
01/21	01/13/2021	118952	2326	Hasser Garage Doors Inc.	101-20100	330.00
01/21	01/13/2021	118953	2413	Rose Hines	601-20100	55.20
01/21	01/13/2021	118955	2539	Indian Island Winery	610-20100	378.72
01/21	01/13/2021	118956	2561	Initiative Foundation	101-20100	2,075.00
01/21	01/13/2021	118957	2631	Isanti County Auditor-Treasurer	101-20100	9,118.94
01/21	01/13/2021	118958	2661	Isanti County Historical Society	101-20100	1,500.00
01/21	01/13/2021	118959	2676	Isanti County Recorder	101-20100	230.00
01/21	01/13/2021	118960	2681	Isanti County Sheriff's Office	101-20100	1,555.04
01/21	01/13/2021	118961	2796	Johnson Bros - St Paul	610-20100	30,166.05
01/21	01/13/2021	118964	3320	MacQueen Emergency	101-20100	7,972.31
01/21	01/13/2021	118965	3327	Madden Galanter Hansen	101-20100	540.00
01/21	01/13/2021	118966	3461	McDonald Distributing Company	610-20100	30,647.92
01/21	01/13/2021	118967	3521	Menards	602-20100	141.68
01/21	01/13/2021	118968	3543	Metro Sales, Inc.	101-20100	241.38
01/21	01/13/2021	118969	4026	NATW	101-20100	35.00
01/21	01/13/2021	118970	5271	North Folk Winery	610-20100	912.00
01/21	01/13/2021	118971	4323	OPG-3, Inc	101-20100	9,926.00
01/21	01/13/2021	118972	4476	Phillips St Paul	610-20100	9,534.78
01/21	01/13/2021	118973	4626	Purchase Power	101-20100	500.00
01/21	01/13/2021	118974	4824	RITE	610-20100	689.99
01/21	01/13/2021	118975	4686	RS Alarms LLC	610-20100	206.16
01/21	01/13/2021	118976	5036	SCR INC. - St. Cloud	602-20100	2,516.81
01/21	01/13/2021	118977	5181	Southern Glazer's of MN	610-20100	6,484.12
01/21	01/13/2021	118978	5251	Star	101-20100	32.50
01/21	01/13/2021	118979	2059	Synchrony Bank	602-20100	453.95
01/21	01/13/2021	118980	5404	Tonya Taylor	601-20100	87.92
01/21	01/13/2021	118981	5446	The American Bottling Company	610-20100	182.20
01/21	01/13/2021	118982	5491	The Wine Company	610-20100	1,107.00
01/21	01/13/2021	118983	5624	TransUnion Risk & Alternative	101-20100	50.00
01/21	01/13/2021	118984	5683	Tylerbuilt LLC	101-20100	2,200.00
01/21	01/13/2021	118985	5743	U.S. Bank Equipment Finance	101-20100	87.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/21	01/13/2021	118986	5692	Uncommon Loon Brewing Company	610-20100	75.00
01/21	01/13/2021	118987	5816	Viking Coca-Cola Bottling Co	610-20100	274.95
01/21	01/13/2021	118988	5831	Vinocopia	610-20100	6,446.75
01/21	01/13/2021	118990	5886	Watson Co., Inc.	610-20100	2,425.06
01/21	01/13/2021	118991	6001	Wine Merchants	610-20100	682.40
Grand Totals:						<u>2,871,500.33</u>

Vendor	Vendor Name	Description	Net Invoice Amount
95	Advanced Power Services, In	Repair & Maint Labor Veh/Eq - Water Plant	655.00
95	Advanced Power Services, In	Repair & Maintenance - Water Plant	38.25
95	Advanced Power Services, In	Generator Inspection - City Hall	250.00
95	Advanced Power Services, In	Full Inspection/Service Backup Generator	2,399.00
95	Advanced Power Services, In	Full Inspection/Service Backup Generator	1,555.00
Total 95:			4,897.25
175	Amazon Capital Services, Inc.	Office Supplies - Police	97.99
Total 175:			97.99
319	Artisan Beer Company	Liquor Store Merchandise	61.50
Total 319:			61.50
521	Bellboy Corporation	Liquor Store Merchandise	5,623.28
521	Bellboy Corporation	Credit Liquor Merchandise	94.00
521	Bellboy Corporation	Liquor Store Merchandise	172.75
521	Bellboy Corporation	Misc Operating Supplies - Liquor Store	72.80
Total 521:			5,774.83
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	32.28
551	Chas A. Bernick Inc.	Liquor Store Merchandise	324.60
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,857.95
Total 551:			3,150.27
596	Bloomquist Electric Inc	Maintenance & Repair Supplies - Liquor Store	731.00
Total 596:			731.00
764	Burg, Shawn & Sarah	Refund Overpayment Final Water Bill 1-12072	93.44
Total 764:			93.44
797	C & L Distributing	Liquor Store Merchandise	641.50
Total 797:			641.50
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Police	231.65
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Streets	2,656.63
906	NAPA Central MN	Small Tools & Equipment - Streets	79.19
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Parks	17.01
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Parks	57.46
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Water	235.14
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Wastewater	328.57
Total 906:			3,605.65

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Stamped Envelopes - Police	311.85
969	Cardmember Service	Training - J. Van Hatten	750.00
969	Cardmember Service	Uniform Allowance - Police	177.94
969	Cardmember Service	Uniform Allowance - Police	31.94
969	Cardmember Service	Small Tools & Equipment - Police	81.50
969	Cardmember Service	2021 MGFOA Membership - C. Moe	70.00
969	Cardmember Service	Zoom Video Standard Pro Monthly	16.16
969	Cardmember Service	Uniform Allowance - Police	149.75
969	Cardmember Service	Uniform Allowance - Police	24.74
969	Cardmember Service	Small Tools & Equipment - Police	186.89
969	Cardmember Service	2021 IAPE Membership - J. Harvey	50.00
969	Cardmember Service	Post License - S. Horsman	92.24
Total 969:			443.01
970	Cargill, Incorporated	Deicer Salt Ice Cntrl	2,080.32
970	Cargill, Incorporated	Deicer Salt Ice Cntrl	11,342.16
970	Cargill, Incorporated	Deicer Salt Ice Cntrl	9,434.89
Total 970:			22,857.37
972	Carlos Creek Winery	Liquor Store Merchandise	324.00
Total 972:			324.00
1140	Cintas Corporation	Rug & Towel Rentals & Maint Supplies - Liquor Store	89.72
1140	Cintas Corporation	Rug & Towel Rentals & Maint Supplies - Liquor Store	205.52
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	20.77
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	145.68
1140	Cintas Corporation	Uniform Rental - Parks	9.73
1140	Cintas Corporation	Uniform Rental - Maintenance	4.24
1140	Cintas Corporation	Uniform Rental - Parks	7.44
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	153.27
Total 1140:			636.37
1251	Community GIS Services, Inc.	GIS Services - December	2,500.00
1251	Community GIS Services, Inc.	GIS Services - December	2,500.00
Total 1251:			5,000.00
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Streets	369.98
1316	Crawford's Equipment, Inc.	Repair & Maint Labor Veh/Eq - Streets	31.50
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Streets	167.48
Total 1316:			568.96
1336	Crystal Springs Ice	Liquor Store Merchandise	265.14
Total 1336:			265.14

Vendor	Vendor Name	Description	Net Invoice Amount
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	8,133.60
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	4,603.73
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	19,825.01
Total 1396:			32,562.34
1553	Dirtworks Companies LLC	Removal of Hockey Panels	2,500.00
Total 1553:			2,500.00
1686	Ecolab Pest Elimination Div.	Air Quality Program and Pest Control - LS	110.17
Total 1686:			110.17
1794	ERA	Wastewater Lab Supplies	165.32
Total 1794:			165.32
1949	First Advantage	Pre-Employment Drug Test - Police	56.63
1949	First Advantage	Pre-Employment Drug Test - Fire	113.26
1949	First Advantage	Pre-Employment Drug Test - Streets	64.62
1949	First Advantage	Annual Enrollment - Streets	34.19
1949	First Advantage	Pre-Employment Drug Test - Parks	113.26
1949	First Advantage	Random - Wastewater	32.06
Total 1949:			349.90
2182	Winebow	Liquor Store Merchandise	1,281.00
2182	Winebow	Freight Charges	27.00
Total 2182:			1,308.00
2317	Hart, Christopher	Refund Overpayment Final Water Bill 1-19402	84.40
Total 2317:			84.40
2341	Hawkins, Inc.	Chemicals - Wastewater	7,390.97
Total 2341:			7,390.97
2416	John Hirsch's Cambridge Mot	Repair & Maint Supplies Veh/Eq - Wastewater	74.92
Total 2416:			74.92
2568	Inspec, Inc	RR and Mechanical Rehabilitation Construction Mgmt	2,965.80
Total 2568:			2,965.80
2572	IUOE Central Pension Fund	January Contribution - Wastewater and Water Operator	2,400.00
2572	IUOE Central Pension Fund	January Contribution - Mechanics / Maintenance Divisi	2,880.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2572:			5,280.00
2573	IUOE Local #49	Working Dues Assessment - January	264.00
2573	IUOE Local #49	January Union Dues - Wastewater	245.00
2573	IUOE Local #49	January Union Dues - Maintenance	350.00
Total 2573:			859.00
2626	Isanti County Attorney's Office	Prosecution Services - December	3,384.04
Total 2626:			3,384.04
2676	Isanti County Recorder	Document A499745-A499747,T1992	184.00
Total 2676:			184.00
2771	Jimmy's Johnnys, Inc.	nonADA Unit - Parks	89.00
Total 2771:			89.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	9,662.81
2796	Johnson Brothers Liquor Co	Delivery Charge	105.14
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,203.40
2796	Johnson Brothers Liquor Co	Delivery Charge	64.87
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	5,585.44
2796	Johnson Brothers Liquor Co	Delivery Charge	92.70
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	7,681.25
2796	Johnson Brothers Liquor Co	Delivery Charge	213.91
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,410.77
2796	Johnson Brothers Liquor Co	Delivery Charge	85.26
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,056.00
2796	Johnson Brothers Liquor Co	Delivery Charge	34.10
Total 2796:			29,195.65
3025	Kurita America Inc.	Chemicals - Wastewater	5,656.30
Total 3025:			5,656.30
3086	Landworks Construction, Inc.	Snow Removal - City Streets	3,622.50
3086	Landworks Construction, Inc.	Hauling Snow - City Streets	2,310.00
Total 3086:			5,932.50
3176	LELS	Union Dues 183 - January	508.00
3176	LELS	Union Dues 449 - January	190.50
Total 3176:			698.50
3189	LePage and Sons	Trash and Recycle Service - Wastewater	263.87

Vendor	Vendor Name	Description	Net Invoice Amount
3189	LePage and Sons	Trash and Recycle Service - Maintenance Garage	79.73
3189	LePage and Sons	Trash Service - Truck Garage	69.73
Total 3189:			413.33
3306	Lynn Peavey Company	Crime Scene Supplies	174.60
Total 3306:			174.60
3461	McDonald Distributing Compa	Liquor Store Merchandise	13,772.20
3461	McDonald Distributing Compa	Liquor Store Merchandise	1,136.80
3461	McDonald Distributing Compa	Credit Liquor Merchandise	19.30-
3461	McDonald Distributing Compa	Liquor Store Merchandise	58.50
3461	McDonald Distributing Compa	Liquor Store Merchandise	11,840.90
3461	McDonald Distributing Compa	Credit Liquor Merchandise	69.07-
3461	McDonald Distributing Compa	Credit Liquor Merchandise	230.00-
Total 3461:			26,490.03
3521	Menards	Misc Operating Supplies - Wastewater	28.68
3521	Menards	Misc Operating Supplies - Water	22.21
3521	Menards	Small Tools & Equipment - Water	67.82
3521	Menards	Misc Operating Supplies - Wastewater	7.24
3521	Menards	Misc Operating Supplies - Shop	12.73
3521	Menards	Misc Operating Supplies - Shop	49.50
3521	Menards	Repair & Maint - Wastewater Plant	46.82
Total 3521:			235.00
3542	Metro Payroll Inc.	eKlock Enterprise - November	301.75
3542	Metro Payroll Inc.	eKlock Enterprise - December	318.75
Total 3542:			620.50
3543	Metro Sales, Inc.	Ricoh MP C2004ex Color Copier Contract Base Rate	28.42
3543	Metro Sales, Inc.	Ricoh MP C6004ex Color Copier Contract Base Rate	648.89
Total 3543:			677.31
3666	Minnesota Child Support Pay	Child Support Withholdings	263.03
3666	Minnesota Child Support Pay	Child Support Withholdings	143.97
Total 3666:			407.00
3929	Moose Lake Brewing Co. LLC	Liquor Store Merchandise	72.00
Total 3929:			72.00
4001	MVTL Laboratories Inc.	Testing - Water	74.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4001:			74.00
4011	NAC Mechanical & Electrical	Boiler Replacement and Ionization Systems	25,897.64
Total 4011:			25,897.64
4091	New France Wine	Liquor Store Merchandise	2,616.00
4091	New France Wine	Shipping	62.50
Total 4091:			2,678.50
4426	Paustis Wine Company	Liquor Store Merchandise	4,284.00
4426	Paustis Wine Company	Freight Charge	51.25
Total 4426:			4,335.25
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,803.37
4476	Phillips Wine & Spirits	Delivery Charge	24.80
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,718.00
4476	Phillips Wine & Spirits	Delivery Charge	74.41
Total 4476:			4,620.58
4666	R & R Specialties of Wisconsin	Repair & Maint Supplies Veh/Eq - Streets	258.90
Total 4666:			258.90
4884	Rootstock Wine Company	Liquor Store Merchandise	460.08
4884	Rootstock Wine Company	Delivery	16.50
Total 4884:			476.58
5181	Southern Glazer's of MN	Liquor Store Merchandise	11,655.46
5181	Southern Glazer's of MN	Delivery Charge	134.85
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,921.80
5181	Southern Glazer's of MN	Delivery Charge	71.30
5181	Southern Glazer's of MN	Delivery Charge	1.55
Total 5181:			14,784.96
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Streets	35.00
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Police	79.80
Total 5301:			114.80
5421	TDS Metrocom	Phone Service - Airport	57.09
Total 5421:			57.09
5503	Thompson, Peggy	Refund Overpayment Final Water Bill 1-6346	58.14

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5503:			58.14
5509	Thomsen, Dean A	Window Cleaning Liquor Store - Cooler Doors & Entry	140.24
Total 5509:			140.24
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	641.62
Total 5516:			641.62
5656	Trucks and Toys LTD	Repair & Maint Supplies - Veh/Equip - Streets	1,542.49
5656	Trucks and Toys LTD	Repair & Maint Supplies Veh/Eq - Streets	47.82
Total 5656:			1,590.31
5661	True Brands	Liquor Store Merchandise	731.62
Total 5661:			731.62
5726	Unlimited Supplies, Inc.	Misc Operating Supplies - Streets	301.80
Total 5726:			301.80
5801	Verizon Wireless	wireless phone service - Police	919.24
5801	Verizon Wireless	wireless phone service - Fire Dept	75.02
5801	Verizon Wireless	wireless phone service - Water	20.00
5801	Verizon Wireless	wireless phone service - Wastewater	20.01
5801	Verizon Wireless	wireless phone service - Liquor Store	41.50
Total 5801:			1,075.77
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	283.50
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	367.80
Total 5816:			651.30
5886	Watson Co., Inc.	Liquor Store Merchandise	1,314.42
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	26.10
5886	Watson Co., Inc.	Liquor Store Merchandise	19.00
5886	Watson Co., Inc.	Liquor Store Merchandise	1,929.36
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	559.17
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			3,854.05
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	11,235.14
5891	Breakthru Beverage Minnesot	Freight Charge	129.22
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	1,101.80
5891	Breakthru Beverage Minnesot	Freight Charge	20.80
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	151.81

Vendor	Vendor Name	Description	Net Invoice Amount
5891	Breakthru Beverage Minnesot	Freight Charge	5.75
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	122.75
5891	Breakthru Beverage Minnesot	Credit Liquor Merchandise	139.20-
5891	Breakthru Beverage Minnesot	Credit Liquor Merchandise	20.98-
Total 5891:			12,607.09
6001	Wine Merchants	Liquor Store Merchandise	2,310.00
6001	Wine Merchants	Delivery Charge	24.80
Total 6001:			2,334.80
Grand Totals:			254,313.90

Dated: 1/20/2021

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/21	01/20/2021	118992	95	Advanced Power Services, Inc.	101-20100	4,897.25
01/21	01/20/2021	118993	175	Amazon Capital Services, Inc.	101-20100	97.99
01/21	01/20/2021	118994	319	Artisan	610-20100	61.50
01/21	01/20/2021	118995	521	Bellboy Corporation	610-20100	5,774.83
01/21	01/20/2021	118996	596	Bloomquist Electric Inc	610-20100	731.00
01/21	01/20/2021	118997	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	12,607.09
01/21	01/20/2021	118998	764	Shawn & Sarah Burg	601-20100	93.44
01/21	01/20/2021	118999	797	C & L Distributing	610-20100	641.50
01/21	01/20/2021	119000	5516	Capitol Beverage Sales L.P.	610-20100	641.62
01/21	01/20/2021	119001	969	Cardmember Service	101-20100	356.85
01/21	01/20/2021	119002	969	Cardmember Service	101-20100	86.16
01/21	01/20/2021	119003	970	Cargill, Incorporated	101-20100	22,857.37
01/21	01/20/2021	119004	972	Carlos Creek Winery	610-20100	324.00
01/21	01/20/2021	119005	551	Bernick's	610-20100	3,150.27
01/21	01/20/2021	119006	1140	Cintas Corporation	101-20100	636.37
01/21	01/20/2021	119007	1251	Community GIS Services, Inc.	602-20100	5,000.00
01/21	01/20/2021	119008	1316	Crawford's Equipment, Inc.	101-20100	568.96
01/21	01/20/2021	119009	1336	Crystal Springs Ice	610-20100	265.14
01/21	01/20/2021	119010	1396	Dahlheimer Beverage, LLC	610-20100	32,562.34
01/21	01/20/2021	119011	1553	Dirtworks Companies LLC	101-20100	2,500.00
01/21	01/20/2021	119012	1686	Ecolab Pest Elimination Div.	610-20100	110.17
01/21	01/20/2021	119013	1794	Environmental Resource Associates	602-20100	165.32
01/21	01/20/2021	119014	1949	First Advantage	602-20100	349.90
01/21	01/20/2021	119015	2317	Christopher Hart	601-20100	84.40
01/21	01/20/2021	119016	2341	Hawkins, Inc.	602-20100	7,390.97
01/21	01/20/2021	119017	2568	Inspec, Inc	419-20100	2,965.80
01/21	01/20/2021	119018	2626	Isanti County Attorney's Office	101-20100	3,384.04
01/21	01/20/2021	119020	2676	Isanti County Recorder	101-20100	184.00
01/21	01/20/2021	119021	2572	Central Pension Fund	101-20100	5,280.00
01/21	01/20/2021	119022	2573	IUOE Local #49	101-20100	595.00
01/21	01/20/2021	119023	2573	IUOE Local #49	101-20100	264.00
01/21	01/20/2021	119024	2771	Jimmy's Johnnys, Inc.	101-20100	89.00
01/21	01/20/2021	119025	2416	John Hirsch's Cambridge Motors	602-20100	74.92
01/21	01/20/2021	119026	2796	Johnson Bros - St Paul	610-20100	29,195.65
01/21	01/20/2021	119027	3025	Kurita America Inc.	602-20100	5,656.30
01/21	01/20/2021	119028	3086	Landworks Construction, Inc.	101-20100	5,932.50
01/21	01/20/2021	119029	3176	LELS	101-20100	698.50
01/21	01/20/2021	119030	3189	LePage and Sons	101-20100	413.33
01/21	01/20/2021	119031	3306	Lynn Peavey Company	101-20100	174.60
01/21	01/20/2021	119032	3461	McDonald Distributing Company	610-20100	26,490.03
01/21	01/20/2021	119033	3521	Menards	602-20100	235.00
01/21	01/20/2021	119034	3542	Metro Payroll Inc.	101-20100	620.50
01/21	01/20/2021	119035	3543	Metro Sales, Inc.	101-20100	677.31
01/21	01/20/2021	119036	3666	Minnesota Child Support Payment Cente	101-20100	407.00
01/21	01/20/2021	119037	3929	Moose Lake Brewing Co. LLC	610-20100	72.00
01/21	01/20/2021	119039	4001	Minnesota Valley Testing Labs	601-20100	74.00
01/21	01/20/2021	119040	4011	NAC Mechanical & Electrical Services	419-20100	25,897.64
01/21	01/20/2021	119041	906	NAPA Central MN	101-20100	3,605.65
01/21	01/20/2021	119042	4091	New France Wine	610-20100	2,678.50
01/21	01/20/2021	119043	4426	Paustis Wine Company	610-20100	4,335.25
01/21	01/20/2021	119044	4476	Phillips St Paul	610-20100	4,620.58
01/21	01/20/2021	119045	4666	R & R Specialties of Wisconsin Inc	101-20100	258.90
01/21	01/20/2021	119047	4884	Rootstock Wine Company	610-20100	476.58
01/21	01/20/2021	119048	5181	Southern Glazer's of MN	610-20100	14,784.96
01/21	01/20/2021	119049	5301	Steve's Tire Inc	101-20100	114.80
01/21	01/20/2021	119050	5421	TDS	211-20100	57.09
01/21	01/20/2021	119051	5503	Peggy Thompson	601-20100	58.14

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/21	01/20/2021	119052	5509	Dean Thomsen	610-20100	140.24
01/21	01/20/2021	119053	5656	Trucks and Toys LTD	101-20100	1,590.31
01/21	01/20/2021	119054	5661	True Brands	610-20100	731.62
01/21	01/20/2021	119055	5726	Unlimited Supplies, Inc.	101-20100	301.80
01/21	01/20/2021	119056	5801	Verizon Wireless	602-20100	1,075.77
01/21	01/20/2021	119057	5816	Viking Coca-Cola Bottling Co	610-20100	651.30
01/21	01/20/2021	119058	5886	Watson Co., Inc.	610-20100	3,854.05
01/21	01/20/2021	119059	6001	Wine Merchants	610-20100	2,334.80
01/21	01/20/2021	119060	2182	Winebow	610-20100	1,308.00
Grand Totals:						<u>254,313.90</u>

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	Office Supplies - Police	77.91
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Wastewater	49.90
Total 175:			127.81
206	American Public Works Assn	Member Dues - 3/1/21 to 2/28/22 - L. Milz	268.75
Total 206:			268.75
319	Artisan Beer Company	Liquor Store Merchandise	44.50
319	Artisan Beer Company	Liquor Store Merchandise	194.85
Total 319:			239.35
341	Aspen Mills	Uniform Allowance - S. Horsman	819.80
341	Aspen Mills	Uniform Allowance - S. Horsman	729.90
341	Aspen Mills	Uniform Allowance - S. Horsman	198.50
Total 341:			1,748.20
381	Auto Value Cambridge	Repair & Maint Supplies Veh/Eq - Streets	83.86
Total 381:			83.86
521	Bellboy Corporation	Liquor Store Merchandise	3,996.95
521	Bellboy Corporation	Credit Liquor Merchandise	19.15-
521	Bellboy Corporation	Liquor Store Merchandise	372.88
Total 521:			4,350.68
551	Chas A. Bernick Inc.	Liquor Store Merchandise	240.00
551	Chas A. Bernick Inc.	Liquor Store Merchandise	123.78
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,569.15
Total 551:			2,932.93
600	Bert's Truck Equipment	Dump Body, Hoist, Snow & Ice Equipment for 2020 Intl	395.00
600	Bert's Truck Equipment	Dump Body, Hoist, Snow & Ice Equipment for 2020 Intl	111,215.00
Total 600:			111,610.00
969	Cardmember Service	DNR Water Permits	3,252.39
969	Cardmember Service	Postage - Wastewater	15.60
969	Cardmember Service	Training - M. Westover	200.00
969	Cardmember Service	Zoom Video Standard Pro Monthly	16.16
969	Cardmember Service	Bulk LP - Parks	22.88
969	Cardmember Service	Repair & Maint Supplies Bldg/Inf - Parks	1,558.00
969	Cardmember Service	Small Tools & Equipment - Parks	43.14
969	Cardmember Service	Street Light and Signal Repair	2,392.50

Vendor	Vendor Name	Description	Net Invoice Amount
Total 969:			7,500.67
970	Cargill, Incorporated	Deicer Salt Ice Cntrl	3,685.49
970	Cargill, Incorporated	Deicer Salt Ice Cntrl	3,678.03
Total 970:			7,363.52
1140	Cintas Corporation	Rug & Towel Rentals & Maint Supplies - Liquor Store	89.72
1140	Cintas Corporation	Rug Rentals - Street Dept	17.04
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	169.58
1140	Cintas Corporation	Uniform Rental - Parks	9.73
1140	Cintas Corporation	Uniform Rental - Maintenance	4.25
1140	Cintas Corporation	Uniform Rental - Parks	7.44
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	153.27
Total 1140:			451.03
1207	Coast to Coast Solutions, Inc.	Promotional Items - Police	862.38
Total 1207:			862.38
1296	Corrpro Companies, Inc.	Inspection Service - Xylite Street Tank	820.00
Total 1296:			820.00
1316	Crawford's Equipment, Inc.	Equipment Rental - Street Dept	950.00
Total 1316:			950.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	480.00
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	15.90-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	223.05-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	2,475.55
Total 1396:			2,716.60
1454	Defiant Distributors, LLC	Liquor Store Merchandise	592.31
Total 1454:			592.31
1481	Department of Human Servic	December Cleaning - Northbound Liquor	240.00
Total 1481:			240.00
1531	DexYP	Directory Listing - Liquor Store	80.00
Total 1531:			80.00
1631	Earl F. Andersen, Inc.	Street Signs	245.10

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1631:			245.10
1640	East Central Audiology, Ltd	Hearing Test - Police	35.00
Total 1640:			35.00
1781	Environmental Resource Ass	Lab Supplies - Wastewater	797.32
Total 1781:			797.32
1833	Everett Law, L.L.C.	Misc Professional Services	10,740.50
Total 1833:			10,740.50
2146	Gopher State One-Call Inc.	Annual Facility Operator Fee	25.00
2146	Gopher State One-Call Inc.	Annual Facility Operator Fee	25.00
Total 2146:			50.00
2182	Winebow	Liquor Store Merchandise	90.00
Total 2182:			90.00
2496	ICLEA	ICSC Training Use	250.00
Total 2496:			250.00
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	7.47-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	440.00-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	7.75-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	28.00-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	12.67-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	100.50-
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	9,864.16
2796	Johnson Brothers Liquor Co	Delivery Charge	197.45
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,354.60
2796	Johnson Brothers Liquor Co	Delivery Charge	66.65
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	105.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,239.42
2796	Johnson Brothers Liquor Co	Delivery Charge	15.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,902.44
2796	Johnson Brothers Liquor Co	Delivery Charge	111.37
Total 2796:			17,260.20
3086	Landworks Construction, Inc.	Snow Removal - Liquor Store	985.00
3086	Landworks Construction, Inc.	Snow Removal & Salt/Sand - Liquor Store	387.50
Total 3086:			1,372.50

Vendor	Vendor Name	Description	Net Invoice Amount
3189	LePage and Sons	Trash and Recycle Service - Liquor Store	437.43
Total 3189:			437.43
3267	Lompian Wines, LLC	Liquor Store Merchandise	310.08
3267	Lompian Wines, LLC	Delivery Fee	15.00
Total 3267:			325.08
3376	Marco Technologies LLC	Service Security System - Library	110.50
Total 3376:			110.50
3501	MEI Total Elevator Solutions	Service Elevator - Library	535.33
Total 3501:			535.33
3521	Menards	Small Tools & Equipment - Shop	108.43
3521	Menards	Street Light and Signal Repairs	65.88
3521	Menards	Repair & Maint - Wastewater Plant	15.21
3521	Menards	Misc Operating Supplies - Wastewater	2.39
3521	Menards	Repair & Maint - Wastewater Plant	72.65
3521	Menards	Misc Operating Supplies - Water	1.53
3521	Menards	Misc Operating Supplies - Streets	29.33
3521	Menards	Misc Operating Supplies - Wastewater	1.97
3521	Menards	Misc Operating Supplies - Water	3.50
3521	Menards	Repair & Maint Supplies - Bldg/Inf - Parks	164.37
3521	Menards	Misc Operating Supplies - Shop	46.98
3521	Menards	Repair & Maint Supplies - LS	6.44
Total 3521:			518.68
3576	Midcontinent Communications	Internet - Ice Rink	380.44
Total 3576:			380.44
4001	MVTL Laboratories Inc.	Testing - Wastewater	110.00
Total 4001:			110.00
4071	NCPERS Group Life Ins.	Group Vol Life Ins - PERA	368.00
Total 4071:			368.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	4,011.11
4476	Phillips Wine & Spirits	Freight Charge	74.66
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,170.26
4476	Phillips Wine & Spirits	Freight Charge	27.63
4476	Phillips Wine & Spirits	Liquor Store Merchandise	107.30
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	40.50
4476	Phillips Wine & Spirits	Credit Freight Charge	1.55

Vendor	Vendor Name	Description	Net Invoice Amount
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	33.99-
Total 4476:			5,100.32
4661	Quill Corporation	Tax Forms - Finance	19.99
4661	Quill Corporation	Tax Forms - Finance	18.49
Total 4661:			38.48
4919	Rupp, Anderson, Squires, &	December Legal Expense	2,080.00
Total 4919:			2,080.00
5116	Short, Elliott, Hendrickson Inc	CAMBR City Eng. Services	4,353.50
5116	Short, Elliott, Hendrickson Inc	CAMBR 2020 Street Construction	8,368.00
5116	Short, Elliott, Hendrickson Inc	CAMBR TMO2020 Anchor@Balsam St	93.93
5116	Short, Elliott, Hendrickson Inc	CAMBR AWIA	6,945.95
5116	Short, Elliott, Hendrickson Inc	CAMBR Water Tower Const Admin	2,760.13
Total 5116:			22,521.51
5147	Small Lot MN LLC	Liquor Store Merchandise	988.20
5147	Small Lot MN LLC	Delivery Charge	13.50
Total 5147:			1,001.70
5181	Southern Glazer's of MN	Liquor Store Merchandise	9,567.56
5181	Southern Glazer's of MN	Delivery Charge	107.22
5181	Southern Glazer's of MN	Liquor Store Merchandise	40.12
5181	Southern Glazer's of MN	Delivery Charge	1.55
5181	Southern Glazer's of MN	Liquor Store Merchandise	5,040.00
5181	Southern Glazer's of MN	Delivery Charge	108.50
Total 5181:			14,864.95
5251	Star	Advertising Liquor Store	765.40
5251	Star	Public Notice - City Council	10.76
5251	Star	Public Notice - Planning Commission	8.71
Total 5251:			784.87
5256	Star 95 Car Wash	Fire Dept One Star Washes	9.00
Total 5256:			9.00
5261	Star Quality Glass	Repair & Maint Supplies Veh/Eq - Streets	402.62
Total 5261:			402.62
5656	Trucks and Toys LTD	Repair & Maint Supplies Veh/Eq - Streets	209.98

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5656:			209.98
5751	US Internet	Monthly Internet Fees - February	36.90
5751	US Internet	Monthly Internet Fees - February	36.85
5751	US Internet	Monthly Internet Fees - February	36.85
5751	US Internet	Monthly Internet Fees - February	36.85
Total 5751:			147.45
5801	Verizon Wireless	wireless phone service - Maintenance	20.75
5801	Verizon Wireless	wireless phone service - Streets	35.01
5801	Verizon Wireless	wireless phone service - Water	35.01
5801	Verizon Wireless	wireless phone service - Wastewater	35.01
5801	Verizon Wireless	wireless phone service - Wastewater	101.60
Total 5801:			227.38
5831	Vinocopia	Liquor Store Merchandise	1,645.75
5831	Vinocopia	Delivery Charge	30.00
Total 5831:			1,675.75
5861	Walmart Community Card	Office Supplies - Wastewater	34.21
5861	Walmart Community Card	Office Supplies - Liquor Store	136.89
5861	Walmart Community Card	Office Supplies - Liquor Store	44.50
Total 5861:			215.60
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	13.50-
5886	Watson Co., Inc.	Credit Liquor Merchandise	91.07-
5886	Watson Co., Inc.	Liquor Store Merchandise	2,940.94
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	531.91
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			3,374.28
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	7,066.11
5891	Breakthru Beverage Minnesot	Freight Charge	87.15
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	2,272.00
5891	Breakthru Beverage Minnesot	Freight Charge	28.95
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	232.00
Total 5891:			9,686.21
5926	Wesco Distribution, Inc.	Street Light and Signal Repair	2,691.00
Total 5926:			2,691.00
5965	White Bear IT Solutions LLC	Hardware - Admin	150.00
5965	White Bear IT Solutions LLC	Hardware - Police Dept.	17.00

Vendor	Vendor Name	Description	Net Invoice Amount
5965	White Bear IT Solutions LLC	Hardware - Water	81.00
5965	White Bear IT Solutions LLC	Hardware - Wastewater	81.00
Total 5965:			329.00
5995	WiMacTel Inc.	WiMac Tel Payphone Advantage Service	66.00
Total 5995:			66.00
6001	Wine Merchants	Liquor Store Merchandise	2,336.28
Total 6001:			2,336.28
Grand Totals:			244,326.55

Dated: 1/27/2021

City Treasurer: Caroline Huse

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/21	01/27/2021	119061	175	Amazon Capital Services, Inc.	602-20100	127.81
01/21	01/27/2021	119062	206	APWA	101-20100	268.75
01/21	01/27/2021	119063	319	Artisan	610-20100	239.35
01/21	01/27/2021	119064	341	Aspen Mills	101-20100	1,748.20
01/21	01/27/2021	119065	381	Auto Value Cambridge	101-20100	83.86
01/21	01/27/2021	119066	521	Bellboy Corporation	610-20100	4,350.68
01/21	01/27/2021	119067	600	Bert's Truck Equipment	418-20100	111,610.00
01/21	01/27/2021	119068	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	9,686.21
01/21	01/27/2021	119069	969	Cardmember Service	604-20100	7,500.67
01/21	01/27/2021	119070	970	Cargill, Incorporated	101-20100	7,363.52
01/21	01/27/2021	119071	551	Bernick's	610-20100	2,932.93
01/21	01/27/2021	119072	1140	Cintas Corporation	601-20100	451.03
01/21	01/27/2021	119073	1207	Coast to Coast Solutions, Inc.	101-20100	862.38
01/21	01/27/2021	119074	1296	Corpro Companies, Inc.	601-20100	820.00
01/21	01/27/2021	119075	1316	Crawford's Equipment, Inc.	101-20100	950.00
01/21	01/27/2021	119076	1396	Dahlheimer Beverage, LLC	610-20100	2,716.60
01/21	01/27/2021	119077	1454	Defiant Distributors, LLC	610-20100	592.31
01/21	01/27/2021	119078	1481	Department of Human Services	610-20100	240.00
01/21	01/27/2021	119079	1531	DexYP	610-20100	80.00
01/21	01/27/2021	119080	1631	Earl F. Andersen, Inc.	101-20100	245.10
01/21	01/27/2021	119081	1640	East Central Audiology, Ltd	101-20100	35.00
01/21	01/27/2021	119082	1781	Environmental Resource Assoc	602-20100	797.32
01/21	01/27/2021	119083	1833	Everett Law, L.L.C.	101-20100	10,740.50
01/21	01/27/2021	119084	2146	Gopher State One Call	602-20100	50.00
01/21	01/27/2021	119085	2496	ICLEA	101-20100	250.00
01/21	01/27/2021	119086	2796	Johnson Bros - St Paul	610-20100	17,260.20
01/21	01/27/2021	119088	3086	Landworks Construction, Inc.	610-20100	1,372.50
01/21	01/27/2021	119089	3189	LePage and Sons	610-20100	437.43
01/21	01/27/2021	119090	3267	Lompian Wines, LLC	610-20100	325.08
01/21	01/27/2021	119091	3376	Marco Technologies LLC	101-20100	110.50
01/21	01/27/2021	119092	3501	MEI Total Elevator Solutions	101-20100	535.33
01/21	01/27/2021	119093	3521	Menards	610-20100	518.68
01/21	01/27/2021	119096	3576	Midcontinent Communications	101-20100	380.44
01/21	01/27/2021	119097	4001	Minnesota Valley Testing Labs	602-20100	110.00
01/21	01/27/2021	119098	4071	NCPERS Group Life Ins.	101-20100	368.00
01/21	01/27/2021	119099	4476	Phillips St Paul	610-20100	5,100.32
01/21	01/27/2021	119100	4661	Quill Corporation	101-20100	38.48
01/21	01/27/2021	119101	4919	Rupp, Anderson, Squires, &	101-20100	2,080.00
01/21	01/27/2021	119102	5116	Short, Elliott, Hendrickson Inc	601-20100	22,521.51
01/21	01/27/2021	119103	5147	Small Lot Wine	610-20100	1,001.70
01/21	01/27/2021	119104	5181	Southern Glazer's of MN	610-20100	14,864.95
01/21	01/27/2021	119105	5251	Star	101-20100	784.87
01/21	01/27/2021	119106	5256	Star 95 Car Wash	101-20100	9.00
01/21	01/27/2021	119107	5261	Star Quality Glass	101-20100	402.62
01/21	01/27/2021	119108	5656	Trucks and Toys LTD	101-20100	209.98
01/21	01/27/2021	119109	5751	US Internet	602-20100	147.45
01/21	01/27/2021	119110	5801	Verizon Wireless	602-20100	227.38
01/21	01/27/2021	119111	5831	Vinocopia	610-20100	1,675.75
01/21	01/27/2021	119112	5861	Walmart Community/SYNCB	610-20100	215.60
01/21	01/27/2021	119113	5886	Watson Co., Inc.	610-20100	3,374.28
01/21	01/27/2021	119114	5926	Wesco Receivables Corp.	604-20100	2,691.00
01/21	01/27/2021	119115	5965	White Bear IT Solutions LLC	101-20100	329.00
01/21	01/27/2021	119116	5995	WiMacTel Inc.	211-20100	66.00
01/21	01/27/2021	119117	6001	Wine Merchants	610-20100	2,336.28
01/21	01/27/2021	119118	2182	Winebow	610-20100	90.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
Grand Totals:						<u>244,326.55</u>

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	Office Supplies - Wastewater	76.54
175	Amazon Capital Services, Inc.	Office Supplies	21.44
175	Amazon Capital Services, Inc.	Maintenance Supplies - City Hall	9.28
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	1,147.00
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Fire	1,147.00
175	Amazon Capital Services, Inc.	Office Supplies - Police	62.99-
175	Amazon Capital Services, Inc.	Office Supplies	16.00-
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	484.12
Total 175:			2,806.39
196	American Payment Center	Drop-Off Box Rental - Utility	43.50
196	American Payment Center	Drop-Off Box Rental - Utility	43.50
Total 196:			87.00
341	Aspen Mills	Uniform Allowance - S. Horsman	53.95
Total 341:			53.95
500	Beckedahl, Bryan	Refund Overpayment Final Water Bill 1-617	57.82
Total 500:			57.82
521	Bellboy Corporation	Liquor Store Merchandise	1,085.70
521	Bellboy Corporation	Liquor Store Merchandise	206.60
Total 521:			1,292.30
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	25.00-
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	9.96-
551	Chas A. Bernick Inc.	Liquor Store Merchandise	216.00
551	Chas A. Bernick Inc.	Liquor Store Merchandise	177.75
551	Chas A. Bernick Inc.	Liquor Store Merchandise	5,054.60
Total 551:			5,413.39
574	Binger, Jeffrey	Refund Overpayment Final Water Bill 1-4758	67.62
Total 574:			67.62
614	Blue to Gold, LLC	Training - K. Gunter	499.00
Total 614:			499.00
718	Brothers Fire & Security	Service Security System - City Hall	410.00
Total 718:			410.00
972	Carlos Creek Winery	Liquor Store Merchandise	162.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 972:			162.00
1140	Cintas Corporation	Rug Rentals - City Hall	17.05
1140	Cintas Corporation	Rug Rentals - Police Dept	19.68
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	20.77
1140	Cintas Corporation	Uniform Rental - Maintenance	4.24
1140	Cintas Corporation	Uniform Rental - Parks	7.44
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	153.27
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	145.68
1140	Cintas Corporation	Uniform Rental - Parks	9.73
Total 1140:			377.86
1236	Comm of MMB, Treasury Div	Admin Traffic Citation Fines - January	180.00
Total 1236:			180.00
1341	Crysteel Truck Equipment	Repair & Maint Supplies Veh/Eq - Streets	948.00
Total 1341:			948.00
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	8.00-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	117.86-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	14,555.10
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	2,210.65
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	478.00
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	186.00-
Total 1396:			16,931.89
1590	Drastic Measures Brewing, LL	Liquor Store Merchandise	240.00
Total 1590:			240.00
1666	East Central Solid Waste Co	Disposal of Furniture	10.00
Total 1666:			10.00
1891	Fastenal Company	Misc Operating Supplies - Street Dept	55.24
Total 1891:			55.24
2010	Frank Roth	Background - Police	322.50
Total 2010:			322.50
2146	Gopher State One-Call Inc.	FTP Tickets	22.28
2146	Gopher State One-Call Inc.	FTP Tickets	22.27

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2146:			44.55
2166	Grainger	Small Tools & Equipment - Parks	146.64
Total 2166:			146.64
2188	Gratitude Farms	Animal Control Services	400.00
Total 2188:			400.00
2341	Hawkins, Inc.	Chemicals - Water	2,905.50
2341	Hawkins, Inc.	Chemicals - Water	2,146.71
Total 2341:			5,052.21
2636	Minnesota Equipment	Repair & Maint Supplies - Streets	38.97
2636	Minnesota Equipment	Repair & Maint Supplies - Parks	30.96
Total 2636:			69.93
2676	Isanti County Recorder	Document A500509 Declaration	46.00
2676	Isanti County Recorder	Document A500510 Resolution	46.00
Total 2676:			92.00
2681	Isanti County Sheriff's Office	RMS Monthly Maintenance - January	168.24
Total 2681:			168.24
2742	Jefferson Fire & Safety	Uniform Allowance - Fire	920.55
Total 2742:			920.55
2786	John Henry Foster Minnesota,	Gasoline/Fuel/Lub/Additives - Wastewater Plant	88.27
Total 2786:			88.27
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.29
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,724.25
2796	Johnson Brothers Liquor Co	Delivery Charge	52.87
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,473.50
2796	Johnson Brothers Liquor Co	Delivery Charge	44.95
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	25.60
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	729.82
2796	Johnson Brothers Liquor Co	Delivery Charge	11.89
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,031.80
2796	Johnson Brothers Liquor Co	Delivery Charge	93.26
Total 2796:			10,186.65

Vendor	Vendor Name	Description	Net Invoice Amount
2798	Johnson Controls Fire Protect	Annual CO2 Water Treatment Plant	688.54
Total 2798:			688.54
2861	Kath Fuel Oil Service Co	Fuel and Additives-Streets	707.00
2861	Kath Fuel Oil Service Co	Fuel and Additives-Streets	335.00
Total 2861:			1,042.00
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.40
Total 3056:			15.40
3104	Larson, Kathryn	Refund Overpayment Final Water Bill 1-4037	36.92
Total 3104:			36.92
3461	McDonald Distributing Compa	Credit Liquor Merchandise	93.60-
3461	McDonald Distributing Compa	Liquor Store Merchandise	12,894.95
3461	McDonald Distributing Compa	Credit Liquor Merchandise	317.06-
3461	McDonald Distributing Compa	Credit Liquor Merchandise	270.60-
Total 3461:			12,213.69
3496	Med Compass	Hearing Test, Medical Exam, Fit Test - Fire Dept	3,260.00
3496	Med Compass	Hearing Test - Police Dept	240.00
Total 3496:			3,500.00
3501	MEI Total Elevator Solutions	February Monthly Service - Library	146.28
Total 3501:			146.28
3521	Menards	Misc Operating Supplies - Parks	191.82
3521	Menards	Misc Operating Supplies - Shop	22.08
3521	Menards	Misc Operating Supplies - Wastewater	57.73
3521	Menards	Small Tools & Equipment - Wastewater	34.80
3521	Menards	Misc Operating Supplies - Shop	5.26
3521	Menards	Misc Operating Supplies - Wastewater	13.96
3521	Menards	Small Tools & Equipment - Wastewater	37.95
3521	Menards	Small Tools & Equipment - Wastewater	19.99
3521	Menards	Misc Operating Supplies - Wastewater	9.68
3521	Menards	Repair & Maint - Wastewater Plant	43.98
3521	Menards	Small Tools & Equipment - Police	34.98
Total 3521:			472.23
3661	Minnesota Chiefs of Police As	Training - Police Dept	150.00
Total 3661:			150.00

Vendor	Vendor Name	Description	Net Invoice Amount
3666	Minnesota Child Support Pay	Child Support Withholdings	263.03
3666	Minnesota Child Support Pay	Child Support Withholdings	143.97
Total 3666:			407.00
4001	MVTL Laboratories Inc.	Testing - Wastewater	44.00
4001	MVTL Laboratories Inc.	Testing - Water	74.00
Total 4001:			118.00
4011	NAC Mechanical & Electrical	Repairs & Maint Labor Bldgs - Work Id 272846	804.00
4011	NAC Mechanical & Electrical	Repairs & Maint Labor Bldgs - Work Id 272846	4,431.43
Total 4011:			5,235.43
4091	New France Wine	Liquor Store Merchandise	912.00
4091	New France Wine	Shipping	17.50
Total 4091:			929.50
4156	North TH 65 Corridor Coalitio	2021 Membership Dues	250.00
Total 4156:			250.00
4171	Northern Business Products, I	Office Supplies	69.78
4171	Northern Business Products, I	Name Plate - Water	14.43
4171	Northern Business Products, I	Name Plate - Wastewater	14.43
4171	Northern Business Products, I	Office Supplies	15.11
4171	Northern Business Products, I	Office Supplies - Finance	2.69
4171	Northern Business Products, I	Office Supplies - Bldg Dept	16.28
4171	Northern Business Products, I	Office Supplies - Finance	28.49
4171	Northern Business Products, I	Toner - PD	112.69
4171	Northern Business Products, I	Office Supplies - Bldg Dept	12.79
Total 4171:			286.69
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - Water	19.56
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - Wastewater	19.56
Total 4321:			39.12
4426	Paustis Wine Company	Liquor Store Merchandise	2,640.60
4426	Paustis Wine Company	Freight Charge	37.50
Total 4426:			2,678.10
4470	Peterson, Jacob	Refund Overpayment Final Water Bill 1-6273	7.22
Total 4470:			7.22
4476	Phillips Wine & Spirits	Liquor Store Merchandise	4,816.63

Vendor	Vendor Name	Description	Net Invoice Amount
4476	Phillips Wine & Spirits	Delivery Charge	79.05
4476	Phillips Wine & Spirits	Liquor Store Merchandise	887.45
4476	Phillips Wine & Spirits	Delivery Charge	24.80
Total 4476:			5,807.93
4661	Quill Corporation	Toner Cartridge - Liquor Store	324.68
Total 4661:			324.68
4749	Red Bull Distribution Compan	Liquor Store Merchandise	513.50
Total 4749:			513.50
4882	Rooney, John	Refund Overpayment Final Water Bill 1-257	124.83
Total 4882:			124.83
5181	Southern Glazer's of MN	Liquor Store Merchandise	14,050.24
5181	Southern Glazer's of MN	Delivery Charge	191.17
5181	Southern Glazer's of MN	Delivery Charge	4.65
5181	Southern Glazer's of MN	Liquor Store Merchandise	1,206.00
5181	Southern Glazer's of MN	Delivery Charge	41.85
Total 5181:			15,493.91
5251	Star	Advertising Airport Advisory Board	175.48
5251	Star	Public Notice - Council Meeting	10.76
5251	Star	Public Notice - Ordinance 729	11.28
5251	Star	Public Notice - Ordinance 728	5.64
Total 5251:			203.16
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Police	79.80
Total 5301:			79.80
5509	Thomsen, Dean A	Window Cleaning Liquor Store - Cooler Doors & Entry	140.24
Total 5509:			140.24
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	463.47
Total 5516:			463.47
5624	TransUnion Risk & Alternative	TLOxp Transactional	75.00
Total 5624:			75.00
5656	Trucks and Toys LTD	Repair & Maint Supplies Veh/Eq - Streets	47.82

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 5656:		47.82
5694	ULINE	Crime Scene Supplies	471.67
	Total 5694:		471.67
5726	Unlimited Supplies, Inc.	Misc Operating Supplies - Streets	338.24
	Total 5726:		338.24
5772	Van Bergen & Markson, Inc.	Repair & Maintenance - Wastewater Plant	689.89
	Total 5772:		689.89
5801	Verizon Wireless	wireless phone service - Building	183.14
	Total 5801:		183.14
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	358.55
	Total 5816:		358.55
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	13.50-
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	27.00-
5886	Watson Co., Inc.	Liquor Store Merchandise	2,135.93
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	148.90
5886	Watson Co., Inc.	Fuel Charge	6.00
	Total 5886:		2,250.33
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	1,231.28
5891	Breakthru Beverage Minnesot	Freight Charge	9.68
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	264.00
5891	Breakthru Beverage Minnesot	Freight Charge	6.90
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	122.75
	Total 5891:		1,634.61
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
5965	White Bear IT Solutions LLC	Microsoft 365 Business Premium	108.00
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	1,998.80
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	444.20

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5965:			6,104.60
6001	Wine Merchants	Liquor Store Merchandise	401.00
6001	Wine Merchants	Delivery Charge	4.65
Total 6001:			405.65
Grand Totals:			111,011.14

Dated: 2/3/2021

City Treasurer: Caroline Muel

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/21	02/03/2021	119119	175	Amazon Capital Services, Inc.	101-20100	2,806.39
02/21	02/03/2021	119120	196	American Payment Centers	602-20100	87.00
02/21	02/03/2021	119121	341	Aspen Mills	101-20100	53.95
02/21	02/03/2021	119122	500	Bryan Beckedahl	601-20100	57.82
02/21	02/03/2021	119123	521	Bellboy Corporation	610-20100	1,292.30
02/21	02/03/2021	119124	574	Jeffrey Binger	601-20100	67.62
02/21	02/03/2021	119125	614	Blue to Gold, LLC	101-20100	499.00
02/21	02/03/2021	119126	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	1,634.61
02/21	02/03/2021	119127	718	Brothers Fire & Security	101-20100	410.00
02/21	02/03/2021	119128	5516	Capitol Beverage Sales L.P.	610-20100	463.47
02/21	02/03/2021	119129	972	Carlos Creek Winery	610-20100	162.00
02/21	02/03/2021	119130	551	Bernick's	610-20100	5,413.39
02/21	02/03/2021	119131	1140	Cintas Corporation	101-20100	377.86
02/21	02/03/2021	119132	1236	Comm of MMB, Treasury Div	213-20100	180.00
02/21	02/03/2021	119133	1341	Crysteel Truck Equipment	101-20100	948.00
02/21	02/03/2021	119134	1396	Dahlheimer Beverage, LLC	610-20100	16,931.89
02/21	02/03/2021	119135	1590	Drastic Measures Brewing, LLC	610-20100	240.00
02/21	02/03/2021	119136	1666	East Central Solid Waste Commission	101-20100	10.00
02/21	02/03/2021	119137	1891	Fastenal Company	101-20100	55.24
02/21	02/03/2021	119138	2010	Frank Roth	101-20100	322.50
02/21	02/03/2021	119139	2146	Gopher State One Call	602-20100	44.55
02/21	02/03/2021	119140	2166	Grainger	101-20100	146.64
02/21	02/03/2021	119141	2188	Gratitude Farms	101-20100	400.00
02/21	02/03/2021	119142	2341	Hawkins, Inc.	601-20100	5,052.21
02/21	02/03/2021	119143	2676	Isanti County Recorder	101-20100	92.00
02/21	02/03/2021	119144	2681	Isanti County Sheriff's Office	101-20100	168.24
02/21	02/03/2021	119145	2742	Jefferson Fire & Safety	101-20100	920.55
02/21	02/03/2021	119146	2786	John Henry Foster	602-20100	88.27
02/21	02/03/2021	119147	2796	Johnson Bros - St Paul	610-20100	10,186.65
02/21	02/03/2021	119148	2798	Johnson Controls Fire Protection LP	601-20100	688.54
02/21	02/03/2021	119149	2861	Kath Fuel Oil Service Co	101-20100	1,042.00
02/21	02/03/2021	119150	3056	Lake Superior Laundry Inc.	101-20100	15.40
02/21	02/03/2021	119152	3104	Kathryn Larson	601-20100	36.92
02/21	02/03/2021	119153	3461	McDonald Distributing Company	610-20100	12,213.69
02/21	02/03/2021	119154	3496	Med Compass	101-20100	3,500.00
02/21	02/03/2021	119155	3501	MEI Total Elevator Solutions	101-20100	146.28
02/21	02/03/2021	119156	3521	Menards	602-20100	437.25
02/21	02/03/2021	119157	3521	Menards	101-20100	34.98
02/21	02/03/2021	119158	3661	Minnesota Chiefs of Police Association	101-20100	150.00
02/21	02/03/2021	119159	3666	Minnesota Child Support Payment Cente	101-20100	407.00
02/21	02/03/2021	119160	2636	Minnesota Equipment	101-20100	69.93
02/21	02/03/2021	119161	4001	Minnesota Valley Testing Labs	601-20100	118.00
02/21	02/03/2021	119162	4011	NAC Mechanical & Electrical Services	101-20100	5,235.43
02/21	02/03/2021	119163	4091	New France Wine	610-20100	929.50
02/21	02/03/2021	119164	4156	North TH 65 Corridor Coalition	101-20100	250.00
02/21	02/03/2021	119165	4171	Northern Business Products, Inc.	101-20100	286.69
02/21	02/03/2021	119166	4321	O'Reilly Automotive, Inc.	602-20100	39.12
02/21	02/03/2021	119167	4426	Paustis Wine Company	610-20100	2,678.10
02/21	02/03/2021	119168	4470	Jacob Peterson	601-20100	7.22
02/21	02/03/2021	119169	4476	Phillips St Paul	610-20100	5,807.93
02/21	02/03/2021	119170	4661	Quill Corporation	610-20100	324.68
02/21	02/03/2021	119171	4749	Red Bull Distribution Company, Inc.	610-20100	513.50
02/21	02/03/2021	119172	4882	John Rooney	601-20100	124.83
02/21	02/03/2021	119173	5181	Southern Glazer's of MN	610-20100	15,493.91
02/21	02/03/2021	119174	5251	Star	101-20100	203.16
02/21	02/03/2021	119175	5301	Steve's Tire Inc	101-20100	79.80
02/21	02/03/2021	119176	5509	Dean Thomsen	610-20100	140.24

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/21	02/03/2021	119177	5624	TransUnion Risk & Alternative	101-20100	75.00
02/21	02/03/2021	119178	5656	Trucks and Toys LTD	101-20100	47.82
02/21	02/03/2021	119179	5694	ULINE	101-20100	471.67
02/21	02/03/2021	119180	5726	Unlimited Supplies, Inc.	101-20100	338.24
02/21	02/03/2021	119181	5772	Van Bergen & Markson, Inc.	602-20100	689.89
02/21	02/03/2021	119182	5801	Verizon Wireless	101-20100	183.14
02/21	02/03/2021	119183	5816	Viking Coca-Cola Bottling Co	610-20100	358.55
02/21	02/03/2021	119184	5886	Watson Co., Inc.	610-20100	2,250.33
02/21	02/03/2021	119185	5965	White Bear IT Solutions LLC	101-20100	6,104.60
02/21	02/03/2021	119186	6001	Wine Merchants	610-20100	405.65

Grand Totals:

111,011.14

Agenda 4C

Finance Department Report

February 16, 2021

Written by: Caroline Moe

As part of our normal preparations of year-end financial statements, we request that the Cambridge City Council approve temporary inter-fund loans to cover temporary cash deficits.

Inter-fund Loan between Fund 444 (Airport Capital Fund) and 205 (EDA Admin Fund)

The Airport Capital Fund is expecting to be reimbursed in 2021 for airport capital project costs incurred in 2020. Staff is recommending that a temporary inter-fund loan in the amount of \$65,000 be approved from the EDA Admin Fund (205) to the Airport Capital Fund (444) as of December 31, 2020 to cover the temporary cash deficit. Repayment of this temporary loan is expected in 2021.

Inter-fund Loan between Fund 291 (TIF 6-18-Main Street Flats) and 205 (EDA Admin Fund)

The Tax Increment Financing (TIF) District 6-18 is expecting to be reimbursed in 2021 for costs incurred in 2020. Staff is recommending that a temporary inter-fund loan in the amount of \$14,835.75 be approved from the EDA Admin Fund (205) to the TIF 6-18-Main Street Flats Fund (291) as of December 31, 2020 to cover the temporary cash deficit. Repayment of this temporary loan is expected in 2021.

Recommended Council Action—Approve inter-fund loans as presented.

Prepared by: Evan C Vogel, Assistant City Administrator

Background:

In the event of a city-wide emergency there may work to be done long after the incident itself. The City of Cambridge, working with the initiative foundation, began a Long-term Recovery Committee to focus on how to respond in the days and weeks after a disaster. One component of this may involve the need to have specific case managers to assist the city, and its residents, sort through next steps, and get in touch with critical resources. This requires a Memorandum of Agreement(MOA) between the city and those businesses that would be acting as case managers.

Attached is a draft contract the City could use for this purpose. The contract has been reviewed, and vetted by staff and the City Attorney.

Council Action:

Approve the Case Management MOA language as presented, so that staff can formalize the agreement with case management entities.

Memorandum of Agreement (MOA)

(Case Management Agency)
And
The City of Cambridge

This memorandum of understanding (MOU) is made and entered into as this ____ day of ____ 20__, between the City of Cambridge (herein after referred to as "City") and (Case Management Agency) (herein after referred to as "Party").

Purpose

This agreement is made for the purpose of Case Management for the Cambridge Hope and Recovery Team (#HART). The agreement authorizes the party named to serve as a Case Manager to facilitate citizens long-term needs that have not been met after a disaster.

Definitions

1. "Party" means an organization named herein to assist with case management.
2. "EOC MANAGER" means the City of Cambridge and the person designated as the EOC Manager in charge of the Hope and Recovery Team (#HART).
3. "Assistance" means complying with the City of Cambridge Long Term Recovery Case Management Agreement and performing office and/or home visits to verify unmet needs of citizens.
4. "Case Management Agreement" means the document created by and on file with the City of Cambridge and reviewed and approved by the Cambridge Hope and Recovery Team (#HART).
4. "Case Management Team" means those agencies listed as Support Agencies in the City of Cambridge Long Term Recovery Committee Case Management Agreement.

Procedure

- A. **Request for assistance.** When the EOC MANAGER determines that a disaster has created the need for Long Term Recovery Case Management, the EOC Manager will notify the Case Management team as identified in the Case Management Agreement and set a meeting place and time.
- B. **Response to request.** Upon the request for assistance by the EOC MANAGER, the party named herein shall provide a Case Manager to meet with the Case Management team and prepare a plan to determine any unmet needs.
- C. **Meeting Place.** The City of Cambridge will be the initial liaison for the Case Management team. Meeting locations, site coordination for clients, and other necessary information will be generated at the initial meeting time.

Workers' compensation

The party shall be responsible for injuries or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this agreement. Each party waives the right to sue any other party or the EOC Manager for any workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party, the EOC Manager or its officers, employees, or volunteers.

Liability

- A. For the purposes of the Minnesota Municipal Tort Liability Act (Minn. Stat. 466), the employees and officers of the EOC Manager are deemed to be employees (as defined in Minn. Stat. §466.01, subdivision 6) of the EOC Manager.
- B. The EOC Manager agrees to defend and indemnify the Party against any claims brought or actions filed against the Party or any officer, employee, or volunteer of the Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of assistance in responding to a request for assistance by the EOC Manager pursuant to this agreement.
- C. Under no circumstances, however, shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The limits of liability for some or all of the parties may not be added together to determine the maximum amount of liability for any party.
- D. The intent of this subdivision is to impose on each EOC Manager a limited duty to defend and indemnify a Party for claims arising within the EOC Manager's jurisdiction subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.
- E. No party to this agreement or any officer of any Party or EOC Manager shall be liable to any other Party or to any other person for failure of any party to furnish assistance to any other party, or for recalling assistance, both as described in this agreement.

Charges to the EOC Manager

Party will submit to the EOC Manager an itemized bill for the actual cost of any assistance, including equipment, salaries, overtime, materials and supplies and other

necessary expenses; and the EOC Manager will reimburse the party providing the assistance for that amount.

Hourly Rate
(rate expected to be compensated)

Personnel Included
(Title of Person responsible for Case Management)

Duration

This agreement will be in force indefinitely until either the Party or the EOC Manager provides written notice thereof to terminate this agreement. Written termination must be made thirty (30) days in advance of said termination date.

Execution

Each party hereto has read, agreed to and executed this Mutual Aid Agreement on the date indicated.

On behalf of (Case Management Agency)

On behalf of the City of Cambridge

James A. Godfrey, Mayor

Linda J. Woulfe, City Administrator

(Date)

(Date)

Case Management Agreement

City of Cambridge

Long Term Recovery Committee

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Primary Agencies: Cambridge Hope and Recovery Team (#HART-Cambridge)

Support Agencies: Lakes and Pines (Bob Benes); Shalom Shop (Nancy Johnson), Family Pathways (Roxie Karelis); New Pathways (Mary Westlund)

I. Introduction

A. Purpose

The purpose of case management is to address citizen's long-term needs that have not been met after a disaster. This Agreement outlines who will provide case management after an unexpected disaster and how the process guides coordination of these efforts for long term recovery activities.

B. Definition

The case managers guide disaster survivors in making in-depth assessments of their long-term recovery needs and assists them in accessing available funding.

C. Process

Overview:

A formal intake process begins the clients' interaction with the Long-Term Recovery process. Casework activities include meeting clients on their terms and often away from the office environment. An assessment is conducted to identify the disaster recovery needs followed with the development of the recovery plan. The case management process guides the coordination and implementation of the plan. It is necessary for the caseworker to step through the entire cycle of the case management with the family or individual so as to monitor the progress and put closure to the case when the family has completed the process.

Case Managers:

- Verify unmet needs through office and/or home visits, obtaining previous records if necessary, and existing reports from qualified vendors and/or service providers.
- Follow standard price and procedure guidelines for distributing items such as washers and dryers to minimize costs and maximize available resources for all the families with similar unmet needs.
- Maintain up-to-date resource lists that are pulled together through existing and new networks of community organizations and agencies.
- Work under the premise that items are not automatically replaced but, through casework, guide the survivors to restore basic unmet needs utilizing various resources.
- Develop lists of needed items that cannot be resourced locally for review by the LTRC to be given to MNVOAD for potential resources.

- Advocate for the clients by developing solid individualized presentations on behalf of the clients to existing Long-Term Recovery Committees, government agencies, or individual non-government agencies or organizations.
- Coordinate the facilitation of emotional support with crisis counselors working with the Long-Term Recovery Committee.
- Assist families obtaining services through legitimate practices such as being in compliance with zoning laws, obtaining permits, acknowledgement of the National Flood Insurance program, etc.

II. Concept of Operations

D. Notification

1. When the EOC MANAGER determines that a disaster has created the need for Long Term Recovery Case Management, the EOC Manager will notify the Case Management team identified herein and set a meeting place and time.
2. The Case Management team will meet as a group and prepare a plan to determine any unmet needs.
3. The City of Cambridge will be the initial liaison for the case management team. Meeting locations, site coordination for client office visits, information output (social media) initially generated by the City.
4. The forms provided herein shall serve as a guide for the Case Managers to obtain the assessments needed to assist with accessing available funding.
5. The Case Management team will work with clients to obtain the necessary information.
6. The EOC Manager will set up an additional meeting to gather the information from the Case Management team to assess the recovery needs.

E. Criteria

The need(s) of the client must be disaster related and can be given priority for resources by the Case Management team based on the following base criteria:

<u>Base Criteria</u>	<u>Points given</u>
Existing resources must be exhausted first	+2
Single Parent	+2
Minor Children (age 5 and under)	+1
Elderly	+1

Low Income (need verification)	+1
Documented Disability	+1
Documented Medical/Mental Health Needs	+1
Excessive Financial Obligations	+1
Basement	+1
Main Floor	+1

E. Worksheets

The following pages are provided to help guide the process and provide Case Managers with a strategy. The pages are separated by title and are to be used when interviewing clients to assess needs.

CLIENT INTAKE FORMS

Client Name: _____

Case Manager: _____

Address: _____

Phone: _____

Email: _____

Priority List

1. Heat, fuel, food, clothing (if you are not able to refer to local agency)
2. Utilities – water, sewer, electrical
3. Addressing health hazards -
4. Shelter repair/replacement – primary home, primary living space
5. Appliance replacement/repair
6. Transportation – primary vehicle
7. Mitigation issues

Overall Goals and steps to achieve Goals for Client and Case Manager:

LONG TERM RECOVERY

UNMET NEEDS PAYMENT REQUEST FORM

Address:

Name of Client:

Check Number:

Amount:

Payment Issued for:

Date Payment Issued:

Vendor/Client:

Date Authorized:

Persons who Authorized:

Form is submitted to the Initiative Foundation

Confidential Information Release Form

A. I, _____, hereby authorize the _____ to release to the agency or person designated below any information maintained by the _____ that is relevant for the purpose of providing assistance for my disaster-related needs.

B. I, _____, hereby authorize the agency or person designated below to release to the _____ any information maintained by the agency or person that is relevant and necessary for the purpose of providing assistance for my disaster-related needs.

C. I further understand that the release of information does not guarantee that assistance will be provided, but that without the information my case cannot be presented for consideration.

Name of agency and/or person designated to release information to or to receive Information from: _____

Agency Representative _____

I understand that I may revoke this authorization, in writing or by verbal proclamation, at any time except where information has already been released as a result of this authorization. Unless revoked, this authorization will remain in effect until the expiration time I have indicated below.

Authorization expires as of _____ (date)

Name Printed _____

Current Address _____

Signature of the Individual who is Subject of Record Date

Signature of Person Legally Authorized to Consent Relationship Date

Application for Assistance

Name _____ **DOB** _____

Address _____
Address, City, State, Zip

Did you: Own Rent

Post Disaster Address

_____ *Address, City, State, Zip*

Phone _____ **Phone** _____ **Phone** _____
Home Work Alternate

Please list all pre-disaster household members:

Name _____ Relationship _____ **DOB**

Name _____ Relationship _____ **DOB**

Name _____ Relationship _____ **DOB**

Name _____ Relationship _____ **DOB**

Name _____ Relationship _____ **DOB**

Is anyone in the home disabled? Yes No

Residence is:

House Mobile Home Apartment Farm Second Home Recreational Vehicle

Damage was a result of: Flood Tornado Other

Date of damage: _____

Is the residence located on a Flood Plain? Yes No

Damage done to the residence: _____

Level of damage:

- Destroyed (Can't be repaired)
- Major (Has quite a bit of structural damage that can be repaired)
- Moderate (Has some structural damage that can be repaired)
- Minor (Has a little damage that can be repaired)

Do you have insurance? Yes No

Flood Insurance? Yes No

Insurance covers: Structure only Contents only Both

Was insurance sufficient to cover all the damages? Yes No

Were you employed before the disaster? Yes No

Did you lose your job as a result of the disaster? Yes No

Total monthly income for all household members (before disaster): _____

Source of Income (check all that apply):

Wages Social Security/SSI W-2 Child Support Unemployment Other

Did you apply for assistance from FEMA? Yes No

FEMA Case Number: _____

If yes, did you also fill out the application for a SBA loan? Yes No

If yes, was the SBA loan: Approved Denied

Total FEMA received: _____

Types: Housing Home Repair Personal Belongings Other Needs SBA Loan

Amount of short fall (Total of damages/losses OVER amount received): _____

Have you obtained permits/inspections? Yes No

Please list any assistance you have received from other organizations or agencies:

Organization: _____ Amount Received: _____

Organization: _____ Amount Received: _____

Organization: _____ Amount Received: _____

Organization: _____ Amount Received: _____

What kind of assistance are you currently looking for?

- Food Clothing Help with labor Transportation
- Building materials Furniture Resource Information Medication
- Help with forms Health needs Someone to talk to Temporary housing
- Visit from pastor Permanent housing Other

Describe specific needs: _____

APPLICANT STATEMENT:

I agree and affirm that I am making a volunteer application for assistance for disaster relief from the _____ Unmet Needs Project. I understand that the information contained in this application and the accompanying Individual/Family Plan for Recovery and the Release of Confidential Information form will be utilized by the _____ Unmet Needs Project to assist me with my disaster-related needs. I understand that the assistance is not guaranteed and that the case worker does not make the final determination of the availability of funds or other kinds of help. My signature below signifies that I have read and/or understand this document and the service being provided me. Information is to the best of my knowledge true and accurate.

Signature of Applicant _____ Date _____

Case Manager Signature _____ Date _____

Verification Letter

Dear _____

The discussion we had concerning your case included a need to verify certain information. The following items will be needed to continue your case process.

Please obtain the items checked within the next seven (7) days. Your case worker

_____, will call and make an appointment to obtain this information.

ITEMS REQUESTED:

_____ Deed, mortgage, private agreement, bill of sale, title

_____ List of assets (type, amount, location, verification)

_____ Real Estate – other than primary home

_____ Insurance () home () contents () autos

Name/address of company and agent, amount of settlements and coverage

verification of policy and settlement letter

_____ Outstanding loans – auto, merchandise, personal, signature

_____ Current Bills

_____ Monthly income verification (pay stubs/year-to-date)

_____ Receipts of ALL FEMA/SBA FUNDS SPENT

4E Authorize Staff to Start the Hiring Process for a Public Works Maintenance Worker Position

February 16, 2021

Prepared by: Todd Schwab, Public Works/Utilities Director

Background:

On 2/26/2021 Jerry Olson will be retiring from his Public Works Maintenance Worker position. Jerry has been with the City for 45 years and will be missed by all. Jerry's resignation will leave a vacancy within the department. I am seeking approval to start the hiring process to fill the vacated position.

Fiscal Note:

The position will be posted to start at \$24.29 per hour, the union contract wage schedule Step 1 for the position.

Recommendation:

Authorize staff to start the hiring process for the vacated Public Works Maintenance Worker Position.

Prepared by: Linda J. Woulfe, City Administrator

Background

Last year, the City adopted its COVID91 Pandemic plan as part of its emergency response plan. As the pandemic has changed, the City has updated its plan. I have before you a modified plan that still permits council and commission meetings to be held electronically if needed. I have removed some older language that is no longer relevant and tried to update it for all departments.

Most importantly, we need Council's affirmation that a local health emergency is still in effect so the City can continue with the option of allowing attendance at meetings electronically.

Recommendation

Approve the updated plan if Council affirms that there is still a local health emergency that may affect City operations.

Preface

Pandemics are remarkable events in that they affect all parts of the world, regardless of socio-economic status or standards of health care, hygiene, and sanitation. This pandemic will place extraordinary and sustained demands on local public health and medical care systems, as well as providers of essential services in communities.

The City of Cambridge, in response to information from the World Health Organization, State of Minnesota, the City has developed the COVID19 Pandemic Supplement to the City of Cambridge Emergency Operations Plan. Emergency preparation is a continuum and planning efforts will always be evolving. As new information arises and lessons are learned through tests/exercises, this annex will be updated as necessary.

The City will follow the recommendations from the Minnesota Department of Health on strategies to slow the spread of the COVID19 virus in Minnesota. Plan can be found at:
<https://www.health.state.mn.us/diseases/coronavirus/action.html>

The City will also follow guidance from the Isanti County Public Health Department and the Center for Disease Control. The City will work in cooperation with Isanti County Public Health and Isanti County Emergency Management to address issues within Isanti County as they arise.

City of Cambridge's Primary Objectives

The City of Cambridge Pandemic Supplement has five (5) primary objectives:

1. Maximize the protection of life and property in Cambridge.
2. Ensure that the response effort be organized under the National Incident Management System.
3. Delineate roles and responsibilities for other local governmental and non-governmental agencies participating in the response.
4. Assure that the City of Cambridge COVID19 Pandemic Supplement is coordinated and consistent with the Isanti County Public Health Department, MDH Plan, and the plans of other local public health departments in the state.

BACKGROUND

COVID19 is an acute respiratory illness that is caused by a coronavirus which can produce severe symptoms, and in some cases death, especially in older people and those with underlying health conditions. The virus reached pandemic status in 2020. People infected with the COVID-19 virus may experience mild to moderate respiratory illness and may recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness. The best way to prevent and slow down transmission is to be well informed about the COVID-19 virus, the disease it causes and how it spreads. Protect yourself and others from infection by washing your hands or using an alcohol-based rub frequently and not touching your face.

How COVID-19 Spreads

The virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes.

Person-to-person spread

- The virus is thought to spread mainly from person-to-person.
- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs or sneezes. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

The World Health Organization defines the exposure time frame as “The time from exposure to COVID-19 to the moment when symptoms begin is, on average, 5-6 days and can range from 1-14 days. This is why people who have been exposed to the virus are advised to stay home, apart from others, for 14 days, in order to prevent the spread of the virus, especially where testing is not easily available.”

While the most common transmission of COVID19 occurs through respiratory droplets, the virus may remain viable through contact with contaminated surfaces or objects. It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes.

COVID-19 Now a Pandemic

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect people and can spread between people sustainably. Because there is little to no pre-existing immunity against the new virus, it spreads worldwide. The virus that causes COVID-19 is infecting people and spreading easily from person-to-person. Cases have been detected in most countries worldwide and community spread continues.

Pandemic Specific Preparedness

Because the World Health Organization and Center for Disease Control has identified COVID19 as a pandemic, basic assumptions about this pandemic are:

1. Has the potential to impact everyone involved, including responders.
2. Emergency response systems will not be able to assist all individuals during this pandemic event.
3. Preparedness is essential for a successful response.
4. Assistance from outside organizations will be limited if the outbreak is nationwide.
5. A percentage of the workforce will be too sick to come to work at some point during the pandemic. Rates of absenteeism will likely occur during the weeks before and after a pandemic when employees may stay home to care for ill family members or out of fear of infection at work.
6. Critical functions have been identified and staff will need to be cross-trained to maintain critical functions.
7. The City will follow Minnesota’s Department of Health guidelines for limiting the spread of the virus (hand-washing, face masks, social distancing, etc.) isolation, and quarantine.
8. Hospitals and clinics may be overwhelmed by the number of individuals requiring care and may require first responders to change their current protocol for bringing in patients.

9. Families will need to assume responsibility for the care of family members in their homes due to a limited availability of hospital beds. This will impact the available workforce.
10. Closing schools and child care centers in the area may have a significant impact on the availability of the workforce. For the 2020-2021 school calendar, Governor Walz has permitted school districts to make decision between distance learning, hybrid, or in person based upon infection rates, number of cases, and staff availability.
11. The Governor has ordered continued capacity restriction on restaurants and bars.
12. Alternatives methods may be needed for people to continue to work and learn, such as telework.
13. The City encourages sick employees to stay home.
14. All businesses in Cambridge have the responsibility to evaluate and implement procedures (such as shifts, spacing, personal protective equipment (PPE)) to protect employees from increased exposure risk.

SCOPE

The Isanti County Public Health Department (ICPHD) is the lead public health agency for emergency response in Isanti County. The mission of the Isanti County Public Health Department is to promote and protect the health of residents through education, prevention services, regulation and advocacy. The department fosters a partnership with many organizations and community groups to address and resolve health issues and concerns.

The Minnesota Department of Health (MDH) is the lead public health agency in the state and is responsible for protecting, maintaining, and improving the health of all Minnesotans. There is a strong state-local partnership, where the MDH provides leadership to local public health departments and private healthcare entities.

AUTHORITY

Chapter 12 of Minnesota Statutes grants the Governor and Homeland Security Emergency Management (HSEM) overall responsibility of preparing for and responding to emergencies and disasters. Chapter 12 directs the Governor and HSEM to develop and maintain a comprehensive state emergency operations plan, known as the Minnesota Emergency Operations Plan (MEOP).

Furthermore, Minnesota Statutes, including Minnesota Chapter 12 (Minnesota Emergency Management Act), Minnesota Chapter 144 (General Duties of the Commissioner of Health), and Minnesota Chapter 145A (Powers and Duties of a Community Health Boards), outline the authorities of local public health departments and grant the Commissioner of Health broad authority to protect, maintain, and improve the health of the public.

CONCEPT OF OPERATIONS

The City of Cambridge COVID19 Pandemic Annex is a supplement of the City of Cambridge Emergency Operations Plan. This plan will establish the organizational framework for the activation and management of City of Cambridge operations that may be implemented in response to COVID19 and directives issued by the State of Minnesota and the Centers for Disease Control.

Governor Walz has issued several Emergency Executive Orders with respect to COVID19 and business operations. The City will continue to update this Annex to reflect operational changes needed to comply with executive orders and/or legislation throughout this extended pandemic. The City Council recognizes the extended length of time the City may be operating under pandemic guidelines to ensure continuity of operations.

PLANNING ASSUMPTIONS

For planning purposes, the worst-case scenario for a pandemic is projected. The response to the pandemic will be adjusted if the situation does not fully warrant worst-case scenario projections.

The following assumptions are made:

A. General Preparedness

The City of Cambridge will use the National Incident Management System (NIMS) as a basis for supporting, responding to, and managing plan response activities.

1. Events may:

- a. Occur at any time.
- b. Require significant communications and information sharing across jurisdictions and between the public and private sectors.
- c. Involve multiple geographic areas.
- d. Impact critical infrastructures.
- e. Overwhelm the capabilities of local governments.
- f. Require short-notice asset coordination and response timelines.
- g. Require prolonged, sustained incident management operations and support activities.

2. The City has planned and prepared for emergencies locally and is prepared to take proactive steps to provide continuity of operations for City services.

Plan Components

Critical services that must continue are:

1. Protection of life and property (emergency response)
2. Continuation of water distribution and sewage treatment without disruption
3. Plowing of city streets for first responders
4. City Council and Planning Commission meetings (Minn. Stat. § 13D.021 permit these meetings to happen via telephone or other electronic means if it is “not practical or prudent because of a health pandemic” to meet in person)
5. Elections unless suspended by the State of Minnesota
6. Staffing of an EOC to ensure ability to respond to incidents

Important Services to continue are:

1. Preparation, mailing and collection of utility bills (this includes remote meter reading)
2. Building Inspection Services
3. Issuing Building Permits
4. Continued operation of Northbound Liquor
5. Continued operation of Bridge Park Apartments
6. Payroll and Accounts Payable

All other functions are non-essential and will only be delivered if staffing levels permit it.

Change in Operations

Employees are expected to follow the basic guidelines issued by the Minnesota Department of Health:

- Use social distancing (maintain a distance from those who are ill)
- Wash your hands for 20 seconds after using the restroom, before punching in and punching out, before eating and after blowing your nose.
- Use disinfectants to wipe down common area work surfaces at least twice per day.
 - At City Hall, Bob Johnson will clean all common area work surfaces in the morning and staff should clean the common area surfaces in the afternoon.
 - At Northbound, staff has been directed to wipe down shopping cart handles, cooler door handles, register counters, and bathrooms at least twice per day.
 - Bridge Park Apartments will close the community room to public use and will disinfect common surfaces in the laundry room at least twice per day.
- Police and Fire will increase the use of PPE (gloves, mask, face shield) when needed (e.g. extrication, arrests or other close contact)
- Fire Department in-person training and meetings can be held with proper social distancing or held via electronic means. Decisions on in person versus electronic means will be made by the Fire Chief or Assistant Fire Chief.
- Depending upon infection rates in Isanti County, Public Works offices will be may be closed to the public until further notice. If Public Works is closed to the general public, appointments will be required for the purchase of water meters and sewage dumping.

- Gloves and face masks will be made available to staff at each building location. City staff are required to follow Governor Walz' facemask order, unless a medical exemption has been approved.
- The Council Chambers or Conference Room 1 will not be available for businesses to rent by the hour for meetings or depositions.
- Rental property complaint inspections will be handled on a case by case basis depending on the status of the residents or landlord and COVID19 exposure. Before an inspection is done, the tenants must agree to wear masks and social distance from the inspector. Staff will wear masks, face shield, and gloves during the inspection. After the inspection, these items will be disposed of prior to entering City Hall.
- Council meetings may be in person with proper social distancing or held via electronic means. Councilmembers, presenters, or staff may choose whether to attend in person or attend electronically based upon their health needs and the need to meet social distancing requirements.
- Parks, Recreation, and Trails Commission and Sister City Commission meetings may be held in person with proper social distancing or ~~may be cancelled or~~ held via electronic means. Commissioners may choose whether to attend in person or attend electronically based upon their health needs and the need to meet social distancing requirements.
- Airport Board meetings will be either handled via electronic means or be cancelled if there is no pressing business.
- Planning Commission meetings may be in person with proper social distancing and sanitization of the podium between speakers. If there are not time sensitive approvals needed, Planning Commission meetings will be cancelled. The meeting will also be broadcast electronically to permit viewers to watch the meeting. If necessary, a presenter will be permitted to join the meeting via electronic means.
- City Hall, Public Works Offices, and Police Department Offices may be closed to the public if infection rates continue to rise. Staff will make accommodations for the drop off of mail and building permits. Citizens will be informed and asked to conduct business with the City on-line or via phone. If offices are closed, the interior vestibule doors at City Hall will then remain locked and the main gate at Public Works will be locked.
- Depending upon infection rates, Northbound Liquor ~~will~~ may be closed on Sundays to allow for proper cleaning and restocking. The Liquor Store will then be open Mondays through Saturdays 9:00 am to 9:00 pm.
- With their supervisor's approval, employees may work from home. This approval can be revoked by the Supervisor, Assistant City Administrator or City Administrator at any time.

Changes to Utilities and Public Works Operations will be as follows:

The Walz Executive Order 20-20 references the Cybersecurity and Infrastructure Security Agency (CISA) guidelines for a listing of Essential Workers. Water/Wastewater Treatment workers are defined as Essential Workers in that listing.

A split shift scenario in response to the COVID19 Pandemic. The Utility Staff will split into the following two groups:

Utilities Group #1

Ted Knudson
Casey Edblad
Jesse Forliti

Utilities Group #2

John Bergloff
Brandon Putzke
Nathan Carlson

Water Treatment

The On-Call Operator will report to the Water Treatment Facility from Monday to Friday 8 hours/day, split time between the Water Treatment Facility and the Wastewater Treatment Facility Saturday and Sunday, and report to the Wastewater Treatment Facility the following Monday to work 8/hours.

Wastewater Treatment Facility

The remainder of the Utilities Employees team members will alternate an 8 hour/day – five-day rotation Monday through Friday at the Wastewater Treatment Facility.

Mechanics

The Walz Executive Order 20-20 references the CISA guidelines for a listing of essential workers. Fleet Maintenance workers are defined as Essential Workers in that listing. The two Mechanics will alternate an 8 hour/day – five-day rotation Monday through Friday.

Public Works Maintenance Worker

In an effort to limit exposure we could implement a split shift scenario. The Public Works Staff would be split into the following 2 groups:

Group #1

Brad Reents
Chris Lindquist
Jerry Olson
Doug Vellenga
Dan Collison

Group #2

Ed Raati
Heath Halverson
Cory Melland
Al Carlson
Bill Creager

These groups will be assigned to work 8 hours/day on Monday through Friday on opposite weeks. All employees may be called in to handle a snow event if needed. If an employee is called in for a snowplow event on their “off” week, there would not be overtime for snowplowing events unless it exceeds ten hours per day. An employee may also be called in to handle any other public works need to ensure continuity of services. There is no additional pay if you are called into work on your “off” week since the City is already paying wages for you to isolate at home.

Public Works and Utility employees will be paid for regular 40 hours per week provided they follow the at home protocol which is:

1. Stay at home during normal business hours. The purpose of this concept is to shelter in place and provide social distancing from others so the City ensures continuity of services for water and wastewater.
2. If called to come into work, must report to work with 60 minutes from the time of the call. No alcohol can be consumed during work hours.
3. Employees will be provided materials to work on at home such as safety training, NIMS training, review of Process Safety Management Plan (chlorine), stormwater, and other general on-line training that may be assigned by the City on the week they are assigned to work from home. Training acknowledgement sheets will need to be completed by each employee and submitted to Betsy. Each acknowledgement sheet must include three relevant points the employee gained from the training (a summary of what they felt the training provided them).
4. For the weeks that employees are not reporting to Public Works, timecards will reflect 7:30 am to 11:30 am and then 12:00 Noon to 4:00 pm and be prepared by Todd Schwab, Lucas Mills, or Luke Fedor. The employee must still submit their timecard on-line by the normal payroll deadline for each pay period.
5. Vacation requests will be considered on a case by case basis and how it impacts operations.
6. On-call pay will be done pursuant to the union contract.

Fire Department

~~Todd Tomczik and Will Pennings will direct Isanti County Dispatch to place radio calls to Pennings/Tomczik instead of paging the entire department on each call. Tomczik and Pennings will notify dispatch if a department page or mutual aid is necessary.~~ Firefighters will wear appropriate PPE when entering homes for carbon monoxide or general assist alarms such as burnt toast, electrical smells, etc.

Potential Change in Operations

- Mutual aid may be needed to keep water and wastewater plant operational. The City may need to request support from the State Duty Officer or hire private contractors to keep the plants operational.
- Northbound Liquor may be closed for an undetermined amount of time.

Employee Illness: If an employee is ill or has been exposed to the COVID19 virus they must stay home. Employees will follow the Minnesota Department of Health recommendations for testing and quarantine which are:

- **If you have any symptoms**, get tested for COVID-19. Talk to your health care provider if you want more information.
- **If you have been in a high-risk situation**, get tested for COVID-19. High-risk situations include:

- Knowing you were in close contact with someone who has COVID-19. In general, being a close contact means you have spent 15 minutes or more within about 6 feet of a person who has COVID-19 throughout a 24-hour period.
 - If you were in close contact with someone who has COVID-19, you need to stay home for 14 days (quarantine) even if you get a negative test result. (Critical/essential employees can return to work after two negative tests that are five days apart.)
 - If you think you may have come into close contact with someone with COVID-19 but aren't sure, get tested.
- Large group gatherings, especially with limited social distancing and/or few people wearing masks.
- **If you do not have symptoms**, it is best to get tested at least 5 days after the last time you were close to the person with COVID-19. If you get tested too soon, the test may not be able to detect the virus. Talk to your health care provider to get more advice on when to get tested.

The graphic to the right covers Minnesota Department of Health quarantine options as of Monday, December 7, 2020:

Leave Options

Employees may use sick leave, vacation leave, or comp time for absences related to COVID19. The Federal Government has also passed legislation (Families First Coronavirus Response Act) that broadens the Family Medical Leave Act (FMLA) to cover absences with respect to COVID19 and has created the mandate that the City provide 80 hours of sick leave if they are unable to work or telework because they need to quarantine or seek a diagnosis or preventative care for coronavirus. This act does not cover people deciding to shelter in place without a medical directive. This legislative goes into effect on April 2 and sunsets on December 31, 2020.

How long to keep away from others (quarantine)
If you've had contact with someone with COVID-19

You must quarantine for 14 days if:

- Someone in your home has COVID-19.
- You live in a building with other people, where it's hard to stay away from others and easy to spread the virus to multiple people, like a long-term care facility.

14-Day Quarantine - the safest option.

EXPOSURE → QUARANTINE 14 DAYS → RETURN TO NORMAL ACTIVITIES

DAY 0 (EXPOSURE) DAY 1 (START QUARANTINE) DAY 14 (END QUARANTINE)

You have additional options if you do not live with anyone who has COVID-19, and have not had a positive test for COVID-19:

10-Day Quarantine

EXPOSURE → QUARANTINE 10 DAYS → RETURN TO NORMAL ACTIVITIES

DAY 0 (EXPOSURE) DAY 1 (START QUARANTINE) DAY 10 (TEST FOR COVID-19) DAY 14 (END QUARANTINE)

7-Day Quarantine - requires a negative COVID-19 test.

EXPOSURE → QUARANTINE 7 DAYS → RETURN TO NORMAL ACTIVITIES

DAY 0 (EXPOSURE) DAY 1 (START QUARANTINE) DAY 5 (TEST FOR COVID-19) DAY 7 (END QUARANTINE) DAY 14 (WAIT FOR SYMPTOMS)

Employees deemed to be essential or critical can work from home depending upon technology availability and a safe, secure connection to the City’s server as determined by White Bear IT Solutions. The City is working with Jim Kritta on loading emergency management computers with the remote VPN needed to work from home with a secure connection. When working at home, the City computer usage policies will still apply during the employee’s work at home hours. Employees shall email begin and end times to their supervisor for inclusion on their electronic timecard.

If an employee is out of leave time, the City will continue to pay the City's share of the health insurance premium and the employee will be responsible for their share of the premium. Payment arrangements can be made if necessary if an employee has an extended, unpaid absence from work.

As always, a supervisor has the authority to require an ill employee to leave the workplace as a safety consideration for the health of other employees. With respect to COVID19, symptoms are respiratory in nature and may include fever, cough, and shortness of breath. The City will work with all essential employees on how leave is paid for.

February 16, 2021

Date

Linda Woulfe, City Administrator

Prepared by: Marcia Westover, City Planner

Overview

The City Council approved the annexation of this parcel with Ordinance No. 723 on December 21, 2020. The ordinance was submitted to and approved by the State of Minnesota Office of Administrative Hearings. The annexation became effective on January 8, 2021, and this property is now within the City of Cambridge.

According to city code §156.023 Annexed Territory, any land annexed is automatically placed in the RA Rural Residential/Agriculture district until placed in another district by action of the City Council after recommendation of the City Planning Commission.

The parcel that was annexed is completely surrounded by the I-2 Light Industrial district. If the parcel is kept as RA Rural Residential, it is considered spot zoning and doesn't reflect the Future Land Use Map. The future land use for this parcel is industrial.

Since this parcel has a home and out-buildings on it, it can remain as-is until such time it becomes industrial. The city has no current plans and no developer interested in this parcel. The zoning doesn't affect the use at this time, it is considered existing non-conforming.

I did reach out to the County Assessor regarding the value of a property and taxes, and both will currently remain as residential. The Assessor's office values all property based on highest and best use, whether or not it is an improved property, and the market value of industrial versus residential. For this property, the value as improved (residential home and out-buildings) is greater than the industrial market value of an unimproved parcel (vacant lot). Therefore, the property will be valued as residential. The property will be taxed as residential since they classify all property according to use.

Planning Commission Action

The Planning Commission on a 6/0 vote recommended the property change from RA Rural Residential/Agriculture to I-2 Light Industrial district as presented.

City Council Action

Motion to approve Ordinance 730 approving rezoning from RA Rural Residential/Agriculture to I-2 Light Industrial district as presented and allow staff to publish a summary ordinance.

Attachments

1. Draft Ordinance
2. Draft Planning Commission minutes
3. Zoning Map with parcel identified
4. Future Land Use Map with parcel identified

City of Cambridge
ORDINANCE NO. 730

**AN ORDINANCE AMENDING THE ZONING MAP FROM RURAL
RESIDENCE/AGRICULTURAL DISTRICT (RA) TO LIGHT INDUSTRIAL DISTRICT
(I-2).**

(Residential property {Carlson Property} in the Cambridge Opportunity Industrial Park
PIN: 03.021.0800)

WHEREAS, the tract of land, hereinafter called the "tract", lying and being in the City of Cambridge, County of Isanti and State of Minnesota, described as follows, to wit:

The South 410 feet of the North 660 feet of the West 320 feet of the East 630 feet of the Southwest Quarter of the Southeast Quarter, Section 21, Township 36, Range 23, together with an easement for the purpose of ingress and egress over and across the North 280 feet of the West 66 feet of the East 310 feet of the Southwest Quarter of the Southeast Quarter, Section 21, Township 36, Range 23, all according to the U.S. Government Survey, Isanti County, Minnesota

is currently zoned by the City of Cambridge, hereinafter called the "City", as being in the RA Rural Residence/Agricultural District; and

WHEREAS, the tract was recently annexed into the City of Cambridge and upon annexation is automatically placed into the RA Rural Residence/Agricultural district; and

WHEREAS, the tract is completely surrounded by the I-2 Light Industrial District; and

WHEREAS, the Planning Department has made a report pertaining to such rezoning request, a copy of which review has been presented to the City Council of the City; and

WHEREAS, the Planning Commission of the City, on the 2nd day of February, 2021, following proper notice, held and conducted a public hearing regarding the requested rezoning, following which hearing such Planning Commission adopted a recommendation that such rezoning be approved; and

WHEREAS, such recommendation has been presented to the City Council and the City Council of Cambridge hereby finds that the rezoning is practical and conforms to the City's Comprehensive Plan.

NOW, THEREFORE, the City Council of the City of Cambridge, Minnesota, ordains that the tract described above is hereby rezoned from RA Rural Residence/Agricultural District to I-2 Light Industrial District.

This ordinance shall become effective the day following publication of notice of its adoption.

Adopted this 16th day of February 2021

James Godfrey, Mayor

ATTEST:

Linda J. Woulfe, City Administrator

Date of Publication: February 25, 2021

Summary Publication

Ordinance 730 rezoned certain real property located in the Cambridge Opportunity Industrial Park of the City of Cambridge currently identified with PIN 03.021.0800. The property was rezoned from RA Rural Residential/Agricultural District to I-2 Light Industrial District. This property is located west of Kennedy Street S., and south of 20th Ave NE (343rd Ave NE). A complete copy of the ordinance is available at City Hall, 300 3rd Avenue NE, Cambridge for inspection.

ATTEST:

Linda J. Woulfe
City Administrator

Excerpt from the February 2, 2021 Planning Commission minutes

PUBLIC HEARING – Rezoning from RA to I-2 annexed Carlson Property in COIP

Westover stated the City Council approved the annexation of this parcel with Ordinance No. 723 on December 21, 2020. The ordinance was submitted to and approved by the State of Minnesota Office of Administrative Hearings. The annexation became effective on January 8, 2021, and this property is now within the City of Cambridge.

Westover stated according to city code §156.023 Annexed Territory, any land annexed is automatically placed in the RA Rural Residential/Agriculture district until placed in another district by action of the City Council after recommendation of the City Planning Commission.

Westover noted the parcel that was annexed is completely surrounded by the I-2 Light Industrial district. If the parcel is kept as RA Rural Residential, it is considered spot zoning and doesn't reflect the Future Land Use Map. The future land use for this parcel is industrial.

Westover stated since this parcel has a home and out-buildings on it, it can remain as-is until such time it becomes industrial. The city has no current plans and no developer interested in this parcel. The zoning doesn't affect the use at this time, it is considered existing non-conforming.

Westover stated that she did reach out to the County Assessor regarding the value of a property and taxes, and both will currently remain as residential. The Assessor's office values all property based on highest and best use, whether or not it is an improved property, and the market value of industrial versus residential. For this property, the value as improved (residential home and out-buildings) is greater than the industrial market value of an unimproved parcel (vacant lot). Therefore, the property will be valued as residential. The property will be taxed as residential since they classify all property according to use.

Berg opened the public hearing at 7:07 pm.

Dave Carlson, 2288 343rd Ave NE, Cambridge, MN 55008 appeared before the commission. Carlson stated he had started a hobby farm there 20 years ago. He has contributed to the city by using local businesses and restaurants. Carlson stated rezoning his property is life changing, and questions whether he will be able to retire on his hobby farm due to the increase in taxes.

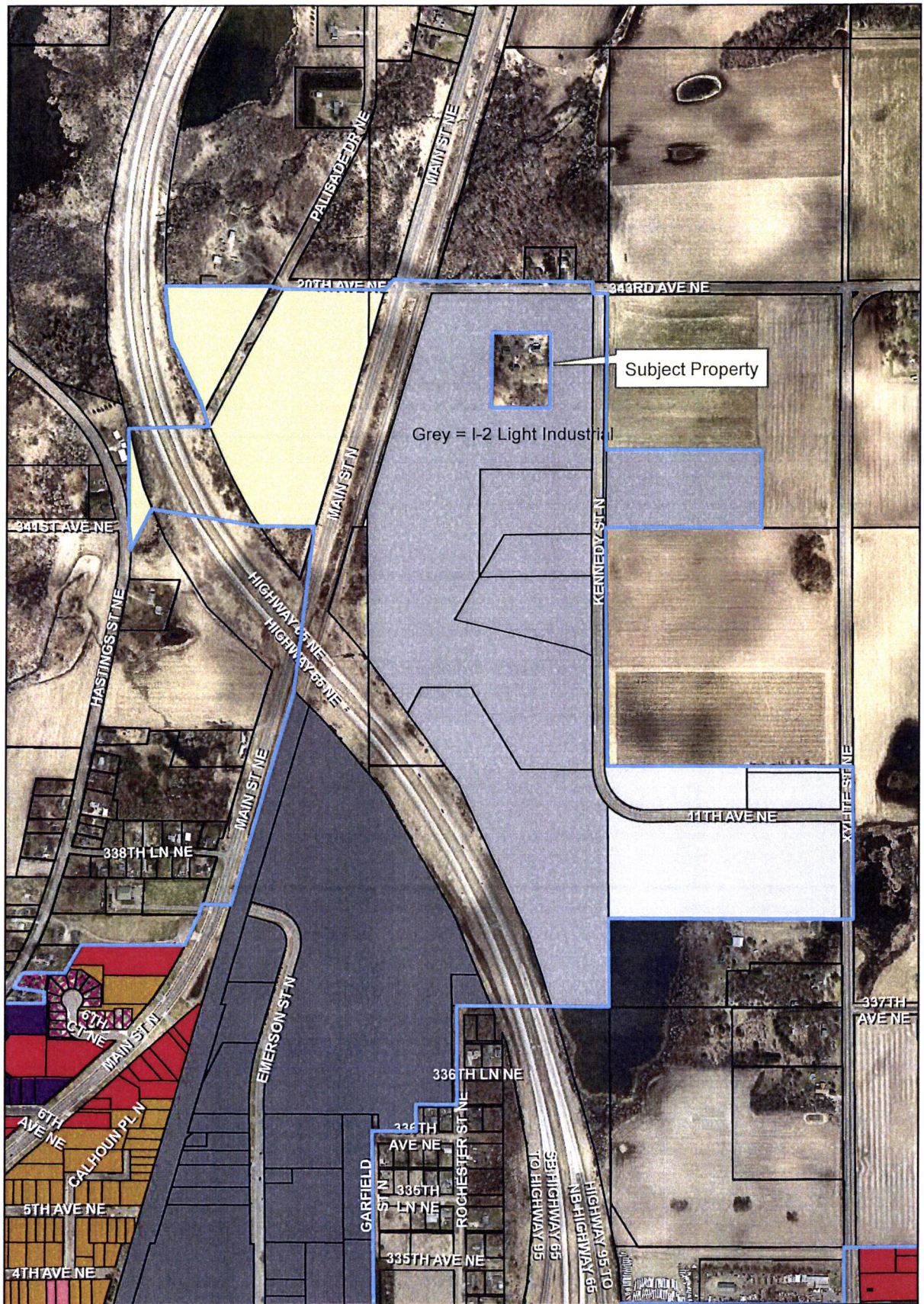
Seeing no other persons wishing to speak, Berg closed the public hearing at 7:10 pm.

Morin commented that the rezoning should have no effect on raising his taxes.

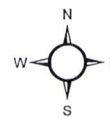
Berg asked about connecting to city sewer and water. Westover stated the hook up would be too far away and is considered a hard ship, therefore would not be required to hook up to city water. Westover explained homeowner can have private septic and well.

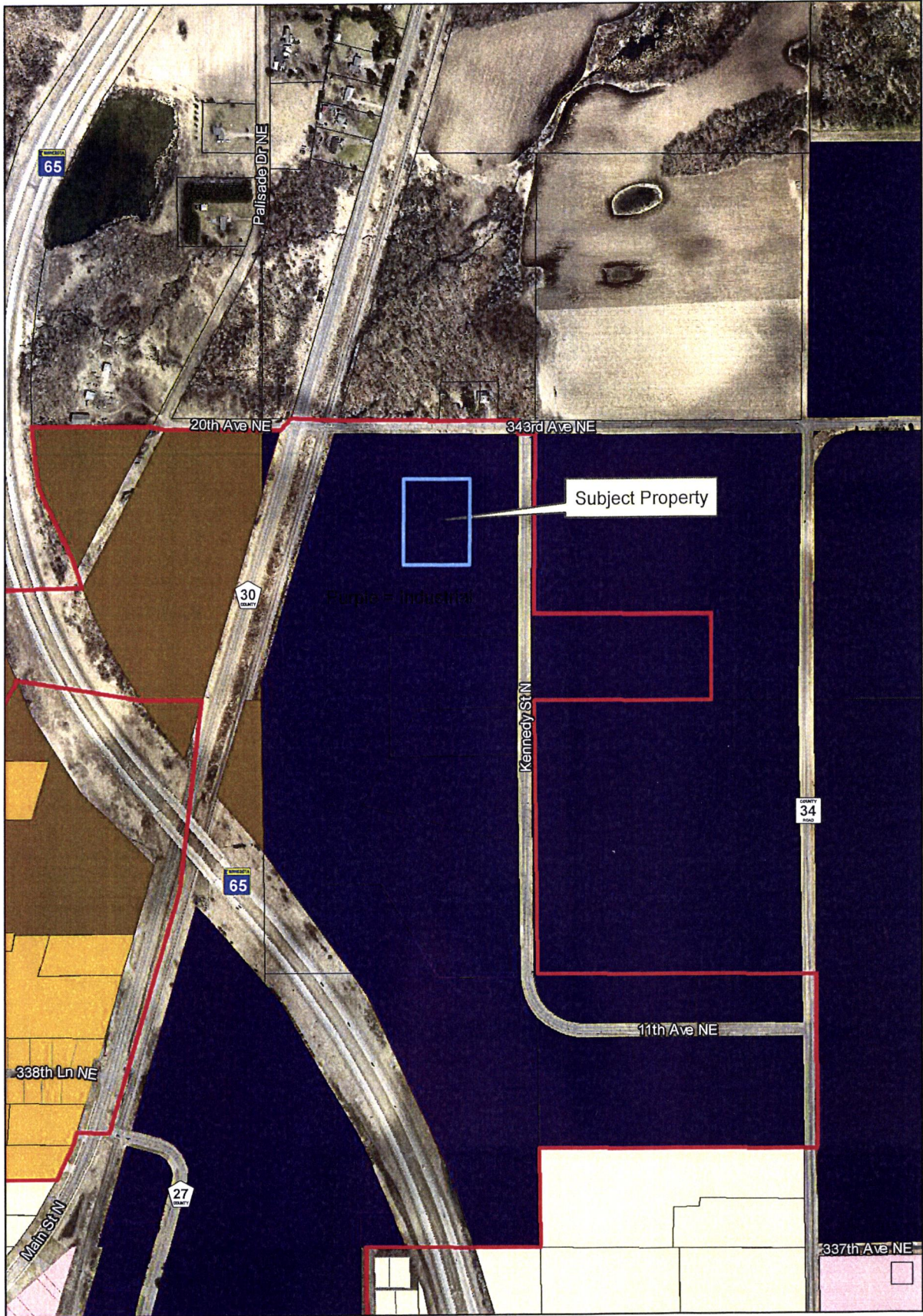
Morin moved, seconded by Boese, to recommend approval of Ordinance 730 changing the zoning of the property from RA Rural Residential/Agriculture to I-2 Light Industrial district as presented. Motion carried 6/0.

DRAFT

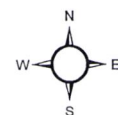


Zoning Map





Future Land Use Map



By: Todd Schuster, Chief of Police

Background:

As part of the 2021 approved budget and capital outlay equipment replacement plan, the Cambridge Police Department would like to place an order with Ten Voorde Ford of St. Cloud for the purchase of a 2021 Ford Police Interceptor Utility. State of Minnesota Contract authorized vendor Ten Voorde Ford (State Contract #158505) quoted a price, with our equipment specs added, of \$32,513.24 for a 2021 Ford Police Interceptor Utility.

This new squad car will be a fully marked squad car with all necessary emergency warning and communications equipment. It will also be equipped with a new Watch Guard camera. Upfitting the emergency equipment will be done by Guardian Fleet Safety.

Fiscal Note: Capital Budgeted Item – Yes, \$78,688 remains in the 2021 Police Capital Fund

Council Action:

Request authorization for Chief Schuster to facilitate the order of a 2021 Ford Police Interceptor Utility vehicle from Ten Voorde Ford, under the State of Minnesota contract, for a price not to exceed \$32,513.24.

Prepared by: Evan C Vogel, Assistant City Administrator

Background:

On February 4, 2021 City staff was notified that the City had been awarded the Charging Station Grant. This grant was applied for with council approval at the January 19 Council meeting. As you can see from the previous staff report this grant is part two of two of grants applied for to boost the City's resiliency. It now comes to the council to decide whether or not to accept the award of this grant, and have the EV Charging Station installed at City Park.

Fiscal Note:

The anticipated costs to install the unit are \$2900. If awarded this amount will be paid for with part of the NLC grant the City is waiting to hear back on. If not this cost can comfortably be covered under budget line 205-41930-304 "Misc Professional Services" line of the EDA Admin Fund.

Council Action:

Approve the application for the ECE EV Charging Station Grant

Attachments:

Staff report from 1/19 council meeting
Estimate from Bloomquist electric
Email from ECE Awarding Charging Station to the City of Cambridge

Prepared by: Evan C Vogel, Assistant City Administrator

Background:

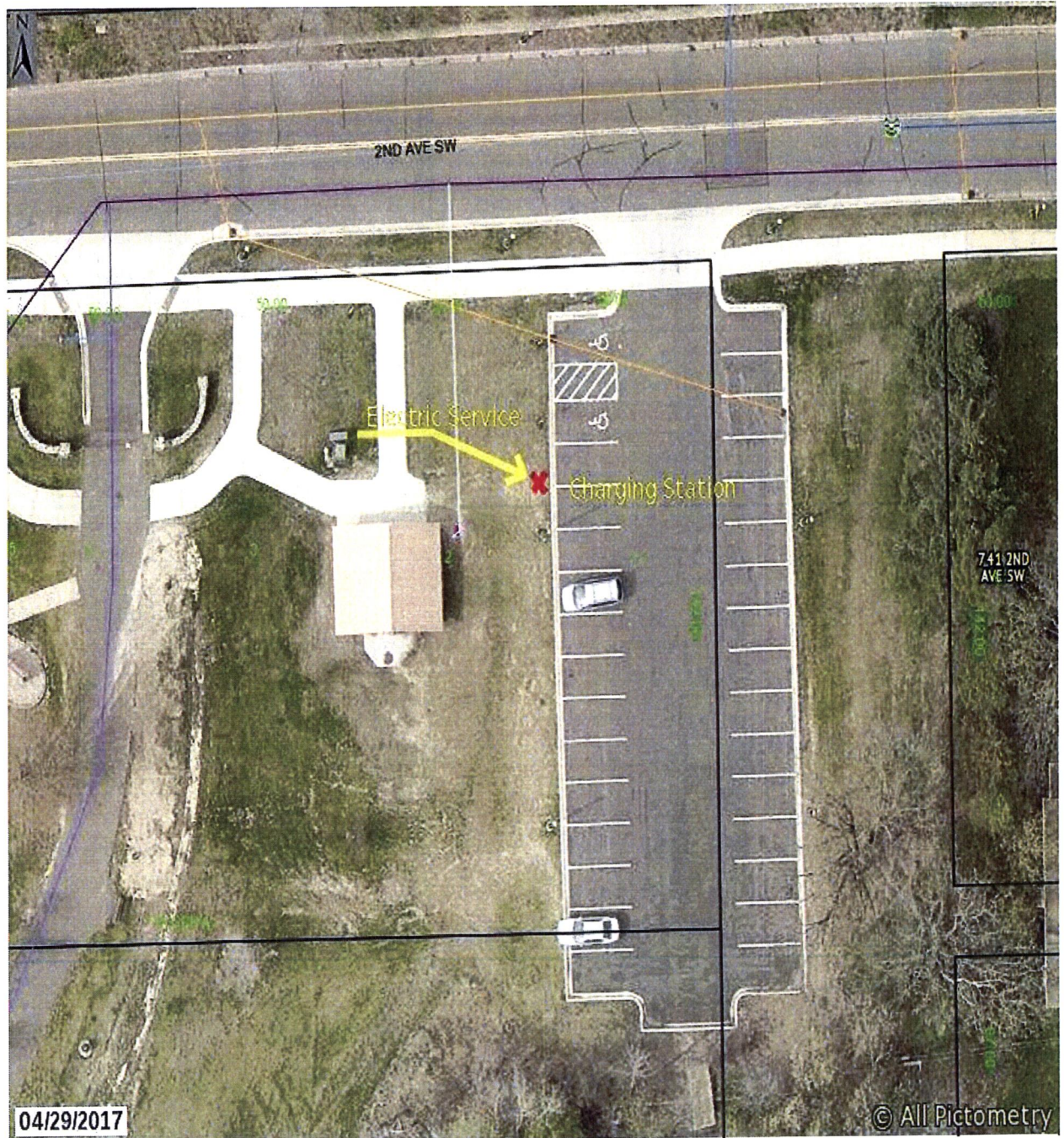
This action is part two of a two part action seeking grants to improve the resiliency of the City of Cambridge. Council first considered the question of whether to apply for an Electric Vehicle (EV) Charging station through East Central Energy (ECE) in November of 2020. At that time council directed staff to further look into the matter. Through the research process staff identified a second grant, the NLC Resilience Grant, which was applied for in December of 2020. Part of that grant was applying for funds to pay for the installation cost of an EV charging station, with the intent of applying for this grant to receive the station, pedestal, and associated signage from ECE.

In researching this issue I found that in order to meet program requirements the charging station would have to be placed at a park, with City Park being the most logical location. The application is due on January 29, 2021.

A copy of the proposed application is enclosed, along with information about the program requirements, a quote from Bloomquist Electric, Inc regarding installation cost for the unit, and a map showing where the unit would be located.

Council Action:

Approve the application for the ECE EV Charging Station Grant



Quote

Bloomquist Electric, Inc.

6028 375th Street
North Branch, MN 55056

Bus. (763) 286-9745

Fax (651) 780-7018

Email: bloomquistelectric@gmail.com

December 15, 2020

City of Cambridge
Attn: Evan Vogel

Scope: Car Charger Estimate

City Park: 240V 40 amp single phase from existing service

Total: \$2,900.00

City Parking Lot: 240V 40 amp single phase from new 100 amp service

Total: \$4,000.00

EV charging station



Lana Black

To Evan Vogel

Reply

Reply All

Forward



Thu 2/4/2021 2:55 PM

i Follow up. Start by Tuesday, February 16, 2021. Due by Tuesday, February 16, 2021. Reminder: Tuesday, February 16, 2021 10:00 AM.

Hi Evan,

The Cambridge City Park has been chosen to receive an EV charging station based on the application you recently submitted. Please let me know when you are ready for the charger and allow about 3 weeks for our ordering process. Once your installation is complete we will want to take a few promotional photos. Congrats and let me know if you have any questions!

Thanks,
Lana



Lana Black | Business Accounts Specialist and Projects Lead
East Central Energy

Customer Service: 1-800-254-7944

This Document can be made available in alternative formats upon request

State of Minnesota
HOUSE OF REPRESENTATIVES

NINETY-SECOND SESSION

H. F. No. 640

02/01/2021 Authored by Gomez
The bill was read for the first time and referred to the Committee on Public Safety and Criminal Justice Reform Finance and Policy

1.1 A bill for an act
1.2 relating to public safety; requiring local units of government to establish law
1.3 enforcement citizen oversight councils; specifying powers and duties of the councils
1.4 and the responsibilities of local authorities toward them; requiring law enforcement
1.5 policies, guidelines, training, and reporting on matters relating to procedural justice
1.6 and community interactions; appropriating money; amending Minnesota Statutes
1.7 2020, section 626.89, subdivisions 2, 17; proposing coding for new law in
1.8 Minnesota Statutes, chapter 626.

1.9 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.10 ARTICLE 1
1.11 LAW ENFORCEMENT CITIZEN OVERSIGHT COUNCILS

1.12 Section 1. Minnesota Statutes 2020, section 626.89, subdivision 2, is amended to read:

1.13 Subd. 2. **Applicability.** The procedures and provisions of this section apply to law
1.14 enforcement agencies and government units. The procedures and provisions of this section
1.15 do not apply to:

1.16 (1) investigations and proceedings of a citizen oversight council described in section
1.17 626.99; or

1.18 (2) investigations of criminal charges against an officer.

1.19 Sec. 2. Minnesota Statutes 2020, section 626.89, subdivision 17, is amended to read:

1.20 Subd. 17. ~~Civilian review~~ Citizen oversight. ~~A civilian review board, commission, or~~
1.21 ~~other oversight body shall not have the authority to make a finding of fact or determination~~
1.22 ~~regarding a complaint against an officer or impose discipline on an officer. A civilian review~~
1.23 ~~board, commission, or other oversight body may make a recommendation regarding the~~

2.1 ~~merits of a complaint, however, the recommendation shall be advisory only and shall not~~
 2.2 ~~be binding on nor limit the authority of the chief law enforcement officer of any unit of~~
 2.3 ~~government~~ The powers and duties of citizen oversight councils for law enforcement agencies
 2.4 are established under section 626.99.

2.5 **Sec. 3. [626.99] LOCAL CITIZEN OVERSIGHT COUNCILS FOR LAW**
 2.6 **ENFORCEMENT AGENCIES.**

2.7 Subdivision 1. **Definition.** As used in this section, "law enforcement agency" has the
 2.8 meaning given in section 626.84, subdivision 1, paragraph (f), but does not include state-level
 2.9 law enforcement agencies.

2.10 Subd. 2. **Councils required.** The governing body of each local unit of government that
 2.11 oversees a law enforcement agency shall establish a citizen oversight council in compliance
 2.12 with this section.

2.13 Subd. 3. **Council membership.** The membership of a citizen oversight council must
 2.14 reflect a broad cross section of the community it represents, including the community's
 2.15 minority and youth populations. The membership must also include individuals who often
 2.16 come into contact with, or who are affected by, the peace officers of the law enforcement
 2.17 agency that the council oversees, other than suspects who are in criminal investigations.
 2.18 The membership of the majority of a council must be weighted toward citizen members.
 2.19 However, a council may also include members that reflect other specific viewpoints, such
 2.20 as law enforcement, prosecutors, educators, clergy, and business and commercial leaders.
 2.21 A council shall elect a chair from among its members at its first meeting.

2.22 Subd. 4. **Operation of council; powers and duties.** (a) A citizen oversight council shall
 2.23 meet on a regular basis. Meetings are open to the public and public testimony may be taken.

2.24 (b) A council's purpose is to encourage and provide community participation in the
 2.25 operation of the law enforcement agency it oversees. A council shall work collaboratively
 2.26 with the governing body of the local unit of government with authority over the agency and
 2.27 the agency's chief law enforcement officer.

2.28 (c) A council may make recommendations and provide assessments relating to any facet
 2.29 of the operation of the agency, including but not limited to:

2.30 (1) law enforcement tactics and strategies, such as community policing;

2.31 (2) the budget for the agency, including priorities on where money should be spent;

2.32 (3) training of the agency's peace officers;

- 3.1 (4) employment policies, such as residency requirements and minority hiring;
3.2 (5) the substantive operation of the agency relating to such matters as use of force,
3.3 profiling, diversion, data collection, equipment, militarization, general investigatory practices,
3.4 officer-initiated use of force investigations, and cooperation with other law enforcement
3.5 agencies; and
3.6 (6) personnel decisions.

3.7 In addition, a council may evaluate the performance of the agency and the agency's chief
3.8 law enforcement officer. A council may recommend whether to extend the chief's term and
3.9 on hiring a successor to the chief when a vacancy occurs.

3.10 Subd. 5. Investigations into police misconduct. A citizen oversight council may conduct
3.11 an investigation into allegations of peace officer misconduct and retain an investigator to
3.12 facilitate an investigation. Subject to other applicable law, a council may subpoena or compel
3.13 testimony and documents in an investigation. Upon completion of an investigation, a council
3.14 may recommend appropriate discipline.

3.15 Subd. 6. Duties of chief law enforcement officer. The chief law enforcement officer
3.16 of a law enforcement agency under the jurisdiction of a citizen oversight council shall
3.17 cooperate with the council and facilitate the council's achievement of its goals. However,
3.18 the officer is under no obligation to agree with individual recommendations of the council
3.19 and may oppose a recommendation. If the officer fails to implement a recommendation that
3.20 is within the officer's authority, the officer shall inform the council of the failure along with
3.21 the officer's underlying reasons.

3.22 Subd. 7. Duties of governing body. A governing body shall ensure that a council is
3.23 given the opportunity to comment in a meaningful way on any matter within its jurisdiction.
3.24 This opportunity must occur with sufficient time before action on the matter is required.

3.25 Subd. 8. Other applicable law. Chapters 13 and 13D apply to oversight councils under
3.26 this section.

3.27 Subd. 9. Annual report. A citizen oversight council shall release an annual report that
3.28 addresses its activities. At a minimum, the report must summarize the council's activities
3.29 for the past year; recommendations made by the council, including what actions, if any,
3.30 were taken by other entities in response to the recommendations; and the amount of money
3.31 spent for the council's operation and the money's source.

3.32 EFFECTIVE DATE. This section is effective the day following final enactment.

4.1 Sec. 4. **TIMING.**

4.2 Governing bodies of local units of government shall comply with Minnesota Statutes,
 4.3 section 626.99, by September 1, 2021. A citizen oversight council shall conduct its first
 4.4 meeting by October 1, 2021.

4.5 **EFFECTIVE DATE.** This section is effective the day following final enactment.

4.6 Sec. 5. **COMPLIANCE REVIEWS.**

4.7 The state auditor shall conduct reviews as appropriate and on a regular basis to ensure
 4.8 that local units of government are in compliance with this article.

4.9 **EFFECTIVE DATE.** This section is effective the day following final enactment.

4.10

ARTICLE 2

4.11

POLICIES, TRAINING, REPORTING, APPROPRIATIONS4.12 Section 1. **[626.8483] PROCEDURAL JUSTICE; POLICIES REQUIRED.**

4.13 Subdivision 1. Model policy required. (a) By August 15, 2021, the board, in consultation
 4.14 with interested parties, shall develop and distribute to all chief law enforcement officers a
 4.15 procedural justice model policy to govern interactions between peace officers and community
 4.16 members. At a minimum, the policy must require that peace officers:

4.17 (1) obtain consent before conducting searches of individuals in the absence of a search
 4.18 warrant or probable cause;

4.19 (2) obtain written acknowledgment that consent has been sought from individuals that
 4.20 the officer has requested to search under clause (1);

4.21 (3) identify themselves by their full name, rank, badge number, and command, when
 4.22 applicable, to all individuals they have stopped;

4.23 (4) state the reason to the individual affected for any search requests, searches conducted,
 4.24 or stops; and

4.25 (5) report to the officer's chief law enforcement officer relevant information related to
 4.26 the encounter between the officer and the person affected.

4.27 (b) The model policy must specify the information required to be reported under
 4.28 paragraph (a), clause (5), which, at a minimum, must include the individual officer's reason
 4.29 for making the stop or conducting or requesting consent for the search and information
 4.30 about the person encountered, including the person's gender, race, ethnicity, and approximate

5.1 age. In addition, the policy must specify how the information is to be summarized and
5.2 reported by chief law enforcement officers under subdivision 2.

5.3 Subd. 2. Local policies required. (a) By November 1, 2021, the chief law enforcement
5.4 officer of every state and local law enforcement agency shall establish and enforce a written
5.5 procedural justice policy governing the conduct of peace officers engaged in interactions
5.6 with community members. The chief law enforcement officer shall ensure that each peace
5.7 officer receives a copy of the agency's policy. The chief law enforcement officer also shall
5.8 ensure that each peace officer is aware of the policy's purpose and the conduct addressed
5.9 by the policy.

5.10 (b) The policy must, at a minimum, comply with the requirements of the model policy
5.11 adopted by the board under subdivision 1.

5.12 (c) Every state and local law enforcement agency shall certify to the board that the
5.13 agency has adopted a written policy in compliance with the board's model policy and shall
5.14 submit an electronic copy of the policy to the board. The board shall review each policy to
5.15 ensure compliance and post each policy on the board's website.

5.16 (d) The board shall assist the chief law enforcement officer of each state and local law
5.17 enforcement agency in developing and implementing procedural justice policies under this
5.18 subdivision.

5.19 (e) The chief law enforcement officer shall report a summary of the information described
5.20 in subdivision 1, paragraph (a), clause (5), as directed in the board's model policy.

5.21 Sec. 2. [626.8484] PROCEDURAL JUSTICE AND COMMUNITY INTERACTION
5.22 SKILLS; LEARNING OBJECTIVES.

5.23 Subdivision 1. Preservice training learning objectives; requirements. (a) By September
5.24 15, 2021, the board shall prepare learning objectives as described in subdivision 3 for
5.25 preservice training to instruct peace officers in procedural justice and community-interaction
5.26 skills. The learning objectives must be included in the required curriculum of professional
5.27 peace officer education programs.

5.28 (b) An individual is not eligible to take the peace officer licensing examination or the
5.29 part-time peace officer licensing examination on or after July 1, 2022, unless the individual
5.30 has received the training described in paragraph (a).

5.31 Subd. 2. In-service training learning objectives. By September 15, 2021, the board
5.32 shall prepare learning objectives as described in subdivision 3 for in-service training to
5.33 instruct all peace officers in procedural justice and community interaction skills. The board

6.1 shall evaluate and monitor in-service training courses to ensure they satisfy the learning
 6.2 objectives.

6.3 Subd. 3. Learning objectives described. (a) The preservice and in-service learning
 6.4 objectives required in subdivisions 1 and 2 must address the following:

6.5 (1) community policing and problem-solving skills;

6.6 (2) interpersonal and communication skills;

6.7 (3) bias awareness, including both implicit and explicit bias;

6.8 (4) scenario-based situational decision-making skills;

6.9 (5) crisis intervention and de-escalation skills;

6.10 (6) procedural justice and impartial policing techniques;

6.11 (7) trauma and victim-services skills;

6.12 (8) mental health issues;

6.13 (9) use of analytical research and technology; and

6.14 (10) language and cultural responsiveness skills.

6.15 (b) The board shall determine the parameters and total number of hours required for the
 6.16 learning objectives required in this section.

6.17 **Sec. 3. GUIDELINES ON POSITIVE COMMUNITY INTERACTIONS.**

6.18 (a) The commissioner of public safety, in consultation with interested parties, shall
 6.19 develop guidelines to encourage law enforcement agencies to implement changes in how
 6.20 peace officers may interact more positively with community members. At a minimum, the
 6.21 guidelines must address changes in the deployment of peace officers to allow officers to
 6.22 rotate into and out of assignments so as to ensure that individual officers are not consistently
 6.23 exposed to stressful situations.

6.24 (b) The commissioner shall report to the legislature on any recommended changes to
 6.25 law or funding to better achieve the goals in paragraph (a).

6.26 **Sec. 4. APPROPRIATION.**

6.27 (a) \$..... in fiscal year 2022 is appropriated from the general fund to the commissioner
 6.28 of public safety for: (1) increased soft body armor reimbursements under Minnesota Statutes,
 6.29 section 299A.38; (2) grants to law enforcement agencies for counseling services for peace

- 7.1 officers; and (3) grants to local units of government to establish and maintain citizen oversight
- 7.2 councils under article 1. Notwithstanding the maximum amount specified in Minnesota
- 7.3 Statutes, section 299A.38, the commissioner shall use the appropriation in clause (1) to
- 7.4 increase the state share and lower the local share for soft body armor reimbursements.
- 7.5 (b) \$..... in fiscal year 2022 is appropriated from the general fund to the Peace Officers
- 7.6 Standards and Training Board for costs associated with this act.

This Document can be made available in alternative formats upon request

State of Minnesota
HOUSE OF REPRESENTATIVES

NINETY-SECOND SESSION

H. F. No. 496

01/28/2021 Authored by Marquart and Youakim
The bill was read for the first time and referred to the Committee on Taxes

1.1 A bill for an act
1.2 relating to taxation; property; establishing a citizens' property tax advisory
1.3 committee; requiring additional information to be sent with the notice of proposed
1.4 property taxes; establishing Minnesota Property Taxpayer's Day; amending
1.5 Minnesota Statutes 2020, section 275.065, subdivisions 1, 3, by adding
1.6 subdivisions; proposing coding for new law in Minnesota Statutes, chapter 275.

1.7 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.8 Section 1. [275.055] CITIZENS' PROPERTY TAX ADVISORY COMMITTEE.

1.9 Subdivision 1. Establishment and duties. Each county board and council of a city with
1.10 a population of at least 500 must establish a citizens' property tax advisory committee to
1.11 ensure active community participation in budget and property tax levy planning. The
1.12 committee must provide input and make recommendations to the county board or city
1.13 council on the budget for the following year, at least seven days prior to the certification of
1.14 the proposed levy under section 275.065, subdivision 1.

1.15 Subd. 2. Structure. To the extent possible, the committee must reflect the diversity of
1.16 the jurisdiction and include members from a variety of geographical areas within the
1.17 jurisdiction. For a committee established by a county board, at least nine members must
1.18 make up the committee. For a committee established by a city council, the minimum number
1.19 of members on the committee must be nine or the number of wards within the city, whichever
1.20 is greater.

1.21 EFFECTIVE DATE. This section is effective for property taxes payable in 2022 and
1.22 thereafter.

2.1 Sec. 2. Minnesota Statutes 2020, section 275.065, subdivision 1, is amended to read:

2.2 Subdivision 1. **Proposed levy.** (a) Notwithstanding any law or charter to the contrary,
2.3 on or before September 30, each county, home rule charter or statutory city, town, and
2.4 special taxing district, excluding the Metropolitan Council and the Metropolitan Mosquito
2.5 Control Commission, shall certify to the county auditor the proposed property tax levy for
2.6 taxes payable in the following year. For towns, the final certified levy shall also be considered
2.7 the proposed levy. Each county and city with a population of at least 500 must annually
2.8 notify the public of its revenue, expenditures, fund balances, and other relevant budget
2.9 information that is used to establish the proposed property tax levy. These taxing jurisdictions
2.10 must solicit feedback on the budget and proposed levy from the public prior to certifying
2.11 the proposed levy under this subdivision.

2.12 (b) Notwithstanding any law or charter to the contrary, on or before September 15, the
2.13 Metropolitan Council and the Metropolitan Mosquito Control Commission shall adopt and
2.14 certify to the county auditor a proposed property tax levy for taxes payable in the following
2.15 year.

2.16 (c) On or before September 30, each school district that has not mutually agreed with
2.17 its home county to extend this date shall certify to the county auditor the proposed property
2.18 tax levy for taxes payable in the following year. Each school district that has agreed with
2.19 its home county to delay the certification of its proposed property tax levy must certify its
2.20 proposed property tax levy for the following year no later than October 7. The school district
2.21 shall certify the proposed levy as:

2.22 (1) a specific dollar amount by school district fund, broken down between voter-approved
2.23 and non-voter-approved levies and between referendum market value and tax capacity
2.24 levies; or

2.25 (2) the maximum levy limitation certified by the commissioner of education according
2.26 to section 126C.48, subdivision 1.

2.27 (d) If the board of estimate and taxation or any similar board that establishes maximum
2.28 tax levies for taxing jurisdictions within a first class city certifies the maximum property
2.29 tax levies for funds under its jurisdiction by charter to the county auditor by the date specified
2.30 in paragraph (a), the city shall be deemed to have certified its levies for those taxing
2.31 jurisdictions.

2.32 (e) For purposes of this section, "special taxing district" means a special taxing district
2.33 as defined in section 275.066. Intermediate school districts that levy a tax under chapter
2.34 124 or 136D, joint powers boards established under sections 123A.44 to 123A.445, and

3.1 Common School Districts No. 323, Franconia, and No. 815, Prinsburg, are also special
3.2 taxing districts for purposes of this section.

3.3 (f) At the meeting at which a taxing authority, other than a town, adopts its proposed
3.4 tax levy under this subdivision, the taxing authority shall announce the time and place of
3.5 any subsequent regularly scheduled meetings at which the budget and levy will be discussed
3.6 and at which the public will be allowed to speak. The time and place of those meetings must
3.7 be included in the proceedings or summary of proceedings published in the official newspaper
3.8 of the taxing authority under section 123B.09, 375.12, or 412.191.

3.9 **EFFECTIVE DATE.** This section is effective for property taxes payable in 2022 and
3.10 thereafter.

3.11 Sec. 3. Minnesota Statutes 2020, section 275.065, subdivision 3, is amended to read:

3.12 **Subd. 3. Notice of proposed property taxes.** (a) The county auditor shall prepare and
3.13 the county treasurer shall deliver after November 10 and on or before November 24 each
3.14 year, by first class mail to each taxpayer at the address listed on the county's current year's
3.15 assessment roll, a notice of proposed property taxes. Upon written request by the taxpayer,
3.16 the treasurer may send the notice in electronic form or by ~~electronic mail~~ e-mail instead of
3.17 on paper or by ordinary mail.

3.18 (b) The commissioner of revenue shall prescribe the form of the notice.

3.19 (c) The notice must inform taxpayers that it contains the amount of property taxes each
3.20 taxing authority proposes to collect for taxes payable the following year. In the case of a
3.21 town, or in the case of the state general tax, the final tax amount will be its proposed tax.
3.22 The notice must clearly state for each ~~city that has a population over 500, county, school~~
3.23 ~~district~~, regional library authority established under section 134.201; and metropolitan taxing
3.24 districts as defined in paragraph (i), the time and place of a meeting for each taxing authority
3.25 in which the budget and levy will be discussed and public input allowed, prior to the final
3.26 budget and levy determination. ~~The taxing authorities must provide the county auditor with~~
3.27 ~~the information to be included in the notice on or before the time it certifies its proposed~~
3.28 ~~levy under subdivision 1.~~ The public must be allowed to speak at that meeting, which must
3.29 occur after November 24 and must not be held before 6:00 p.m. The notice must state for
3.30 each city that has a population over 500, county, and school district, the time and place of
3.31 the meeting to be held pursuant to subdivision 11. The taxing authorities must provide the
3.32 county auditor with the information to be included in the notice on or before the time it
3.33 certifies its proposed levy under subdivision 1. It must provide a telephone number for the
3.34 taxing authority that taxpayers may call if they have questions related to the notice and an

4.1 address where comments will be received by mail, except that no notice required under this
 4.2 section shall be interpreted as requiring the printing of a personal telephone number or
 4.3 address as the contact information for a taxing authority. If a taxing authority does not
 4.4 maintain public offices where telephone calls can be received by the authority, the authority
 4.5 may inform the county of the lack of a public telephone number and the county shall not
 4.6 list a telephone number for that taxing authority.

4.7 (d) The notice must state for each parcel:

4.8 (1) the market value of the property as determined under section 273.11, and used for
 4.9 computing property taxes payable in the following year and for taxes payable in the current
 4.10 year as each appears in the records of the county assessor on November 1 of the current
 4.11 year; and, in the case of residential property, whether the property is classified as homestead
 4.12 or nonhomestead. The notice must clearly inform taxpayers of the years to which the market
 4.13 values apply and that the values are final values;

4.14 (2) the items listed below, shown separately by county, city or town, and state general
 4.15 tax, agricultural homestead credit under section 273.1384, school building bond agricultural
 4.16 credit under section 273.1387, voter approved school levy, other local school levy, and the
 4.17 sum of the special taxing districts, and as a total of all taxing authorities:

4.18 (i) the actual tax for taxes payable in the current year; and

4.19 (ii) the proposed tax amount.

4.20 If the county levy under clause (2) includes an amount for a lake improvement district
 4.21 as defined under sections 103B.501 to 103B.581, the amount attributable for that purpose
 4.22 must be separately stated from the remaining county levy amount.

4.23 In the case of a town or the state general tax, the final tax shall also be its proposed tax
 4.24 unless the town changes its levy at a special town meeting under section 365.52. If a school
 4.25 district has certified under section 126C.17, subdivision 9, that a referendum will be held
 4.26 in the school district at the November general election, the county auditor must note next
 4.27 to the school district's proposed amount that a referendum is pending and that, if approved
 4.28 by the voters, the tax amount may be higher than shown on the notice. In the case of the
 4.29 city of Minneapolis, the levy for Minneapolis Park and Recreation shall be listed separately
 4.30 from the remaining amount of the city's levy. In the case of the city of St. Paul, the levy for
 4.31 the St. Paul Library Agency must be listed separately from the remaining amount of the
 4.32 city's levy. In the case of Ramsey County, any amount levied under section 134.07 may be
 4.33 listed separately from the remaining amount of the county's levy. In the case of a parcel
 4.34 where tax increment or the fiscal disparities areawide tax under chapter 276A or 473F

5.1 applies, the proposed tax levy on the captured value or the proposed tax levy on the tax
5.2 capacity subject to the areawide tax must each be stated separately and not included in the
5.3 sum of the special taxing districts; and

5.4 (3) the increase or decrease between the total taxes payable in the current year and the
5.5 total proposed taxes, expressed as a percentage.

5.6 For purposes of this section, the amount of the tax on homesteads qualifying under the
5.7 senior citizens' property tax deferral program under chapter 290B is the total amount of
5.8 property tax before subtraction of the deferred property tax amount.

5.9 (e) The notice must clearly state that the proposed or final taxes do not include the
5.10 following:

5.11 (1) special assessments;

5.12 (2) levies approved by the voters after the date the proposed taxes are certified, including
5.13 bond referenda and school district levy referenda;

5.14 (3) a levy limit increase approved by the voters by the first Tuesday after the first Monday
5.15 in November of the levy year as provided under section 275.73;

5.16 (4) amounts necessary to pay cleanup or other costs due to a natural disaster occurring
5.17 after the date the proposed taxes are certified;

5.18 (5) amounts necessary to pay tort judgments against the taxing authority that become
5.19 final after the date the proposed taxes are certified; and

5.20 (6) the contamination tax imposed on properties which received market value reductions
5.21 for contamination.

5.22 (f) Except as provided in subdivision 7, failure of the county auditor to prepare or the
5.23 county treasurer to deliver the notice as required in this section does not invalidate the
5.24 proposed or final tax levy or the taxes payable pursuant to the tax levy.

5.25 (g) If the notice the taxpayer receives under this section lists the property as
5.26 nonhomestead, and satisfactory documentation is provided to the county assessor by the
5.27 applicable deadline, and the property qualifies for the homestead classification in that
5.28 assessment year, the assessor shall reclassify the property to homestead for taxes payable
5.29 in the following year.

5.30 (h) In the case of class 4 residential property used as a residence for lease or rental
5.31 periods of 30 days or more, the taxpayer must either:

6.1 (1) mail or deliver a copy of the notice of proposed property taxes to each tenant, renter,
6.2 or lessee; or

6.3 (2) post a copy of the notice in a conspicuous place on the premises of the property.

6.4 The notice must be mailed or posted by the taxpayer by November 27 or within three
6.5 days of receipt of the notice, whichever is later. A taxpayer may notify the county treasurer
6.6 of the address of the taxpayer, agent, caretaker, or manager of the premises to which the
6.7 notice must be mailed in order to fulfill the requirements of this paragraph.

6.8 (i) For purposes of this subdivision and subdivision 6, "metropolitan special taxing
6.9 districts" means the following taxing districts in the seven-county metropolitan area that
6.10 levy a property tax for any of the specified purposes listed below:

6.11 (1) Metropolitan Council under section 473.132, 473.167, 473.249, 473.325, 473.446,
6.12 473.521, 473.547, or 473.834;

6.13 (2) Metropolitan Airports Commission under section 473.667, 473.671, or 473.672; and

6.14 (3) Metropolitan Mosquito Control Commission under section 473.711.

6.15 For purposes of this section, any levies made by the regional rail authorities in the county
6.16 of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, or Washington under chapter 398A
6.17 shall be included with the appropriate county's levy.

6.18 (j) The governing body of a county, city, or school district may, with the consent of the
6.19 county board, include supplemental information with the statement of proposed property
6.20 taxes about the impact of state aid increases or decreases on property tax increases or
6.21 decreases and on the level of services provided in the affected jurisdiction. This supplemental
6.22 information may include information for the following year, the current year, and for as
6.23 many consecutive preceding years as deemed appropriate by the governing body of the
6.24 county, city, or school district. It may include only information regarding:

6.25 (1) the impact of inflation as measured by the implicit price deflator for state and local
6.26 government purchases;

6.27 (2) population growth and decline;

6.28 (3) state or federal government action; and

6.29 (4) other financial factors that affect the level of property taxation and local services
6.30 that the governing body of the county, city, or school district may deem appropriate to
6.31 include.

7.1 The information may be presented using tables, written narrative, and graphic
 7.2 representations and may contain instruction toward further sources of information or
 7.3 opportunity for comment.

7.4 **EFFECTIVE DATE.** This section is effective for property taxes payable in 2022 and
 7.5 thereafter.

7.6 Sec. 4. Minnesota Statutes 2020, section 275.065, is amended by adding a subdivision to
 7.7 read:

7.8 **Subd. 3b. Notice of proposed property taxes required supplemental information.** (a)
 7.9 The county auditor must prepare a separate statement to be delivered with the notice of
 7.10 proposed taxes described in subdivision 3. The statement must fit on one sheet of paper and
 7.11 contain for each parcel:

7.12 (1) for the county, city or township, and school district in which the parcel lies, the
 7.13 certified levy for the current taxes payable year, the proposed levy for taxes payable in the
 7.14 following year, and the increase or decrease between these two amounts, expressed as a
 7.15 percentage;

7.16 (2) summary budget information listed in paragraph (b); and

7.17 (3) information on how to access each taxing authority's website where the taxpayer can
 7.18 find the proposed budget and information on how to participate in person and remotely in
 7.19 the Minnesota Property Taxpayer's Day meetings, held pursuant to subdivision 11.

7.20 (b) Summary budget information must contain budget data from the county, city, and
 7.21 school district that proposes a property tax levy on the parcel for taxes payable the following
 7.22 year. For the school district, the summary budget data must include the information provided
 7.23 to the public under section 123B.10, subdivision 1, paragraph (b), for the current year and
 7.24 following year. For the county and city, the reported summary budget data must contain
 7.25 the same information, in the same categories, and in the same format as provided to the
 7.26 Office of the State Auditor as required by section 6.745. The statement must provide the
 7.27 governmental revenues and current expenditures information in clauses (1) and (2) for the
 7.28 taxing authority's budget for taxes payable the following year and the taxing authority's
 7.29 budget from taxes payable in the current year, as well as the percent change between the
 7.30 two years. The city must provide the county auditor with the summary budget data at the
 7.31 same time as the information required under subdivision 3. Only cities with a population
 7.32 at least 500 are required to report the data described in this paragraph. If a city with a
 7.33 population over 500 fails to report the required information to the county auditor, the county

8.1 auditor must list the city as "budget information not reported" on the portion of the statement
8.2 dedicated to the city's budget information. The statement may take the same format as the
8.3 annual summary budget report for cities and counties issued by the Office of the State
8.4 Auditor. The summary budget data must include:

8.5 (1) a governmental revenues category, including and separately stating:

8.6 (i) "property taxes" defined as property taxes levied on an assessed valuation of real
8.7 property and personal property, if applicable, by the city and county, including fiscal
8.8 disparities;

8.9 (ii) "special assessments" defined as levies made against certain properties to defray all
8.10 or part of the costs of a specific improvement, such as new sewer and water mains, deemed
8.11 to benefit primarily those properties;

8.12 (iii) "state general purpose aid" defined as aid received from the state that has no
8.13 restrictions on its use, including local government aid, county program aid, and market
8.14 value credits; and

8.15 (iv) "state categorical aid" defined as revenues received for a specific purpose, such as
8.16 streets and highways, fire relief, and flood control, including but not limited to police and
8.17 fire state aid and out-of-home placement aid; and

8.18 (2) a current expenditures category, including and separately stating:

8.19 (i) "general government" defined as administration costs of city or county governments,
8.20 including salaries of officials and maintenance of buildings;

8.21 (ii) "public safety" defined as costs related to the protection of persons and property,
8.22 such as police, fire, ambulance services, building inspections, animal control, and flood
8.23 control;

8.24 (iii) "streets and highways" defined as costs associated with the maintenance and repair
8.25 of local highways, streets, bridges, and street equipment, such as patching, seal coating,
8.26 street lighting, street cleaning, and snow removal;

8.27 (iv) "sanitation" defined as costs of refuse collection and disposal, recycling, and weed
8.28 and pest control;

8.29 (v) "human services" defined as activities designed to provide public assistance and
8.30 institutional care for individuals economically unable to provide for themselves;

8.31 (vi) "health" defined as costs of the maintenance of vital statistics, restaurant inspection,
8.32 communicable disease control, and various health services and clinics;

9.1 (vii) "culture and recreation" defined as costs of libraries, park maintenance, mowing,
 9.2 planting, removal of trees, festivals, bands, museums, community centers, cable television,
 9.3 baseball fields, and organized recreation activities;

9.4 (viii) "conservation of natural resources" defined as the conservation and development
 9.5 of natural resources, including agricultural and forestry programs and services, weed
 9.6 inspection services, and soil and water conservation services;

9.7 (ix) "economic development and housing" defined as costs for development and
 9.8 redevelopment activities in blighted or otherwise economically disadvantaged areas, including
 9.9 low-interest loans, cleanup of hazardous sites, rehabilitation of substandard housing and
 9.10 other physical facilities, and other assistance to those wanting to provide housing and
 9.11 economic opportunity within a disadvantaged area; and

9.12 (x) "all other current expenditures" defined as costs not classified elsewhere, such as
 9.13 airport expenditures, cemeteries, unallocated insurance costs, unallocated pension costs,
 9.14 and public transportation costs.

9.15 (c) If a taxing authority reporting this data does not have revenues or expenditures in a
 9.16 category listed in paragraph (b), then the taxing authority must designate the amount as "0"
 9.17 for that specific category.

9.18 (d) The supplemental statement provided under this subdivision must be sent in electronic
 9.19 form or by e-mail if the taxpayer requests an electronic version the notice of proposed
 9.20 property taxes under subdivision 3, paragraph (a).

9.21 **EFFECTIVE DATE.** This section is effective for property taxes payable in 2022 and
 9.22 thereafter.

9.23 Sec. 5. Minnesota Statutes 2020, section 275.065, is amended by adding a subdivision to
 9.24 read:

9.25 **Subd. 11. Minnesota Property Taxpayer's Day.** (a) Notwithstanding any other provision
 9.26 of law, on the first Wednesday following the first Monday in December, each county, city
 9.27 with a population of at least 500, and each school district must annually hold a meeting to
 9.28 discuss each taxing authority's proposed budget and levy for the upcoming taxes payable
 9.29 year, prior to the final budget and levy determination. This meeting shall be known as
 9.30 "Minnesota Property Taxpayer's Day."

9.31 (b) Counties must begin a meeting at 6:00 p.m. and discuss the county's budget and levy.
 9.32 The public must be allowed to speak no later than 20 minutes after the start of the meeting.
 9.33 Cities must begin a meeting to discuss their budget and levy at 7:00 p.m. and must allow

10.1 the public to speak no later than 20 minutes after the start of the meeting. School districts
10.2 must begin a meeting to discuss their budget and levy at 8:00 p.m. and must allow the public
10.3 to speak no later than 20 minutes after the start of the meeting.

10.4 (c) Each taxing jurisdiction must broadcast the meeting virtually and provide a method
10.5 for the public to participate in person and remotely. Information about the meeting, including
10.6 instructions on how to participate remotely, must be posted on the website of each taxing
10.7 jurisdiction required to hold a meeting under this subdivision by November 10.

10.8 **EFFECTIVE DATE.** This section is effective July 1, 2021.

Prepared by: Marcia Westover, City Planner

Joint Meeting

A joint meeting of the Planning Commission and the Parks, Trails, and Recreation Commission was held on February 8, 2021. The Cambridge Cove park land dedication was discussed and a recommendation was made to: 1.) bring an asphalt trail into the development from County Road 14 to the cul-de-sac on Street B, then continue with standard sidewalks along the street through the development, and 2.) dedicate a 1.2 acre park area as identified on map option #2. The motion passed 8/5. The draft minutes of the meeting will be provided for your review once they are complete.

Background

During concept and rezoning review of the Cambridge Cove development in January 2021, the Planning Commission felt that the original .67 acre park size was not adequate due to the number of new homes being built, they didn't think a trail would get used, and the fact that the city is growing should be incentive to build a larger park.

After the Planning Commission meeting, staff and the developer discussed several parkland options. Ultimately, the city and developer could agree on bringing forward three options and these options were presented to the Commissioner's at the joint meeting. Option #1 is the .67 acre original park size submitted to the Planning Commission. Option #2 is a 1.2 acre park option. And, Option #3 is a .08 acre parcel.

The developer created "perspective" sketches around the Cambridge Primary school playground to show what a 1.2 acre and .08 acre parcel could encompass. Both of these options will fit two playgrounds, a basketball court area, and allow additional green space.

Staff and the developer have also been working on trail details. Staff has stressed the importance of trail development to the Commissioner's due to a trail network being a guiding principle in the City's comprehensive Plan. The global trail plan will tie the Cambridge Cove property, the residential/commercial (Kelly) property, the College, and Gracepoint Crossing into the city's sidewalk and trail system.

Developer Feedback

The developer favors a smaller park size (the original .67 acre park). They feel this size is sufficient to serve the needs of the neighborhood (within walking distance) and would rather not create a large park that could potentially draw from outside the neighborhood and result in increased parking demand. The developer has agreed to the trail location/development as recommended.

Conclusion

The Cambridge Cove development is filling a desperate need to bring in more single-family housing. The parkland dedication is determined at the sole discretion of the City. If Council finds that no new parkland is needed, then only a cash contribution is required. However, staff and the developer are working together to balance the need for housing units, the comprehensive trail network, and desire for parkland.

Fiscal Note

At this time it is undetermined if this park development will cost the city anything. The amount of parkland dedication fees to be paid by the developer is \$329,600 (based on

206 units). Staff will need to determine the land value (based on park size) and trail costs.

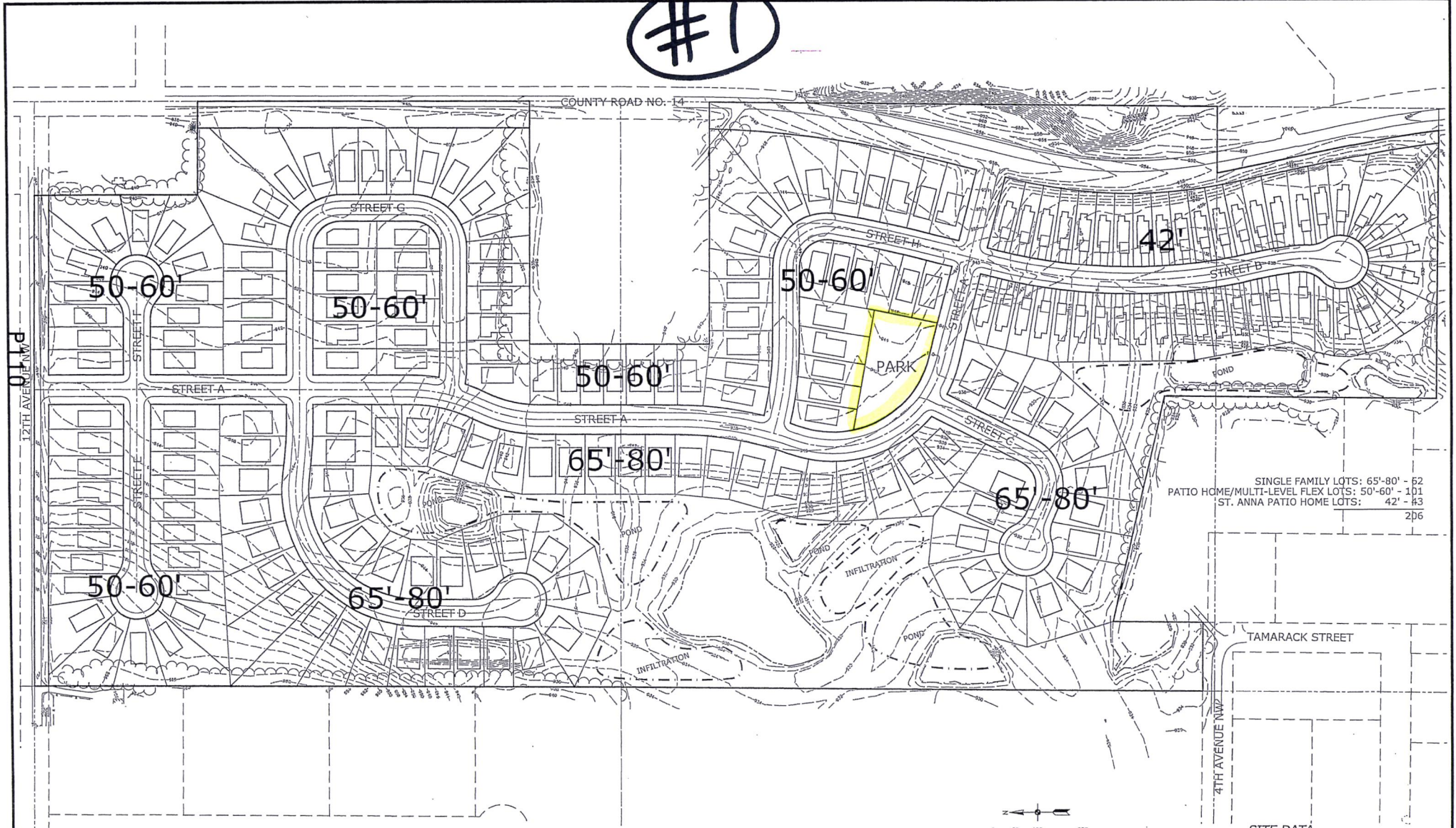
City Council Action

Direct staff how to proceed with park dedication needs. Determine whether or not a park is needed and what park size is recommended (Option #1, Option #2, or Option #3). Determine the trail needs. Is the trail connection from County Road 14 to the cul-de-sac favorable, then connecting to the standard sidewalk within the development, or is a regular 8' wide asphalt trail preferred (within the development or along Co. Rd. 14)?

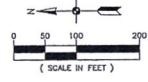
Attachments

1. Map Option #1
2. Map Option #2, and perspective map
3. Map Option #3, and perspective map
4. Comprehensive Plan Trail Network
5. Area map

#1



SINGLE FAMILY LOTS: 65'-80' - 62
 PATIO HOME/MULTI-LEVEL FLEX LOTS: 50'-60' - 101
 ST. ANNA PATIO HOME LOTS: 42' - #3
 2D6



SITE DATA
 TOTAL BOUNDARY AREA: ±76.30 AC.
 TOTAL NUMBER LOTS: 206
 GROSS DENSITY: 2.7 UNITS/AC.

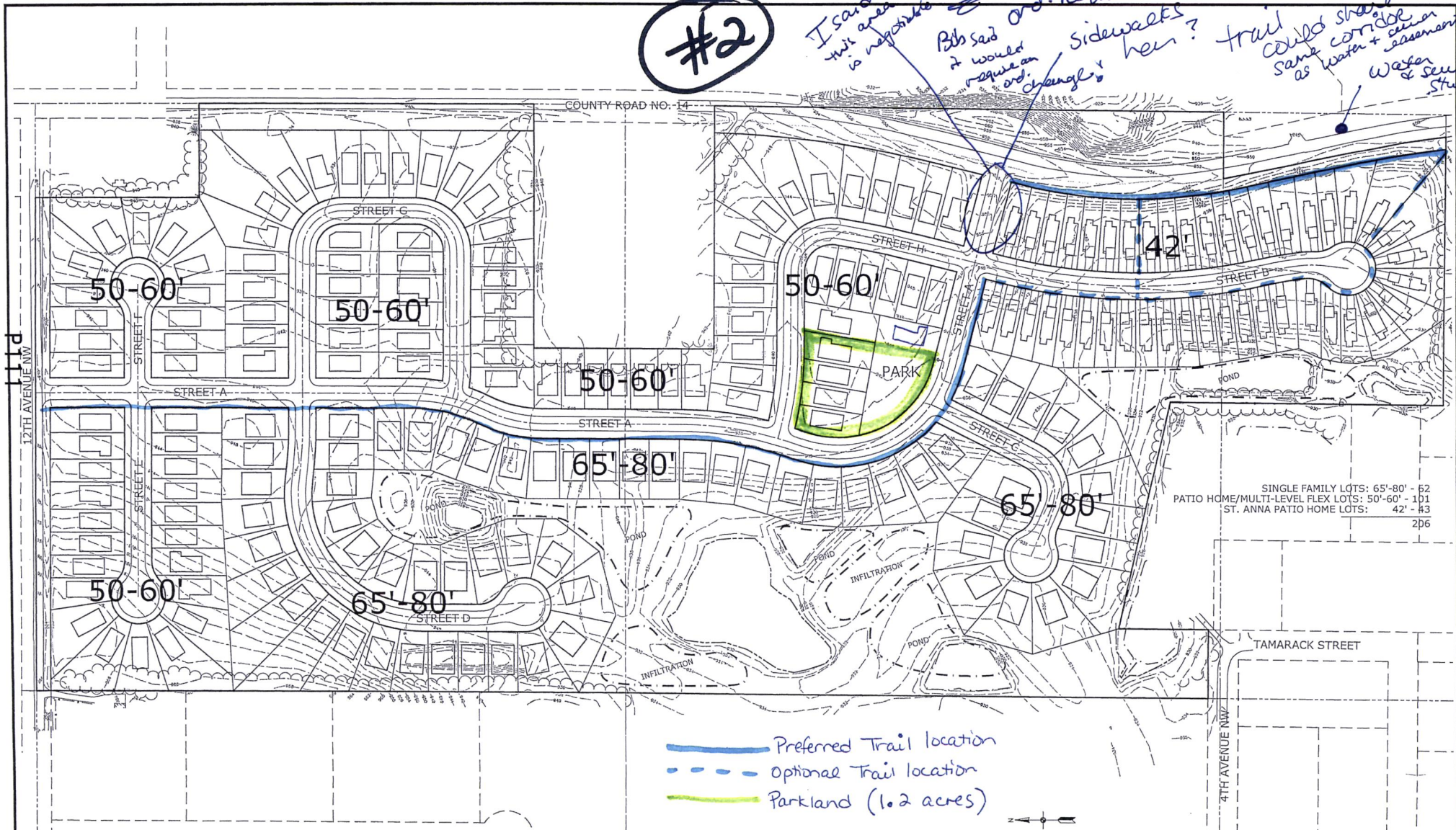
#2

*I said
with area
is negotiable*

*Bob said
it would
require an
ord. change!*

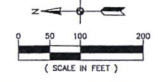
*sidewalks
here?*

*trail
could share
same corridor
as water + assessment
Water & Sewer
Stub*



SINGLE FAMILY LGTS: 65'-80' - 62
 PATIO HOME/MULTI-LEVEL FLEX LGTS: 50'-60' - 101
 ST. ANNA PATIO HOME LGTS: 42' - #3
 2/6

— Preferred Trail location
- - - Optional Trail location
— Parkland (1.2 acres)



SITE DATA
 TOTAL BOUNDARY AREA: ±76.30 AC.
 TOTAL NUMBER LOTS: 206
 GROSS DENSITY: 2.7 UNITS/AC.

Carlson McCain
 • environmental
 • engineering
 • surveying
 3890 Pheasant Ridge Drive NE
 Suite 100
 Blaine, MN 55449
 Phone: (763) 489-7900
 Fax: (763) 489-7959
 www.carlsonmccain.com

I hereby certify that this plan, specification 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.
 Date: 06/15/18 License #: _____
 Print Name: _____
 Signature: _____
 Title: _____

DRAWN BY: CA
 ISSUE DATE: 06/13/18
 FILE NO.: 355

Revisions:
 1. 09/26/2020 add St. Anna Patio Lots.
 2. 10/28/2020 Revise 50'-60' lots.
 3. 12/08/2020 Revise plan & Site Data.

PAXMAR
 3495 Northdale, Suite 210
 Coon Rapids, Minnesota 55448

CAMBRIDGE COVE
 Cambridge, Minnesota

SKETCH PLAN

1 of 2

#3

STREET H

50-60'

STREET A

0.67 AC

270' PARK

150'-4"



150'-1"

STREET C

11:00'

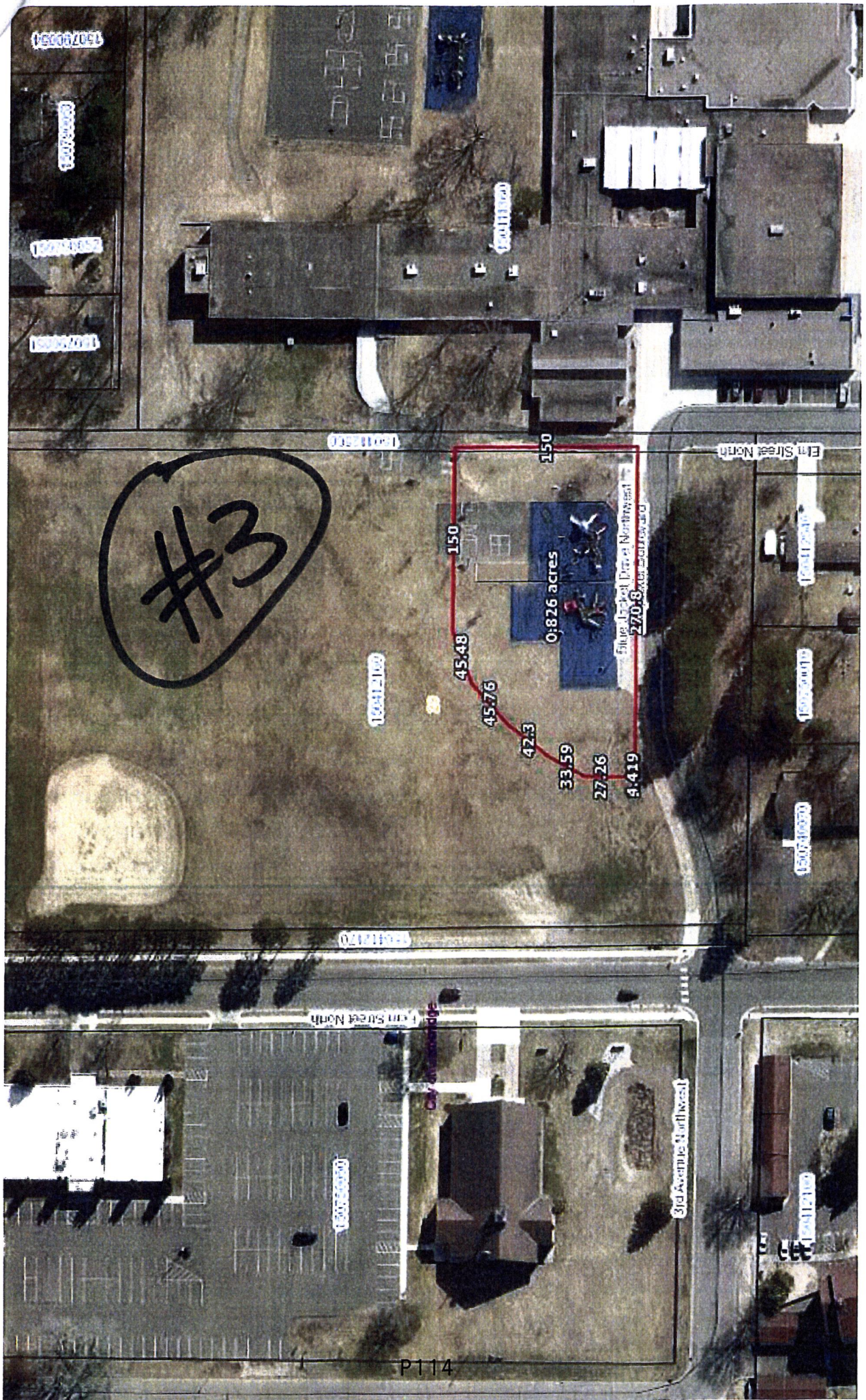
65'-80'

POND

INFILTRATION

P113

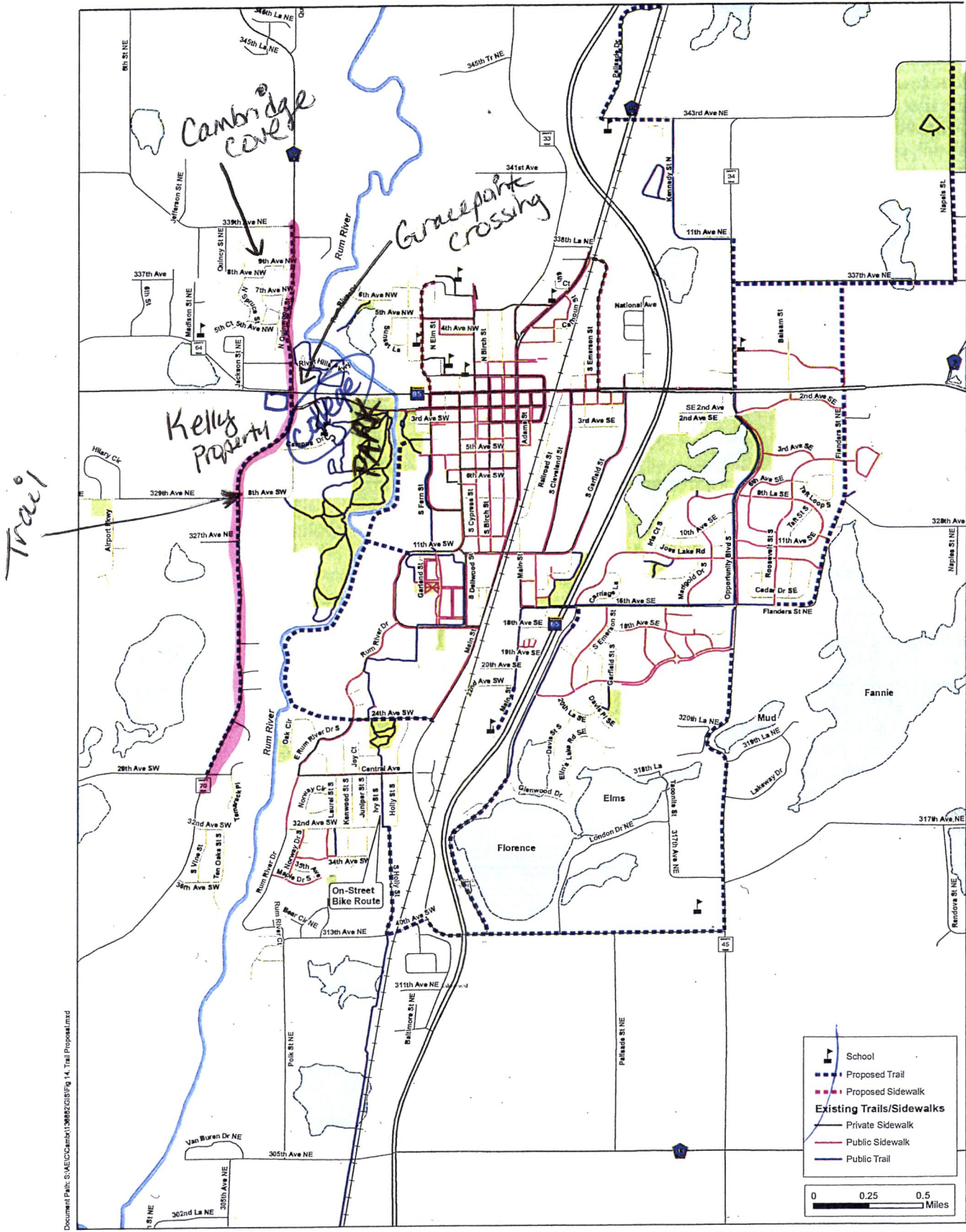
08 AC



#3

Perspective Map
0.8 acre area
Cambridge Primary School playground

camp plan - need to strike for the trail



Document Path: S:\E\GIS\Camb\13882\GIS\Fig 14_Trail_Proposal.mxd

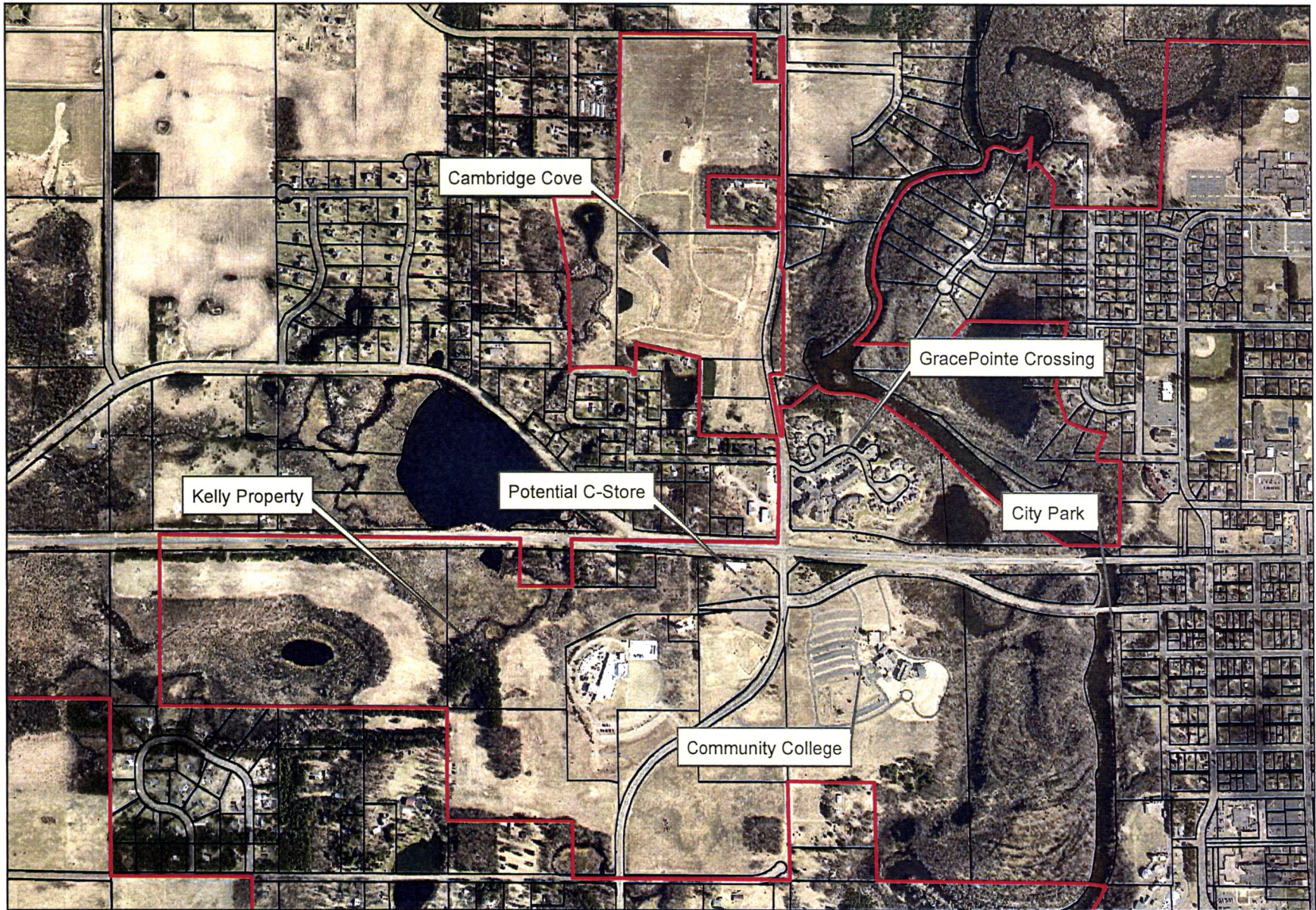
Project Number: MNT07 137843
 Print Date: 3/2/2017
 Map by: mtaucemagel
 Projection: NAD_1983_HARN_Alt_MN_State_Feet
 Source: MNDOT, ESRI, GSI

Proposed Trail Network Cambridge, MN

FIGURE 5-10

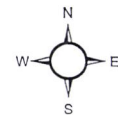
This map is a legally recorded map for a survey and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources listed on the map and is to be used for reference purposes only. SEH does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and SEH does not represent that the GIS Data can be used for navigational, tracking, or any other purpose requiring accurate measurement of distance or direction or position in the depiction of geographic features. The user of this map acknowledges that SEH shall not be liable for any damage which arises out of the user's access or use of data provided.

10



P116

Area Map showing future growth and connectivity needs



**Joint Meeting of the Cambridge Parks, Trails, and Recreation Commission & Planning Commission
Meeting Minutes
Monday, February 8, 2021**

Pursuant to due call and notice thereof, a joint meeting of the Cambridge Parks, Trails, and Recreation Commission and the Planning Commission was held on Monday, February 8, 2021, at the Cambridge Public Library, 111 Dellwood St. N, Cambridge, Minnesota, 55008.

Parks Commission Members Present:

Commissioners Mark Ziebarth (Council Rep), Vice Chair Kriste Ericsson (via Zoom), and Commissioners Jeff Andres (via Zoom), Jeff Soderquist, Elijah Anderson (via Zoom), and Ex-Officio Member, Barry Wendorf (via Zoom)

Parks Commission Members Absent:

None

Planning Commission Present:

Chair Aaron Berg, Vice Chair Bob Boese, Arianna Weiler, Joe Morin, Jessica Kluck, David Redfield, and Council Representative Bob Shogren.

Planning Commission Absent:

None

Staff Present: City Planner, Marcia Westover, Community Development Specialist, Carri Levitski.

Call to Order & Pledge of Allegiance

Ziebarth called the meeting to order at 7:00 pm and led the Commissioners in the Pledge of Allegiance.

Approval of the Agenda

Berg moved, seconded by Ericsson, to approve the agenda as presented.

New Business

Cambridge Cove Discussion

Westover explained Paxmar, LLC., has proposed a concept plan and rezoning as a Planned Unit Development (PUD) for their development named Cambridge Cove. The general location of this request is 76.30 acres north of State Highway 95 along the west side of County Road 14 and south of 339th Avenue NE (12th Avenue NW).

Westover stated the concept plan and Planned Unit Development (PUD) have been approved. The next step is to address the parkland before the developer moves forward with a preliminary plat. The preliminary plat will again be reviewed by the Planning Commission and Council for approval.

Westover noted the original 2021 concept plan that was reviewed by the Planning Commission and

offered .67 acres of park land. Staff felt that was adequate due to the number of parks already established in the city, the City's comprehensive trail plan, and that a monetary park dedication fee can be paid for a planned park already identified in the long-range plan. The Planning Commission felt that more park space should be offered within this development due to the number of new homes being built, they thought that the trail wouldn't be used, and the fact that the city is growing.

Westover explained the developer and staff have been in discussions since the last Planning Commission meeting. Several ideas have been reviewed, and a new proposal has been submitted. Additional park land has been identified by the developer to include a park that will be 1.2 acres in size. A perspective map has been included with this staff report to show what a 1.2-acre park could encompass. The perspective map identifies the Cambridge Primary School playground with a 1.2-acre parcel.

Westover noted staff had an internal discussion that a ninja course be installed in this park. She noted some examples of what that could look like. The average age of users for the ninja course is 5-12. Since this is a mixed-use development, perhaps several different age categories are considered. A horseshoe pit might make a nice addition for users of all ages.

Westover noted that the developer and staff are also working on trail details. The grades along County Road 14 may be such that the trail may not happen along this road, but perhaps through the development itself. Many details need to be worked out yet, but staff recommend the trail as a priority.

Westover stated The City's Comprehensive Plan identifies a trail along County Road 14 to the northern edge of the Cambridge Cove property. This trail extends south across Highway 95 down to 28th Avenue. The southwest corner of Highway 95/Spirit River Dr. is to have commercial development. Ideally, a convenience store will be located here. To the west of the convenience store and west of the Armed Forces Reserve Center is another planned residential development (identified as the Kelly property). The overall plan for the city is that these residences have a global trail system to lead them to the amenities of a convenience store, and to 2nd Ave SW leading to City Park or into the business district. In addition to Cambridge Cove, the Kelly property, and the Community College, GracePointe Crossing would like to expand in the future. This will be a highly developed area and staff is planning now for the trail system to be adequate. The costs will be much higher if the trail is built after development occurs.

Westover stated at this point, staff need more specific costs to determine if parkland dedication will be met. If the trail is built along County Road 14 to Street A, that will cost a significant amount more than bringing the trail into the development to the cul-de-sac. The trail along County Road 14 is estimated to cost \$200,000. The monetary value of the dedicated land is yet to be determined. At this time staff do not know if any park equipment could be installed immediately.

Westover explained staff is seeking a recommendation of the plan as proposed with 1.2 acre of parkland and to recommend a trail connection into this development. If it is determined that the parkland and trail costs do not meet the developer's required parkland dedication fees, then equipment would be installed. The specific equipment discussion can happen at a later date.

Westover explained the Cambridge Cove development is filling a desperate need to bring in more single-

family housing. The parkland dedication is determined at the sole discretion of the City. If Council finds that no new parkland is needed, then only a cash contribution is required. However, staff and the developer are working together to balance the need for housing units, the comprehensive trail network, and desire for parkland.

Westover mentioned at this time it is undetermined if this park development will cost the city anything. The amount of parkland dedication fees to be paid by the developer is \$329,600 (based on 206 units).

Soderquist stated he does not agree with the trail being along County Road 14 due to 55 mph speed limit.

Berg asked about the trail being on back side of homes on the south side of Street B and also the cost of changing the curve of the trail.

Roos, the developer, explained elevations may be an issue with existing ponds and slopes down to the pond. Grading has already been done. These lots won't have as much room because the homes will use a larger foot print. Slab on grade homes take up more lot space. The lots have contour lines and would need flat lots. A 4-6' retaining wall would be needed for the majority of the cul-de-sac. Roos explained the retaining wall would get taller if on private property.

Roos explained that park Option #1 takes the place of 3 lots. Option #2 takes the place of 6 lots and Option #3 takes the place of 4 lots. Roos asked the question "is bigger always better and what improvements do you want for your parks"? In dedicating park land, the developer would want to see improvements sooner rather than later, and that it be a manageable size.

Soderquist suggested having a shuffleboard or horseshoe area depending on mixed users in this development.

Berg asked Weiler what size option she would like to see since she was vocal during the Planning Commission meeting. Weiler stated she liked Option # 3 as it focuses more on the Long-Range Comprehensive Parks Plan.

Berg compared the 1.2 acre park as shown in the perspective of the Primary School playground to the size (206 homes) of Cambridge Cove. He explained the Primary School playground hosts 1,000 kids per day, where there will be a fraction of that in a 1.2 acre park at Cambridge Cove.

Shogren explained the bituminous trails would be a downgrade and a waste of resources when we already have sidewalks required.

Commissioners discussed sidewalk shoveling in front of the house the property owner is responsible for removing the snow within 48 hours.

Redfield felt with the infrastructure already being installed a trail would not be necessary. Redfield stated the size of the park versus the trail are 2 different issues. He stated he already drives to the city park or other parks in the area and would never walk his children along County Road 14.

Zeibarth discussed Option # 2. He brought up concerns about the high speed of traffic on County Rd 14 and also the difficulty crossing Highway 95 due to high traffic volume and busy intersection. Questioned being able to access the rest of the park services.

Westover explained Cambridge Cove is a just a starting place for the trail network on this side of the city to connect to the rest of the city. She mentioned the Highway 95 intersection would need to be upgraded with crosswalks and signals and it would be a safe intersection to cross. She further expressed that if we don't start the trail now, it will be much more difficult and costly to come back after the fact to obtain trail right-of-way, and this area will be a highly developed area in the future.

Weiler feels a trail is needed but at this point a park is more important.

Morin suggested separating the discussion into 2 issues, Parks and a Trail System.

Redfield suggested discussing a plan with the developer to identify the trail system and felt 8' wide asphalt would be the best material for the trail.

Boese mentioned he and his wife have bravely crossed Highway 95 and how difficult it was and will only get worse in the future.

Morin made a motion for the trail only, to go with Option # 2 for the trail system. The entrance point off of County Road 14 would be determined by city staff and the developer as to whether it be at the utility stub in or current mark on the map. This portion of the trail would be bituminous. Once the trail connects with the sidewalk on the cul-de-sac or street then standard concrete width on both sidewalks.

Shogren seconded clarifying no bituminous trail would be added along the street and sidewalk would remain on both sides. Connection from cul-de-sac to County Road 14 would be asphalt and the pedestrian route running parallel the streets would be concrete. Upon call of the roll Shogren, Redfield, Kluck, Morin, Weiler, Boese, Berg, Andres, Ericsson, Soderquist, Wendorf, Anderson, Zeibarth all voted aye. Motion passed 13/0.

Motion made by Andres, seconded by Soderquist to go with Option # 2, 1.2-acre park which is the largest of the options.

Shogren asked how much money it would cost the developer in lost revenue using Option # 2. Asking if the cost of the 3 lots would be about \$60 thousand per lot. Roos, developer, added the home prices will be in the high \$200 thousands. Park dedication is \$1600 per unit. Shogren spoke against Option # 2 and is in favor of Option # 1.

Berg stated he is in favor of Option # 3 and is in favor of adding a park, but a smaller park due to revenue for the city.

Morin stated the need to put the money into the existing long range park plan rather than add a park to the development. He stated more lots would help pay taxes and increase property revenue. Morin stated City Council has lost two (2) people in the past year to help with the budget. Morin expressed his opposition to voting on any park that would require hiring more staff or purchasing more equipment.

Weiler explained there has been a falsehood in the past 10 years of Cambridge having a Splash Pad. Her family has gone to other communities to use their park facilities.

Redfield stated once the land is gone it's gone forever. He also noted the developer is compromising, it should be common sense to compromise.

Upon call of the roll Redfield, Boese, Andres, Ericsson, Soderquist, Wendorf, Anderson and Zeibarth all voted aye. Kluck, Morin, Weiler, Berg, Shogren voted nay. Motion for Option #2, 1.2 acre park, passed 8/5.

Adjournment

Being no further business before the Joint Cambridge Parks, Trails, and Recreation Commission and Planning Commission, Morin moved, seconded by Berg to adjourn the regular meeting at 8:32 pm. Upon call of the roll, the motion passed unanimously.

Chair Mark Ziebarth

ATTEST:

Marcia Westover, City Planner

Prepared by: Caroline Moe, Director of Finance

Background

As detailed in the attached resolution, we are recommending that a certain 2020 fund transfers be approved at this time.

If Council recommends changes, this resolution will be updated based on the outcome of the Council Visioning Session on February 12, 2021.

Council Action Requested

Adopt Resolution R21-004 Approving Inter-Fund Transfers

Resolution No. R214-004

RESOLUTION AUTHORIZING 2020 INTERFUND TRANSFERS

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the Director of Finance be directed to make the following 2020 Inter-fund Transfers on the City of Cambridge books of record for 2020:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
General Fund (#101)	Redevelopment Fund (#499)	\$1,005,000.00	Transfer excess General Fund funds to Redevelopment Fund.
General Fund (#101)	Airport Operating Special Revenue Fund (#211)	\$9,000.00	Transfer funds to cover staff costs spent on airport.
General Fund (#101)	Northbound Liquor Fund (#610)	\$166,500.00	Return excess funds transferred from Northbound Liquor for re-distribution.
Northbound Liquor Fund (#610)	Public Works Capital Fund (#418)	\$200,000.00	Transfer excess funds from Northbound Liquor to Public Works for acquisition of new sidewalk clearing machine and replacement of emergency siren.
Library Construction Fund (#425)	Redevelopment Fund (#499)	\$243,784.31	Transfer excess funds from Library Project to Redevelopment Fund.
Northbound Liquor Fund (#610)	Parks Capital Fund (#415)	\$115,000.00	Transfer excess funds from Northbound Liquor to Park Capital Fund.
RTC Property Development Fund (#409)	Redevelopment Fund (#499)	\$271,000.00	Transfer excess funds to Redevelopment Fund.
Housing Fund (#903)	Redevelopment Fund (#499)	\$387,180.00	Transfer excess funds to Redevelopment Fund.
		\$2,397,464.31	

This resolution shall become effective immediately upon its passage without publication. Adopted this 16th day of February 2021.

James A. Godfrey, Mayor

ATTEST:

Linda J. Woulfe, City Administrator

7G 2020 General Fund Budget Amendments

February 16, 2021

Prepared by: Caroline Moe, Director of Finance

*Revised***Background**

Updated for Council Decisions on 2/12/2021. Staff recommends the following change to the general fund budgeted revenues and transfers in:

Dept Impacted	Amount of increase (decrease)	Rationale
Taxes	\$341,697	Adjusted to actual collections.
Licenses & Permits	\$91,506	Adjusted to actual collections.
Inter-governmental Revenues	\$34,318	Adjusted to actual collections. School Resource Officer resumed later in 2020—contract payment received from ISD #911.
Charges for Services	\$1,210	Adjusted to actual collections.
Fines & Forfeitures	\$16,578	Adjusted to actual collections.
Other	\$46,631	Adjusted to actual collections. Interest income more than expected.
Transfers In	(\$150,000)	Reduce expected transfer from Northbound Liquor back to original 2020 budget amount.
Total	\$381,940	

We recommend the following change to the general fund budgeted expenditures and transfers out:

Dept Impacted	Amount of increase (decrease)	Rationale
General Gov	(\$158,998)	Adjust to projected expenditures for the year.
Public Safety	(\$131,161)	Adjust to projected expenditures for the year.
Public Works	(\$96,478)	Adjust to projected expenditures for the year.
Parks & Recreation	(\$107,740)	Adjust to projected expenditures for the year.
Transfer Out	\$1,014,000	Transfer \$9,000 to Airport Operating Fund for wages and \$1,005,000 to Redevelopment Fund.
Total	\$519,623	

Council Action

Approve Resolution No. R21-005 2020 General Fund Budget Revision

Resolution No. R21-005

RESOLUTION APPROVING AMENDMENTS TO THE 2020 GENERAL FUND BUDGET

WHEREAS, the Cambridge City Council passed upon Resolution R19-090 adopting the 2020 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R20-015 amending the 2020 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R20-033 amending the 2020 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R20-052 amending the 2020 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R20-065 amending the 2020 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R20-082 amending the 2020 General Fund Budget; and

WHEREAS, for financial reporting purposes, all amendments to the City's General Fund Budget are to be made in the form of Budget Amendment Resolution.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the Director of Finance be directed to enter the attached budget amendments into the City's financial records:

GENERAL FUND REVENUES AND TRANSFERS IN:

An amendment of the 2020 budget is sought from \$7,396,822 to \$7,778,762 a total net increase of \$381,940, reflecting the attached line item changes:

Operating Revenues:	2020 Amended Budget 11/2/20	2020 Proposed Amended Budget 2/16/2021	Increase (decrease)
Taxes	\$4,891,018	\$5,232,715	341,697
Licenses & Permits	398,107	489,613	91,506
Intergovernmental	1,204,478	1,238,796	34,318
Charges for Services	132,364	133,574	1,210
Fines & Forfeitures	40,445	57,023	16,578
Other Revenue	80,410	127,041	46,631
Transfers In	<u>650,000</u>	<u>500,000</u>	<u>(150,000)</u>
Total Revenues & Transfers In	<u>\$7,396,822</u>	<u>\$7,778,762</u>	<u>\$381,940</u>

GENERAL FUND EXPENDITURES AND TRANSFERS OUT:

An amendment of the 2020 budget is sought from \$7,396,822 to \$7,916,445 a total net increase of \$519,623:

Operating Expenditures:	2020	2020	Increase (decrease)
	Amended Budget 11/2/20	Proposed Amended Budget 2/16/2021	
General Government	1,648,939	1,489,941	(\$158,998)
Public Safety	2,494,156	2,362,995	(131,161)
Public Works	1,351,697	1,255,219	(96,478)
Parks and Recreation	529,326	421,586	(107,740)
Transfers to Other Funds	<u>1,372,704</u>	<u>2,386,704</u>	<u>1,014,000</u>
Total Operating Expenditures	<u>\$7,396,822</u>	<u>\$7,916,445</u>	<u>\$519,623</u>

This resolution shall become effective immediately upon its passage without publication.

Adopted this 16th Day of February, 2021

James Godfrey, Mayor

Attest:

Linda J. Woulfe, City Administrator

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	Adopted Budget <u>2020</u>	11/2/2020 Amended Budget <u>2020</u>	2/16/2021 Proposed Budget <u>2020</u>	YTD Actual 2020 12/31/2020	YTD Actual 2019 12/31/2019
REVENUES AND TRANSFERS IN					
REVENUES					
Taxes	5,141,841	4,891,018	5,232,715	5,232,716.68	4,760,578.81
Licenses and Permits -					
Business	79,550	71,250	71,637	71,637.86	90,547.30
Non-Business	144,450	326,857	417,976	417,979.16	323,936.93
Intergovernmental Revenues	1,266,560	1,204,478	1,238,796	1,238,797.59	1,169,545.62
Charges for Services					
General Government	247	7,836	7,997	7,997.25	2,726.75
Public Safety	116,300	115,719	116,448	116,450.24	120,272.70
Other	8,000	8,809	9,129	9,129.36	12,503.25
Fines and Forfeitures	48,407	40,445	57,023	57,024.60	84,760.49
Other	34,225	80,410	127,041	127,043.37	100,866.57
<i>Total Revenues</i>	<u>6,839,580</u>	<u>6,746,822</u>	<u>7,278,762</u>	<u>7,278,776.11</u>	<u>6,665,738.42</u>
TRANSFERS IN	500,000	650,000	500,000	666500.00	502350.00
TOTAL REVENUES AND TRANSFERS IN	<u>7,339,580</u>	<u>7,396,822</u>	<u>7,778,762</u>	<u>7,945,276.11</u>	<u>7,168,088.42</u>
EXPENDITURES AND TRANSFERS OUT					
EXPENDITURES					
General Government					
Mayor and Council	61,630	61,558	53,114	53109.71	73332.69
Administration	303,542	309,131	290,680	288517.00	312544.04
Elections	10,900	11,700	17,644	17642.73	355.00
Finance	345,330	344,904	312,927	311842.28	329731.10
Legal	103,000	138,000	93,557	93555.98	113159.79
Community Development	619,829	626,835	584,497	582269.56	600401.12
New City Hall Buildings	156,959	156,811	137,522	137511.58	166633.17
Total General Government	<u>1,601,190</u>	<u>1,648,939</u>	<u>1,489,941</u>	<u>1484448.84</u>	<u>1596156.91</u>
Public Safety					
Police Department	2,292,960	2,148,468	2,031,460	2026060.17	2033292.13
Fire Department	335,763	335,892	322,631	321544.55	298498.60
Emergency Management	4,900	4,296	4,104	4103.33	4383.18
Animal Control	5,500	5,500	4,800	4800.00	4800.00
Total Public Safety	<u>2,639,123</u>	<u>2,494,156</u>	<u>2,362,995</u>	<u>2356508.05</u>	<u>2340973.91</u>
Public Works					
Street Maintenance	1,380,829	1,351,697	1,255,219	1249813.96	1551733.11
Total Public Works	<u>1,380,829</u>	<u>1,351,697</u>	<u>1,255,219</u>	<u>1249813.96</u>	<u>1551733.11</u>
Parks and Recreation					
Parks and Recreation	470884.00	458995.00	350795.00	348626.44	383018.01
Library	40600.00	70331.00	70791.00	63355.25	0.00
Total Parks and Recreation	<u>511,484</u>	<u>529,326</u>	<u>421,586</u>	<u>411981.69</u>	<u>383018.01</u>
Total Expenditures	<u>6,132,626</u>	<u>6,024,118</u>	<u>5,529,741</u>	<u>5502752.54</u>	<u>5871881.94</u>
TRANSFERS OUT	1,206,954	1,372,704	2,386,704	1372704.00	1214059.00
TOTAL EXPENDITURES & TRANSFERS OUT	<u>7,339,580</u>	<u>7,396,822</u>	<u>7,916,445</u>	<u>6875456.54</u>	<u>7085940.94</u>
NET INCREASE (DECREASE) IN FUND BALANCE	0	(0)	(137,683)	1069819.57	82147.48

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	Adopted Budget <u>2020</u>	11/2/2020 Amended Budget <u>2020</u>	2/16/2021 Proposed Budget <u>2020</u>	YTD Actual 2020 12/31/2020	YTD Actual 2019 12/31/2019
REVENUES					
TAXES					
01-31010	Taxes - Current	5,114,859	4,857,213	5,197,118	4,720,330.81
01-31020	Taxes - Delinquent	25,000	14,934	16,226	16,104.12
01-31030	Taxes-Market Value Credit Refund				
01-31050	Taxes - Excess Tax Increments				0.94
01-31051	Decert TIF District Proceeds				
01-31061	Taxes & Assessments on Sale of Foreclosed Property		18,671	18,671	22,889.19
01-31062	Taxes Abated by Isanti Co				
01-31063	Taxes & Assessments on Sale of Foreclosed Property Future				
01-31060	Penalties and Interest	1,982	200	700	1,253.75
	TOTAL TAXES	5,141,841	4,891,018	5,232,715	4,760,578.81
LICENSES AND PERMITS					
<i>Business</i>					
01-32110	Liquor	14,000	14,000	1,200	20,300.00
01-32111	Beer & Setups				
01-32180	Cigarettes	2,800	2,800	3,000	2,600.00
01-32184	Cable Franchise Fees	61,000	51,000	63,487	65,497.30
01-32185	Trash Franchise Fees	1,250	2,550	2,550	1,250.00
01-32199	Other Business Licenses and Permits	500	900	1,400	900.00
	Total Business	79,550	71,250	71,637	90,547.30
<i>Non-Business</i>					
01-32218	City Share of Electrical Inspections	3,000	5,099	6,595	4,658.91
01-32219	Local Share of Building Surcharge	250	196	196	458.94
01-32220	Building Permits	122,000	262,963	339,884	237,497.46
01-32221	Excavating Permits		108	162	
01-32222	Mechanical and Gas Permits	5,000	19,152	23,350	24,405.99
01-32223	Fire Protection Permits				
01-32225	Investigation (Penalty Fee)		1,238	1,400	1,176.00
01-32226	Contractor Verification Fee	200	620	785	775.00
01-32230	Plumbing Permits	3,000	11,857	17,387	19,254.00
01-32240	Sign Permits	1,000	840	1,040	1,080.00
01-32298	Rental Registration	5,000	11,410	11,476	20,741.98
01-32299	Other Non-Business Licenses and Permits	5,000	13,374	15,701	13,888.65
	Total Non-Business	144,450	326,857	417,976	323,936.93
	TOTAL LICENSES AND PERMITS	224,000	398,107	489,613	414,484.23
INTERGOVERNMENTAL REVENUES					
01-33165	Federal Grants-Other		1,098	2,950	10,369.90
01-33401	Local Government Aid (LGA)	950,238	955,566	955,567	806,834.00
01-33404	State Aid - Other	6,000	9,112	9,112	12,792.66
01-33405	PERA Aid	5,822	0	0	5,822.00
01-33418	MSA - Maintenance	50,000	50,000	50,000	50,000.00
01-33420	Fire Relief				
01-33421	Police State Aid	130,000	150,366	150,366	141,619.56
01-33422	School District-School Officer Assistance--SRC	120,000	32,763	65,228	137,328.50
01-33424	School District-School Officer Assistance--SRO#2				
01-33610	County Grants & Aids for Highways	4,500	5,573	5,573	4,779.00
01-33620	Other County Aid				
	TOTAL INTERGOVERNMENTAL REVENUE	1,266,560	1,204,478	1,238,796	1,169,545.62
01-33610	County Grants & Aids for Highways				
CHARGES FOR SERVICES					
<i>General Governments</i>					
01-34102	Filing Fees	75	105	105	
01-34105	Sale of Maps, Copies	172	231	392	341.75
01-34106	Street Light O&M				
01-34110	Solar Lease Revenue		7500	7500	1,500.00
01-34117	Contracted building inspection		0	0	885.00
	Total General Government	247.00	7,836.00	7,997.00	2,726.75
<i>Public Safety</i>					
01-34201	Police Department Reports	2,500	400	540	602.25
01-34202	Police Department Administration Fees	4,000	3,000	2,839	8,785.00
01-34205	Police Department Pawn Shop Revenue	5,000	1,832	2,582	4,467.50
01-34204	PD-Pay Reimb Fee				
01-34206	Fire Protection - Township Contracts	102,000	107,426	107,426	102,506.31
01-34208	Fire Protection - Fire Runs	500	0	0	1,566.64
01-34210	Fire Protection - Admin	2,300	3,061	3,061	2,345.00
	Total Public Safety	116,300	115,719	116,448	120,272.70
<i>Other</i>					
01-34951	Sale of Service and Supplies	0	504	504	18.75
01-34953	Escrow Administration Fee				
01-34954	Plan review/administrative charge				
01-34955	Base Map updating fee				
01-34925	Park Activity Fees	500	5,325	5,645	4,862.50

**CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101**

	Adopted Budget <u>2020</u>	11/2/2020 Amended Budget <u>2020</u>	2/16/2021 Proposed Budget <u>2020</u>	YTD Actual 2020 12/31/2020	YTD Actual 2019 12/31/2019
01-34930 Art Fair Fees		980	980	980.00	595.00
01-34958 Ice Rink Lease Revenue	7,500	2,000	2,000	2,000.00	7,027.00
<i>Total Other</i>	<u>8,000.00</u>	<u>8,809.00</u>	<u>9,129.00</u>	<u>9,129.36</u>	<u>12,503.25</u>
TOTAL CHARGES FOR SERVICES	<u>124,547</u>	<u>132,364</u>	<u>133,574</u>	<u>133,576.85</u>	<u>135,502.70</u>
FINES AND FORFEITURES					
01-35101 Court Fines	45,907	38,000	40,299	40,299.96	68,945.49
01-35102 Parking Fines	1,500	200	460	460.00	2,900.00
01-35104 Animal Control Fines	1,000	1,645	1,885	1,885.00	1,660.00
01-35105 Admin Citation		600	14,379	14,379.64	11,255.00
TOTAL FINES AND FORFEITURES	<u>48,407</u>	<u>40,445</u>	<u>57,023</u>	<u>57,024.60</u>	<u>84,760.49</u>
OTHER					
01-36102 Special Assessment Principal Payment					2,039.17
01-36200 Miscellaneous				-	77,597.56
01-36210 Interest on Investments	15,000	20,000	58,657	58,657.17	77,597.56
01-36220 Facility Rentals	3,600	3,600	10,628	10,628.37	10,663.10
01-36230 Donations	500	6,212	6,212	6,212.00	10,301.71
01-36102 Operation Round Up Grant		41	355	355.30	140.03
01-36234 Arts Grant for Concert Series		6,750	6,750	6,750.00	-
01-36235 Library Room Rent			80	80.00	-
01-36240 Patronage Capital	500	4,351	4,351	4,351.48	-
01-36241 Fire Dept Private Grants				-	-
01-36242 Wellness Grant				-	-
01-36250 Telephone Commissions				-	-
01-36501 Sale of Property			553	553.30	125.00
01-36231 Library Rent	14,625	39,456	39,455	39,455.75	-
Total non-mall other revenue	<u>34,225</u>	<u>80,410</u>	<u>127,041</u>	<u>127,043.37</u>	<u>100,866.57</u>
TOTAL OTHER	<u>34,225</u>	<u>80,410</u>	<u>127,041</u>	<u>127,043.37</u>	<u>100,866.57</u>
TOTAL REVENUES	<u>6,839,580</u>	<u>6,746,822</u>	<u>7,278,762</u>	<u>7,278,776.11</u>	<u>6,665,738.42</u>
TRANSFERS IN					
01-39203 Liquor Fund	400,000	550,000	400,000	566,500.00	450,000.00
01-39203 Other Funds	100,000	100,000	100,000	100,000.00	52,350.00
TOTAL TRANSFERS IN	<u>500,000</u>	<u>650,000</u>	<u>500,000</u>	<u>666,500</u>	<u>502,350</u>
TOTAL REVENUES AND TRANSFERS IN	<u>7,339,580</u>	<u>7,396,822</u>	<u>7,778,762</u>	<u>7,945,276.11</u>	<u>7,168,088.42</u>

**CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101**

	Adopted Budget <u>2020</u>	11/2/2020 Amended Budget <u>2020</u>	2/16/2021 Proposed Budget <u>2020</u>	YTD Actual 2020 12/31/2020	YTD Actual 2019 12/31/2019
EXPENDITURES					
GENERAL GOVERNMENT					
<i>Council - #41110</i>					
Personal Services					
-41110-101 Salaries	29,900	29,900	29,901	29,900.16	29,433.49
-41110-122 FICA/Medicare Employer Share/Employee Ben	2,290	2,290	2,288	2,287.09	2,251.42
-41110-151 Worker's Comp - Ins Premiums	140	140	99	98.73	77.56
Total Personal Services	32,330	32,330	32,288	32,285.98	31,762.47
Supplies					
-41110-200 Office Supplies - Accessories	100	100	0	-	2.14
-41110-210 Miscellaneous Operating Supplies	250	250	0	-	11.00
-41110-213 Citizens Academy	500	0	0	-	-
-41110-214 Employee Recognition	500	300	282	281.09	347.66
Total Supplies	1,350	650	282	281.09	360.80
Other Services and Charges					
-41110-304 Miscellaneous Professional Services	1,000	1,000	0	-	-
-41110-331 Travel/Meals/Lodging	2,500	2,500	148	147.53	2,848.16
-41110-334 Mileage Reimbursements	150	149	0	-	-
-41110-340 Advertising	500	500	0	-	98.50
-41110-360 Insurance and Bonds	500	359	359	358.36	303.20
-41110-430 Miscellaneous	100	100	0	-	-
-41110-433 Dues and Subscriptions	100	70	30	30.00	30.00
-41110-440 Schools and Meetings	2,800	2,800	0	-	2,675.00
-41110-441 Sister City Activities	500	500	310	310.00	310.00
-41110-455 Fireworks Display Expenses	16,000	15,300	15,300	15,300.00	12,281.25
-41110-456 Art Festival	2,000	2,000	1,097	1,096.75	1,505.00
-41110-457 Downtown Banner & Signage	0	0	0	-	-
-41110-458 Downtown Flower Basket	1,800	3,300	3,300	3,300.00	1,850.00
-41110-459 Downtown Trash Cans & Benches	-	-	-	-	19,308.31
-41110-499 Tomlison Special Assmt Agreement	-	-	-	-	-
Total Other Services and Charges	27,950	28,578	20,544	20,542.64	41,209.42
Total Council	61,630	61,558	53,114	53,109.71	73,332.69
<i>Administration - #41320</i>					
Personal Services					
-41320-101 Salaries	127,754	138,454	144,650	142,649.79	158,683.53
-41320-102 Overtime	-	94	0	-	-
-41320-103 Part-time Regular	59,939	43,000	36,848	36,847.86	35,978.82
-41320-105 Temp/Seasonal	-	6	6	5.51	127.89
-41320-121 PERA Employer Share	14,383	13,617	13,147	13,146.61	14,720.03
-41320-122 FICA/Medicare Employer Share/Employee Ben	14,670	13,890	13,246	13,092.31	14,558.95
-41320-131 Medical/Dental/Life Employer Share	17,424	20,979	19,430	19,429.88	28,855.32
-41320-132 Longevity	4,072	4,072	0	-	-
-41320-133 Deductible Contribution	1,200	2,400	1,200	1,200.00	2,400.00
-41320-151 Workers' Compensation Insurance	1,450	1,546	797	796.62	765.98
-41320-153 City Wide Re-employment Compensation	2,500	2,500	59	58.66	4,349.52
-41320-154 HRA/Flex Fees	250	300	79	78.05	132.70
Total Personal Services	243,642	240,858	229,462	227,305.29	260,572.74
Supplies					
-41320-201 Office Supplies - Accessories	1,500	2,000	1,880	1,879.44	1,933.43
-41320-202 Duplicating Supplies and Copy Paper	2,000	2,000	1,225	1,224.73	1,203.30
-41320-203 Newsletter Costs	5500	5500	1758	1,758.00	4,769.72
-41320-204 Stationary, Forms and Envelopes	250	291	291	291.00	145.00
-41320-209 Software Updates	500	1,300	1,264	1,263.63	-
-41320-210 Miscellaneous Operating Supplies	500	500	337	336.06	1,042.76
-41320-221 Repairs and Maintenance - Equipment	200	200	0	-	-
-41320-240 Small Tools & Minor Equipment	3,000	2,200	3,784	3,783.61	1,719.39
Total Supplies	13,450	13,991	10,539	10,536.47	10,813.60
Other Services and Charges					
-41320-304 Miscellaneous Professional Services	2,000	2,000	1,789	1,788.91	3,246.50
-41320-313 Marco IT Mgmt & Backup	3,000	6,218	5,331	5,330.40	2,709.72
-41320-321 Telephone/Cellular Phones	-	-	-	-	-
-41320-322 Postage	4,500	4,000	3,511	3,510.83	3,122.85
-41320-331 Travel/Meals/Lodging	600	200	165	164.80	734.54
-41320-334 Mileage Reimbursement	300	200	0	-	179.22
-41320-340 Advertising	2,000	1,500	748	747.80	1,219.90
-41320-351 Legal Notices/Ordinance Publication	1,200	1,200	316	315.20	437.63
-41320-360 Insurance and Bonds	1,950	2,136	2,136	2,135.86	1,884.58
-41320-404 Repairs and Maintenance	200	200	0	-	-
-41320-409 Maintenance Contracts - Office Equipment	15,000	21,028	22,483	22,482.68	12,744.80
-41320-430 Miscellaneous	100	500	433	432.27	-
-41320-433 Dues and Subscriptions	600	600	197	196.49	628.44
-41320-437 City Wide-Dues & Subscriptions	14,000	14,000	13,345	13,345.00	13,605.00
-41320-440 Schools and Meetings	1,000	500	225	225.00	516.00
-41320-441 Web Site Enhancement	0	0	0	-	128.52
-41320-489 Contracted Services	0	0	0	-	-

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	Adopted Budget 2020	11/2/2020 Amended Budget 2020	2/16/2021 Proposed Budget 2020	YTD Actual 2020 12/31/2020	YTD Actual 2019 12/31/2019
Total Other Services and Charges	46,450	54,282	50,679	50,675.24	41,157.70
<i>Total Administration</i>	303,542	309,131	290,680	288,517.00	312,544.04
<i>Elections - #41410</i>					
<i>Personal Services</i>					
-41410-104 Salaries - Temporary Election Judges	7,500	9,800	8,036	8,035.63	-
-41410-122 FICA/Medicare Employer Share/Employee Ben	0	0	0	-	-
-41410-151 Workers' Compensation Insurance				-	-
Total Personal Services	7,500	9,800	8,036	8,035.63	-
<i>Supplies</i>					
-41410-200 Miscellaneous Office Supplies	0	0	0	-	-
-41410-201 Office Supplies - Accessories	300	300	266	265.22	-
-41410-240 Small Tools	1,500	0	0	-	-
Total Supplies	1,800	300	266	265.22	-
<i>Other Services and Charges</i>					
-41410-331 Travel/Meals/Lodging	150	150	151	150.94	-
-41410-351 Legal Notices/Ordinance Publication	250	250	72	72.00	-
-41410-404 Repairs & Maintenance - Voting Equipment				-	-
-41410-408 Maintenance Contracts - Mach/Equipment	1,200	1,200	9,119	9,118.94	355.00
-41410-412 Rentals - Buildings				-	-
-41410-430 Miscellaneous				-	-
Total Other Services and Charges	1,600	1,600	9,342	9,341.88	355.00
<i>Total Elections</i>	10,900	11,700	17,644	17,642.73	355.00
<i>Finance - #41500</i>					
<i>Personal Services</i>					
-41500-101 Salaries	174,782	174,782	176,406	175,405.41	173,083.99
-41500-102 Overtime				-	-
-41500-103 Part-time Regular				-	-
-41500-121 PERA Employer Share	13,575	13,575	13,064	13,063.80	12,824.58
-41500-122 FICA/Medicare Employer Share/Employee Ben	13,846	13,846	12,872	12,794.78	12,659.71
-41500-131 Medical/Dental/Life Employer Share	34,846	33,700	33,346	33,345.84	33,054.24
-41500-132 Longevity	6,211	6,211	0	-	-
-41500-133 Deductible Contribution	2,400	2,400	1,666	1,665.77	2,400.00
-41500-151 Workers' Compensation Insurance	1,370	1,370	782	781.12	678.56
-41500-154 HRA/Flex Fees	200	200	138	137.35	146.80
Total Personal Services	247,230	246,084	238,274	237,194.07	234,847.88
<i>Supplies</i>					
-41500-201 Office Supplies - Accessories	1,200	1,200	1,499	1,498.69	1,600.56
-41500-204 Stationary, Forms and Envelopes	3,000	3,147	3,224	3,223.35	2,614.46
-41500-209 Software Updates	1,000	1,313	3,163	3,162.20	725.00
-41500-210 Miscellaneous Operating Supplies	500	500	223	223.00	33.70
-41500-240 Small Tools	2,000	1,853	0	-	-
Total Supplies	7,700	8,013	8,109	8,107.24	4,973.72
<i>Other Services and Charges</i>					
-41500-301 Auditing and Accounting	35,000	32,502	32,502	32,502.00	31,900.00
-41500-304 Miscellaneous Professional Services	3,500	3,543	3,543	3,543.00	2,388.00
-41500-308 Isanti County Special Assessment Mgmt Fee	750	707	423	423.00	986.00
-41500-309 EDP Professional Services	23,000	22,687	4,432	4,431.25	26,397.30
-41500-313 IT Management	3,000	6,218	5,331	5,330.40	2,709.72
-41500-321 Telephone/Cellular Phones				-	-
-41500-331 Travel/Meals/Lodging	500	500	19	19.00	1,754.26
-41500-334 Mileage Reimbursement	300	300	0	-	200.10
-41500-340 Advertising				-	-
-41500-351 Legal Notices/Ordinance Publishing	500	491	373	373.00	426.00
-41500-360 Insurance and Bonds	1,600	1,609	1,609	1,608.13	2,093.81
-41500-409 Maintenance Contracts - Office Equipment	18,000	18,000	15,776	15,776.00	15,776.00
-41500-420 Wellness				-	-
-41500-430 Miscellaneous	250	250	5	4.73	450.51
-41500-432 Property Finders Fee				-	-
-41500-433 Dues and Subscriptions	1,700	1,700	1,625	1,624.80	1,599.80
-41500-440 Schools and Meetings	2,300	2,300	906	905.66	3,228.00
Total Other Services and Charges	90,400	90,807	66,544	66,540.97	89,909.50
<i>Total Finance</i>	345,330	344,904	312,927	311,842.28	329,731.10
<i>Legal - #41610</i>					
<i>Other Services and Charges</i>					
-41610-304 Legal Fees	50,000	85,000	42,143	42,142.72	62,207.58
-41610-307 Township Annexation Payments	11,000	11,000	10,805	10,804.78	10,804.78
-41610-305 Prosecution Services	42,000	42,000	40,609	40,608.48	40,147.43
Total Other Services and Charges	103,000	138,000	93,557	93,555.98	113,159.79
<i>Total Legal</i>	103,000	138,000	93,557	93,555.98	113,159.79

Community Development

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	11/2/2020	2/16/2021			
	Adopted	Amended	Proposed	YTD	YTD
	Budget	Budget	Budget	Actual 2020	Actual 2019
	<u>2020</u>	<u>2020</u>	<u>2020</u>	12/31/2020	12/31/2019
<i>Building Department - #41920</i>					
<i>Personal Services</i>					
-41920-101 Salaries	187,050	187,050	182,957	182,956.34	218,527.66
-41920-102 Overtime				-	-
-41920-103 Seasonal Temp		2,000	1,878	1,877.04	-
-41920-121 PERA Employer Share	14,154	14,154	13,502	13,501.82	14,000.04
-41920-122 FICA/Medicare Employer Share/Employee Ben	14,438	14,438	13,139	13,138.73	13,788.86
-41920-131 Medical/Dental/Life Employer Share	52,269	50,502	50,005	50,004.84	50,924.64
-41920-132 Longevity	1,675	1,675	0	-	-
-41920-133 Deductible Contribution	3,600	3,600	2,018	2,017.42	1,229.99
-41920-151 Workers' Compensation Insurance	1,180	1,180	724	723.48	703.90
-41920-154 HRA/Flex Fees	250	250	206	206.00	229.55
Total Personal Services	274,616	274,849	264,429	264,425.67	299,404.64
<i>Supplies</i>					
-41920-201 Office Supplies - Accessories	750	750	811	810.40	578.26
-41920-204 Stationary, Forms and Envelopes				-	-
-41920-209 Software Updates	500	500	0	-	-
-41920-210 Miscellaneous Operating Supplies	900	900	204	203.25	-
-41920-212 Gasoline/Fuel/Lubricants/Additivs	2,400	2,400	911	910.83	1,018.02
-41920-221 Repair and Maintenance Supplies - Vehicles	800	800	264	263.76	345.98
-41920-240 Small Tools and Minor Equipment	3,100	3,100	2,119	2,118.22	69.09
Total Supplies	8,450	8,450	4,309	4,306.46	2,011.35
<i>Other Services and Charges</i>					
-41920-304 Miscellaneous Professional Services		2,653	2,653	2,653.00	314.00
-41920-309 EDP Professional Services				-	-
-41920-313 Marco IT Mgmt & Backup	3,000	6,218	5,331	5,330.40	2,709.72
-41920-321 Telephone/Cellular Phones	2,700	2,700	2,264	2,263.14	2,299.54
-41920-331 Travel/Meals/Lodging	300	300	0	-	-
-41920-334 Mileage Reimbursement	600	600	267	266.12	391.15
-41920-340 Advertising				-	-
-41920-351 Legal Notices/Ordinance Publishing				-	-
-41920-360 Insurance	2,500	2,218	2,218	2,217.61	2,167.61
-41920-404 Repairs and Maintenance	200	200	78	78.00	-
-41920-409 Maintenance Contracts - Office Equipment	2,800	2,800	2,685	2,685.00	2,685.00
-41920-430 Miscellaneous	200	200	0	-	95.47
-41920-432 Credit Card Fees	500	1,500	1,350	1,349.81	-
-41920-433 Dues and Subscriptions	1,400	1,400	395	395.00	395.00
-41920-440 Schools and Meetings	2,500	2,500	1,355	1,355.00	1,720.00
Total Other Services and Charges	16,700	23,289	18,596	18,593.08	12,777.49
Total Building Department	299,766	306,588	287,334	287,325.21	314,193.48
<i>Engineering</i>					
-41925-303 Engineering Contracted Expense	40,000	40,000	40,440	40,440.00	35,223.73
<i>Planning - #41935</i>					
<i>Personal Services</i>					
-41935-101 Salaries	163,218	163,218	169,007	167,006.62	157,860.02
-41935-102 Overtime				-	-
-41935-112 Planning Commission Salaries	2,500	2,500	2,240	2,240.00	2,065.00
-41935-121 PERA Employer Share	12,679	12,679	12,448	12,447.18	11,980.92
-41935-122 FICA/Medicare Employer Share/Employee Ben	12,933	12,933	12,374	12,220.07	11,554.08
-41935-131 Medical/Dental/Life Employer Share	34,846	33,668	33,346	33,345.84	33,054.24
-41935-132 Longevity	5,837	5,837	0	-	-
-41935-133 Deductible Contribution	2,400	2,400	1,540	1,539.89	2,318.60
-41935-151 Workers' Compensation Insurance	1,200	1,200	679	678.89	556.38
-41935-154 HRA/Flex Fees	250	250	138	137.35	146.75
Total Personal Services	235,863	234,685	231,772	229,615.84	219,535.99
<i>Supplies</i>					
-41935-201 Office Supplies - Accessories	800	1,892	1,677	1,676.03	1,732.10
-41935-204 Stationary, Forms and Envelopes				-	-
-41935-209 Software Updates	2,500	2,500	1,238	1,237.56	2,073.46
-41935-210 Miscellaneous Operating Supplies	200	200	0	-	-
-41935-212 Gasoline/Fuel/Lubricants/Additivs	300	250	94	93.99	198.19
-41935-221 Repair and Maintenance Supplies - Vehicles	300	500	461	460.21	1,128.81
-41935-240 Small Tools and Minor Equipment	9,500	8,508	0	-	6,561.67
Total Supplies	13,600	13,850	3,470	3,467.79	11,694.23
<i>Other Services and Charges</i>					
-41935-301 Special Projects	2,500	2,500	2,110	2,110.00	-
-41935-303 Comp Plan Update				-	-
-41935-304 Miscellaneous Professional Services	2,500	2,500	0	-	225.00
-41935-306 Transportation Study Consulting				-	-
-41935-307 Rail Study				-	-
-41935-308 Lakes & Pines Mgmt--Smal Cities Grant				-	-
-41935-309 EDP Professional Services				-	-
-41935-313 Marco IT Mgmt & Backup	3,000	6,218	5,331	5,330.40	2,709.72
-41935-321 Telephone/Cellular Phones				-	-

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	Adopted Budget 2020	11/2/2020 Amended Budget 2020	2/16/2021 Proposed Budget 2020	YTD Actual 2020 12/31/2020	YTD Actual 2019 12/31/2019
-41935-322 Code Enforcement Mailing				-	-
-41935-331 Travel/Meals/Lodging	600	600	12	12.00	397.28
-41935-334 Mileage Reimbursement	250	250	0	-	82.24
-41935-340 Advertising				-	-
-41935-351 Legal Notices/Ordinance Publishing	750	750	158	158.00	810.00
-41935-360 Insurance	11,500	9,394	9,394	9,393.16	9,207.91
-41935-404 Repairs and Maintenance	200	200	0	-	-
-41935-409 Maintenance Contracts - Office Equipment	5,100	5,100	2,990	2,990.00	2,990.00
-41935-430 Miscellaneous	800	800	0	(4,914.64)	(13,399.60)
-41935-431 Property Securing Exp				4,855.80	14,171.59
-41935-432 Abatement Costs				-	-
-41935-433 Dues and Subscriptions	900	900	866	866.00	924.00
-41935-440 Schools and Meetings	1,500	1,500	620	620.00	1,035.55
-41935-488 Other Contracted Services--Comp Plan Update				-	-
-41935-489 Other Contracted Services-GIS Maint	1,000	1,000	0	-	600.00
-41935-490 Flyover Pictures--share from Isanti Co				-	-
Total Other Services and Charges	30,600	31,712	21,481	21,420.72	19,753.69
<i>Total Planning</i>	280,063	280,247	256,723	254,504.35	250,983.91
Total Community Development	619,829	626,835	584,497	582,269.56	600,401.12
<i>City Hall Buildings - #41950</i>					
Personal Services					
-41950-101 Salaries	27,383	27,383	28,010	28,009.84	27,545.37
-41950-102 Overtime	1,000	1,000	0	-	-
-41950-103 Part-time Salaries				-	-
-41950-121 PERA Employer Share	2,163	2,163	2,089	2,088.36	2,042.13
-41950-122 FICA/Medicare Employer Share/Employee Ben	2,207	2,207	2,060	2,059.80	2,030.35
-41950-131 Medical/Dental/Life Employer Share	8,660	8,417	8,322	8,321.28	8,248.44
-41950-132 Longevity	462	462	0	-	-
-41950-133 Deductible Contribution	600	600	0	-	-
-41950-151 Workers' Compensation Insurance	1,584	1,584	1,267	1,266.72	946.14
-41950-154 HRA/Flex Fees	100	100	35	34.35	36.70
Total Personal Services	44,159	43,916	41,783	41,780.35	40,849.13
-41950-210 Miscellaneous Operating Supplies				-	-
-41950-212 Gasoline/Fuel	200	200	28	27.48	-
-41950-215 Maintenance Supplies	13,000	12,800	8,939	8,938.05	5,626.95
-41950-240 Small Tools & Equipment	1,600	1,976	2,422	2,421.35	502.07
Total Supplies	14,800	14,976	11,389	11,386.88	6,129.02
Other Services and Charges					
-41950-321 Telephone/Cellular Phones	18,000	18,000	16,244	16,243.40	18,645.21
-41950-360 Insurance	3,000	1,919	1,919	1,918.30	1,783.83
-41950-381 Electric Utilities	12,000	12,000	11,545	11,544.14	10,861.42
-41950-382 Water/Wastewater	3,000	4,000	3,515	3,514.27	3,722.99
-41950-383 Gas Utilities	7,000	7,000	6,162	6,161.43	7,280.40
-41950-384 Refuse and Recycling	700	700	0	-	-
-41950-401 Repairs and Maintenance -Buildings/Structures	35,000	35,000	31,911	31,910.34	64,782.82
-41950-405 Janitor Services				-	-
-41950-409 Maintenance Contracts - Office Equip	4,800	4,800	4,301	4,301.00	4,283.00
-41950-411 Cement Replacement				-	-
-41950-413 Rentals - Office Equipment [copier-new]	14,000	14,000	8,413	8,412.32	8,110.25
-41950-430 Miscellaneous	500	500	340	339.15	185.10
Total Other Services and Charges	98,000	97,919	84,350	84,344.35	119,655.02
<i>Total City Hall Buildings</i>	156,959	156,811	137,522	137,511.58	166,633.17
TOTAL GENERAL GOVERNMENT	1,601,190	1,648,939	1,489,941	1,484,448.84	1,596,156.91
PUBLIC SAFETY					
<i>Police Department - #42100</i>					
Personal Services					
-42100-101 Salaries	1,164,727	1,033,699	1,052,251	1,047,250.38	1,106,441.07
-42100-102 Overtime	70,000	90,000	89,727	89,726.91	57,183.34
-42100-103 Salaries - Part-Time Regular	37,956	37,956	32,848	32,847.55	31,531.91
-42100-104 Temp/Seas Employees-Regular	20,000	15,000	8,523	8,522.41	9,112.02
-42100-110 Hours Worked Holiday	30,000	30,000	26,810	26,809.50	24,677.05
-42100-111 Overtime Court				-	-
-42100-112 Overtime Shift Coverage				-	-
-42100-113 Overtime Call Hold Over				-	-
-42100-114 Overtime Training & Meetings				-	-
-42100-115 Call-in Pay				-	-
-42100-116 On Call Pay	0	0	0	-	9,152.46
-42100-117 Shift Differential	9,636	9,636	9,682	9,681.89	7,691.96
-42100-118 Severance				-	-
-42100-121 PERA Employer Share	230,928	203,082	202,561	202,560.96	200,638.32
-42100-122 FICA/Medicare Employer Share/Employee Ben	25,658	23,378	23,105	22,721.82	22,805.99
-42100-131 Medical/Dental/Life Employer Share	297,801	254,005	249,657	249,656.46	276,800.52
-42100-132 Longevity	37,560	37,560	0	-	-
-42100-133 Deductible Contribution	19,200	19,200	11,370	11,369.47	13,859.09
-42100-151 Workers' Compensation Insurance	65,894	59,352	40,387	40,386.31	34,266.61

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-42100-154 HRA/Flex Fees	1,500	1,500	1,090	1,089.20	1,150.45
Total Personal Services	2,010,860	1,814,368	1,748,011	1,742,622.86	1,795,310.79
Supplies					
-42100-201 Office Supplies - Accessories	3,300	3,300	1,820	1,819.19	1,100.70
-42100-202 Duplicating Supplies and Copy Paper	1,500	1,500	1,051	1,050.45	856.08
-42100-209 Software Updates	7,800	7,800	50	49.99	478.00
-42100-210 Miscellaneous Operating Supplies	5,500	5,500	2,760	2,759.09	2,546.35
-42100-212 Gasoline/Fuel/Lubricants/Additives	40,000	40,000	28,418	28,417.23	40,337.67
-42100-213 Ammunition	5,500	5,500	2,048	2,048.00	4,778.55
-42100-214 Crime Scene Supplies	5,000	5,000	2,120	2,119.32	3,049.27
-42100-217 Promotional Events	4,000	4,000	4,043	4,042.08	3,627.84
-42100-221 Repairs and Maintenance Supplies - Squads	18,500	18,500	8,965	8,964.13	12,451.61
-42100-231 Uniform Allowance	21,000	21,000	10,900	10,899.53	10,228.14
-42100-232 Uniform--Reserves	2,000	2,000	0	-	1,333.93
-42100-240 Small Tools/Minor Equipment	18,000	18,000	8,264	8,263.40	12,939.36
Total Supplies	132,100	132,100	70,439	70,432.41	93,727.50
Other Services and Charges					
-42100-304 Miscellaneous Professional Services	15,000	25,000	54,274	54,273.60	3,047.62
-42100-305 Applicant Testing	0	0	0	-	-
-42100-313 Marco IT Mgmt & Backup	13,000	28,000	23,986	23,985.60	12,193.08
-42100-321 Telephone/Cellular Phones	14,500	14,400	12,119	12,118.79	12,837.11
-42100-322 Postage	300	300	351	350.75	599.55
-42100-331 Travel/Meals/Lodging	3,000	3,000	458	457.50	1,216.41
-42100-334 Mileage Reimbursement	200	300	257	256.48	467.36
-42100-340 Advertising	100	100	0	-	-
-42100-360 Insurance	37,000	55,185	55,185	55,184.83	49,761.18
-42100-381 Electric Utilities	6,100	6,100	5,937	5,936.98	5,585.88
-42100-383 Gas Utilities	3,500	3,500	3,035	3,034.73	3,585.89
-42100-404 Maintenance and Repair -Vehicles/ Equipment	10,000	10,000	4,453	4,452.17	5,224.03
-42100-409 Maintenance Contracts-Office Equipment	21,500	28,000	28,371	28,370.53	25,310.18
-42100-410 Police Reserve Program Activities	1,000	1,000	0	-	150.00
-42100-411 Auto Pawn	2,700	2,700	2,422	2,421.60	1,750.50
-42100-413 Office Equipment Rentals	-	-	-	-	-
-42100-429 Old MNDOT Maint Costs	0	0	0	-	-
-42100-430 Miscellaneous	-	-	-	-	-
-42100-432 Credit Card Fees	-	100	38	37.55	-
-42100-433 Dues and Subscriptions	6,700	8,915	11,536	11,535.95	10,757.05
-42100-440 Schools and Meetings	14,000	14,000	9,918	9,918.00	11,768.00
-42100-441 Training--Grant funded	-	-	-	-	-
-42100-455 Jail and Medical Expenses	-	-	-	-	-
-42100-489 Other Contracted Services	1,400	1,400	670	669.84	-
Total Other Services and Charges	150,000	202,000	213,010	213,004.90	144,253.84
Total Police Department	2,292,960	2,148,468	2,031,460	2,026,060.17	2,033,292.13
Fire Department - 42200					
Personal Services					
-42200-101 Salaries	86,549	83,382	86,230	85,229.97	83,291.35
-42200-103 Salaries	47,000	47,000	45,818	45,818.00	46,944.00
-42200-121 PERA Employer Share	15,536	14,976	14,975	14,974.10	14,054.93
-42200-122 FICA/Medicare Employer Share/Employee Ben	6,715	6,715	4,774	4,697.89	4,759.66
-42200-131 Medical/Dental/Life Employer Share	17,423	16,789	16,659	16,659.00	16,524.80
-42200-132 Fire Longevity Pay	1,226	1,226	0	-	-
-42200-133 Deductible Contribution	1,200	1,200	612	611.69	734.58
-42200-151 Worker's Comp - Ins Premiums	39,664	39,477	27,646	27,645.23	25,492.06
-42200-154 Flex Fees	150	150	69	68.65	73.35
Total Personal Services	\$215,463	\$210,915	\$196,783	195,704.53	191,874.73
Supplies					
-42200-201 Office Supplies - Accessories	250	250	47	46.95	45.90
-42200-204 Stationary, Forms and Envelopes	100	100	0	-	-
-42200-210 Miscellaneous Operating Supplies	9,500	7,000	6,009	6,008.41	4,667.68
-42200-211 Grant Funded Supplies	-	-	-	-	-
-42200-212 Gasoline/Fuel/Lubricants/Additives	6,300	5,000	4,313	4,312.33	5,811.14
-42200-213 Operation Round Up Computer Exp	-	-	-	-	-
-42200-215 Shop Maintenance Supplies	200	200	0	-	-
-42200-221 Repairs and Maintenance Supplies - Trucks	15,000	16,158	20,437	20,436.23	14,932.20
-42200-223 Repairs and Maintenance Supplies - Buildings	1,500	3,000	2,630	2,629.93	541.20
-42200-231 Uniform Allowance	11,000	14,921	15,128	15,127.33	4,483.92
-42200-232 Uniform Grant Funded	-	-	-	-	1,182.50
-42200-240 Small Tools	7,000	5,800	2,749	2,748.23	10,191.43
-42200-241 Small Tools-Grant Funded	-	1,900	1,900	1,899.82	-
Total Supplies	50,850	54,329	53,213	53,209.23	41,855.97
Other Services and Charges					
-42200-301 Auditing and Accounting	0	0	0	-	-
-42200-304 Miscellaneous Professional Services	12,000	16,040	16,836	16,835.72	13,712.75
-42200-306 Fire Relief--Pension Pass Through	-	-	-	-	-
-42200-307 Fire Relief--Pension City Share	10,000	10,000	10,000	10,000.00	10,000.00
-42200-313 Marco IT Mgmt & Backup	2,800	6,218	5,331	5,330.40	2,709.72

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-42200-321 Telephone/Cellular Phones	1,400	1,400	1,372	1,371.42	1,682.66
-42200-331 Travel/Meals/Lodging	1,000	1,000	188	187.81	1,642.83
-42200-334 Mileage Reimbursement	300	0	0	-	-
-42200-340 Advertising	250	1,000	765	764.80	-
-42200-360 Insurance	9,000	6,339	6,339	6,338.48	6,014.41
-42200-381 Electric Utilities	16,000	16,000	16,046	16,045.61	15,058.01
-42200-382 Water/Wastewater Utilities	500	500	428	427.77	360.76
-42200-383 Gas Utilities	5,000	4,000	2,647	2,646.58	3,466.72
-42200-401 Repairs and Maintenance - Buildings	1,500	0	0	-	-
-42200-404 Repairs and Maintenance - Equipment/Radios/I	1,000	500	7,201	7,200.55	698.00
-42200-405 Janitorial	-	-	-	-	-
-42200-430 Miscellaneous	-	-	-	-	50.00
-42200-433 Dues and Subscriptions	1,700	2,250	1,650	1,650.00	1,647.00
-42200-440 Schools and Meetings	7,000	3,909	690	689.90	908.00
-42200-441 Schools and Meetings Grant Funded	-	1,492	3,142	3,141.75	6,817.04
Total Other Services and Charges	69,450	70,648	72,635	72,630.79	64,767.90
Total Fire Department	335,763	335,892	322,631	321,544.55	298,498.60
Emergency Management - #42300					
Supplies					
-42300-201 Office Supplies - Accessories	100	0	0	-	36.98
-42300-202 Duplicating Supplies and Copy Paper	-	-	-	-	-
-42300-209 Software Updates	-	-	-	-	-
-42300-210 Miscellaneous Operating Supplies	500	349	349	349.00	514.90
-42300-240 Small Tools & Minor Equip	1,500	747	531	530.75	2,814.80
Total Supplies	2,100	1,096	880	879.75	3,366.68
Other Services and Charges					
-42300-304 Misc Prof Serv	500	0	0	-	-
-42300-321 Telephone/Cellular Phones	-	-	-	-	-
-42300-331 Travel/Meals/Lodging	300	0	0	-	70.50
-42300-340 Advertising	-	-	-	-	-
-42300-433 Dues & Subscriptions	-	200	200	200.00	200.00
-42300-440 Schools and Meetings	500	200	152	151.96	-
-42300-441 Grant Funded Schools and Meetings	-	-	-	-	-
-42300-999 Covid 19	-	0	404	403.62	-
-42300-489 Other Contracted Services	1,500	2,800	2,468	2,468.00	746.00
Total Other Services and Charges	2,800	3,200	3,224	3,224	1,017
Total Emergency Management	4,900	4,296	4,104	4,103.33	4,383.18
Animal Control - #42700					
Supplies					
-42700-310 Miscellaneous Operating Supplies	5,500	5,500	4,800	4,800.00	4,800.00
-42700-340 Advertising	-	-	-	-	-
Total Supplies	5,500.00	5,500.00	4,800.00	4,800.00	4,800.00
Total Animal Control	5,500	5,500	4,800	4,800.00	4,800.00
TOTAL PUBLIC SAFETY	2,639,123	2,494,156	2,362,995	2,356,508.05	2,340,973.91
PUBLIC WORKS					
Street Maintenance - #43000					
Personal Services					
-43001-101 Salaries	595,719	565,018	591,011	586,010.96	612,551.94
-43001-102 Overtime	4,650	4,650	1,253	1,252.39	1,777.20
-43001-104 Temporary/Seasonal	16,448	16,448	15,462	15,461.06	18,000.29
-43001-105 Temporary/Seasonal Overtime	-	-	-	-	-
-43001-110 Hours Worked Holiday	2,300	2,300	0	-	-
-43001-111 Overtime Snowplowing	47,700	47,700	24,928	24,927.40	56,741.44
-43001-112 Overtime Mosquito Spraying	2,000	294	294	293.50	1,126.34
-43001-115 Call In Pay	-	500	333	332.51	-
-43001-121 PERA Employer Share	50,505	48,203	45,748	45,747.30	50,693.79
-43001-122 FICA/Medicare Employer Share/Employee Ben	52,772	50,424	46,904	46,520.46	51,491.96
-43001-123 Central Pension Fund	-	7,914	8,484	8,483.17	-
-43001-131 Medical/Dental/Life Employer Share	150,999	142,881	132,063	132,062.72	151,649.16
-43001-132 Longevity	26,171	26,171	0	-	-
-43001-133 Deductible Contribution	10,400	10,400	6,387	6,386.86	6,168.87
-43001-151 Workers' Compensation Insurance	66,815	64,739	31,493	31,492.25	31,861.37
-43001-154 HRA/Flex Fees	700	700	603	602.81	673.91
Total Personal Services	1,027,179	988,342	904,963	899,573.39	982,736.27
Supplies					
-43001-201 Office Supplies - Accessories	1,500	1,800	2,003	2,002.90	784.46
-43001-202 Duplicating and Copying Supplies	200	200	20	20.00	50.49
-43001-204 Stationary, Forms and Envelopes	200	500	478	477.31	-
-43001-209 Software Updates	750	750	324	323.50	323.50
-43001-210 Miscellaneous Operating Supplies	10,000	10,000	12,506	12,505.89	10,463.26
-43001-212 Gasoline/Fuel/Lubricants/Additives	38,000	34,000	24,796	24,795.45	48,791.05
-43001-215 Shop Maintenance Supplies	1,000	1,000	1,618	1,617.17	1,068.57
-43001-219 Snow Removal - Material	65,000	65,000	63,049	63,048.44	78,657.57
-43001-221 Repairs and Maintenance Supplies - Equipment	55,000	79,000	91,518	91,517.58	76,046.39

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-43001-224 Repairs and Maintenance - Infrastructure	12,000	12,000	14,212	14,211.53	11,377.20
-43001-226 Signs	5,000	5,000	5,639	5,638.02	5,515.51
-43001-240 Small Tools and Minor Equipment	11,000	11,000	11,406	11,405.12	14,043.97
Total Supplies	199,650	220,250	227,569	227,562.91	247,121.97
Other Services and Charges					
-43001-304 Miscellaneous Professional Services	3,500	3,500	2,831	2,830.54	3,268.20
-43001-313 Marco IT Mgmt & Backup	3,000	6,218	5,331	5,330.40	2,709.72
-43001-321 Telephone/Cellular Phones	13,500	11,500	4,639	4,638.36	6,184.10
-43001-331 Travel/Meals/Lodging	500	250	12	12.00	-
-43001-334 Mileage Reimbursement	400	200	0	-	58.00
-43001-340 Advertising	400	300	297	296.60	-
-43001-351 Legal Notices/Publications	-	-	-	-	-
-43001-360 Insurance	16,000	16,486	16,486	16,485.38	14,793.53
-43001-381 Electric Utilities	6,000	6,000	7,047	7,046.63	7,124.88
-43001-382 Water/Wastewater Utilities	3,000	3,000	2,707	2,706.68	2,586.45
-43001-383 Gas Utilities	11,000	11,000	10,935	10,934.49	12,179.82
-43001-384 Refuse Hauling	4,000	4,000	2,376	2,375.88	2,450.67
-43001-401 Repairs and Maint Building & Structures	1,000	732	806	805.85	200.00
-43001-404 Repairs and Maintenance - Vehicles/Equipmen	3,000	11,000	12,320	12,319.94	4,200.33
-43001-405 Emergency Mgmt Rep & Maint	500	0	0	-	-
-43001-406 Painting and Striping	18,000	17,738	17,738	17,737.75	23,890.86
-43001-407 Bridge Repair	3,000	0	0	-	26,000.00
-43001-408 Sidewalk Repairs	-	4,400	4,400	4,400.00	10,805.12
-43001-413 BNSF Parking Lot Lease	3,000	3,100	3,097	3,096.14	3,005.96
-43001-414 Equipment Rental	-	3,750	4,250	4,250.00	750.00
-43001-417 Uniform Rental	8,000	8,000	8,208	8,207.63	8,289.38
-43001-430 Miscellaneous	3,500	200	40	40.00	-
-43001-433 Dues and Subscriptions	1,200	1,200	778	777.20	732.20
-43001-440 Schools and Meetings	1,500	1,500	690	690.00	321.00
-43001-443 City Garden/Flower Oper Exp	2,000	262	262	261.47	754.09
-43001-444 Insect Control	7,000	111	111	110.01	6,251.37
-43001-445 Diseased Tree Program	15,000	10,000	5,113	5,112.85	10,000.00
-43001-446 Weed Control	4,000	4,000	3,053	3,052.89	3,348.94
-43001-447 Downtown Decorations	10,000	2,658	1,082	1,081.10	3,795.25
-43001-451 Township Assessment	-	-	-	-	1,648.12
-43001-452 Street Light Replacement & Signal Painting	-	0	0	-	136,570.00
-43001-449 Paver Repair	-	-	-	-	-
-43001-489 Other Contracted Services	12,000	12,000	8,078	8,077.87	29,956.88
Total Other Services and Charges	154,000	143,105	122,687	122,677.66	321,874.87
Total Street Maintenance	1,380,829	1,351,697	1,255,219	1,249,813.96	1,551,733.11
TOTAL PUBLIC WORKS	1,380,829	1,351,697	1,255,219	1,249,813.96	1,551,733.11
PARKS AND RECREATION					
<i>Parks and Parks Programming- 45200</i>					
Personal Services					
-45200-101 Full-time Salaries	126,422	126,422	109,551	107,550.99	98,709.77
-45200-102 FT Overtime	2,000	2,000	1,170	1,169.62	399.06
-45200-104 Salaries - Temporary/Seasonal	43,024	30,210	28,505	28,504.10	21,137.84
-45200-105 Overtime - Temporary/Seasonal	-	-	-	-	-
-45200-112 Parks & Rec Commission Stipends	3,000	3,000	455	455.00	945.00
-45200-121 PERA (Employer)	10,586	10,586	8,035	8,034.74	7,346.67
-45200-122 FICA/Medicare Employer Share/Employee Ben	13,544	12,200	10,298	10,144.21	9,114.63
-45200-123 Central Pension Fund	-	3,080	2,329	2,328.29	-
1 5200-131 Medical/Dental/Life Employer Share	34,873	30,000	22,880	22,879.32	24,410.52
-45200-132 Longevity	2,606	2,606	0	-	-
-45200-133 Deductible Contribution	2,400	2,400	1,228	1,227.64	2,400.00
-45200-151 Workers' Compensation Insurance	9,629	9,629	5,521	5,520.82	4,512.12
-45200-154 HRA/Flex Fees	200	200	116	115.04	108.39
Total Personal Services	248,284	232,333	190,088	187,929.77	169,084.00
Supplies					
-45200-210 Miscellaneous Operating Supplies	8,000	8,000	4,798	4,797.89	6,127.81
-45200-212 Gasoline/Fuel/Lubricants/Additives	7,000	12,500	9,509	9,508.86	12,544.89
-45200-221 Repairs and Maintenance Supplies - Equipment	11,500	11,500	7,097	7,096.55	6,155.98
-45200-223 Repairs and Maintenance Supplies - Buildings	12,000	12,000	11,295	11,294.35	17,458.49
-45200-226 Signs	1,000	1,000	425	423.25	-
-45200-227 City Park Light Pole Project	-	-	-	-	-
-45200-230 Master Garden Supplies	2,000	330	330	329.64	661.00
-45200-240 Small Tools and Minor Equipment	1,500	2,200	2,392	2,391.59	1,806.05
Total Supplies	43,000	47,530	35,846	35,842.13	44,754.22
Other Services and Charges					
-45200-304 Professional Services	500	1,000	1,264	1,263.60	200.00
-45200-305 Park Contracted Services	500	500	0	-	1,796.98
-45200-306 Park & Rec Comm Activity	-	-	-	-	599.00
-45200-321 Telephone/Cellular Phones	1,000	1,000	818	817.84	900.00
-45200-340 Advertising	200	200	0	-	-
-45200-351 Legal Notices	200	200	0	-	20.00

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	Adopted	11/2/2020	2/16/2021		
	Budget	Amended	Proposed	YTD	YTD
	2020	Budget	Budget	Actual 2020	Actual 2019
		2020	2020	12/31/2020	12/31/2019
-45200-360 Insurance	24,500	24,770	24,770	24,769.11	22,543.36
-45200-381 Electric Utilities	87,000	82,000	51,236	51,235.50	62,947.04
-45200-382 Water & Wastewater Utilities	4,500	12,000	10,238	10,237.18	12,221.75
-45200-383 Gas Utilities	6,000	3,500	606	605.06	1,824.17
-45200-401 Repairs and Maintenance - Structures	7,000	6,860	4,762	4,761.25	5,429.05
-45200-403 R&M Tennis Court	-	-	-	-	-
-45200-415 Equipment Rental	8,000	8,000	5,758	5,757.24	5,309.20
-45200-417 Rental-Uniforms	700	800	893	892.84	741.07
-45200-430 Miscellaneous	-	-	-	-	-
-45200-440 Schools & Meetings	-	140	140	140.00	38.00
-45200-445 Weed Control and Fertilizer	15,000	14,900	3,930	3,929.53	9,386.49
-45200-485 Property Taxes--donated park land	-	-	-	-	-
1-5200-487 Softball Lighting Lease	-	-	-	-	-
-45200-486 Summer Recreation	-	-	-	-	-
-45200-484 Library Study	-	-	-	-	-
-45200-488 Library	-	-	-	-	24,312.06
-45200-489 Senior Activity Center	-	-	-	-	-
-45200-491 Library Concept Design	-	-	-	-	-
-45200-492 Aquatic Center	-	-	-	-	-
-45200-493 Yoga Grant Expense	-	-	-	-	-
-45200-494 Camb/Isanti Fall Comm Event	-	-	-	-	-
-45200-495 Ski Trail Maintenance Agreement	4,500	3,262	3,262	3,262.00	4,012.50
-45200-496 Arts and Parks Programming	20,000	20,000	17,184	17,183.39	16,899.12
-45200-497 Master Trail Contribution	-	-	-	-	-
-45200-498 Pickleball Grant Expenditures	-	-	-	-	-
Total Other Services and Charges	179,600	179,132	124,861	124,854.54	169,179.79
Total Parks & Parks Programming	470,884	458,995	350,795	348,626.44	383,018.01
Library - 45400					
Supplies					
-45400-210 Miscellaneous Operating Supplies	500	500	4	3.77	-
-45400-212 Gasoline/Fuel/Lubricants/Additives	-	-	-	-	-
-45400-221 Repairs and Maintenance Supplies - Equipment	-	-	-	-	-
-45400-223 Repairs and Maintenance Supplies - Buildings	5,000	5,000	205	204.75	-
-45400-240 Small Tools and Minor Equipment	1,000	1,000	0	-	-
Total Supplies	6,500	6,500	209	208.52	-
Other Services and Charges					
-45400-304 Professional Services	-	-	-	-	-
-45400-321 Telephone/Cellular Phones	-	-	-	-	-
-45400-306 Park Commission Activities	-	-	-	-	-
-45400-340 Advertising	-	-	-	-	-
-45400-351 Legal Notices	-	-	-	-	-
-45400-360 Insurance	1,500	3,081	3,081	3,081.00	-
-45400-381 Electric Utilities	28,000	26,000	26,970	26,969.96	-
-45400-382 Water & Wastewater Utilities	3,600	6,000	5,315	5,314.35	-
-45400-383 Gas Utilities	-	2,000	2,770	2,769.17	-
-45400-401 Repairs and Maintenance - Structures	500	1,500	1,625	1,624.28	-
-45400-404 Repair & Maint Labor-Camb Libr	-	18,000	19,266	11,833.56	-
-45400-409 Maint Contracts-Building & Equipment	-	-	4805	4,804.41	-
-45400-417 Rental-Uniforms	-	-	-	-	-
-45400-430 Miscellaneous	500	500	0	-	-
-45400-440 Schools & Meetings	-	-	-	-	-
-45400-499 Library Sculpture Grant	-	6,750	6,750	6,750.00	-
Total Other Services and Charges	34,100	63,831	70,582	63,146.73	-
Total Library	40,600	70,331	70,791	63,355.25	-
TOTAL PARKS AND RECREATION	511,484	529,326	421,586	411,982	383,018
TOTAL EXPENDITURES	6,132,626.00	6,024,118.00	5,529,741.00	5,502,752.54	5,871,881.94
TRANSFERS OUT					
-49300-720				1,372,704.00	1,214,059.00
Fire Equipment Revolving Fund - #420	59,866	59,866	59,866	-	-
Transfer to Cap fund 415 Park Improv	100,000	100,000	100,000	-	-
Transfer to Cap fund 417 Police	100,000	100,000	100,000	-	-
Transfer to Cap fund 418 Public Works	100,000	100,000	100,000	-	-
Transfer to Cap fund 419 City Hall	193,997	288,087	288,087	-	-
Transfer for CI Bike / Walk Trail-fund capital	8,340	15,000	15,000	-	-
Transfer to CI Bike/ Walk Trail Oper Fund	6,660	6,660	6,660	-	-
Transfer to Airport Operating Fund (#211)	-	-	-	-	9,000
Additional Transfer to Pavement Mgmt #443	-	-	1,005,000	-	-
Pavement Management Fund - #443	328,700	328,700	328,700	-	-
Transfer to 205 for Econ Dev.	294,391	294,391	294,391	-	-
Transfers Out to Airport Cap	15,000	80,000	80,000	-	-
TOTAL TRANSFERS OUT	1,206,954	1,372,704	2,386,704	1,372,704.00	1,214,059.00
TOTAL EXPENDITURES & TRANSFERS OUT	7,339,580	7,396,822	7,916,445	6,875,456.54	7,085,940.94

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

Adopted Budget <u>2020</u>	11/2/2020 Amended Budget <u>2020</u>	2/16/2021 Proposed Budget <u>2020</u>	YTD Actual 2020 12/31/2020	YTD Actual 2019 12/31/2019
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Prepared by: Caroline Moe, Director of Finance

BACKGROUND

Versacon Inc is submitting Pay Request #1 for work completed through January 31, 2021, on the City Hall & Mall Roof Project. City Engineer, Inspec has reviewed the pay request and is recommending payment in the amount of \$7,536.35.

The Council awarded this contract to Versacon at its November 16, 2020, meeting and construction is just beginning.

Fiscal Note—the City Hall / Mall Roof project is a budgeted project for 2021. The project is currently under budget.

COUNCIL ACTION

Staff recommends to Council to authorize partial payment request No. 1 to Versacon Inc. for \$7,536.35.

ATTACHMENTS

Resolution R21-006 Authorizing Partial Payment 1 to Versacon Inc. for the City Hall / Mall Roof project.

Resolution R21-006

**RESOLUTION ACCEPTING WORK AND AUTHORIZING
PARTIAL PAYMENT TO VERSACON, INC
(CITY HALL AND CITY CENTER ROOF REPLACEMENT)**

WHEREAS, pursuant to a written contract signed with the City of Cambridge, Versacon has satisfactorily completed a portion of the Cambridge City Hall and City Center Roof Replacement Project in accordance with such contract and;

WHEREAS, Gerald Peterson, Project Engineer from Inspec, has reviewed the work through January 31, 2021, and recommends payment in the amount of \$7,536.35 (Partial Payment #1);

NOW THEREFORE, BE IT RESOLVED by the City Council of Cambridge, Minnesota, that the work completed to date under said contract is hereby accepted and approved and;

BE IT FURTHER RESOLVED that the City Administrator is hereby directed to authorize payment on such contract in the amount of \$7,536.35.

Adopted by the Cambridge City Council this 16th day of February 2021.

Jim Godfrey, Mayor

ATTEST:

Linda J. Woulfe, City Administrator