

**Cambridge City Council Meeting Announcement and Agenda**

**July 19, 2021 6:00 PM**

Cambridge City Hall, 300 3<sup>rd</sup> Avenue NE

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

<b>Tentative Time</b>	<b>Agenda Item</b>
6:00 pm	1. Call to Order and Pledge of Allegiance
6:01 pm	2. Citizens Forum
6:04 pm	3. Approval of Agenda
6:05 pm	4. Consent Agenda
	A. Approval of the regular and summary meeting minutes for the July 5, 2021 City Council meeting (p. 3)
	B. Warrants #120282 - #120540 and ACH/Wire items totaling \$1,929,224.67 (p. 7)
	C. Resolution R21-027 2021 General Fund Budget Amendment (p. 47)
	D. Resolution R21-028 2021 Capital Fund Budget Amendment (p. 63)
	E. Resolution R21-029 Application for Payment #4 from Versacon, Inc for City Hall and City Center Roof Replacement (p. 66)
	F. Demolition of two City-Owned Houses at Airport and Sandquist Park. (p. 70)
	G. Approve hire of Christine Hadley as Receptionist for Community Development (p. 73)
	H. Approval of offer letter and promotion of Chad Saelens to Sergeant with Cambridge PD (p. 74)
	5. Work Session
6:07 pm	A. Discussion of Parking at the Library (p. 75)
	6. Unfinished Business
	7. New Business
6:10 pm	A. <b>PUBLIC HEARING</b> -Ordinance 734 Annexing 33703 Hastings St. NE (PIN: 03.028.5800) into City Limits (p. 78)

6:15 pm	B. Approve Ordinance 736 amending the Future Land Use Map for the Munkberg Property to reflect a Low Density Residential classification (p. 86)
6: 20 pm	C. Approve Ordinance 737 rezoning the Munkberg Property to R-1 One Family Residence district (p. 94)
6:25 pm	D. Resolution R21-030 for a Variance for Exterior materials, Arrow Tank (p. 104)
6:28 pm	E. <b>Public Hearing</b> for Street Reconstruction and Overlay Plan, Resolution R21-031 (p. 115)
6:33 pm	F. Resolution R21-032 Preliminary Plat Extension Request, Yerigan Farms 3 <sup>rd</sup> Addition (p. 130)
6:36 pm	G. SEH Proposal for Engineering Services for the Proposed Sandquist Park Improvement Project (p. 140)
6:40 pm	H. Russell Mann Proposals for General Contractor Services for the Proposed Sandquist Park Improvement Project (p. 143)
6:44 pm	I. Maguire Iron Proposal for Demolition of the Rum River Drive Water Tower (p. 147)
6:48 pm	J. Scott Horsman Employment Status Change Request (p. 150)
6:51 pm	K. Roof Replacement Proposal Requests (p. 152)
	8. Mayor's Report
6:55 pm	A. Recap of Ice Cream Social/ downtown concert
	9. Council Concerns
6:58 pm	10. City Attorney or City Administrator's Report
7:00 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.

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

### Upcoming Meetings

<u>Date</u>	<u>Time</u>	<u>Description</u>
July 26	6:00 pm	Cambridge Fire Department Meeting (Training Room)
July 28	10:00 am	NLX Meeting (Pine County Court House or Zoom)
Aug 3	7:00 pm	Planning Commission Meeting

## Cambridge City Council Meeting Minutes Tuesday, July 6, 2021

A regular meeting of the Cambridge City Council was held on Tuesday, July 6, 2021, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

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

Staff Present: City Administrator Vogel, Assistant City Administrator Lewis, 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

Iverson moved, seconded by Ziebarth, to approve the agenda. Motion carried unanimously.

### Consent Agenda

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

- B. Draft May 2021 Financial Statements
- C. League of MN Cities Insurance Trust Municipal Tort Liability Coverage Waiver Form

Upon roll call, Godfrey, Shogren, Ziebarth, Iverson, and Conley voted aye, no nays. Motion passed unanimously.

In the special minutes from June 21, 2021, Shogren wanted to clarify where the American Rescue Plan Act funds were coming from. The funds are coming from the federal government, but will be disbursed through the State of Minnesota. Upon clarification, Shogren moved, seconded by Conley, to approve item 4A of the consent agenda. Motion passed unanimously.

**There were no items under Work Session or Unfinished Business.**

### New Business

#### *Road Closure for Art Fair*

Schuster presented a request to close streets for the upcoming Art & Craft Fair being sponsored by the City of Cambridge. The art and craft fair will be held on 2<sup>nd</sup> Avenue SW and Ashland Street S. Schuster said the request is to close 2<sup>nd</sup> Avenue SW between Birch Street S to just west of the Post Office alley access, and to close Ashland Street S between 1<sup>st</sup> Avenue W and 3<sup>rd</sup> Street SW. Any alley entrances in the area would also be closed. He said the fair hours are from 10am to 3pm, but the streets will be closed from 7am to 5pm to facilitate set-up and tear-down for the event. Iverson moved, seconded by Conley, to approve the road closure request as presented. Motion passed unanimously.

### ***Planning Commission Vacancy Appointment***

Lewis announced there is a vacancy on the Planning Commission as a result of member, Arianna Weiler, moving to a location that makes her ineligible to serve on the Commission. Staff reached out to applicants from last fall, and Amanda Latsch is still interested and eligible to serve on the Planning Commission. Staff also solicited for the position through other means, but no eligible applications were received. Latsch was in attendance, and spoke of her interest in being on the Planning Commission and that she is eligible to serve on the commission. Shogren moved, seconded by Ziebarth, to appoint Amanda Latsch to fill the open vacant seat on the Planning Commission. Motion passed unanimously.

### ***Approval of Posting for Full-Time Permit Tech Position***

Vogel informed about a staffing issue in the Community and Economic Development Division. The previous part-time permit tech has resigned, and the department is in need of another full-time staff position as staff members are already spread thin. Vogel believes the position most needed at the moment would be a Full-time Permit Technician. He feels this would be the best way to continue to provide the highest quality service in a timely manner. With permit revenue exceeding expectations, and prolonged staff vacancies, Vogel said the new position should not adversely impact the 2021 budget. Shogren moved, seconded by Iverson, to approve the posting for a Full-time Permit Tech. Motion passed unanimously.

### ***Accept Horsman Resignation and Approve Posting of vacancies within the Cambridge Police Department***

Schuster informed the council of the resignation of Officer Horsman, leaving a full-time position within the department. He also noted a promotional opportunity to fill Patrol Sergeant from within the department as well. Schuster stated this would leave two full-time officer positions open, and would like to fill both of the positions as soon as possible by advertising of the openings immediately. He said there would be no financial impact as the positions are already funded within the current budget. Ziebarth moved, seconded by Iverson, to approve staff to advertise and begin the hiring process for two Full-time Officers. Motion passed unanimously.

### **Mayor's Report**

Godfrey stated the fireworks for the 4<sup>th</sup> of July were wonderful, and the weather and mosquitoes cooperated to make it an enjoyable evening. He also wanted to say thank you to Abigail Shogren for her beautiful performance of the National Anthem.

### **There were no Council Concerns or City Attorney's Report.**

### **City Administrator's Report**

Vogel thanked Schwab and the public works staff for helping to make the weekend's festivities more pleasant with their mosquito control measures done on July 1<sup>st</sup> within the city. He also noted that City Hall would be open to the public again starting on June 7<sup>th</sup> following repair work due to water damage.

**Adjournment of Council Meeting**

Being no further business before the City Council, Shogren moved, seconded by Conley, to adjourn the regular meeting at 5:14 pm. Motion carried unanimously.

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James A. Godfrey, Mayor

ATTEST:

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Evan Vogel, 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 3<sup>rd</sup> Ave. NE, Cambridge, Minnesota.

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

**Regular City Council Meeting  
July 6, 2021**

- Meeting called to order at 5:00 pm.
- Approved agenda.
- Approved consent agenda items B-C. Clarified and approved consent agenda item 4A.
- Approved road closure on August 7<sup>th</sup> for Cambridge Art & Craft Fair.
- Appointed Amanda Latsch to the vacant Planning Commission position.
- Approved posting for a Full-time Permit Tech position.
- Approved posting and initial hiring process for two Full-time Officers.
- Godfrey reported back on the 4<sup>th</sup> of July fireworks.
- Vogel thanked staff for mosquito control over the weekend, and announced City Hall would reopen to the public on July 7<sup>th</sup>.
- Adjourned meeting at 5:14 pm.

CAMBRIDGE CITY COUNCIL MEETING  
 July 19, 2021  
 BILLS LIST

	<b>Date</b>	<b>Check #s</b>	<b>Submitted For Approval</b>
Prepaid Checks	6/16/2021	120282 - 120339	529,401.66
Prepaid Checks	6/23/2021	120340 - 120413	201,306.90
Prepaid Checks	6/30/2021	120414 - 120474	250,429.55
Prepaid Checks	7/8/2021	120475 - 120540	365,463.02
Prepaid Checks			
<b>Total Checks</b>			<b>1,346,601.13</b>
 <b>PAID THROUGH ACH or WIRE June 2021:</b>			
Payroll			238,943.35
Federal Payroll Tax Withholding			72,498.05
State Payroll Tax Withholding			14,977.45
PERA Withholdings			62,890.69
Deferred Comp Premiums			4,340.00
Self Insurance & Flex & Select Account Admin Fee			2,799.75
Century Link			62.62
ECE			45,016.17
Sales & Use Tax Payments to State of MN			119,027.00
Centerpoint			4,991.10
Wright Express (City wide fuel cards)			8,145.23
Connexus			1,139.36
Midcontinent			6,051.14
Reliance Life Insurance ACH			1,348.69
AFLAC			392.94
<b>Total Paid through ACH or Wire</b>			<b>582,623.54</b>
 <b>TOTAL SUBMITTED FOR APPROVAL</b>			<b>\$1,929,224.67</b>

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of City check disbursements from 6/11/2021-7/8/2021 and all other disbursements for June 2021.

Caroline Moe 7/9/2021  
 Caroline Moe, Director of Finance signature & date

Linda Gerlach 7/9/2021  
 Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	Office Supplies	54.44
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	39.16
175	Amazon Capital Services, Inc.	Downtown Flowers	117.98
Total 175:			211.58
319	Artisan Beer Company	Liquor Store Merchandise	107.50
Total 319:			107.50
521	Bellboy Corporation	Liquor Store Merchandise	2,376.83
521	Bellboy Corporation	Credit Liquor Merchandise	108.00-
521	Bellboy Corporation	Liquor Store Merchandise	305.50
Total 521:			2,574.33
551	Chas A. Bernick Inc.	Liquor Store Merchandise	872.00
551	Chas A. Bernick Inc.	Liquor Store Merchandise	312.62
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,921.90
Total 551:			5,106.52
797	C & L Distributing	Liquor Store Merchandise	616.70
Total 797:			616.70
826	North 65 Chamber of Comme	Chamber Luncheon - Admin	30.00
Total 826:			30.00
1140	Cintas Corporation	Rug & Towel Rentals & Maint Supplies - Liquor Store	205.52
1140	Cintas Corporation	Rug Rentals - Street Dept	17.04
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	164.97
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:			562.21
1164	City of Saint Paul	Asphalt Mix	595.21
Total 1164:			595.21
1279	One Diversified, LLC	AV System - Council Chambers	600.00
Total 1279:			600.00
1336	Crystal Springs Ice	Liquor Store Merchandise	542.62



Vendor	Vendor Name	Description	Net Invoice Amount
1336	Crystal Springs Ice	Liquor Store Merchandise	197.64
Total 1336:			740.26
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	21,898.65
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	2,237.61
1396	Dahlheimer Beverage, LLC	Keg Deposit	90.00
1396	Dahlheimer Beverage, LLC	Keg Return	30.00-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	1,029.00
1396	Dahlheimer Beverage, LLC	Keg Deposit	30.00
Total 1396:			25,255.26
1555	Disgruntled Brewing	Liquor Store Merchandise	192.00
Total 1555:			192.00
1590	Drastic Measures Brewing, LL	Liquor Store Merchandise	112.00
Total 1590:			112.00
1646	East Central Energy	2021 Street Lighting Project	36,335.04
Total 1646:			36,335.04
1681	ECM Publishers, Inc.	Advertising - Liquor Store	1,750.84
Total 1681:			1,750.84
1716	Ehlers & Associates, Inc.	Arbitrage Report - GO Bonds, Series 2016A	600.98
1716	Ehlers & Associates, Inc.	Arbitrage Report - GO Bonds, Series 2016A	654.72
1716	Ehlers & Associates, Inc.	Arbitrage Report - GO Bonds, Series 2016A	844.42
1716	Ehlers & Associates, Inc.	Arbitrage Report - GO Bonds, Series 2016A	443.05
1716	Ehlers & Associates, Inc.	Arbitrage Report - GO Bonds, Series 2016A	456.83
Total 1716:			3,000.00
1921	Ferguson Waterworks	Annual Entitlement Fee - Meter Account	1,500.00
1921	Ferguson Waterworks	Automatic Meter Read Project	4,911.96
Total 1921:			6,411.96
2188	Gratitude Farms	Animal Control Services	400.00
Total 2188:			400.00
2411	Hillyard Inc.	Maintenance Supplies - City Hall	281.79

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2411:			281.79
2568	Inspec, Inc	RR and Mechanical Rehabilitation Construction Mgmt	3,591.75
Total 2568:			3,591.75
2681	Isanti County Sheriff's Office	RMS Monthly Maintenance - June	168.24
Total 2681:			168.24
2716	J.P. Cooke Company	Signature Stamp - Building	48.00
Total 2716:			48.00
2728	Jenner, Jean	Hole Sponsor - Mama Jean Open	100.00
Total 2728:			100.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	284.01
2796	Johnson Brothers Liquor Co	Delivery Charge	4.65
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	552.80
2796	Johnson Brothers Liquor Co	Delivery Charge	17.27
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	9,387.58
2796	Johnson Brothers Liquor Co	Delivery Charge	171.26
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,357.54
2796	Johnson Brothers Liquor Co	Delivery Charge	92.46
Total 2796:			13,867.57
2961	Knife River Corporation	Repair & Maint - Infrastructure	158.76
2961	Knife River Corporation	Repair & Maint - Infrastructure	156.06
Total 2961:			314.82
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.90
Total 3056:			15.90
3189	LePage and Sons	Trash and Recycle Service - Wastewater	263.87
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
3209	LHB, Inc.	Aud Sub No. 8 - Project 200890.00	800.00
Total 3209:			800.00

Vendor	Vendor Name	Description	Net Invoice Amount
3269	Lolo's Ghost	2021 Summer Concerts	1,350.00
Total 3269:			1,350.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	29.25
3461	McDonald Distributing Compa	Liquor Store Merchandise	18,299.90
3461	McDonald Distributing Compa	Credit Liquor Merchandise	123.13-
3461	McDonald Distributing Compa	Credit Liquor Merchandise	923.00-
Total 3461:			17,283.02
3488	McQueen Laboratory Supply	Small Tools and Equipment - Wastewater Plant	3,477.00
Total 3488:			3,477.00
3521	Menards	Misc Operating Supplies - Wastewater	60.49
3521	Menards	Misc Operating Supplies - Wastewater	84.91
3521	Menards	Misc Operating Supplies - Parks	25.98
3521	Menards	Misc Operating Supplies - Parks	71.88
3521	Menards	Misc Operating Supplies - Parks	109.96
3521	Menards	Maintenance Supplies - City Hall	14.47
3521	Menards	Small Tools & Equipment - Police	3.99
Total 3521:			371.68
3543	Metro Sales, Inc.	Ricoh MP 2554SP & C2004 Copier Lease, Base Rate	258.78
Total 3543:			258.78
4011	NAC Mechanical & Electrical	Repairs & Maint Labor Bldgs - Work Id 285879	203.00
4011	NAC Mechanical & Electrical	Repairs & Maint Labor Bldgs - Work Id 288106	352.26
Total 4011:			555.26
4091	New France Wine	Liquor Store Merchandise	720.00
4091	New France Wine	Shipping	15.00
Total 4091:			735.00
4158	North Ridge Winery	Liquor Store Merchandise	170.80
Total 4158:			170.80
4334	Olson, Keri	ICR21008149	2,601.25
Total 4334:			2,601.25
4476	Phillips Wine & Spirits	Liquor Store Merchandise	5,179.84
4476	Phillips Wine & Spirits	Delivery Charge	89.38

Vendor	Vendor Name	Description	Net Invoice Amount
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,328.75
4476	Phillips Wine & Spirits	Delivery Charge	74.24
Total 4476:			7,672.21
4916	Rum River Cross Country Ski	Ski Trail Grooming	3,675.00
Total 4916:			3,675.00
4919	Rupp, Anderson, Squires, &	March Legal Expense	5,946.46
Total 4919:			5,946.46
5116	Short, Elliott, Hendrickson Inc	CAMBR 2020 Street Construction	2,881.50
5116	Short, Elliott, Hendrickson Inc	CAMBR N Garfield St Feas.	384.50
5116	Short, Elliott, Hendrickson Inc	CAMBR City Eng. Services	2,273.00
5116	Short, Elliott, Hendrickson Inc	CAMBR Water Tower Const Admin	1,478.76
Total 5116:			7,017.76
5251	Star	Advertising Liquor Store	1,056.00
5251	Star	Public Notice Planning Commission	11.79
5251	Star	Public Notice Drinking Water Report	169.13
Total 5251:			1,236.92
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Police	523.36
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Police	177.75
Total 5301:			701.11
5475	The Rockin' Hollywoods	2021 Summer Concerts	1,750.00
Total 5475:			1,750.00
5509	Thomsen, Dean A	Window Cleaning Liquor Store - Cooler Doors & Entry	140.24
Total 5509:			140.24
5801	Verizon Wireless	Small Tools & Equipment - PD	841.49
5801	Verizon Wireless	wireless phone service - Police	955.62
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	41.51
Total 5801:			1,953.65
5808	Versacon, Inc.	City Hall Roof Replacement - Pay App No 3	351,236.29

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5808:			351,236.29
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	644.30
Total 5816:			644.30
5831	Vinocopia	Liquor Store Merchandise	1,903.50
5831	Vinocopia	Delivery Charge	30.00
Total 5831:			1,933.50
5881	WatchGuard Video	Warranty	6,150.00
Total 5881:			6,150.00
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	14.02
5886	Watson Co., Inc.	Liquor Store Merchandise	321.70
5886	Watson Co., Inc.	Liquor Store Merchandise	3,355.78
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	320.41
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			4,017.91
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	48.00
5891	Breakthru Beverage Minnesot	Freight Charge	1.15
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	31.31
5891	Breakthru Beverage Minnesot	Freight Charge	2.30
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	2,775.16
5891	Breakthru Beverage Minnesot	Freight Charge	41.59
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	255.20
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	558.60
5891	Breakthru Beverage Minnesot	Freight Charge	9.20
Total 5891:			3,722.51
6001	Wine Merchants	Liquor Store Merchandise	592.00
6001	Wine Merchants	Delivery Charge	6.20
Total 6001:			598.20
Grand Totals:			529,401.66

Dated: 6/16/2021City Treasurer: Caroline Nroe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/21	06/16/2021	120282	175	Amazon Capital Services, Inc.	101-20100	211.58
06/21	06/16/2021	120283	319	Artisan	610-20100	107.50
06/21	06/16/2021	120284	521	Bellboy Corporation	610-20100	2,574.33
06/21	06/16/2021	120285	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	3,722.51
06/21	06/16/2021	120286	797	C & L Distributing	610-20100	616.70
06/21	06/16/2021	120288	551	Bernick's	610-20100	5,106.52
06/21	06/16/2021	120289	1140	Cintas Corporation	601-20100	562.21
06/21	06/16/2021	120290	1164	City of Saint Paul	101-20100	595.21
06/21	06/16/2021	120291	1336	Crystal Springs Ice	610-20100	740.26
06/21	06/16/2021	120292	1396	Dahlheimer Beverage, LLC	610-20100	25,255.26
06/21	06/16/2021	120293	1555	Disgruntled Brewing	610-20100	192.00
06/21	06/16/2021	120294	1590	Drastic Measures Brewing	610-20100	112.00
06/21	06/16/2021	120295	1646	East Central Energy	101-20100	36,335.04
06/21	06/16/2021	120297	1681	ECM Publishers, Inc.	610-20100	1,750.84
06/21	06/16/2021	120298	1716	Ehlers & Associates, Inc.	603-20100	3,000.00
06/21	06/16/2021	120299	1921	Ferguson Waterworks #2518	601-20100	6,411.96
06/21	06/16/2021	120300	2188	Gratitude Farms	101-20100	400.00
06/21	06/16/2021	120301	2411	Hillyard / Minneapolis	101-20100	281.79
06/21	06/16/2021	120302	2568	Inspec, inc	419-20100	3,591.75
06/21	06/16/2021	120303	2681	Isanti County Sheriff's Office	101-20100	168.24
06/21	06/16/2021	120304	2716	J.P. Cooke Company	101-20100	48.00
06/21	06/16/2021	120305	2728	Jean Jenner	610-20100	100.00
06/21	06/16/2021	120306	2796	Johnson Bros - St Paul	610-20100	13,867.57
06/21	06/16/2021	120307	2961	Knife River Corporation	101-20100	314.82
06/21	06/16/2021	120308	3056	Lake Superior Laundry Inc.	101-20100	15.90
06/21	06/16/2021	120309	3189	LePage and Sons	101-20100	413.33
06/21	06/16/2021	120310	3209	LHB, Inc.	101-20100	800.00
06/21	06/16/2021	120311	3269	Lolo's Ghost	101-20100	1,350.00
06/21	06/16/2021	120312	3461	McDonald Distributing Company	610-20100	17,283.02
06/21	06/16/2021	120313	3488	McQueen Laboratory Supply Co	602-20100	3,477.00
06/21	06/16/2021	120314	3521	Menards	101-20100	371.68
06/21	06/16/2021	120316	3543	Metro Sales, Inc.	101-20100	258.78
06/21	06/16/2021	120317	4011	NAC Mechanical & Electrical Services	101-20100	555.26
06/21	06/16/2021	120318	4091	New France Wine	610-20100	735.00
06/21	06/16/2021	120319	826	North 65 Chamber of Commerce	101-20100	30.00
06/21	06/16/2021	120320	4158	North Ridge Winery	610-20100	170.80
06/21	06/16/2021	120321	4334	Keri Olson	101-20100	2,601.25
06/21	06/16/2021	120322	1279	One Diversified, LLC	101-20100	600.00
06/21	06/16/2021	120323	4476	Phillips St Paul	610-20100	7,672.21
06/21	06/16/2021	120325	4916	Rum River Cross Country Ski Club	101-20100	3,675.00
06/21	06/16/2021	120326	4919	Rupp, Anderson, Squires, &	101-20100	5,946.46
06/21	06/16/2021	120327	5116	Short, Elliott, Hendrickson Inc	601-20100	7,017.76
06/21	06/16/2021	120328	5251	Star	101-20100	1,236.92
06/21	06/16/2021	120330	5301	Steve's Tire Inc	101-20100	701.11
06/21	06/16/2021	120331	5475	The Rockin' Hollywoods	101-20100	1,750.00
06/21	06/16/2021	120332	5509	Dean Thomsen	610-20100	140.24
06/21	06/16/2021	120333	5801	Verizon Wireless	602-20100	1,953.65
06/21	06/16/2021	120334	5808	Versacon, Inc.	419-20100	351,236.29
06/21	06/16/2021	120335	5816	Viking Coca-Cola Bottling Co	610-20100	644.30
06/21	06/16/2021	120336	5831	Vinocopia	610-20100	1,933.50
06/21	06/16/2021	120337	5881	WatchGuard Video	101-20100	6,150.00
06/21	06/16/2021	120338	5886	Watson Co., Inc.	610-20100	4,017.91
06/21	06/16/2021	120339	6001	Wine Merchants	610-20100	598.20
Grand Totals:						529,401.66

Vendor	Vendor Name	Description	Net Invoice Amount
165	Allina Health	Health History, Physical, Questionnaire - Streets Seaso	635.00
165	Allina Health	Health History, Physical, Questionnaire - Parks Season	300.00
165	Allina Health	Health History, Physical, Questionnaire - Wastewater	201.00
165	Allina Health	Health History, Physical, Questionnaire - Liquor Store	268.00
Total 165:			1,404.00
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	31.99
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	1,197.80
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Parks	735.96
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	121.54
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Streets	109.20
175	Amazon Capital Services, Inc.	Repair & Maint - Wastewater Plant	365.86
175	Amazon Capital Services, Inc.	Lab Supplies - Wastewater	419.97
Total 175:			2,982.32
177	Amazing LED & Neon	Maintenance & Repair Supplies - Liquor Store	3,300.00
Total 177:			3,300.00
341	Aspen Mills	Uniform Allowance - D. Wagner	320.00
Total 341:			320.00
439	Barnum Gate Services, Inc.	Repair & Maint Supplies - Airport Gate	1,170.00
Total 439:			1,170.00
521	Bellboy Corporation	Liquor Store Merchandise	2,108.48
521	Bellboy Corporation	Liquor Store Merchandise	479.56
Total 521:			2,588.04
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	11.52
551	Chas A. Bernick Inc.	Liquor Store Merchandise	177.12
551	Chas A. Bernick Inc.	Liquor Store Merchandise	4,441.50
Total 551:			4,607.10
596	Bloomquist Electric Inc	Repair & Maint Labor Veh/Eq - Shop	250.00
596	Bloomquist Electric Inc	EV Charging Station	1,056.00
Total 596:			1,306.00
701	Bright'N'Clean Awning Service	Power Washing - Northbound Liquor	495.00
Total 701:			495.00

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Training - T. Knudson	250.00
969	Cardmember Service	Postage - Wastewater	27.50
969	Cardmember Service	Postage - Wastewater	14.67
969	Cardmember Service	Training - B. Putzke	250.00
969	Cardmember Service	Office Supplies	5.08
969	Cardmember Service	GFOA Certificate of Achievement Review Fee	460.00
969	Cardmember Service	Office Supplies - Building	5.08
969	Cardmember Service	Zoom Video Standard Pro Monthly	16.16
969	Cardmember Service	Office Supplies - Water	2.54
969	Cardmember Service	Office Supplies - Wastewater	2.54
969	Cardmember Service	Misc Operating Supplies - Streets	129.99
969	Cardmember Service	Downtown Flowers	131.78
969	Cardmember Service	Weed Control	226.52
969	Cardmember Service	Misc Operating Supplies - Parks	566.24
969	Cardmember Service	Small Tools & Equipment - Parks	1,132.37
969	Cardmember Service	Small Tools & Equipment - Parks	1,132.37
969	Cardmember Service	Small Tools & Equipment - Parks	1,132.37
969	Cardmember Service	Small Tools & Equipment - Parks	1,132.35
969	Cardmember Service	Street Light and Signal Repair	4,285.00
969	Cardmember Service	Repair & Maint Supplies Veh/Eq - Streets	.65
969	Cardmember Service	Repair & Maint Supplies Veh/Eq - Streets	26.00
969	Cardmember Service	Downtown Flowers	276.01
969	Cardmember Service	Downtown Flowers	35.96
969	Cardmember Service	Downtown Flowers	52.80
969	Cardmember Service	Small Tools & Equipment - Police	308.63
Total 969:			11,602.61
972	Carlos Creek Winery	Liquor Store Merchandise	297.00
Total 972:			297.00
1071	Central Wood Products Inc.	Rec-Step Cert Playground	189.44
1071	Central Wood Products Inc.	Rec-Step Cert Playground	189.44
1071	Central Wood Products Inc.	Rec-Step Cert Playground	189.44
1071	Central Wood Products Inc.	Rec-Step Cert Playground	189.44
1071	Central Wood Products Inc.	Rec-Step Cert Playground	189.44
1071	Central Wood Products Inc.	Rec-Step Cert Playground	189.44
1071	Central Wood Products Inc.	Rec-Step Cert Playground	189.44
1071	Central Wood Products Inc.	Rec-Step Cert Playground	189.44
1071	Central Wood Products Inc.	Rec-Step Cert Playground	189.48
Total 1071:			1,705.00
1140	Cintas Corporation	Rug & Towel Rentals & Maint Supplies - Liquor Store	89.72
1140	Cintas Corporation	Rug Rentals - Police Dept	19.68
1140	Cintas Corporation	Rug Rentals - City Hall	17.05
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	20.77
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	141.07



Vendor	Vendor Name	Description	Net Invoice Amount
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:			462.97
1336	Crystal Springs Ice	Liquor Store Merchandise	116.64
1336	Crystal Springs Ice	Liquor Store Merchandise	507.58
1336	Crystal Springs Ice	Liquor Store Merchandise	344.52
1336	Crystal Springs Ice	Liquor Store Merchandise	526.50
Total 1336:			1,495.24
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	21,088.00
1396	Dahlheimer Beverage, LLC	Keg Deposit	90.00
1396	Dahlheimer Beverage, LLC	Keg Return	90.00-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	2,849.16
1396	Dahlheimer Beverage, LLC	Keg Deposit	90.00
1396	Dahlheimer Beverage, LLC	Keg Return	60.00-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	25.20-
Total 1396:			23,941.96
1531	DexYP	Directory Listing - Liquor Store	79.00
Total 1531:			79.00
1590	Drastic Measures Brewing, LL	Liquor Store Merchandise	96.00
Total 1590:			96.00
1631	Earl F. Andersen, Inc.	Street Signs	159.95
Total 1631:			159.95
1648	East Central Exterminating	June Service - Northbound Liquor	80.91
Total 1648:			80.91
1666	East Central Solid Waste Co	Mixed Solid Waste	28.53
1666	East Central Solid Waste Co	Mixed Solid Waste	29.24
1666	East Central Solid Waste Co	Mixed Solid Waste	21.41
Total 1666:			79.18
1891	Fastenal Company	Misc Operating Supplies - Shop	50.92

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1891:			50.92
1921	Ferguson Waterworks	Automatic Meter Read Project	1,515.80
Total 1921:			1,515.80
1949	First Advantage	Pre-Employment Drug Test - Streets	226.52
1949	First Advantage	Pre-Employment Drug Test - Parks	141.57
1949	First Advantage	Pre-Employment Drug Test - Wastewater	84.95
1949	First Advantage	Pre-Employment Drug Test - Liquor Store	226.52
Total 1949:			679.56
2166	Grainger	Repair & Maint - Wastewater Plant	746.94
2166	Grainger	Repair & Maint - Wastewater Plant	765.48
Total 2166:			1,512.42
2182	Winebow	Liquor Store Merchandise	810.00
2182	Winebow	Freight Charges	13.50
2182	Winebow	Liquor Store Merchandise	1,452.00
2182	Winebow	Freight Charges	20.25
Total 2182:			2,295.75
2250	Guidance Homes, Inc.	Escrow Refund - 543 Taft Loop S	7,700.00
2250	Guidance Homes, Inc.	Escrow Refund - 543 Taft Loop S	54.00-
Total 2250:			7,646.00
2271	Hach Company	Wastewater Lab Supplies	129.77
Total 2271:			129.77
2311	Harper Brooms	Small Tools and Equipment - Streets	239.60
Total 2311:			239.60
2341	Hawkins, Inc.	Chemicals - Water	3,411.21
2341	Hawkins, Inc.	Chemicals - Wastewater	663.43
Total 2341:			4,074.64
2522	In Capable Hands	2021 Summer Programs	900.00
Total 2522:			900.00
2539	Indian Island Winery	Liquor Store Merchandise	378.72

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2539:			378.72
2573	IUOE Local #49	June Working Dues Assessment - Maintenance	160.00
2573	IUOE Local #49	June Working Dues Assessment - Wastewater	112.00
2573	IUOE Local #49	June Union Dues - Maintenance	350.00
2573	IUOE Local #49	June Union Dues - Wastewater	245.00
Total 2573:			867.00
2636	Minnesota Equipment	Repair & Maint Supplies Veh/Eq - Parks	398.72
Total 2636:			398.72
2703	Isanti Township	2021 Reimbursement for Annexation	1,870.00
2703	Isanti Township	Ord 708 Annexation Reimbursement	1,870.00
Total 2703:			3,740.00
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	101.36-
2796	Johnson Brothers Liquor Co	Credit Delivery Charge	2.08-
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	7,963.05
2796	Johnson Brothers Liquor Co	Delivery Charge	98.15
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,381.89
2796	Johnson Brothers Liquor Co	Delivery Charge	73.62
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	297.24
2796	Johnson Brothers Liquor Co	Delivery Charge	4.65
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,159.40
2796	Johnson Brothers Liquor Co	Delivery Charge	42.78
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	671.10
2796	Johnson Brothers Liquor Co	Delivery Charge	9.30
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,966.50
2796	Johnson Brothers Liquor Co	Delivery Charge	63.54
Total 2796:			15,627.78
2820	Jonah & The Whales	2021 Summer Concerts	1,600.00
Total 2820:			1,600.00
2956	Knife Lake Concrete, Inc.	Concrete Walk and Ribbon Curb - Parks	2,367.00
Total 2956:			2,367.00
2961	Knife River Corporation	Repairs & Maint Infrastructure	166.32
2961	Knife River Corporation	Repairs & Maint Infrastructure	221.40
Total 2961:			387.72

Vendor	Vendor Name	Description	Net Invoice Amount
3091	Lano Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Streets	976.89
Total 3091:			976.89
3176	LELS	Union Dues 183 - June	698.50
3176	LELS	Union Dues 449 - June	127.00
Total 3176:			825.50
3189	LePage and Sons	Trash and Recycle Service - Liquor Store	437.43
Total 3189:			437.43
3461	McDonald Distributing Compa	Liquor Store Merchandise	17,879.99
3461	McDonald Distributing Compa	Keg Return	120.00-
3461	McDonald Distributing Compa	Keg Deposit	90.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	480.00
3461	McDonald Distributing Compa	Credit Liquor Merchandise	77.28-
3461	McDonald Distributing Compa	Credit Liquor Merchandise	574.00-
Total 3461:			17,678.71
3521	Menards	Misc Operating Supplies - Streets	153.69
3521	Menards	Downtown Decorations	52.96
3521	Menards	Misc Operating Supplies - Wastewater	70.74
3521	Menards	Maintenance Supplies - City Hall	2.27
3521	Menards	Misc Operating Supplies - Water	2.66
3521	Menards	Downtown Flowers	24.90
3521	Menards	Misc Operating Supplies - Parks	49.99
3521	Menards	Small Tools & Equipment - Parks	41.95
3521	Menards	Misc Operating Supplies - Shop	94.89
3521	Menards	Misc Operating Supplies - Wastewater	24.36
3521	Menards	Misc Operating Supplies - Parks	20.59
3521	Menards	Misc Operating Supplies - Parks	25.96
3521	Menards	Misc Operating Supplies - Parks	12.76
3521	Menards	Misc Operating Supplies - Parks	18.36
3521	Menards	Misc Operating Supplies - Wastewater	24.10
3521	Menards	Misc Operating Supplies - Water	11.99
3521	Menards	Painting & Striping - Streets	139.99
3521	Menards	Misc Operating Supplies - Wastewater	15.58
3521	Menards	Misc Operating Supplies - Parks	9.76
Total 3521:			797.50
3531	MES - Municipal Emergency	Misc Operating Supplies - Fire	2,441.44
Total 3531:			2,441.44
3543	Metro Sales, Inc.	Ricoh MP C2004ex Color Copier Contract Base Rate	61.91

Vendor	Vendor Name	Description	Net Invoice Amount
3543	Metro Sales, Inc.	Ricoh MP C6004ex Color Copier Contract Base Rate	585.75
Total 3543:			647.66
3661	Minnesota Chiefs of Police As	Misc Operating Supplies - Police Dept	270.00
Total 3661:			270.00
3666	Minnesota Child Support Pay	Child Support Withholdings	143.97
3666	Minnesota Child Support Pay	Child Support Withholdings	263.03
3666	Minnesota Child Support Pay	Child Support Withholdings	181.81
Total 3666:			588.81
3693	Minnesota Fire Service	Instructor I Certification Exam	120.00
Total 3693:			120.00
4001	MVTL Laboratories Inc.	Testing - Water	74.00
4001	MVTL Laboratories Inc.	Testing - Wastewater	905.75
4001	MVTL Laboratories Inc.	Testing - Wastewater	44.00
4001	MVTL Laboratories Inc.	Testing - Wastewater	110.00
4001	MVTL Laboratories Inc.	Testing - Wastewater	1,077.00
Total 4001:			2,210.75
4221	Northland Landscape Nursery	Repair & Maint Supplies Bldg/Inf - Parks	507.00
Total 4221:			507.00
4426	Paustis Wine Company	Liquor Store Merchandise	1,522.00
4426	Paustis Wine Company	Freight Charge	20.00
4426	Paustis Wine Company	Credit Merchandise Liquor Store	87.00-
4426	Paustis Wine Company	Credit Freight Charge	1.25-
Total 4426:			1,453.75
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,027.43
4476	Phillips Wine & Spirits	Delivery Charge	26.35
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,750.48
4476	Phillips Wine & Spirits	Delivery Charge	101.80
Total 4476:			4,906.06
5041	SCTCC Customized Training	Re-Certification Class - D. Collison	100.00
Total 5041:			100.00
5142	SiteOne Landscape Supply, L	Misc Operating Supplies - Parks	84.14

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5142:			84.14
5147	Small Lot MN LLC	Liquor Store Merchandise	793.92
5147	Small Lot MN LLC	Delivery Charge	15.00
Total 5147:			808.92
5162	SOCO	Escrow Refund - 692 Alaska Place S	7,325.00
5162	SOCO	Escrow Refund - 692 Alaska Place S	54.00
Total 5162:			7,271.00
5181	Southern Glazer's of MN	Liquor Store Merchandise	5,810.93
5181	Southern Glazer's of MN	Delivery Charge	63.55
5181	Southern Glazer's of MN	Liquor Store Merchandise	848.00
5181	Southern Glazer's of MN	Delivery Charge	26.35
5181	Southern Glazer's of MN	Delivery Charge	1.55
5181	Southern Glazer's of MN	Liquor Store Merchandise	18,464.92
5181	Southern Glazer's of MN	Delivery Charge	291.39
5181	Southern Glazer's of MN	Liquor Store Merchandise	4,376.85
5181	Southern Glazer's of MN	Delivery Charge	114.70
5181	Southern Glazer's of MN	Liquor Store Merchandise	149.01
5181	Southern Glazer's of MN	Delivery Charge	.77
Total 5181:			30,148.02
5251	Star	Public Notice Council Meeting Minutes	9.23
Total 5251:			9.23
5271	North Folk Winery	Liquor Store Merchandise	288.00
Total 5271:			288.00
5397	Target Specialty Products	Mosquito Control	3,150.00
Total 5397:			3,150.00
5458	Devon Worley Band	2021 Summer Concerts	1,500.00
Total 5458:			1,500.00
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	580.61

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5516:			580.61
5692	Uncommon Loon Brewing Co	Liquor Store Merchandise	117.00
Total 5692:			117.00
5694	ULINE	Crime Scene Supplies	473.63
5694	ULINE	Crime Scene Supplies	53.15
Total 5694:			526.78
5751	US Internet	Monthly Internet Fees - July	36.90
5751	US Internet	Monthly Internet Fees - July	36.85
5751	US Internet	Monthly Internet Fees - July	36.85
5751	US Internet	Monthly Internet Fees - July	36.85
Total 5751:			147.45
5811	Vessco, Inc.	Repair & Maint - Wastewater Plant	370.23
Total 5811:			370.23
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	388.45
Total 5816:			388.45
5886	Watson Co., Inc.	Liquor Store Merchandise	3,576.37
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	200.87
5886	Watson Co., Inc.	Fuel Charge	6.00
5886	Watson Co., Inc.	Misc Operating Supplies - Wastewater	125.06
Total 5886:			3,908.30
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	11,995.74
5891	Breakthru Beverage Minnesot	Freight Charge	93.53
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	185.60
Total 5891:			12,274.87
5965	White Bear IT Solutions LLC	Hardware - Admin	19.49
5965	White Bear IT Solutions LLC	Hardware - Admin	1,599.00
5965	White Bear IT Solutions LLC	Hardware - Admin	249.00
5965	White Bear IT Solutions LLC	Hardware - Police Dept	92.99
Total 5965:			1,960.48
6066	Zarnoth Brush Works, Inc	Repair & Maint Supplies Veh/Eq - Streets	1,088.00





GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/21	06/23/2021	120340	165	Allina Health	610-20100	1,404.00
06/21	06/23/2021	120341	177	Amazing LED & Neon	610-20100	3,300.00
06/21	06/23/2021	120342	175	Amazon Capital Services, Inc.	602-20100	2,982.32
06/21	06/23/2021	120343	341	Aspen Mills	101-20100	320.00
06/21	06/23/2021	120344	439	Barnum Gate Services, Inc.	211-20100	1,170.00
06/21	06/23/2021	120345	521	Bellboy Corporation	610-20100	2,588.04
06/21	06/23/2021	120346	596	Bloomquist Electric Inc	101-20100	1,306.00
06/21	06/23/2021	120347	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	12,274.87
06/21	06/23/2021	120348	701	Bright'N'Clean Awning Services, LLC	610-20100	495.00
06/21	06/23/2021	120349	5516	Capitol Beverage Sales L.P.	610-20100	580.61
06/21	06/23/2021	120350	969	Cardmember Service	101-20100	11,602.61
06/21	06/23/2021	120351	972	Carlos Creek Winery	610-20100	297.00
06/21	06/23/2021	120352	1071	Central Wood Products	101-20100	1,705.00
06/21	06/23/2021	120353	551	Bernick's	610-20100	4,607.10
06/21	06/23/2021	120354	1140	Cintas Corporation	601-20100	462.97
06/21	06/23/2021	120355	1336	Crystal Springs Ice	610-20100	1,495.24
06/21	06/23/2021	120356	1396	Dahlheimer Beverage, LLC	610-20100	23,941.96
06/21	06/23/2021	120357	5458	Devon Worley Band	101-20100	1,500.00
06/21	06/23/2021	120358	1531	DexYP	610-20100	79.00
06/21	06/23/2021	120359	1590	Drastic Measures Brewing	610-20100	96.00
06/21	06/23/2021	120360	1631	Earl F. Andersen, Inc.	101-20100	159.95
06/21	06/23/2021	120361	1648	East Central Exterminating	610-20100	80.91
06/21	06/23/2021	120362	1666	East Central Solid Waste Commission	101-20100	79.18
06/21	06/23/2021	120363	1891	Fastenal Company	101-20100	50.92
06/21	06/23/2021	120364	1921	Ferguson Waterworks #2518	601-20100	1,515.80
06/21	06/23/2021	120365	1949	First Advantage	610-20100	679.56
06/21	06/23/2021	120366	2166	Grainger	602-20100	1,512.42
06/21	06/23/2021	120367	2250	Guidance Homes, Inc.	101-20100	7,646.00
06/21	06/23/2021	120368	2271	Hach Company	602-20100	129.77
06/21	06/23/2021	120369	2311	Harper Brooms	101-20100	239.60
06/21	06/23/2021	120370	2341	Hawkins, Inc.	602-20100	4,074.64
06/21	06/23/2021	120371	2522	In Capable Hands	101-20100	900.00
06/21	06/23/2021	120372	2539	Indian Island Winery	610-20100	378.72
06/21	06/23/2021	120373	2703	Isanti Township	101-20100	1,870.00
06/21	06/23/2021	120374	2703	Isanti Township	101-20100	1,870.00
06/21	06/23/2021	120375	2573	IUOE Local #49	101-20100	272.00
06/21	06/23/2021	120376	2573	IUOE Local #49	101-20100	595.00
06/21	06/23/2021	120377	2796	Johnson Bros - St Paul	610-20100	15,627.78
06/21	06/23/2021	120378	2820	Jonah & The Whales	101-20100	1,600.00
06/21	06/23/2021	120379	2956	Knife Lake Concrete, Inc.	101-20100	2,367.00
06/21	06/23/2021	120380	2961	Knife River Corporation	101-20100	387.72
06/21	06/23/2021	120381	3091	Lano Equipment, Inc.	101-20100	976.89
06/21	06/23/2021	120382	3176	LELS	101-20100	825.50
06/21	06/23/2021	120383	3189	LePage and Sons	610-20100	437.43
06/21	06/23/2021	120384	3461	McDonald Distributing Company	610-20100	17,678.71
06/21	06/23/2021	120385	3521	Menards	101-20100	797.50
06/21	06/23/2021	120386	3531	Municipal Emergency Services	101-20100	2,441.44
06/21	06/23/2021	120387	3543	Metro Sales, Inc.	101-20100	647.66
06/21	06/23/2021	120388	3661	Minnesota Chiefs of Police Association	101-20100	270.00
06/21	06/23/2021	120389	3666	Minnesota Child Support Payment Cente	101-20100	588.81
06/21	06/23/2021	120390	2636	Minnesota Equipment	101-20100	398.72
06/21	06/23/2021	120391	3693	Minnesota Fire Service	101-20100	120.00
06/21	06/23/2021	120392	4001	Minnesota Valley Testing Labs	602-20100	2,210.75
06/21	06/23/2021	120393	5271	North Folk Winery	610-20100	288.00
06/21	06/23/2021	120394	4221	Northland Landscape Nursery	101-20100	507.00
06/21	06/23/2021	120395	4426	Paustis Wine Company	610-20100	1,453.75
06/21	06/23/2021	120396	4476	Phillips St Paul	610-20100	4,906.06

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/21	06/23/2021	120397	5041	SCTCC Customized Training	101-20100	100.00
06/21	06/23/2021	120398	5142	SiteOne Landscape Supply, LLC	101-20100	84.14
06/21	06/23/2021	120399	5147	Small Lot Wine	610-20100	808.92
06/21	06/23/2021	120400	5162	SOCO	101-20100	7,271.00
06/21	06/23/2021	120401	5181	Southern Glazer's of MN	610-20100	30,148.02
06/21	06/23/2021	120402	5251	Star	101-20100	9.23
06/21	06/23/2021	120403	5397	Target Specialty Products	101-20100	3,150.00
06/21	06/23/2021	120404	5509	Dean Thomsen	610-20100	140.24
06/21	06/23/2021	120405	5694	ULINE	101-20100	526.78
06/21	06/23/2021	120406	5692	Uncommon Loon Brewing Company	610-20100	117.00
06/21	06/23/2021	120407	5751	US Internet	602-20100	147.45
06/21	06/23/2021	120408	5811	Vessco, Inc.	602-20100	370.23
06/21	06/23/2021	120409	5816	Viking Coca-Cola Bottling Co	610-20100	388.45
06/21	06/23/2021	120410	5886	Watson Co., Inc.	602-20100	3,908.30
06/21	06/23/2021	120411	5965	White Bear IT Solutions LLC	101-20100	1,960.48
06/21	06/23/2021	120412	2182	Winebow	610-20100	2,295.75
06/21	06/23/2021	120413	6066	Zarnoth Brush Works, Inc	101-20100	1,088.00
Grand Totals:						201,306.90

Vendor	Vendor Name	Description	Net Invoice Amount
41	ABM Equipment & Supply Inc.	Repair & Maint Supplies Veh/Eq - Wastewater	944.50
Total 41:			944.50
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Finance	57.98
175	Amazon Capital Services, Inc.	Repair & Maint Supplies Veh/Eq - Streets	392.95-
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Shop	497.99
Total 175:			163.02
319	Artisan Beer Company	Liquor Store Merchandise	278.05
Total 319:			278.05
341	Aspen Mills	Uniform Allowance - T. Schuster	119.90
Total 341:			119.90
521	Bellboy Corporation	Liquor Store Merchandise	2,231.90-
521	Bellboy Corporation	Credit Liquor Merchandise	179.00-
521	Bellboy Corporation	Liquor Store Merchandise	219.00
Total 521:			2,271.90
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	110.70-
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	29.52-
551	Chas A. Bernick Inc.	Liquor Store Merchandise	254.17
551	Chas A. Bernick Inc.	Liquor Store Merchandise	6,430.70
Total 551:			6,544.65
586	Bjorklund Companies LLC	Wash Sand & Black Dirt - Parks	278.60
Total 586:			278.60
661	Boyle, Eugene G.	Electrical Inspection Billing	5,201.28
Total 661:			5,201.28
797	C & L Distributing	Liquor Store Merchandise	540.30
Total 797:			540.30
826	North 65 Chamber of Comme	Promote, Advertise, Improve or Develop Economic	503.00
826	North 65 Chamber of Comme	Annual Membership - Liquor Store	422.00
Total 826:			925.00
958	Capital One	Office Supplies - Liquor Store	103.88

Vendor	Vendor Name	Description	Net Invoice Amount
Total 958:			103.88
969	Cardmember Service	Annual Conference - M. Ziebarth	99.00
969	Cardmember Service	Moving Expenses - E. Vogel	108.67
969	Cardmember Service	Moving Expenses - E. Vogel	134.93
969	Cardmember Service	MCMA Annual Conference - E. Vogel	400.00
969	Cardmember Service	Annual Conference - E. Vogel	99.00
969	Cardmember Service	Zoom Video Standard Pro Monthly	16.16
969	Cardmember Service	Refuse Hauling - Wastewater	2,430.68
Total 969:			3,288.44
1063	Central Minnesota Dust Contr	Repair & Maint Infrastructure - Railroad Ave	1,745.85
Total 1063:			1,745.85
1140	Cintas Corporation	Rug & Towel Rentals & Maint Supplies - Liquor Store	89.72
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	164.97
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:			536.13
1251	Community GIS Services, Inc.	GIS Services - May	2,500.00
1251	Community GIS Services, Inc.	GIS Services - May	2,500.00
Total 1251:			5,000.00
1336	Crystal Springs Ice	Liquor Store Merchandise	304.02
1336	Crystal Springs Ice	Liquor Store Merchandise	393.12
Total 1336:			697.14
1374	Custom Commercial Services	Repair & Maint Supplies Bldgs - Fire	888.86
1374	Custom Commercial Services	Repair & Maint Labor Bldgs - Fire	365.00
Total 1374:			1,253.86
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	29,908.75
1396	Dahlheimer Beverage, LLC	Keg Return	30.00-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	3,260.10
1396	Dahlheimer Beverage, LLC	Keg Deposit	60.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	847.15
1396	Dahlheimer Beverage, LLC	Keg Return	90.00-

Vendor	Vendor Name	Description	Net Invoice Amount
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	45,310.10
	Total 1396:		79,266.10
1454	Defiant Distributors, LLC	Liquor Store Merchandise	482.87
	Total 1454:		482.87
1481	Department of Human Servic	May Cleaning - Northbound Liquor	320.00
	Total 1481:		320.00
1583	Dong, Xiao	Refund Overpayment Water Bill 1-23011	43.06
	Total 1583:		43.06
1891	Fastenal Company	Small Tools & Equipment - Streets	231.38
	Total 1891:		231.38
2341	Hawkins, Inc.	Chemicals - Wastewater	7,449.93
	Total 2341:		7,449.93
2572	IUOE Central Pension Fund	June Contribution - Mechanics / Maintenance Division	3,840.00
2572	IUOE Central Pension Fund	June Contribution - Wastewater and Water Operators	2,688.00
	Total 2572:		6,528.00
2716	J.P. Cooke Company	Office Supplies - Building	47.00
	Total 2716:		47.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	9,934.59
2796	Johnson Brothers Liquor Co	Delivery Charge	142.60
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,178.11
2796	Johnson Brothers Liquor Co	Delivery Charge	137.49
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	25.60
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	499.38
2796	Johnson Brothers Liquor Co	Delivery Charge	14.72
	Total 2796:		14,932.49
2849	K.B. Industries, Inc.	KBI Flexi-Pave HD2000 - Downtown	5,874.00
	Total 2849:		5,874.00
2961	Knife River Corporation	Repair & Maint Infrastructure	195.70
2961	Knife River Corporation	Repair & Maint Infrastructure	185.92

Vendor	Vendor Name	Description	Net Invoice Amount
2961	Knife River Corporation	Repair & Maint Infrastructure	160.92
Total 2961:			542.54
3461	McDonald Distributing Compa	Liquor Store Merchandise	117.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	22,822.30
3461	McDonald Distributing Compa	Keg Deposit	30.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	4,493.20
3461	McDonald Distributing Compa	Liquor Store Merchandise	720.00
3461	McDonald Distributing Compa	Credit Liquor Merchandise	93.55-
3461	McDonald Distributing Compa	Credit Liquor Merchandise	1,037.60-
3461	McDonald Distributing Compa	Liquor Store Merchandise	32,364.70
3461	McDonald Distributing Compa	Keg Return	30.00-
3461	McDonald Distributing Compa	Keg Deposit	90.00
3461	McDonald Distributing Compa	Credit Liquor Merchandise	135.50-
3461	McDonald Distributing Compa	Credit Liquor Merchandise	930.00-
Total 3461:			58,410.55
3521	Menards	Misc Operating Supplies - Wastewater	16.28
3521	Menards	Repair & Maint - Water Plant	35.48
3521	Menards	Misc Operating Supplies - Fire	38.96
3521	Menards	Misc Operating Supplies - Parks	71.39
3521	Menards	Small Tools & Equipment - Wastewater	36.97
3521	Menards	Misc Operating Supplies - Streets	5.60
3521	Menards	Small Tools & Equipment - Streets	249.96
3521	Menards	Weed Control - Streets	38.99
3521	Menards	Misc Operating Supplies - Shop	124.50
3521	Menards	Misc Operating Supplies - Shop	121.31
3521	Menards	Small Tools & Equipment - Shop	28.98
3521	Menards	Misc Operating Supplies - Wastewater	16.86
3521	Menards	Painting & Striping - Streets	61.64
3521	Menards	Misc Operating Supplies - Parks	18.47
3521	Menards	Painting & Striping - Streets	88.09
3521	Menards	Misc Operating Supplies - Parks	49.35
3521	Menards	Misc Operating Supplies - Parks	7.29
3521	Menards	Misc Operating Supplies - Streets	56.97
3521	Menards	Repair & Maint - Wastewater Plant	432.46
3521	Menards	Misc Operating Supplies - Liquor Store	59.88
Total 3521:			1,559.43
3801	Minnesota Municipal Beverag	Annual Conference - B. Mix	695.00
Total 3801:			695.00
4011	NAC Mechanical & Electrical	Repair & Maint Labor - Water Plant	804.00
4011	NAC Mechanical & Electrical	Repair & Maint - Water Plant	117.20

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4011:			921.20
4066	North Central Laboratories	Lab Supplies- Wastewater	51.04
Total 4066:			51.04
4071	NCPERS Group Life Ins.	Group Vol Life Ins - PERA	336.00
Total 4071:			336.00
4091	New France Wine	Liquor Store Merchandise	384.00
4091	New France Wine	Shipping	7.50
Total 4091:			391.50
4158	North Ridge Winery	Liquor Store Merchandise	128.10
Total 4158:			128.10
4426	Paustis Wine Company	Liquor Store Merchandise	1,467.75
4426	Paustis Wine Company	Freight Charge	20.00
Total 4426:			1,487.75
4476	Phillips Wine & Spirits	Liquor Store Merchandise	3,893.77
4476	Phillips Wine & Spirits	Delivery Charge	50.37
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,773.72
4476	Phillips Wine & Spirits	Delivery Charge	80.44
Total 4476:			6,798.30
4724	Ray's Garage	Unit #6 - 6 Months Storage	390.00
Total 4724:			390.00
4749	Red Bull Distribution Compan	Liquor Store Merchandise	481.00
Total 4749:			481.00
5181	Southern Glazer's of MN	Liquor Store Merchandise	4,020.23
5181	Southern Glazer's of MN	Delivery Charge	51.54
5181	Southern Glazer's of MN	Delivery Charge	.26
5181	Southern Glazer's of MN	Liquor Store Merchandise	257.80
5181	Southern Glazer's of MN	Delivery Charge	9.30
Total 5181:			4,339.13
5238	Stacy Lent Fire Department	Training - Fire Dept	7,850.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5238:			7,850.00
5251	Star	Advertising Art & Craft Fair	190.00
5251	Star	Public Hearing	21.01
5251	Star	Public Notice Planning Commission Meeting	21.53
Total 5251:			232.54
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Streets	205.35
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Streets	75.00
Total 5301:			280.35
5446	The American Bottling Compa	Liquor Store Merchandise	158.50
5446	The American Bottling Compa	Credit Liquor Store Merchandise	4.75-
Total 5446:			153.75
5491	The Wine Company	Liquor Store Merchandise	1,046.00
5491	The Wine Company	Freight charge	45.00
Total 5491:			1,091.00
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	681.60
Total 5516:			681.60
5686	U.S. Postal Service	USPS Marketing Mail Permit #25	122.50
5686	U.S. Postal Service	USPS Marketing Mail Permit #25	122.50
Total 5686:			245.00
5801	Verizon Wireless	wireless phone service - Maintenance Dept	20.75
5801	Verizon Wireless	wireless phone service - Street Dept	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 - Building	183.18
5801	Verizon Wireless	wireless phone service - Wastewater	102.52
Total 5801:			411.48
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	209.90
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	412.75
Total 5816:			622.65
5831	Vinocopia	Liquor Store Merchandise	1,929.75
5831	Vinocopia	Delivery Charge	28.75



Vendor	Vendor Name	Description	Net Invoice Amount
Total 5831:			1,958.50
5881	WatchGuard Video	Batteries - Other Equipment Police	902.00
Total 5881:			902.00
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	40.50-
5886	Watson Co., Inc.	Liquor Store Merchandise	712.52
5886	Watson Co., Inc.	Liquor Store Merchandise	2,802.74
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	301.19
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			3,781.95
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	72.26
5891	Breakthru Beverage Minnesot	Freight Charge	2.30
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	292.00
5891	Breakthru Beverage Minnesot	Freight Charge	4.60
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	56.00
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	7,811.53
5891	Breakthru Beverage Minnesot	Freight Charge	88.08
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	98.20
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	524.80
5891	Breakthru Beverage Minnesot	Freight Charge	3.45
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	1,680.09
5891	Breakthru Beverage Minnesot	Freight Charge	8.05
5891	Breakthru Beverage Minnesot	Credit Liquor Merchandise	12.05-
5891	Breakthru Beverage Minnesot	Credit Freight Charge	1.15-
5891	Breakthru Beverage Minnesot	Credit Liquor Merchandise	209.49-
5891	Breakthru Beverage Minnesot	Credit Freight Charge	3.45-
Total 5891:			10,415.22
5965	White Bear IT Solutions LLC	Hardware - Police Dept	109.98
Total 5965:			109.98
6076	Zep Sales and Service	Repair and Maint Supplies Veh/Eq - Streets	94.66
Total 6076:			94.66
Grand Totals:			250,429.55

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Vendor	Vendor Name	Description	Net Invoice Amount
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Dated: 6/30/2021

City Treasurer: *Caroline Noel*

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/21	06/30/2021	120414	41	ABM Equipment & Supply Inc.	602-20100	944.50
06/21	06/30/2021	120415	175	Amazon Capital Services, Inc.	101-20100	163.02
06/21	06/30/2021	120416	319	Artisan	610-20100	278.05
06/21	06/30/2021	120417	341	Aspen Mills	101-20100	119.90
06/21	06/30/2021	120418	521	Bellboy Corporation	610-20100	2,271.90
06/21	06/30/2021	120419	586	Bjorklund Companies LLC	101-20100	278.60
06/21	06/30/2021	120420	661	Eugene G. Boyle	101-20100	5,201.28
06/21	06/30/2021	120421	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	10,415.22
06/21	06/30/2021	120422	797	C & L Distributing	610-20100	540.30
06/21	06/30/2021	120423	958	Capital One	610-20100	103.88
06/21	06/30/2021	120424	5516	Capitol Beverage Sales L.P.	610-20100	681.60
06/21	06/30/2021	120425	969	Cardmember Service	602-20100	2,430.68
06/21	06/30/2021	120426	1063	Central Minnesota Dust Control, LLC	101-20100	1,745.85
06/21	06/30/2021	120427	551	Bernick's	610-20100	6,544.65
06/21	06/30/2021	120428	1140	Cintas Corporation	601-20100	536.13
06/21	06/30/2021	120429	1251	Community GIS Services, Inc.	602-20100	5,000.00
06/21	06/30/2021	120430	1336	Crystal Springs Ice	610-20100	697.14
06/21	06/30/2021	120431	1374	Custom Commercial Services	101-20100	1,253.86
06/21	06/30/2021	120432	1396	Dahlheimer Beverage, LLC	610-20100	79,266.10
06/21	06/30/2021	120433	1454	Defiant Distributors, LLC	610-20100	482.87
06/21	06/30/2021	120434	1481	Department of Human Services	610-20100	320.00
06/21	06/30/2021	120435	1583	Xiao Dong	601-20100	43.06
06/21	06/30/2021	120436	1891	Fastenal Company	101-20100	231.38
06/21	06/30/2021	120437	2341	Hawkins, Inc.	602-20100	7,449.93
06/21	06/30/2021	120438	2572	Central Pension Fund	101-20100	3,840.00
06/21	06/30/2021	120439	2572	Central Pension Fund	101-20100	2,688.00
06/21	06/30/2021	120440	2716	J.P. Cooke Company	101-20100	47.00
06/21	06/30/2021	120441	2796	Johnson Bros - St Paul	610-20100	14,932.49
06/21	06/30/2021	120442	2849	K.B. Industries, Inc.	443-20100	5,874.00
06/21	06/30/2021	120443	2961	Knife River Corporation	101-20100	542.54
06/21	06/30/2021	120445	3461	McDonald Distributing Company	610-20100	58,410.55
06/21	06/30/2021	120446	3521	Menards	610-20100	1,559.43
06/21	06/30/2021	120448	3801	Minnesota Municipal Beverage Associati	610-20100	695.00
06/21	06/30/2021	120449	4011	NAC Mechanical & Electrical Services	601-20100	921.20
06/21	06/30/2021	120450	4071	NCPERS Group Life Ins.	101-20100	336.00
06/21	06/30/2021	120451	4091	New France Wine	610-20100	391.50
06/21	06/30/2021	120452	826	North 65 Chamber of Commerce	101-20100	503.00
06/21	06/30/2021	120453	826	North 65 Chamber of Commerce	610-20100	422.00
06/21	06/30/2021	120454	4066	NCL of Wisconsin, Inc.	602-20100	51.04
06/21	06/30/2021	120455	4158	North Ridge Winery	610-20100	128.10
06/21	06/30/2021	120456	4426	Paustis Wine Company	610-20100	1,487.75
06/21	06/30/2021	120457	4476	Phillips St Paul	610-20100	6,798.30
06/21	06/30/2021	120458	4724	Ray's Garage	610-20100	390.00
06/21	06/30/2021	120459	4749	Red Bull Distribution Company, Inc.	610-20100	481.00
06/21	06/30/2021	120460	5181	Southern Glazer's of MN	610-20100	4,339.13
06/21	06/30/2021	120461	5238	SLFD Training	101-20100	7,850.00
06/21	06/30/2021	120462	5251	Star	101-20100	232.54
06/21	06/30/2021	120463	5301	Steve's Tire Inc	101-20100	280.35
06/21	06/30/2021	120464	5446	The American Bottling Company	610-20100	153.75
06/21	06/30/2021	120465	5491	The Wine Company	610-20100	1,091.00
06/21	06/30/2021	120466	5686	U.S. Postal Service	602-20100	245.00
06/21	06/30/2021	120467	5801	Verizon Wireless	602-20100	411.48
06/21	06/30/2021	120468	5816	Viking Coca-Cola Bottling Co	610-20100	622.65
06/21	06/30/2021	120469	5831	Vinocopia	610-20100	1,958.50
06/21	06/30/2021	120470	5881	WatchGuard Video	417-20100	902.00
06/21	06/30/2021	120471	5886	Watson Co., Inc.	610-20100	3,781.95
06/21	06/30/2021	120472	5965	White Bear IT Solutions LLC	417-20100	109.98

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/21	06/30/2021	120473	6076	Zep Sales and Service	101-20100	94.66
06/21	06/30/2021	120474	969	Cardmember Service	101-20100	857.76
Grand Totals:						<u>250,429.55</u>

Vendor	Vendor Name	Description	Net Invoice Amount
44	Absolute Portable Restrooms	Handicap Unit - Parks	180.00
44	Absolute Portable Restrooms	Handicap Unit - Parks	180.00
44	Absolute Portable Restrooms	Handicap Unit - Parks	180.00
44	Absolute Portable Restrooms	Handicap & Regular Unit - Parks	300.00
44	Absolute Portable Restrooms	Handicap Unit - Parks	180.00
44	Absolute Portable Restrooms	Handicap & Regular Unit - Parks	300.00
44	Absolute Portable Restrooms	Handicap & Regular Unit - Parks	300.00
44	Absolute Portable Restrooms	Handicap Unit - Parks	180.00
Total 44:			1,800.00
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Fire	370.48
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Wastewater	88.50
175	Amazon Capital Services, Inc.	Summer Activities in Park	114.55
175	Amazon Capital Services, Inc.	Summer Activities in Park	25.98
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Wastewater	168.00
Total 175:			767.51
306	ARC Irrigation, LLC	Fertilization - Waste Treatment Plant	261.00
306	ARC Irrigation, LLC	Fertilization - Water Treatment Plant	201.00
Total 306:			462.00
319	Artisan Beer Company	Liquor Store Merchandise	33.85
Total 319:			33.85
341	Aspen Mills	Uniform Allowance - T. Schuster	34.05
Total 341:			34.05
521	Bellboy Corporation	Liquor Store Merchandise	2,955.74
521	Bellboy Corporation	Liquor Store Merchandise	355.35
521	Bellboy Corporation	Liquor Store Merchandise	21.00
Total 521:			3,332.09
551	Chas A. Bernick Inc.	Liquor Store Merchandise	207.93
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,941.60
Total 551:			4,149.53
564	Bialka Roofing, LLC	Permit Refund - 1009 Birch St S	1.00
564	Bialka Roofing, LLC	Permit Refund - 1009 Birch St S	109.00
Total 564:			110.00
718	Brothers Fire & Security	Fire Alarm Panel Repair - City Hall	912.50

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 718:		912.50
872	Cambridge Floral, Inc.	Summer Activities in Park	600.00
	Total 872:		600.00
1063	Central Minnesota Dust Contr	Repair & Maint Infrastructure - Central Ave, Fern St	981.59
	Total 1063:		981.59
1083	CES Imaging	Ink Cartridge - Canon Printer	207.52
	Total 1083:		207.52
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	Rug & Towel Rentals - Street Dept	20.77
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	141.07
1140	Cintas Corporation	Uniform Rental - Parks	9.73
	Total 1140:		336.52
1236	Comm of MMB, Treasury Div	Admin Traffic Citation Fines - June	320.00
	Total 1236:		320.00
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Streets	52.72
	Total 1316:		52.72
1336	Crystal Springs Ice	Liquor Store Merchandise	589.00
1336	Crystal Springs Ice	Liquor Store Merchandise	132.84
	Total 1336:		721.84
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	3,062.75
1396	Dahlheimer Beverage, LLC	Keg Return	30.00-
1396	Dahlheimer Beverage, LLC	Keg Deposit	60.00
	Total 1396:		3,092.75
1590	Drastic Measures Brewing, LL	Liquor Store Merchandise	272.00
	Total 1590:		272.00
1681	ECM Publishers, Inc.	County News Review Subscription	52.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1681:			52.00
2146	Gopher State One-Call Inc.	FTP Tickets	123.52
2146	Gopher State One-Call Inc.	FTP Tickets	123.53
Total 2146:			247.05
2166	Grainger	Repair & Maint - Water Plant	124.04
Total 2166:			124.04
2188	Gratitude Farms	Animal Control Services	400.00
Total 2188:			400.00
2271	Hach Company	Wastewater Lab Supplies	102.55
2271	Hach Company	Wastewater Lab Supplies	124.00
Total 2271:			226.55
2341	Hawkins, Inc.	Chemicals - Water	1,967.75
2341	Hawkins, Inc.	Chemicals - Wastewater	449.95
Total 2341:			2,417.70
2559	The Preserve of Cambridge, L	TIF 6.15 Developer Agreement 1st Half 2021	56,819.50
Total 2559:			56,819.50
2568	Inspec, Inc	RR and Mechanical Rehabilitation Construction Mgmt	2,940.05
Total 2568:			2,940.05
2626	Isanti County Attorney's Office	Prosecution Services - June	3,384.04
Total 2626:			3,384.04
2681	Isanti County Sheriff's Office	RMS Monthly Maintenance - July	168.24
Total 2681:			168.24
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	836.01
2796	Johnson Brothers Liquor Co	Delivery Charge	23.25
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,259.35
2796	Johnson Brothers Liquor Co	Delivery Charge	37.20
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	15,889.03
2796	Johnson Brothers Liquor Co	Delivery Charge	291.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	5,140.88

Vendor	Vendor Name	Description	Net Invoice Amount
2796	Johnson Brothers Liquor Co	Delivery Charge	158.08
Total 2796:			23,634.80
3018	KTJ267, LLC	TIF 6-17 Oppidan 90% of TIF Flow	37,312.68
Total 3018:			37,312.68
3151	League of Minnesota Cities	Annual Conference - A. Lewis	99.00
Total 3151:			99.00
3224	Limnopro Aquatic Science, In	Weed Control - Wetland near Oak Circle	748.00
Total 3224:			748.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	10,600.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	66.25
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	66.25
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	132.50
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	1,192.50
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	198.75
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	198.75
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	66.25
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	66.25
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	198.75
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	265.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	132.50
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	66.25
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	1,325.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	7,950.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	3,054.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	3,054.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	3,054.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	1,527.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	763.50
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	24,432.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	1,527.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	2,305.77
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	229.05
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	3,298.32
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	3,328.86
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance August	6,108.00
Total 3258:			75,206.50
3501	MEI Total Elevator Solutions	July Monthly Service - Library	146.28



Vendor	Vendor Name	Description	Net Invoice Amount
Total 3501:			146.28
3521	Menards	Misc Operating Supplies - Parks	105.93
3521	Menards	Small Tools & Equipment - Shop	127.96
3521	Menards	Small Tools & Equipment - Wastewater	45.98
3521	Menards	Misc Operating Supplies - Parks	23.59
3521	Menards	Misc Operating Supplies - Library	5.97
3521	Menards	Misc Operating Supplies - Parks	30.62
3521	Menards	Misc Operating Supplies - Parks	30.34
3521	Menards	Painting & Striping - Streets	49.94
3521	Menards	Misc Operating Supplies - Streets	20.98
3521	Menards	Cambridge Isanti Bike Trail Bridge Maintenance	406.95
3521	Menards	Small Tools & Equipment - Streets	25.51
3521	Menards	Painting & Striping - Streets	51.45
Total 3521:			925.22
3549	Metropolitan Plumbing LLC	Annual Testing of RPZ - Parks	150.00
3549	Metropolitan Plumbing LLC	Annual Testing of RPZ - Wastewater	1,200.00
3549	Metropolitan Plumbing LLC	Annual Testing of RPZ - Water	450.00
3549	Metropolitan Plumbing LLC	Annual Testing of RPZ - Parks	150.00
3549	Metropolitan Plumbing LLC	Annual Testing of RPZ - Water	150.00
3549	Metropolitan Plumbing LLC	Annual Testing of RPZ - Fire	300.00
3549	Metropolitan Plumbing LLC	Annual Testing of RPZ - Water	300.00
Total 3549:			2,700.00
3666	Minnesota Child Support Pay	Child Support Withholdings	263.03
3666	Minnesota Child Support Pay	Child Support Withholdings	181.81
Total 3666:			444.84
3676	MCSI Minnesota Computer S	Contract Base Rate/Overage Charge - Tosh/Estudio 85	10.00
Total 3676:			10.00
3686	Minnesota Department of Hea	1300002 Community Water Supply Service Connection	7,443.09
Total 3686:			7,443.09
3927	Mobotrex, Inc	Street Light Repairs	171.00
Total 3927:			171.00
4066	North Central Laboratories	Lab Supplies- Wastewater	1,035.14
Total 4066:			1,035.14

Vendor	Vendor Name	Description	Net Invoice Amount
4171	Northern Business Products, I	Office Supplies	20.07
4171	Northern Business Products, I	Office Supplies - Wastewater	5.09
4171	Northern Business Products, I	Office Supplies - PD	89.69
4171	Northern Business Products, I	Office Supplies - PD	9.70
4171	Northern Business Products, I	Office Supplies - Finance	17.89
Total 4171:			142.44
4221	Northland Landscape Nursery	Western Red Cedar Mulch - City Hall	165.00
4221	Northland Landscape Nursery	Western Red Cedar Mulch - City Hall	165.00
4221	Northland Landscape Nursery	Western Red Cedar Mulch	165.00
4221	Northland Landscape Nursery	Western Red Cedar Mulch - City Hall	110.00
4221	Northland Landscape Nursery	Western Red Cedar Mulch - Parks	165.00
4221	Northland Landscape Nursery	Western Red Cedar Mulch - City Hall	165.00
4221	Northland Landscape Nursery	Western Red Cedar Mulch	55.00
4221	Northland Landscape Nursery	Western Red Cedar Mulch	55.00
Total 4221:			1,045.00
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - PD	57.29
Total 4321:			57.29
4326	OSI Environmental, Inc.	Used Oil - Collection Service Fee	150.00
Total 4326:			150.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,565.17
4476	Phillips Wine & Spirits	Delivery Charge	23.38
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,055.85
4476	Phillips Wine & Spirits	Delivery Charge	41.85
Total 4476:			2,686.25
4537	Pollardwater	Meters and Repairs	1,368.25
Total 4537:			1,368.25
4636	Pyrotechnic Display, Inc.	Fireworks Display	16,000.00
Total 4636:			16,000.00
4701	Railroad Management Compa	License Fees - 6" Sewer Pipeline Encroachment	1,350.51
Total 4701:			1,350.51
4884	Rootstock Wine Company	Liquor Store Merchandise	996.12
4884	Rootstock Wine Company	Delivery	19.50

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4884:			1,015.62
4887	Roosevelt Garden Estates, LL	TIF 6-20 95% of TIF Flow Roosevelt Gardens Estates	38,510.30
Total 4887:			38,510.30
5152	Smiley Brothers Dentistry LLC	TIF 6.11 Developer Agreement 90% of TIF Flow	2,531.67
Total 5152:			2,531.67
5181	Southern Glazer's of MN	Liquor Store Merchandise	7,531.24
5181	Southern Glazer's of MN	Delivery Charge	94.81
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,073.30
5181	Southern Glazer's of MN	Delivery Charge	48.05
Total 5181:			9,747.40
5261	Star Quality Glass	Repair & Maint Labor Bldgs - Fire	150.00
5261	Star Quality Glass	Repair & Maint Supplies Bldgs - Fire	628.08
5261	Star Quality Glass	Repair & Maint Labor Bldgs - Fire	525.00
Total 5261:			1,303.08
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Police	39.95
Total 5301:			39.95
5509	Thomsen, Dean A	Window Cleaning Liquor Store - Cooler Doors & Entry	140.24
Total 5509:			140.24
5624	TransUnion Risk & Alternative	TLOxp Transactional	75.00
Total 5624:			75.00
5819	Viking Automatic Sprinkler Co	Annual Sprinkler Testing - Water	300.00
5819	Viking Automatic Sprinkler Co	Annual Sprinkler Testing - Wastewater	300.00
5819	Viking Automatic Sprinkler Co	Annual Sprinkler Testing - Liquor Store	300.00
5819	Viking Automatic Sprinkler Co	Annual Sprinkler Testing - City Hall	300.00
Total 5819:			1,200.00
5864	Walker Methodist Levande, L	TIF 6.16 Developer Agreement 90% of TIF Flow	29,276.51
Total 5864:			29,276.51
5881	WatchGuard Video	Police Capital Squad Camera	5,490.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5881:			5,490.00
5886	Watson Co., Inc.	Liquor Store Merchandise	4,896.38
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	220.77
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			5,123.15
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	195.99
5891	Breakthru Beverage Minnesot	Freight Charge	1.44
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	148.00
5891	Breakthru Beverage Minnesot	Freight Charge	2.30
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	346.81
5891	Breakthru Beverage Minnesot	Freight Charge	4.60
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	4,519.73
5891	Breakthru Beverage Minnesot	Freight Charge	45.50
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	139.20
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	1,160.00
5891	Breakthru Beverage Minnesot	Freight Charge	11.50
Total 5891:			6,575.07
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
Total 5965:			6,104.60
6061	Zahl-Petroleum Maintenance	Annual Full Function Test - Veeder Root	688.50
Total 6061:			688.50
Grand Totals:			365,463.02

Dated: 7/8/2021

City Treasurer: Caroline J. [Signature]

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/21	07/08/2021	120475	44	Absolute Portable Restrooms	101-20100	1,800.00
07/21	07/08/2021	120476	175	Amazon Capital Services, Inc.	602-20100	767.51
07/21	07/08/2021	120477	306	ARC Irrigation, LLC	601-20100	462.00
07/21	07/08/2021	120478	319	Artisan	610-20100	33.85
07/21	07/08/2021	120479	341	Aspen Mills	101-20100	34.05
07/21	07/08/2021	120480	521	Bellboy Corporation	610-20100	3,332.09
07/21	07/08/2021	120481	564	Bialka Roofing, LLC	101-20100	110.00
07/21	07/08/2021	120482	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	6,575.07
07/21	07/08/2021	120483	718	Brothers Fire & Security	101-20100	912.50
07/21	07/08/2021	120484	872	Cambridge Floral, Inc.	101-20100	600.00
07/21	07/08/2021	120485	1063	Central Minnesota Dust Control, LLC	101-20100	981.59
07/21	07/08/2021	120486	1083	CES Imaging	101-20100	207.52
07/21	07/08/2021	120487	551	Bernick's	610-20100	4,149.53
07/21	07/08/2021	120488	1140	Cintas Corporation	101-20100	336.52
07/21	07/08/2021	120489	1236	Comm of MMB, Treasury Div	213-20100	320.00
07/21	07/08/2021	120490	1316	Crawford's Equipment, Inc.	101-20100	52.72
07/21	07/08/2021	120491	1336	Crystal Springs Ice	610-20100	721.84
07/21	07/08/2021	120492	1396	Dahlheimer Beverage, LLC	610-20100	3,092.75
07/21	07/08/2021	120493	1590	Drastic Measures Brewing	610-20100	272.00
07/21	07/08/2021	120494	1681	County News Review	101-20100	52.00
07/21	07/08/2021	120495	2146	Gopher State One Call	602-20100	247.05
07/21	07/08/2021	120496	2166	Grainger	601-20100	124.04
07/21	07/08/2021	120497	2188	Gratitude Farms	101-20100	400.00
07/21	07/08/2021	120498	2271	Hach Company	602-20100	226.55
07/21	07/08/2021	120499	2341	Hawkins, Inc.	602-20100	2,417.70
07/21	07/08/2021	120500	3258	I.U.O.E. Local 49 Fringe Benefit Fund	610-20100	75,206.50
07/21	07/08/2021	120501	2568	Inspec, Inc	419-20100	2,940.05
07/21	07/08/2021	120502	2626	Isanti County Attorney's Office	101-20100	3,384.04
07/21	07/08/2021	120503	2681	Isanti County Sheriff's Office	101-20100	168.24
07/21	07/08/2021	120504	2796	Johnson Bros - St Paul	610-20100	23,634.80
07/21	07/08/2021	120505	3018	KTJ267, LLC	307-20100	37,312.68
07/21	07/08/2021	120506	3151	League of Minnesota Cities	101-20100	99.00
07/21	07/08/2021	120508	3224	Limnopro Aquatic Science	101-20100	748.00
07/21	07/08/2021	120509	3676	MCSI Minnesota Computer Systems Inc	101-20100	10.00
07/21	07/08/2021	120510	3501	MEI Total Elevator Solutions	101-20100	146.28
07/21	07/08/2021	120511	3521	Menards	101-20100	925.22
07/21	07/08/2021	120512	3549	Metropolitan Plumbing LLC	601-20100	2,700.00
07/21	07/08/2021	120513	3666	Minnesota Child Support Payment Cente	101-20100	444.84
07/21	07/08/2021	120514	3686	Minnesota Department of Health	601-20100	7,443.09
07/21	07/08/2021	120515	3927	Mobotrex, Inc	604-20100	171.00
07/21	07/08/2021	120516	4066	NCL of Wisconsin, Inc.	602-20100	1,035.14
07/21	07/08/2021	120517	4171	Northern Business Products, Inc.	101-20100	142.44
07/21	07/08/2021	120518	4221	Northland Landscape Nursery	101-20100	1,045.00
07/21	07/08/2021	120519	4321	O'Reilly Automotive, Inc.	101-20100	57.29
07/21	07/08/2021	120520	4326	OSI Environmental, Inc.	602-20100	150.00
07/21	07/08/2021	120521	4476	Phillips St Paul	610-20100	2,686.25
07/21	07/08/2021	120522	4537	Ferguson Enterprises LLC #3326	601-20100	1,368.25
07/21	07/08/2021	120523	4636	Pyrotechnic Display, Inc.	101-20100	16,000.00
07/21	07/08/2021	120524	4701	Railroad Management Company III, LLC	602-20100	1,350.51
07/21	07/08/2021	120525	4887	Roosevelt Garden Estates, LLC	290-20100	38,510.30
07/21	07/08/2021	120526	4884	Rootstock Wine Company	610-20100	1,015.62
07/21	07/08/2021	120527	5152	Smiley Brothers Dentistry LLC	311-20100	2,531.67
07/21	07/08/2021	120528	5181	Southern Glazer's of MN	610-20100	9,747.40
07/21	07/08/2021	120529	5261	Star Quality Glass	101-20100	1,303.08
07/21	07/08/2021	120530	5301	Steve's Tire Inc	101-20100	39.95
07/21	07/08/2021	120532	2559	The Preserve of Cambridge, LLC	305-20100	56,819.50
07/21	07/08/2021	120533	5509	Dean Thomsen	610-20100	140.24

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/21	07/08/2021	120534	5624	TransUnion Risk & Alternative	101-20100	75.00
07/21	07/08/2021	120535	5819	Viking Automatic Sprinkler Company	101-20100	1,200.00
07/21	07/08/2021	120536	5864	Walker Methodist Levande, LLC	306-20100	29,276.51
07/21	07/08/2021	120537	5881	WatchGuard Video	417-20100	5,490.00
07/21	07/08/2021	120538	5886	Watson Co., Inc.	610-20100	5,123.15
07/21	07/08/2021	120539	5965	White Bear IT Solutions LLC	101-20100	6,104.60
07/21	07/08/2021	120540	6061	Zahl-Petroleum Maintenance Co.	211-20100	688.50
Grand Totals:						<u>365,463.02</u>

## 4C 2021 General Fund Budget Amendments

July 19, 2021

Prepared by: Caroline Moe, Director of Finance

### Background

We are requesting amendment to the 2021 general fund budget due to reflect activity that has occurred during the year.

We recommend the following change to the general fund budgeted revenues and transfers in:

<b>Dept Impacted</b>	<b>Amount of increase (decrease)</b>	<b>Rationale</b>
Taxes	\$29,117	Updated estimates based on first ½ tax settlement
Licenses & Permits	109,080	Updated estimates based on year-to-date collections.
Inter-gov Revenues	153,811	Updated to reflect certified local government aid and updated estimates for school resource officer contract.
Charges for Services	6,017	Updated estimates based on year-to-date collections.
Fines & Forfeitures	(700)	Updated estimates based on year-to-date collections.
Other	(439)	Updated estimates based on year-to-date collections.
<b>Total</b>	<b>\$296,886</b>	

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

<b>Dept Impacted</b>	<b>Amount of increase (decrease)</b>	<b>Rationale</b>
General Government	\$43,087	Added amount for contracted building inspection service along with many other adjustments.
Public Safety	33,999	Increase in police of approximately \$10K for contracted services and increase in fire of approximately \$24K for equipment maintenance and additional training.
Public Works	58,300	Increase of \$5K for additional fuel costs, \$50K for street light replacement (carryover from prior year), and \$3K for contracted services.
Parks & Recreation	41,500	Increase of \$20K for additional fuel and supply costs, \$3K for staff over time, \$3K for additional costs for electric vehicle charging station, and \$16K for library maintenance costs.
Transfers Out	120,000	Additional transfer to Pavement Management Fund in to meet needs identified in long-range financial plan.
<b>Total</b>	<b>\$296,886</b>	

### Council Action

Approve Resolution No. R21-027 2021 General Fund Budget Revision

Resolution No. R21-027

RESOLUTION APPROVING AMENDMENTS TO THE 2021 GENERAL FUND BUDGET

WHEREAS, the Cambridge City Council passed upon Resolution R20-105 adopting 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 2021 budget is sought from \$7,475,828 to \$7,772,714 a total net increase of \$296,886:

Operating Revenues:	2021 Adopted Budget 1/1/2021	2021 Proposed Amended Budget 7/19/2021	Increase (decrease)
Taxes	\$5,248,323	\$5,277,440	\$29,117
Licenses & Permits	279,087	388,167	109,080
Intergovernmental	1,196,000	1,349,811	153,811
Charges for Services	123,875	129,892	6,017
Fines & Forfeitures	42,500	41,800	(700)
Other Revenue	86,043	85,604	(439)
Transfers In	<u>500,000</u>	<u>500,000</u>	<u>0</u>
<b>Total Revenues &amp; Transfers In</b>	<b><u>\$7,475,828</u></b>	<b><u>\$7,772,714</u></b>	<b><u>\$296,886</u></b>



GENERAL FUND EXPENDITURES AND TRANSFERS OUT:

An amendment of the 2021 budget is sought from \$7,475,828 to \$7,772,714 a total net increase of \$296,886:

Operating Expenditures:	2021 Adopted Budget	2021 Proposed Amended Budget 7/19/21	Increase (decrease)
General Government	\$1,722,818	\$1,765,905	\$43,087
Public Safety	2,815,211	2,849,210	33,999
Public Works	1,535,550	1,593,850	58,300
Parks and Recreation	547,645	589,145	41,500
Transfers to Other Funds	<u>854,604</u>	<u>974,604</u>	<u>120,000</u>
<b>Total Operating Expenditures</b>	<b><u>\$7,475,828</u></b>	<b><u>\$7,772,714</u></b>	<b><u>\$296,886</u></b>

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

Adopted this 19th Day of July, 2021

\_\_\_\_\_  
James Godfrey, Mayor

Attest:

\_\_\_\_\_  
Evan Vogel, City Administrator

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

	Adopted Budget <u>2021</u>	Proposed 7/19/2021 Amended Budget <u>2021</u>	YTD Actual 2021 7/31/2021	YTD Actual 2020 12/31/2020
<b>REVENUES AND TRANSFERS IN</b>				
<b>REVENUES</b>				
Taxes	5,248,323	5,277,440	2,829,487.40	5,232,716.68
Licenses and Permits -				
Business	77,650	77,650	27,113.32	71,637.86
Non-Business	201,437	310,517	283,496.94	417,979.16
Intergovernmental Revenues	1,196,000	1,349,811	96,438.53	1,238,797.59
Charges for Services				
General Government	7,600	7,750	7,705.50	7,997.25
Public Safety	113,275	113,022	112,579.83	116,450.24
Other	3,000	9,120	9,390.00	9,129.36
Fines and Forfeitures	42,500	41,800	15,643.18	57,024.60
Other	86,043	85,604	42,417.83	127,043.37
<i>Total Revenues</i>	<u>6,975,828</u>	<u>7,272,714</u>	<u>3,424,272.53</u>	<u>7,278,776.11</u>
<b>TRANSFERS IN</b>	500,000	500,000	0.00	500,000.00
<b>TOTAL REVENUES AND TRANSFERS IN</b>	<u>7,475,828</u>	<u>7,772,714</u>	<u>3,424,272.53</u>	<u>7,778,776.11</u>
<b>EXPENDITURES AND TRANSFERS OUT</b>				
<b>EXPENDITURES</b>				
General Government				
Mayor and Council	61,445	59,945	34809.76	53109.71
Administration	447,408	455,042	276790.94	288866.73
Elections	750	750	0.00	17642.73
Finance	359,831	340,034	198036.28	311400.87
Legal	113,000	113,000	41961.22	93555.98
Community Development	584,240	640,990	268842.94	580343.12
New City Hall Buildings	156,144	156,144	60320.66	137505.54
Total General Government	<u>1,722,818</u>	<u>1,765,905</u>	<u>880761.80</u>	<u>1482424.68</u>
Public Safety				
Police Department	2,463,124	2,472,624	1222350.62	2026161.27
Fire Department	342,687	366,686	192173.10	320982.54
Emergency Management	4,400	4,900	812.78	3699.71
Animal Control	5,000	5,000	2400.00	4800.00
Total Public Safety	<u>2,815,211</u>	<u>2,849,210</u>	<u>1417736.50</u>	<u>2355643.52</u>
Public Works				
Street Maintenance	1,535,550	1,593,850	846262.47	1238046.14
Total Public Works	<u>1,535,550</u>	<u>1,593,850</u>	<u>846262.47</u>	<u>1238046.14</u>
Parks and Recreation				
Parks and Recreation	464545.00	490045.00	213843.40	344190.46
Library	83100.00	99100.00	37031.58	70787.03
Total Parks and Recreation	<u>547,645</u>	<u>589,145</u>	<u>250874.98</u>	<u>414977.49</u>
<i>Total Expenditures</i>	<u>6,621,224</u>	<u>6,798,110</u>	<u>3,395,635.75</u>	<u>5,491,091.83</u>
<b>TRANSFERS OUT</b>	854,604	974,604	0.00	2386704.00
<b>TOTAL EXPENDITURES &amp; TRANSFERS OUT</b>	<u>7,475,828</u>	<u>7,772,714</u>	<u>3,395,635.75</u>	<u>7,877,795.83</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>	<u>0</u>	<u>0</u>	<u>28636.78</u>	<u>-99019.72</u>

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

Proposed  
7/19/2021

	Adopted Budget 2021	Amended Budget 2021	YTD Actual 2021 7/31/2021	YTD Actual 2020 12/31/2020
<b>REVENUES</b>				
<i>TAXES</i>				
01-31010 Taxes - Current	5,221,823	5,248,170	2,800,215.29	5,197,118.43
01-31020 Taxes - Delinquent	25,000	25,124	25,124.90	16,226.35
01-31030 Taxes-Market Value Credit Refund		0	-	-
01-31050 Taxes - Excess Tax Increments		0	-	-
01-31051 Decert TIF District Proceeds		0	-	-
01-31061 Taxes & Assessments on Sale of Foreclosed Property		2,341	2,341.79	18,671.05
01-31062 Taxes Abated by Isanti Co		0	-	-
01-31063 Taxes & Assessments on Sale of Foreclosed Property Future		0	-	-
01-31060 Penalties and Interest	1,500	1,805	1,805.42	700.85
<b>TOTAL TAXES</b>	<b>5,248,323</b>	<b>5,277,440</b>	<b>2,829,487.40</b>	<b>5,232,716.68</b>
<i>LICENSES AND PERMITS</i>				
<i>Business</i>				
01-32110 Liquor	12,000	12,000	-	1,200.00
01-32111 Beer & Setups		0	-	-
01-32180 Cigarettes	2,600	2,600	-	3,000.00
01-32184 Cable Franchise Fees	60,000	60,000	26,563.32	63,487.86
01-32185 Trash Franchise Fees	2,550	2,550	-	2,550.00
01-32199 Other Business Licenses and Permits	500	500	550.00	1,400.00
<b>Total Business</b>	<b>77,650</b>	<b>77,650</b>	<b>27,113.32</b>	<b>71,637.86</b>
<i>Non-Business</i>				
01-32218 City Share of Electrical Inspections	3,000	5,493	5,513.72	6,595.70
01-32219 Local Share of Building Surcharge	100	580	580.19	196.47
01-32220 Building Permits	155,000	250,000	229,586.69	339,884.65
01-32221 Excavating Permits		54	54.00	162.00
01-32222 Mechanical and Gas Permits	14,100	21,680	21,809.00	23,350.00
01-32223 Fire Protection Permits		0	-	-
01-32225 Investigation (Penalty Fee)		709	709.00	1,400.00
01-32226 Contractor Verification Fee	237	535	555.00	785.00
01-32230 Plumbing Permits	7,000	12,627	12,681.80	17,387.00
01-32240 Sign Permits	1,000	640	640.00	1,040.00
01-32298 Rental Registration	14,000	7,000	60.54	11,476.70
01-32299 Other Non-Business Licenses and Permits	7,000	11,199	11,307.00	15,701.64
<b>Total Non-Business</b>	<b>201,437</b>	<b>310,517</b>	<b>283,496.94</b>	<b>417,979.16</b>
<b>TOTAL LICENSES AND PERMITS</b>	<b>279,087</b>	<b>388,167</b>	<b>310,610.26</b>	<b>489,617.02</b>
<i>INTERGOVERNMENTAL REVENUES</i>				
01-33165 Federal Grants-Other		0	-	2,950.00
01-33401 Local Government Aid (LGA)	930,000	1,020,839	-	955,567.00
01-33404 State Aid - Other	6,000	13,500	1,650.00	9,112.17
01-33405 PERA Aid	0	0	-	-
01-33418 MSA - Maintenance	50,000	50,000	25,000.00	50,000.00
01-33420 Fire Relief		0	-	-
01-33421 Police State Aid	145,000	145,000	-	150,366.12
01-33422 School District-School Officer Assistance--SRC	60,000	115,000	64,316.31	65,228.99
01-33424 School District-School Officer Assistance--SRO#2		0	-	-
01-33610 County Grants & Aids for Highways	5,000	5,472	5,472.22	5,573.31
01-33620 Other County Aid		0	-	-
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>1,196,000</b>	<b>1,349,811</b>	<b>96,438.53</b>	<b>1,238,797.59</b>
01-33610 County Grants & Aids for Highways				
<i>CHARGES FOR SERVICES</i>				
<i>General Governments</i>				
01-34102 Filing Fees	0	0	-	105.25
01-34105 Sale of Maps, Copies	100	100	55.50	392.00
01-34106 Street Light O&M		0	-	-
01-34110 Solar Lease Revenue	7500	7,650	7,650.00	7,500.00
01-34117 Contracted building inspection		0	-	-
<b>Total General Government</b>	<b>7,600.00</b>	<b>7,750.00</b>	<b>7,705.50</b>	<b>7,997.25</b>
<i>Public Safety</i>				
01-34201 Police Department Reports	500	500	177.25	540.75
01-34202 Police Department Administration Fees	2,500	2,500	2,880.00	2,839.00
01-34205 Police Department Pawn Shop Revenue	2,000	2,000	1,500.00	2,582.50
01-34204 PD-Pay Reimb Fee		0	-	-
01-34206 Fire Protection - Township Contracts	105,500	105,580	105,580.58	107,426.29

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

Proposed  
7/19/2021

	<b>Adopted Budget 2021</b>	<b>Amended Budget 2021</b>	<b>YTD Actual 2021 7/31/2021</b>	<b>YTD Actual 2020 12/31/2020</b>
01-34208 Fire Protection - Fire Runs	0	0	-	-
01-34210 Fire Protection - Admin	2,775	2,442	2,442.00	3,061.70
<i>Total Public Safety</i>	<u>113,275</u>	<u>113,022</u>	<u>112,579.83</u>	<u>116,450.24</u>
<i>Other</i>				
01-34951 Sale of Service and Supplies	0	620	620.00	504.36
01-34953 Escrow Administration Fee		0	5.00	-
01-34954 Plan review/administrative charge		0	-	-
01-34955 Base Map updating fee		0	-	-
01-34925 Park Activity Fees	1,000	4,460	4,550.00	5,645.00
01-34930 Art Fair Fees		700	875.00	980.00
01-34958 Ice Rink Lease Revenue	2,000	3,340	3,340.00	2,000.00
<i>Total Other</i>	<u>3,000.00</u>	<u>9,120.00</u>	<u>9,390.00</u>	<u>9,129.36</u>
<b>TOTAL CHARGES FOR SERVICES</b>	<u>123,875</u>	<u>129,892</u>	<u>129,675.33</u>	<u>133,576.85</u>
<i>FINES AND FORFEITURES</i>				
01-35101 Court Fines	40,000	40,000	17,778.18	40,299.96
01-35102 Parking Fines	1,500	800	440.00	460.00
01-35104 Animal Control Fines	1,000	1,000	825.00	1,885.00
01-35105 Admin Citation		0	(3,400.00)	14,379.64
<b>TOTAL FINES AND FORFEITURES</b>	<u>42,500</u>	<u>41,800</u>	<u>15,643.18</u>	<u>57,024.60</u>
<i>OTHER</i>				
01-36102 Special Assessment Principal Payment			-	-
01-36200 Miscellaneous			-	58,657.17
01-36210 Interest on Investments	20,000	10,000	-	10,628.37
01-36220 Facility Rentals	3,600	3,600	2,350.02	6,212.00
01-36230 Donations	2,876	440	440.00	6,212.00
01-36102 Operation Round Up Grant		0	549.31	355.30
01-36234 Arts Grant for Concert Series		0	-	6,750.00
01-36235 Library Room Rental		0	45.00	80.00
01-36240 Patronage Capital	500	500	-	4,351.48
01-36241 Fire Dept Private Grants		0	2,500.00	-
01-36242 Wellness Grant		0	-	-
01-36250 Telephone Commissions		0	-	-
01-36501 Sale of Property		0	-	553.30
01-36231 Library Rent	59,067	71,064	36,533.50	39,455.75
Total non-mall other revenue	<u>86,043</u>	<u>85,604</u>	<u>42417.83</u>	<u>127043.37</u>
<b>TOTAL OTHER</b>	<u>86,043</u>	<u>85,604</u>	<u>42417.83</u>	<u>127043.37</u>
<b>TOTAL REVENUES</b>	<u>6,975,828</u>	<u>7,272,714</u>	<u>3424272.53</u>	<u>7278776.11</u>
<b>TRANSFERS IN</b>				
01-39203 Liquor Fund	400,000	400,000	-	447,650.00
01-39203 Other Funds	100,000	100,000	-	52,350.00
<b>TOTAL TRANSFERS IN</b>	<u>500,000</u>	<u>500,000</u>	<u>0</u>	<u>500,000</u>
<b>TOTAL REVENUES AND TRANSFERS IN</b>	<u>7,475,828</u>	<u>7,772,714</u>	<u>3424272.53</u>	<u>7778776.11</u>

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

Proposed  
7/19/2021

	Adopted Budget <u>2021</u>	Amended Budget <u>2021</u>	YTD Actual 2021 7/31/2021	YTD Actual 2020 12/31/2020	
<b>EXPENDITURES</b>					
<b>GENERAL GOVERNMENT</b>					
<i>Council - #41110</i>					
Personal Services					
-41110-101	Salaries	29,900	29,900	14,950.08	29,900.16
-41110-122	FICA/Medicare Employer Share/Employee Ber	2,290	2,290	1,143.56	2,287.09
-41110-151	Worker's Comp - Ins Premiums	155	155	59.90	98.73
	Total Personal Services	<u>32,345</u>	<u>32,345</u>	<u>16,153.54</u>	<u>32,285.98</u>
Supplies					
-41110-200	Office Supplies - Accessories	100	100	-	-
-41110-210	Miscellaneous Operating Supplies	250	250	11.96	-
-41110-213	Citizens Academy	0	0	-	-
-41110-214	Employee Recognition	500	500	-	281.09
	Total Supplies	<u>850</u>	<u>850</u>	<u>11.96</u>	<u>281.09</u>
Other Services and Charges					
-41110-304	Miscellaneous Professional Services	1,000	1,000	-	-
-41110-331	Travel/Meals/Lodging	2,500	500	110.26	147.53
-41110-334	Mileage Reimbursements	150	150	-	-
-41110-340	Advertising	400	400	-	-
-41110-360	Insurance and Bonds	400	400	-	358.36
-41110-430	Miscellaneous	100	100	-	-
-41110-433	Dues and Subscriptions	100	100	-	30.00
-41110-440	Schools and Meetings	2,800	2,800	274.00	-
-41110-441	Sister City Activities	500	500	-	310.00
-41110-455	Fireworks Display Expenses	16,000	16,500	16,050.00	15,300.00
-41110-456	Art Festival	2,000	2,000	570.00	1,096.75
-41110-457	Downtown Banner & Signage	500	500	-	-
-41110-458	Downtown Flower Basket	1,800	1,800	1,640.00	3,300.00
-41110-459	Downtown Trash Cans & Benches		0	-	-
-41110-499	Tomlison Special Assmt Agreement		0	-	-
	Total Other Services and Charges	<u>28,250</u>	<u>26,750</u>	<u>18,644.26</u>	<u>20,542.64</u>
	<i>Total Council</i>	<u>61,445</u>	<u>59,945</u>	<u>34,809.76</u>	<u>53,109.71</u>
<i>Administration - #41320</i>					
Personal Services					
-41320-101	Salaries	203,720	256,042	162,563.05	142,974.67
-41320-102	Overtime	0	0	-	-
1320-103	Part-time Regular	40,336	46,000	24,720.53	36,847.86
-41320-105	Temp/Seasonal Overtime	0	60	55.55	5.51
-41320-121	PERA Employer Share	18,415	19,000	10,235.28	13,146.61
-41320-122	FICA/Medicare Employer Share/Employee Ber	18,783	19,000	10,402.84	13,117.16
-41320-131	Medical/Dental/Life Employer Share	46,176	36,000	23,921.52	19,429.88
-41320-132	Longevity	1,472	0	-	-
-41320-133	Deductible Contribution	3,600	3,600	1,200.00	1,200.00
41320-XXX	Severance due to retirement	50,850	0	-	-
-41320-151	Workers' Compensation Insurance	1,856	1,856	960.88	796.62
-41320-153	City Wide Re-employment Compensation	2,500	1,500	-	58.66
-41320-154	HRA/Flex Fees	250	250	87.10	78.05
-41320-158	Moving Exp Reimb	0	2,000	243.60	-
	Total Personal Services	<u>387,958</u>	<u>385,308</u>	<u>234,390.35</u>	<u>227,655.02</u>
Supplies					
-41320-201	Office Supplies - Accessories	1,500	1,500	1,012.39	1,879.44
-41320-202	Duplicating Supplies and Copy Paper	2,000	2,000	690.82	1,224.73
-41320-203	Newsletter Costs	5500	2,750	-	1,758.00
-41320-204	Stationary, Forms and Envelopes	250	250	-	291.00
-41320-209	Software Updates	500	500	499.50	1,263.63
-41320-210	Miscellaneous Operating Supplies	500	500	226.78	336.06
-41320-221	Repairs and Maintenance - Equipment	200	200	-	-
-41320-240	Small Tools & Minor Equipment	3,000	3,800	3,420.31	3,783.61
	Total Supplies	<u>13,450</u>	<u>11,500</u>	<u>5,849.80</u>	<u>10,536.47</u>
Other Services and Charges					
-41320-304	Miscellaneous Professional Services	2,000	3,000	2,816.63	1,788.91
-41320-313	Marco IT Mgmt & Backup	3,000	6,000	3,325.40	5,330.40
-41320-321	Telephone/Cellular Phones		540	270.00	-
-41320-322	Postage	3,500	3,500	1,026.35	3,510.83
-41320-331	Travel/Meals/Lodging	600	600	288.90	164.80

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

Proposed  
7/19/2021

	Adopted Budget 2021	Amended Budget 2021	YTD Actual 2021 7/31/2021	YTD Actual 2020 12/31/2020
-41320-334 Mileage Reimbursement	300	300	-	-
-41320-340 Advertising	2,000	1,500	361.80	747.80
-41320-351 Legal Notices/Ordinance Publication	1,200	1,200	184.03	315.20
-41320-360 Insurance and Bonds	2,250	2,250	-	2,135.86
-41320-404 Repairs and Maintenance	0	600	600.00	-
-41320-409 Maintenance Contracts - Office Equipment	16,000	24,000	22,849.68	22,482.68
-41320-430 Miscellaneous	50	50	5.00	432.27
-41320-433 Dues and Subscriptions	600	501	52.00	196.49
-41320-437 City Wide-Dues & Subscriptions	14,000	13,500	4,078.00	13,345.00
-41320-440 Schools and Meetings	500	693	693.00	225.00
-41320-441 Web Site Enhancement		0	-	-
-41320-489 Contracted Services		0	-	-
<b>Total Other Services and Charges</b>	<b>46,000</b>	<b>58,234</b>	<b>36,550.79</b>	<b>50,675.24</b>
<i>Total Administration</i>	<i>447,408</i>	<i>455,042</i>	<i>276,790.94</i>	<i>288,866.73</i>
<b>Elections - #41410</b>				
<b>Personal Services</b>				
-41410-104 Salaries - Temporary Election Judges		0	-	8,035.63
-41410-122 FICA/Medicare Employer Share/Employee Ber	0	0	-	-
-41410-151 Workers' Compensation Insurance		0	-	-
<b>Total Personal Services</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>8,035.63</b>
<b>Supplies</b>				
-41410-200 Miscellaneous Office Supplies	0	0	-	-
-41410-201 Office Supplies - Accessories		0	-	265.22
-41410-240 Small Tools		0	-	-
<b>Total Supplies</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>265.22</b>
<b>Other Services and Charges</b>				
-41410-331 Travel/Meals/Lodging		0	-	150.94
-41410-351 Legal Notices/Ordinance Publication		0	-	72.00
-41410-404 Repairs & Maintenance - Voting Equipment		0	-	-
-41410-408 Maintenance Contracts - Mach/Equipment	750	750	-	9,118.94
-41410-412 Rentals - Buildings		0	-	-
-41410-430 Miscellaneous		0	-	-
<b>Total Other Services and Charges</b>	<b>750</b>	<b>750</b>	<b>-</b>	<b>9,341.88</b>
<i>Total Elections</i>	<i>750</i>	<i>750</i>	<i>-</i>	<i>17,642.73</i>
<b>Finance - #41500</b>				
<b>Personal Services</b>				
-41500-101 Salaries	180,503	187,406	100,844.81	174,995.37
-41500-102 Overtime		0	-	-
-41500-103 Part-time Regular		0	-	-
-41500-121 PERA Employer Share	14,056	14,056	7,563.36	13,063.80
-41500-122 FICA/Medicare Employer Share/Employee Ber	14,337	14,337	7,448.95	12,763.41
-41500-131 Medical/Dental/Life Employer Share	34,565	34,565	22,547.22	33,345.84
-41500-132 Longevity	6,903	0	-	-
-41500-133 Deductible Contribution	2,400	2,400	1,225.75	1,665.77
-41500-151 Workers' Compensation Insurance	1,417	1,417	503.96	781.12
-41500-154 HRA/Flex Fees	200	200	80.40	137.35
<b>Total Personal Services</b>	<b>254,381</b>	<b>254,381</b>	<b>140,214.45</b>	<b>236,752.66</b>
<b>Supplies</b>				
-41500-201 Office Supplies - Accessories	1,500	1,500	606.16	1,498.69
-41500-204 Stationary, Forms and Envelopes	2,700	2,700	1,955.20	3,223.35
-41500-209 Software Updates	1,000	1,000	750.00	3,162.20
-41500-210 Miscellaneous Operating Supplies	500	500	57.98	223.00
-41500-240 Small Tools	1,000	500	-	-
<b>Total Supplies</b>	<b>6,700</b>	<b>6,200</b>	<b>3,369.34</b>	<b>8,107.24</b>
<b>Other Services and Charges</b>				
-41500-301 Auditing and Accounting	36,000	35,537	35,537.00	32,502.00
-41500-304 Miscellaneous Professional Services	3,500	4,500	2,388.00	3,543.00
-41500-308 Isanti County Special Assessment Mgmt Fee	600	763	763.00	423.00
-41500-309 EDP Professional Services	30,000	7,000	2,010.25	4,431.25
-41500-313 IT Management	3,000	6,000	3,325.40	5,330.40
-41500-321 Telephone/Cellular Phones		540	225.00	-
-41500-331 Travel/Meals/Lodging	500	0	-	19.00
-41500-334 Mileage Reimbursement	300	300	-	-
-41500-340 Advertising		0	-	-

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-41500-351 Legal Notices/Ordinance Publishing	500	500	341.33	373.00
-41500-360 Insurance and Bonds	2,100	2,100	-	1,608.13
-41500-409 Maintenance Contracts - Office Equipment	18,000	18,000	7,888.00	15,776.00
-41500-420 Wellness		0	-	-
-41500-430 Miscellaneous	250	250	65.11	4.73
-41500-432 Property Finders Fee		0	-	-
-41500-433 Dues and Subscriptions	1,700	1,663	1,301.40	1,624.80
-41500-440 Schools and Meetings	2,300	2,300	608.00	905.66
<b>Total Other Services and Charges</b>	<b>98,750</b>	<b>79,453</b>	<b>54,452.49</b>	<b>66,540.97</b>
<i>Total Finance</i>	<b>359,831</b>	<b>340,034</b>	<b>198,036.28</b>	<b>311,400.87</b>
<i>Legal - #41610</i>				
<i>Other Services and Charges</i>				
-41610-304 Legal Fees	60,000	60,000	17,916.98	42,142.72
-41610-307 Township Annexation Payments	11,000	11,000	3,740.00	10,804.78
-41610-305 Prosecution Services	42,000	42,000	20,304.24	40,608.48
<b>Total Other Services and Charges</b>	<b>113,000</b>	<b>113,000</b>	<b>41,961.22</b>	<b>93,555.98</b>
<i>Total Legal</i>	<b>113,000</b>	<b>113,000</b>	<b>41,961.22</b>	<b>93,555.98</b>
<i>Community Development</i>				
<i>Building Department - #41920</i>				
<i>Personal Services</i>				
-41920-101 Salaries	210,595	186,816	105,077.48	182,956.34
-41920-102 Overtime		0	-	-
-41920-103 Seasonal Temp/Salary		0	-	-
-41920-121 PERA Employer Share	16,000	16,000	7,398.20	13,501.82
-41920-122 FICA/Medicare Employer Share/Employee Ber	16,320	16,320	7,722.95	13,138.73
-41920-131 Medical/Dental/Life Employer Share	51,847	51,847	30,980.56	50,004.84
-41920-132 Longevity	2,738	0	-	-
-41920-133 Deductible Contribution	3,600	3,600	1,634.91	2,017.42
-41920-151 Workers' Compensation Insurance	1,460	1,460	301.58	723.48
-41920-154 HRA/Flex Fees	250	250	144.10	206.00
<b>Total Personal Services</b>	<b>302,810</b>	<b>276,293</b>	<b>153,259.78</b>	<b>262,548.63</b>
<i>Supplies</i>				
-41920-201 Office Supplies - Accessories	750	1,500	912.01	810.40
-41920-204 Stationary, Forms and Envelopes		0	-	-
-41920-209 Software Updates	500	500	-	-
-41920-210 Miscellaneous Operating Supplies	800	800	-	203.25
-41920-212 Gasoline/Fuel/Lubricants/Additivs	2,400	2,400	607.82	910.83
-41920-221 Repair and Maintenance Supplies - Vehicles	800	800	83.65	263.76
-41920-240 Small Tools and Minor Equipment	5,000	5,000	-	2,118.22
<b>Total Supplies</b>	<b>10,250</b>	<b>11,000</b>	<b>1,603.48</b>	<b>4,306.46</b>
<i>Other Services and Charges</i>				
-41920-304 Miscellaneous Professional Services	300	300	-	2,653.00
-41920-305 Contracted Building Inspection Services		76,517	-	-
-41920-309 EDP Professional Services		0	-	-
-41920-313 Marco IT Mgmt & Backup	3,000	6,000	3,325.40	5,330.40
-41920-321 Telephone/Cellular Phones	2,700	2,700	1,098.96	2,263.14
-41920-331 Travel/Meals/Lodging	300	300	-	-
-41920-334 Mileage Reimbursement	500	500	-	266.12
-41920-340 Advertising		0	-	-
-41920-351 Legal Notices/Ordinance Publishing		0	-	-
-41920-360 Insurance	2,400	2,400	-	2,217.61
-41920-404 Repairs and Maintenance	200	200	-	78.00
-41920-409 Maintenance Contracts - Office Equipment	2,800	2,800	2,685.00	2,685.00
-41920-430 Miscellaneous	200	200	-	-
-41920-432 Credit Card Fees	500	500	5.00	1,349.81
-41920-433 Dues and Subscriptions	1,400	1,400	480.00	395.00
-41920-440 Schools and Meetings	2,500	2,500	869.00	1,355.00
<b>Total Other Services and Charges</b>	<b>16,800</b>	<b>96,317</b>	<b>8,463.36</b>	<b>18,593.08</b>
<i>Total Building Department</i>	<b>329,860</b>	<b>383,610</b>	<b>163,326.62</b>	<b>285,448.17</b>
<i>Engineering</i>				
-41925-303 Engineering Contracted Expense	35,000	35,000	21,000.73	40,440.00
<i>Planning - #41935</i>				

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<b>Personal Services</b>				
-41935-101 Salaries	99,320	102,920	55,484.86	166,960.72
-41935-102 Overtime		0	-	-
-41935-112 Planning Commission Salaries	2,500	2,500	945.00	2,240.00
-41935-121 PERA Employer Share	7,719	7,719	4,161.36	12,447.18
-41935-122 FICA/Medicare Employer Share/Employee Ben	7,874	7,874	4,182.07	12,216.57
-41935-131 Medical/Dental/Life Employer Share	17,282	17,282	11,273.61	33,345.84
-41935-132 Longevity	3,600	0	-	-
-41935-133 Deductible Contribution	1,200	1,200	265.57	1,539.89
-41935-151 Workers' Compensation Insurance	805	805	394.88	678.89
-41935-154 HRA/Flex Fees	150	150	40.20	137.35
-41935-XXX Unemployment	38,480	38,480	-	-
<b>Total Personal Services</b>	<b>178,930</b>	<b>178,930</b>	<b>76,747.55</b>	<b>229,566.44</b>
<b>Supplies</b>				
-41935-201 Office Supplies - Accessories	1,500	1,500	399.86	1,676.03
-41935-204 Stationary, Forms and Envelopes		0	-	-
-41935-209 Software Updates	2,500	2,500	808.00	1,237.56
-41935-210 Miscellaneous Operating Supplies	200	200	-	-
-41935-212 Gasoline/Fuel/Lubricants/Additives	300	300	19.95	93.99
-41935-221 Repair and Maintenance Supplies - Vehicles	300	300	7.68	460.21
-41935-240 Small Tools and Minor Equipment	7,000	7,000	-	-
<b>Total Supplies</b>	<b>11,800</b>	<b>11,800</b>	<b>1,235.49</b>	<b>3,467.79</b>
<b>Other Services and Charges</b>				
-41935-301 Special Projects	2,500	2,500	1,167.22	2,110.00
-41935-303 Comp Plan Update		0	-	-
-41935-304 Miscellaneous Professional Services	2,000	2,000	800.00	-
-41935-306 Transportation Study Consulting		0	-	-
-41935-307 Rail Study		0	-	-
-41935-308 Lakes & Pines Mgmt--Small Cities Grant		0	-	-
-41935-309 EDP Professional Services		0	-	-
-41935-313 Marco IT Mgmt & Backup	3,000	6,000	3,325.40	5,330.40
-41935-321 Telephone/Cellular Phones		0	-	-
-41935-322 Code Enforcement Mailing		0	-	-
-41935-331 Travel/Meals/Lodging	600	600	-	12.00
-41935-334 Mileage Reimbursement	250	250	-	-
-41935-340 Advertising		0	-	-
-41935-351 Legal Notices/Ordinance Publishing	800	800	78.93	158.00
-41935-360 Insurance	10,000	10,000	-	9,393.16
-41935-404 Repairs and Maintenance	200	200	-	-
-41935-409 Maintenance Contracts - Office Equipment	5,100	5,100	2,990.00	2,990.00
-41935-430 Miscellaneous	800	800	(2,579.00)	(4,914.64)
-41935-431 Property Securing Exp		0	-	4,855.80
-41935-432 Abatement Costs		0	-	-
-41935-433 Dues and Subscriptions	900	900	550.00	866.00
-41935-440 Schools and Meetings	1,500	1,500	200.00	620.00
-41935-488 Other Contracted Services--Comp Plan Update		0	-	-
-41935-489 Other Contracted Services-GIS Maint	1,000	1,000	-	-
-41935-490 Flyover Pictures--share from Isanti Co		0	-	-
<b>Total Other Services and Charges</b>	<b>28,650</b>	<b>31,650</b>	<b>6,532.55</b>	<b>21,420.72</b>
<b>Total Planning</b>	<b>219,380</b>	<b>222,380</b>	<b>84,515.59</b>	<b>254,454.95</b>
<b>Total Community Development</b>				
<b>City Hall Buildings - #41950</b>	<b>584,240</b>	<b>640,990</b>	<b>268,842.94</b>	<b>580,343.12</b>
<b>Personal Services</b>				
-41950-101 Salaries	27,654	28,190	15,170.42	28,004.23
-41950-102 Overtime	1,000	1,000	-	-
-41950-103 Part-time Salaries		0	-	-
-41950-121 PERA Employer Share	2,189	2,189	1,137.78	2,088.36
-41950-122 FICA/Medicare Employer Share/Employee Ben	2,233	2,233	1,122.57	2,059.37
-41950-131 Medical/Dental/Life Employer Share	8,642	8,642	5,626.48	8,321.28
-41950-132 Longevity	536	0	-	-
-41950-133 Deductible Contribution	600	600	-	-
-41950-151 Workers' Compensation Insurance	2,090	2,090	1,159.58	1,266.72
-41950-154 HRA/Flex Fees	100	100	20.10	34.35
<b>Total Personal Services</b>	<b>45,044</b>	<b>45,044</b>	<b>24,236.93</b>	<b>41,774.31</b>
-41950-210 Miscellaneous Operating Supplies				
-41950-212 Gasoline/Fuel	200	200	-	27.48



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-41950-215 Maintenance Supplies	9,000	9,000	2,526.64	8,938.05
-41950-240 Small Tools & Equipment	1,500	1,500	10.98	2,421.35
Total Supplies	<u>10,700</u>	<u>10,700</u>	<u>2,537.62</u>	<u>11,386.88</u>
Other Services and Charges				
-41950-321 Telephone/Cellular Phones	19,000	19,000	7,852.36	16,243.40
-41950-360 Insurance	2,100	2,100	-	1,918.30
-41950-381 Electric Utilities	12,000	12,000	4,311.72	11,544.14
-41950-382 Water/Wastewater	4,000	4,000	1,556.43	3,514.27
-41950-383 Gas Utilities	7,000	7,000	3,043.96	6,161.43
-41950-384 Refuse and Recycling	0	0	-	-
-41950-401 Repairs and Maintenance -Buildings/Structures	37,000	37,000	8,644.95	31,910.34
-41950-405 Janitor Services	-	0	-	-
-41950-409 Maintenance Contracts - Office Equip	4,800	4,800	4,301.00	4,301.00
-41950-411 Cement Replacement	-	0	-	-
-41950-413 Rentals - Office Equipment [copier-new]	14,000	14,000	3,665.64	8,412.32
-41950-430 Miscellaneous	500	500	170.05	339.15
Total Other Services and Charges	<u>100,400</u>	<u>100,400</u>	<u>33,546.11</u>	<u>84,344.35</u>
Total City Hall Buildings	156,144	156,144	60,320.66	137,505.54
<b>TOTAL GENERAL GOVERNMENT</b>	<u>1,722,818</u>	<u>1,765,905</u>	<u>880,761.80</u>	<u>1,482,424.68</u>
<b>PUBLIC SAFETY</b>				
<i>Police Department - #42100</i>				
Personal Services				
-42100-101 Salaries	1,286,204	1,330,776	670,383.32	1,047,379.18
-42100-102 Overtime	73,000	73,000	45,132.94	89,726.91
-42100-103 Salaries - Part-Time Regular	0	0	-	32,847.55
-42100-104 Temp/Seas Employees-Regular	20,000	20,000	3,454.47	8,522.41
-42100-110 Hours Worked Holiday	30,000	30,000	11,215.63	26,809.50
-42100-115 Call-in Pay	-	0	-	-
-42100-116 On Call Pay	-	0	-	-
-42100-117 Shift Differential	9,636	9,636	4,645.00	9,681.89
-42100-118 Severance	-	0	-	-
-42100-121 PERA Employer Share	247,659	247,659	121,699.61	202,560.96
-42100-122 FICA/Medicare Employer Share/Employee Ber	28,127	28,127	14,034.06	22,731.67
-42100-131 Medical/Dental/Life Employer Share	310,853	310,853	188,583.56	249,656.46
-42100-132 Longevity	44,572	0	-	-
-42100-133 Deductible Contribution	20,400	20,400	6,220.07	11,369.47
-42100-151 Workers' Compensation Insurance	80,623	80,623	26,440.75	40,386.31
-42100-154 HRA/Flex Fees	1,500	1,500	643.20	1,089.20
Total Personal Services	<u>2,152,574</u>	<u>2,152,574</u>	<u>1,092,452.61</u>	<u>1,742,761.51</u>
Supplies				
-42100-201 Office Supplies - Accessories	3,300	3,300	331.25	1,819.19
-42100-202 Duplicating Supplies and Copy Paper	1,500	1,500	225.38	1,050.45
-42100-209 Software Updates	7,800	7,800	-	49.99
-42100-210 Miscellaneous Operating Supplies	5,500	5,500	823.02	2,759.09
-42100-212 Gasoline/Fuel/Lubricants/Additives	40,000	40,000	17,399.77	28,417.23
-42100-213 Ammunition	5,500	5,500	-	2,048.00
-42100-214 Crime Scene Supplies	5,000	5,000	1,958.71	2,119.32
-42100-217 Promotional Events	4,000	4,000	1,440.62	4,042.08
-42100-221 Repairs and Maintenance Supplies - Squads	18,500	18,500	5,261.51	8,964.13
-42100-231 Uniform Allowance	21,000	21,000	8,552.46	10,899.53
-42100-232 Uniform--Reserves	1,800	1,800	-	-
-42100-240 Small Tools/Minor Equipment	18,000	18,000	16,992.74	8,263.40
Total Supplies	<u>131,900</u>	<u>131,900</u>	<u>52,985.46</u>	<u>70,432.41</u>
Other Services and Charges				
-42100-304 Miscellaneous Professional Services	7,500	12,000	9,027.33	54,273.60
-42100-305 Applicant Testing	-	0	-	-
-42100-313 Marco IT Mgmt & Backup	20,000	25,000	14,959.60	23,985.60
-42100-321 Telephone/Cellular Phones	14,500	14,500	6,107.78	12,118.79
-42100-322 Postage	600	600	131.80	350.75
-42100-331 Travel/Meals/Lodging	3,000	3,000	-	457.50
-42100-334 Mileage Reimbursement	500	500	-	256.48
-42100-340 Advertising	100	100	4.50	-
-42100-360 Insurance	58,000	58,000	-	55,184.83
-42100-381 Electric Utilities	6,000	6,000	2,217.44	5,936.98
-42100-383 Gas Utilities	4,000	4,000	1,499.25	3,034.73
-42100-404 Maintenance and Repair -Vehicles/ Equipment	10,000	10,000	1,247.78	4,452.17
-42100-409 Maintenance Contracts-Office Equipment	25,000	25,000	24,325.11	28,370.53

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-42100-410 Police Reserve Program Activities	1,000	1,000	-	-
-42100-411 Auto Pawn	2,400	2,400	2,370.00	2,421.60
-42100-430 Miscellaneous	-	0	-	-
-42100-432 Credit Card Fees	50	50	-	-
-42100-433 Dues and Subscriptions	12,000	12,000	8,509.96	11,535.95
-42100-440 Schools and Meetings	14,000	14,000	6,512.00	9,918.00
-42100-489 Other Contracted Services	-	0	-	669.84
Total Other Services and Charges	<u>178,650</u>	<u>188,150</u>	<u>76,912.55</u>	<u>212,967.35</u>
<i>Total Police Department</i>	<u>2,463,124</u>	<u>2,472,624</u>	<u>1,222,350.62</u>	<u>2,026,161.27</u>
<i>Fire Department - 42200</i>				
Personal Services				
-42200-101 Salaries	90,459	91,966	49,480.80	84,707.89
-42200-103 Salaries	50,000	50,000	23,622.00	45,818.00
-42200-121 PERA Employer Share	16,278	16,278	8,758.08	14,974.10
-42200-122 FICA/Medicare Employer Share/Employee Be	5,159	5,159	2,498.35	4,657.96
-42200-131 Medical/Dental/Life Employer Share	17,282	17,282	11,266.65	16,659.00
-42200-132 Fire Longevity Pay	1,507	0	-	-
-42200-133 Deductible Contribution	1,200	1,200	697.50	611.69
-42200-151 Worker's Comp - Ins Premiums	39,652	39,652	19,588.83	27,645.23
-42200-154 Flex Fees	150	150	40.20	68.65
Total Personal Services	<u>\$221,687</u>	<u>\$221,687</u>	<u>115,952.41</u>	<u>195,142.52</u>
Supplies				
-42200-201 Office Supplies - Accessories	250	250	62.60	46.95
-42200-204 Stationary, Forms and Envelopes	100	100	-	-
-42200-210 Miscellaneous Operating Supplies	9,500	9,500	5,124.61	6,008.41
-42200-211 Grant Funded Supplies	0	0	-	-
-42200-212 Gasoline/Fuel/Lubricants/Additives	6,300	6,300	3,226.30	4,312.33
-42200-213 Operation Round Up Computer Exp	-	0	-	-
-42200-215 Shop Maintenance Supplies	200	200	-	-
-42200-221 Repairs and Maintenance Supplies - Trucks	15,000	15,000	12,888.12	20,436.23
-42200-223 Repairs and Maintenance Supplies - Buildings	1,500	2,000	1,905.94	2,629.93
-42200-231 Uniform Allowance	10,000	10,000	4,788.86	15,127.33
-42200-232 Uniform Grant Funded	-	0	-	-
-42200-240 Small Tools	7,000	6,500	4,681.86	2,748.23
-42200-241 Small Tools-Grant Funded	-	0	-	1,899.82
Total Supplies	<u>49,850</u>	<u>49,850</u>	<u>32,678.29</u>	<u>53,209.23</u>
Other Services and Charges				
-42200-301 Auditing and Accounting	-	0	-	-
-42200-304 Miscellaneous Professional Services	15,000	15,000	7,798.26	16,835.72
-42200-306 Fire Relief--Pension Pass Through	-	0	-	-
-42200-307 Fire Relief--Pension City Share	10,000	10,000	-	10,000.00
-42200-313 Marco IT Mgmt & Backup	3,000	6,000	3,325.40	5,330.40
-42200-321 Telephone/Cellular Phones	1,400	1,400	450.12	1,371.42
-42200-331 Travel/Meals/Lodging	1,500	1,500	-	187.81
-42200-334 Mileage Reimbursement	300	300	-	-
-42200-340 Advertising	250	250	-	764.80
-42200-360 Insurance	7,000	7,000	-	6,338.48
-42200-381 Electric Utilities	17,000	17,000	6,019.04	16,045.61
-42200-382 Water/Wastewater Utilities	500	500	206.82	427.77
-42200-383 Gas Utilities	5,000	5,000	2,627.38	2,646.58
-42200-401 Repairs and Maintenance - Buildings	1,500	1,500	1,340.00	-
-42200-404 Repairs and Maintenance - Equipment/Radios/I	1,000	12,000	10,871.38	7,200.55
-42200-405 Janitorial	-	0	-	-
-42200-430 Miscellaneous	-	0	-	-
-42200-433 Dues and Subscriptions	1,700	1,700	905.00	1,650.00
-42200-440 Schools and Meetings	6,000	6,000	-	689.90
-42200-441 Schools and Meetings Grant Funded	-	9,999	9,999.00	3,141.75
Total Other Services and Charges	<u>71,150</u>	<u>95,149</u>	<u>43,542.40</u>	<u>72,630.79</u>
<i>Total Fire Department</i>	<u>342,687</u>	<u>366,686</u>	<u>192,173.10</u>	<u>320,982.54</u>
<i>Emergency Management - #42300</i>				
Supplies				
-42300-201 Office Supplies - Accessories	100	100	-	-
-42300-202 Duplicating Supplies and Copy Paper	-	0	-	-
-42300-209 Software Updates	-	0	-	-
-42300-210 Miscellaneous Operating Supplies	500	500	88.86	349.00
-42300-240 Small Tools & Minor Equip	1,500	1,500	-	530.75

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Total Supplies	2,100	2,100	88.86	879.75
<b>Other Services and Charges</b>				
-42300-304 Misc Prof Serv		0	-	-
-42300-321 Telephone/Cellular Phones		0	-	-
-42300-331 Travel/Meals/Lodging	300	300	-	-
-42300-340 Advertising		0	-	-
-42300-433 Dues & Subscriptions		0	-	200.00
-42300-440 Schools and Meetings	500	500	280.00	151.96
-42300-441 Grant Funded Schools and Meetings		0	-	-
-42300-999 Covid 19		500	193.92	-
-42300-489 Other Contracted Services	1,500	1,500	250.00	2,468.00
Total Other Services and Charges	2,300	2,800	724	2,820
Total Emergency Management	4,400	4,900	812.78	3,699.71
<b>Animal Control - #42700</b>				
<b>Supplies</b>				
-42700-310 Miscellaneous Operating Supplies	5,000	5,000	2,400.00	4,800.00
-42700-340 Advertising		0	-	-
Total Supplies	5,000.00	5,000.00	2,400.00	4,800.00
Total Animal Control	5,000	5,000	2,400.00	4,800.00
<b>TOTAL PUBLIC SAFETY</b>	<b>2,815,211</b>	<b>2,849,210</b>	<b>1,417,736.50</b>	<b>2,355,643.52</b>
<b>PUBLIC WORKS</b>				
<b>Street Maintenance - #43000</b>				
<b>Personal Services</b>				
-43001-101 Salaries	653,233	678,833	379,982.60	583,268.61
-43001-102 Overtime	5,000	5,000	663.18	1,252.39
-43001-104 Temporary/Seasonal	41,536	41,536	9,233.87	15,461.06
-43001-XXX Severence due to retirement	28,140	28,140	-	-
-43001-110 Hours Worked Holiday	2,000	2,000	-	-
-43001-111 Overtime Snowplowing	46,000	46,000	26,996.22	24,927.40
-43001-112 Overtime Mosquito Spraying	2,000	2,000	113.18	293.50
-43001-115 Call-in Pay		200	102.45	-
-43001-121 PERA Employer Share	55,038	55,038	28,526.86	45,747.30
-43001-122 FICA/Medicare Employer Share/Employee Ber	59,316	59,316	29,697.07	46,310.67
-43001-123 Central Pension Contribution	16,640	16,640	8,912.40	-
-43001-131 Medical/Dental/Life Employer Share	143,479	143,479	94,114.33	132,062.72
-43001-132 Longevity	25,600	0	-	-
-43001-133 Deductible Contribution	11,600	11,600	368.45	6,386.86
-43001-151 Workers' Compensation Insurance	70,768	70,768	24,596.86	31,492.25
-43001-154 HRA/Flex Fees	700	700	387.62	602.81
Total Personal Services	1,161,050	1,161,250	603,695.09	887,805.57
<b>Supplies</b>				
-43001-201 Office Supplies - Accessories	1,500	1,500	-	2,002.90
-43001-202 Duplicating and Copying Supplies	200	200	-	20.00
-43001-204 Stationary, Forms and Envelopes	200	200	-	477.31
-43001-209 Software Updates	700	700	323.50	323.50
-43001-210 Miscellaneous Operating Supplies	10,000	10,000	7,102.38	12,505.89
-43001-212 Gasoline/Fuel/Lubricants/Additives	35,000	40,000	18,864.62	24,795.45
-43001-215 Shop Maintenance Supplies	1,000	1,000	942.99	1,617.17
-43001-219 Snow Removal - Material	70,000	70,000	50,700.32	63,048.44
-43001-221 Repairs and Maintenance Supplies - Equipment	60,000	60,000	51,595.22	91,517.58
-43001-224 Repairs and Maintenance - Infrastructure	12,000	12,000	7,052.77	14,211.53
-43001-226 Signs	6,000	6,000	5,968.62	5,638.02
-43001-240 Small Tools and Minor Equipment	10,000	10,000	9,230.22	11,405.12
Total Supplies	206,600	211,600	151,780.64	227,562.91
<b>Other Services and Charges</b>				
-43001-304 Miscellaneous Professional Services	3,500	3,500	1,449.47	2,830.54
-43001-313 Marco IT Mgmt & Backup	3,000	6,000	3,325.40	5,330.40
-43001-321 Telephone/Cellular Phones	8,000	8,000	2,061.63	4,638.36
-43001-331 Travel/Meals/Lodging	500	500	-	12.00
-43001-334 Mileage Reimbursement	400	400	-	-
-43001-340 Advertising	400	400	157.55	296.60
-43001-351 Legal Notices/Publications		0	-	-
-43001-360 Insurance	18,000	18,000	-	16,485.38
-43001-381 Electric Utilitites	7,500	7,500	3,097.88	7,046.63
-43001-382 Water/Wastewater Utilities	3,000	3,000	1,275.04	2,706.68

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

Proposed  
7/19/2021

	Adopted Budget 2021	Amended Budget 2021	YTD Actual 2021 7/31/2021	YTD Actual 2020 12/31/2020
-43001-383 Gas Utilities	13,000	13,000	8,428.81	10,934.49
-43001-384 Refuse Hauling	3,500	3,500	896.76	2,375.88
-43001-401 Repairs and Maint Building & Structures	1,000	1,000	382.45	805.85
-43001-404 Repairs and Maintenance - Vehicles/Equipment	5,000	5,000	4,274.08	12,319.94
-43001-405 Emergency Mgmt Rep & Maint	500	500	-	-
-43001-406 Painting and Striping	23,000	23,000	391.11	17,737.75
-43001-407 Bridge Repair	1,000	1,000	-	-
-43001-408 Sidewalk Repairs		0	-	4,400.00
-43001-413 BNSF Parking Lot Lease	3,100	3,200	3,189.02	3,096.14
-43001-414 Equipment Rental	6,000	6,000	3,100.00	4,250.00
-43001-417 Uniform Rental	8,000	8,000	4,814.35	8,207.63
-43001-430 Miscellaneous	1,000	1,000	-	40.00
-43001-433 Dues and Subscriptions	1,000	1,000	514.85	777.20
-43001-440 Schools and Meetings	1,500	1,500	100.00	690.00
-43001-443 City Garden/Flower Oper Exp	2,000	2,000	614.53	261.47
-43001-444 Insect Control	7,000	7,000	3,150.00	110.01
-43001-445 Diseased Tree Program	15,000	15,000	195.00	5,112.85
-43001-446 Weed Control	4,000	4,000	1,747.64	3,052.89
-43001-447 Downtown Decorations	10,000	10,000	982.86	1,081.10
-43001-451 Township Assessment		0	-	-
-43001-452 Street Light Replacement & Signal Painting		50,000	36,335.04	-
-43001-449 Paver Repair	4,000	4,000	-	-
-43001-489 Other Contracted Services	14,000	14,000	10,303.27	8,077.87
<b>Total Other Services and Charges</b>	<b>167,900</b>	<b>221,000</b>	<b>90,786.74</b>	<b>122,677.66</b>
<b>Total Street Maintenance</b>	<b>1,535,550</b>	<b>1,593,850</b>	<b>846,262.47</b>	<b>1,238,046.14</b>
<b>TOTAL PUBLIC WORKS</b>	<b>1,535,550</b>	<b>1,593,850</b>	<b>846,262.47</b>	<b>1,238,046.14</b>

**PARKS AND RECREATION**

*Parks and Parks Programming- 45200*

	Adopted Budget 2021	Amended Budget 2021	YTD Actual 2021 7/31/2021	YTD Actual 2020 12/31/2020
<b>Personal Services</b>				
-45200-101 Full-time Salaries	131,166	134,357	57,524.78	105,593.08
-45200-102 FT Overtime	2,000	5,000	3,614.97	1,169.62
-45200-104 Salaries - Temporary/Seasonal	43,459	43,459	12,883.24	28,504.10
-45200-105 Overtime - Temporary/Seasonal		0	-	-
-45200-112 Parks & Rec Commission Stipends	3,000	3,000	245.00	455.00
-45200-121 PERA (Employer)	10,227	10,227	4,585.49	8,034.74
-45200-122 FICA/Medicare Employer Share/Employee Ber	13,986	13,986	5,561.59	9,994.43
-45200-123 Central Pension Contribution	4,160	4,160	1,857.90	-
1 5200-131 Medical/Dental/Life Employer Share	28,696	28,696	16,035.03	22,879.32
-45200-132 Longevity	3,191	0	-	-
-45200-133 Deductible Contribution	2,400	2,400	1,521.19	1,227.64
-45200-151 Workers' Compensation Insurance	10,460	10,460	3,300.70	5,520.82
-45200-154 HRA/Flex Fees	200	200	66.96	115.04
<b>Total Personal Services</b>	<b>252,945</b>	<b>255,945</b>	<b>107,196.85</b>	<b>183,493.79</b>
<b>Supplies</b>				
-45200-210 Miscellaneous Operating Supplies	10,000	10,000	4,613.14	4,797.89
-45200-212 Gasoline/Fuel/Lubricants/Additives	7,000	16,000	8,065.89	9,508.86
-45200-221 Repairs and Maintenance Supplies - Equipment	12,000	12,000	3,017.62	7,096.55
-45200-223 Repairs and Maintenance Supplies - Buildings	15,000	20,000	18,033.26	11,294.35
-45200-226 Signs	1,000	1,000	-	423.25
-45200-227 City Park Light Pole Project		0	-	-
-45200-230 Master Garden Supplies	2,000	2,000	-	329.64
-45200-240 Small Tools and Minor Equipment	2,000	8,000	7,034.30	2,391.59
<b>Total Supplies</b>	<b>49,000</b>	<b>69,000</b>	<b>40,764.21</b>	<b>35,842.13</b>
<b>Other Services and Charges</b>				
-45200-304 Professional Services	500	500	475.76	1,263.60
-45200-305 Park Contracted Services	500	500	-	-
-45200-306 Park & Rec Comm Activity		0	-	-
-45200-321 Telephone/Cellular Phones	1,000	1,000	494.91	817.84
-45200-340 Advertising	200	200	-	-
-45200-351 Legal Notices	200	200	-	-
-45200-360 Insurance	28,000	28,000	-	24,769.11
-45200-381 Electric Utilities	70,000	70,000	32,773.71	51,235.50
-45200-382 Water & Wastewater Utilities	7,000	7,000	2,063.71	10,237.18
-45200-383 Gas Utilities	2,000	2,000	-	605.06
-45200-386 EV Charging Station Power		2,500	1,691.21	-
-45200-401 Repairs and Maintenance - Structures	5,000	5,000	2,467.20	4,761.25

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

Proposed  
7/19/2021

	Adopted Budget 2021	Amended Budget 2021	YTD Actual 2021 7/31/2021	YTD Actual 2020 12/31/2020
-45200-403 R&M Tennis Court		0	-	-
-45200-415 Equipment Rental	8,000	8,000	3,726.22	5,757.24
-45200-417 Rental-Uniforms	700	700	463.59	892.84
-45200-430 Miscellaneous		0	-	-
-45200-440 Schools & Meetings		0	-	140.00
-45200-445 Weed Control and Fertilizer	15,000	15,000	3,255.00	3,929.53
-45200-485 Property Taxes--donated park land		0	-	-
-45200-487 Softball Lighting Lease		0	-	-
-45200-486 Summer Recreation		0	-	-
-45200-484 Library Study		0	-	-
-45200-488 Library		0	-	-
-45200-489 Senior Activity Center		0	-	-
-45200-491 Library Concept Design		0	-	-
-45200-492 Aquatic Center		0	-	-
-45200-493 Yoga Grant Expense		0	-	-
-45200-494 Camb/Isanti Fall Comm Event		0	-	-
-45200-495 Ski Trail Maintenance Agreement	4,500	4,500	3,675.00	3,262.00
-45200-496 Arts and Parks Programming	20,000	20,000	14,796.03	17,183.39
-45200-497 Master Trail Contribution		0	-	-
-45200-498 Pickleball Grant Expenditures		0	-	-
<b>Total Other Services and Charges</b>	<b>162,600</b>	<b>165,100</b>	<b>65,882.34</b>	<b>124,854.54</b>
<b>Total Parks &amp; Parks Programming</b>	<b>464,545</b>	<b>490,045</b>	<b>213,843.40</b>	<b>344,190.46</b>
<i>Library - 45400</i>				
<b>Supplies</b>				
-45400-210 Miscellaneous Operating Supplies	500	500	5.97	3.77
-45400-212 Gasoline/Fuel/Lubricants/Additives		0	-	-
-45400-221 Repairs and Maintenance Supplies - Equipment		0	-	-
-45400-223 Repairs and Maintenance Supplies - Buildings	5,000	5,000	1,327.24	204.75
-45400-240 Small Tools and Minor Equipment	1,000	1,000	-	-
<b>Total Supplies</b>	<b>6,500</b>	<b>6,500</b>	<b>1,333.21</b>	<b>208.52</b>
<b>Other Services and Charges</b>				
-45400-304 Professional Services		0	-	-
-45400-321 Telephone/Cellular Phones		0	-	-
-45400-306 Park Commission Activities		0	-	-
-45400-340 Advertising		0	-	-
-45400-351 Legal Notices		0	-	-
-45400-360 Insurance	6,500	6,500	-	3,081.00
-45400-381 Electric Utilities	28,000	28,000	12,072.96	26,969.96
-45400-382 Water & Wastewater Utilities	3,600	3,600	1,832.06	5,314.35
-45400-401 Repairs and Maintenance - Structures	500	6,000	4,081.37	1,624.28
-45400-404 Repair & Maint Labor-Camb Libr	35,000	40,000	12,312.51	19,265.34
-45400-409 Maint Contract-Bldg & Equip		2,000	1,287.08	4,804.41
-45400-383 Gas Utilities	2,500	6,000	4,112.39	2,769.17
-45400-417 Rental-Uniforms		0	-	-
-45400-430 Miscellaneous	500	500	-	-
-45400-440 Schools & Meetings		0	-	-
-45400-499 Library Sculpture Grant		0	-	6,750.00
<b>Total Other Services and Charges</b>	<b>76,600</b>	<b>92,600</b>	<b>35,698.37</b>	<b>70,578.51</b>
<b>Total Library</b>	<b>83,100</b>	<b>99,100</b>	<b>37,031.58</b>	<b>70,787.03</b>
<b>TOTAL PARKS AND RECREATION</b>	<b>547,645</b>	<b>589,145</b>	<b>250,875</b>	<b>414,977</b>
<b>TOTAL EXPENDITURES</b>	<b>6,621,224.00</b>	<b>6,798,110.00</b>	<b>3,395,635.75</b>	<b>5,491,091.83</b>

**TRANSFERS OUT**

-49300-720		0	-	2,386,704.00
Fire Equipment Revolving Fund - #420	61,662	61,662		
Transfer to Cap fund 415 Park Improv	85,000	85,000		
Transfer to Cap fund 417 Police	130,000	130,000		
Transfer to Cap fund 418 Public Works	200,000	200,000		
Transfer to Cap fund 419 City Hall	140,000	140,000		
Transfer for CI Bike / Walk Trail-fund capital	15,000	15,000		
Transfer to CI Bike/ Walk Trail Oper Fund	6,660	6,660		
Pavement Management Fund - #443	86,282	206,282		
Transfer to 205 for Econ Dev.	130,000	130,000		
Transfers Out to Airport Cap	0	0		

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

Proposed  
7/19/2021

	<b>Adopted Budget 2021</b>	<b>Amended Budget 2021</b>	<b>YTD Actual 2021 7/31/2021</b>	<b>YTD Actual 2020 12/31/2020</b>
<i>TOTAL TRANSFERS OUT</i>	854,604	974,604	-	2,386,704.00
<i>TOTAL EXPENDITURES &amp; TRANSFERS</i>	7,475,828	7,772,714	3,395,635.75	7,877,795.83

Prepared by: Caroline Moe, Director of Finance

**Background**

Staff is recommending that the 2021 capital budget be amended to reflect the following:

- Fund 401—Reflect revenue updates for collections received through 7/8/2021.
- Fund 417—Reflect Council’s approval of additional cost of body camera project cost and reduction of one vehicle for replacement per Chief Schuster’s recommendation on 1/19/2021.
- Fund 418—Reflect Council’s approval of move up of plow truck. It was initially anticipated that new plow truck would arrive prior to 12/31/2020 but new plow truck did not arrive until 2021.
- Fund 419—Reflect Council’s approval City Hall roof and skylight replacement project.
- Fund 443—Adjust expected transfer in due to updates in long-range financial plan.

**Council Action**

Approve Resolution No. R21-028 2021 Capital Fund Budget Revision

## Resolution No. R21-028

### RESOLUTION APPROVING AMENDMENTS TO THE 2021 CAPITAL FUND BUDGET

WHEREAS, the Cambridge City Council passed Resolution R20-108 adopting the 2021 Capital Fund Budget;  
and

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 following budget amendments into the City's financial records:

#### CAPITAL FUNDS

	2021 Adopted Budget 1/1/2021	Proposed 2021 Amended Budget 7/19/2021
Revenues:		
Charges for Services	\$ 46,084	\$ 46,084
Special Assessments	\$ 15,572	\$ 18,507
Inter-governmental	\$135,000	\$135,000
Other Financing Sources	\$27,100	\$141,740
Transfers from Other Funds	<u>\$ 931,662</u>	<u>\$ 887,944</u>
Total Revenues	<u>\$1,155,418</u>	<u>\$1,229,275</u>
Expenditures:		
Capital Outlay	\$531,300	\$1,286,300
Transfer Out	<u>\$100,000</u>	<u>\$100,000</u>
Total Expenditures	<u>\$631,300</u>	<u>\$1,386,300**</u>

\*\*Planned draw on fund balance

This resolution shall become effective immediately upon its passage without publication. Adopted this 19<sup>th</sup> Day of July, 2021.

\_\_\_\_\_  
James A. Godfrey, Mayor

Attest: \_\_\_\_\_  
Evan Vogel, City Administrator



CITY OF CAMBRIDGE  
Capital Fund  
Amended 2021 Budget Request

	Total Proposed Budget 2021	Water Treatment Fund 401	Park Improv Fund 415	Police Capital Fund 417	Public Works Capital Fund 418	City Hall Capital Fund 419	Fire Dept Capital Fund 420	C-I Bike Trail Fund 423	444 Airport Capital Fund 444	Pavement Mgmt Fund 443
<b>SPECIAL ASSESSMENTS</b>										
36100 Prepaid	-									
36101/36102 Principal, Int & Penalties	18,507									18,507
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>18,507</b>	-	-	-	-	-	-	-	-	<b>18,507</b>
<b>CHARGES FOR SERVICE</b>										
Township Fire Contracts/School Dist Contract	46,084						38,584	7,500		
<b>INTERGOVERNMENTAL</b>										
State Aid	-									
Federal Aid	135,000								135,000	
<b>TOTAL INTERGOVERNMENTAL</b>	<b>135,000</b>	-	-	-	-	-	-	-	<b>135,000</b>	-
<b>OTHER FINANCING SOURCES</b>										
36210 Interest Earnings	3,000		500	500		500	500			1,000
36230 Donations	10,000						10,000			
Bond Issuance	-									
3xxxx Fees	118,740	116,740	-							2,000
3xxxx Sale of Property	-									
3xxxx Admin Fines	10,000			10,000						
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>141,740</b>	<b>116,740</b>	<b>500</b>	<b>10,500</b>	-	<b>500</b>	<b>10,500</b>	-	-	<b>3,000</b>
Transfer In from other fund	-									
04-39203 Wastewater Fund Transfer In	-									
0X-39203 General Fund Transfer In	887,944		85,000	130,000	200,000	140,000	61,662	15,000	50,000	206,282
<b>TOTAL TRANSFERS IN</b>	<b>887,944</b>	-	<b>85,000</b>	<b>130,000</b>	<b>200,000</b>	<b>140,000</b>	<b>61,662</b>	<b>15,000</b>	<b>50,000</b>	<b>206,282</b>
<b>TOTAL REVENUES AND TRANSFERS IN</b>	<b>1,229,275</b>	<b>116,740</b>	<b>85,500</b>	<b>140,500</b>	<b>200,000</b>	<b>140,500</b>	<b>110,746</b>	<b>22,500</b>	<b>185,000</b>	<b>227,789</b>
<b>Capital Outlay</b>										
Admin-Website Update	-									
Finance Computer and Laserfiche upgrades	12,500					12,500				
City Hall Building Project	620,000					620,000				
Library Capital Project	10,000					10,000				
Playground Replacement	18,000		18,000							
Park Updates	10,000		10,000							
Bike Trail Maintenance	-									
Equipment Replacement	114,000				114,000					
Street Project and related projects	-									
Squad Replacement	50,000			50,000						
Body Cameras	63,000			63,000						
Pick-up & Trailer Replacement	-									
Emergency Operations Center	3,000			3,000						
Emergency Signal Replacement	30,000				30,000					
Squad Video Cameras	10,800			10,800						
Library Purchase	-									
Airport Projects	150,000							150,000		
Community Dev Project	5,000					5,000				
Crack Sealing	60,000									60,000
Pavement Reconditioning	130,000									130,000
<b>Total Capital Outlay</b>	<b>1,286,300</b>	-	<b>28,000</b>	<b>126,800</b>	<b>144,000</b>	<b>647,500</b>	-	-	<b>150,000</b>	<b>190,000</b>
Transfers out to water fund	100,000	100,000								
<b>Total Expenditures and Transfers Out</b>	<b>1,386,300</b>	<b>100,000</b>	<b>28,000</b>	<b>126,800</b>	<b>144,000</b>	<b>647,500</b>	-	-	<b>150,000</b>	<b>190,000</b>
<b>Revenues over (under) expense</b>	<b>(157,025)</b>	<b>16,740</b>	<b>57,500</b>	<b>13,700</b>	<b>56,000</b>	<b>(507,000)</b>	<b>110,746</b>	<b>22,500</b>	<b>35,000</b>	<b>37,789</b>

\* Planned draw on fund balance

**Prepared by: Caroline Moe, Director of Finance**

**BACKGROUND**

Versacon Inc is submitting Pay Request #4 for work completed through June 30, 2021, on the City Hall & Mall Roof Project. City Engineer, Inspec has reviewed the pay request and is recommending payment in the amount of \$264,632.

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. 4 to Versacon Inc. for \$264,632

**ATTACHMENTS**

Resolution R21-029 Authorizing Partial Payment #4 to Versacon Inc. for the City Hall / Mall Roof project.

**Resolution R21-029**

**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 June 30,2021, and recommends payment in the amount of \$264,632 (Partial Payment #4);

**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 \$264,632.

Adopted by the Cambridge City Council this 19<sup>th</sup> day of July 2021.

\_\_\_\_\_  
Jim Godfrey, Mayor

ATTEST:

\_\_\_\_\_  
Evan Vogel, City Administrator

**APPLICATION AND CERTIFICATION FOR PAYMENT**

<p><b>TO OWNER:</b>                  City of Cambridge &amp; Economic Development Authority                  300 3rd Avenue NE                  Cambridge, MN 55008</p> <p><b>FROM CONTRACTOR:</b>                  Versacon, Inc.                  9443 Science Center Drive                  Minneapolis, MN 55423</p> <p><b>CONTRACT FOR:</b> General Construction</p>	<p><b>PROJECT:</b>                  Cambridge City Hall Roof Replacement                  300 3rd Avenue NE &amp; 140 Buchanan Street N                  Cambridge, MN 55008</p> <p><b>VIA ARCHITECT:</b>                  Inspec, Inc.                  5801 Duluth Street                  Golden Valley, MN 55422</p>	<p><b>APPLICATION NO:</b> 4</p> <p><b>PERIOD TO:</b> 06/30/2021</p> <p><b>PROJECT NOS:</b> 214996.1</p> <p><b>CONTRACT DATE:</b> 10-Nov-20</p>	<p><b>Distribution to:</b></p> <table border="1"> <tr><td>X</td><td>OWNER</td></tr> <tr><td>X</td><td>ARCHITECT</td></tr> <tr><td></td><td>CONTRACTOR</td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> </table>	X	OWNER	X	ARCHITECT		CONTRACTOR				
X	OWNER												
X	ARCHITECT												
	CONTRACTOR												

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract.

1. ORIGINAL CONTRACT SUM	\$ 1,061,912.00
2. Net change by Change Orders	\$ -
3. CONTRACT SUM TO DATE (Line 1+2)	\$ 1,061,912.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 667,475.41
5. RETAINAGE:	
a. 5 % of Completed Work (Column D+E on G703)	\$ 33,373.77
b. % of Stored Material (Column f on G703)	-
Total Retainage (Lines 5a+5b or Total in Column I of G703)	\$ 33,373.77
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$ 634,101.64
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 369,469.64
8. CURRENT PAYMENT DUE	\$ 264,632.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 Less Line 6)	\$ 427,810.36

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates of Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Versacon, Inc.

By: \_\_\_\_\_ Date: 1-Jul-21

State of: Minnesota County of: Hennepin  
 Subscribed and sworn to before me this day of  
 Notary Public:  
 My Commission Expires: January 31, 2025

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 264,632.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:  
 By: [Signature] Date: 7/9/2021

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

P 68

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>	\$ -	\$ -
NET CHANGES by Change Order	\$ -	-

CONTINUATION SHEET

G703

PAGE 1 OF 1 PAGES

APPLICATION NO: 4  
 APPLICATION DATE: 30-Jun-21  
 PERIOD TO: 30-Jun-21  
 ARCHITECT'S PROJECT NO: 214996.1

In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) (5%)
			FROM PREVIOUS APPLICATION	THIS PERIOD		% (G/C)			
1000	Administration / Project Asst.	\$800.00	\$40.00	\$280.00		\$320.00	40%	\$480.00	\$16.00
1005	Project Management	\$5,250.00	\$262.50	\$1,840.00		\$2,102.50	40%	\$3,147.50	\$105.13
1010	Jobsite Superintendent	\$39,000.00	\$1,950.00	\$13,650.00		\$15,600.00	40%	\$23,400.00	\$780.00
1100	Mileage	\$1,200.00	\$60.00	\$420.00		\$480.00	40%	\$720.00	\$24.00
1205	Plans & Printing	\$250.00	\$250.00			\$250.00	100%	\$0.00	\$12.50
1220	Misc. Supplies	\$1,500.00	\$120.00	\$480.00		\$600.00	40%	\$900.00	\$30.00
1300	Site Safety Plan	\$550.00	\$0.00	\$220.00		\$220.00	40%	\$330.00	\$11.00
1405	Temp. Toilet Facilities	\$925.00	\$0.00	\$370.00		\$370.00	40%	\$555.00	\$18.50
1605	Dumpsters	\$375.00	\$0.00	\$150.00		\$150.00	40%	\$225.00	\$7.50
1910	Permits	\$13,833.00	\$13,833.00			\$13,833.00	100%	\$0.00	\$691.65
1915	Bond	\$8,384.00	\$7,933.00			\$7,933.00	95%	\$451.00	\$396.65
1920	Fee & Overhead	\$43,896.00	\$15,012.43			\$15,012.43	34%	\$28,883.57	\$750.62
1925	Margin	\$30,671.00	\$10,489.48			\$10,489.48	34%	\$20,181.52	\$524.47
6100	Rough Carpentry	\$5,296.00	\$0.00			\$0.00	0%	\$5,296.00	\$0.00
7510	Roofing & Flashing	\$692,050.00	\$325,250.00	\$146,000.00		\$471,250.00	68%	\$220,800.00	\$23,562.50
8950	Translucent Panel	\$17,434.00	\$0.00			\$0.00	0%	\$17,434.00	\$0.00
9210	Gypsum Board Walls	\$1,500.00	\$0.00			\$0.00	0%	\$1,500.00	\$0.00
9910	Painting / VWC	\$948.00	\$0.00			\$0.00	0%	\$948.00	\$0.00
23000	HVAC	\$177,750.00	\$11,260.00	\$114,300.00		\$125,560.00	71%	\$52,190.00	\$6,278.00
26050	Electrical	\$20,300.00	\$2,455.00	\$850.00		\$3,305.00	16%	\$16,995.00	\$165.25
		\$1,061,912.00	\$388,915.41	\$278,560.00	\$0.00	\$667,475.41	62.9%	\$394,436.59	\$33,373.77

P 69

Prepared by: Todd Schwab, Public Works/Utilities Director

**Background:**

On May Council authorized staff to enter into contract with Hummingbird Environmental to perform asbestos abatement and hazardous material removal services in the city owned houses located at the Sandquist Park (Jamestown) and the Airport Property (28<sup>th</sup> Avenue SW). That work has been completed and the houses are scheduled for arson investigation and live burn training later this summer. I have received two demolition quotes to have the debris removed after the burns have been completed, the utilities disconnected, and the sites restored. The quotes were received from DW Companies & Landworks Construction Inc. and they are as follows:

**DW Companies**

- Airport House (28<sup>th</sup> Avenue) \$6850.00
- Sandquist House (Jamestown) \$6850.00

**Landworks Construction**

- Airport House (28<sup>th</sup> Avenue) \$33,000.00
- Sandquist House (Jamestown) \$35,000.00

**Fiscal Note:**

Funding for the work would come from the EDA Administration Fund #205.

**Recommendation:**

Approve the DW Companies Demo Quote for the not to exceed amount of \$13,700.00.

**Included:**

Quotes



**PROJECT:**  
**City of Cambridge Demo Projects 2021**

**PROPOSAL DATE:**  
**March 25, 2021**

***Pricing below for structures to be cleaned up after practice burning is done includes:***

- All building structures removed/burned by others
- Remove and dispose of existing basement walls, floor slabs and footings
- Import and Place fill that will be provided by City Of Cambridge from stockpile near by
- Import and Place Topsoil provided by DW Companies
- Cut/Cap existing sewer & water lines near ROW property line (or capping well and abandon septic system)
- Temp seed/hydromulch disturbed areas
- Haul away and dispose of 36 CY of burned home debris to landfill

***Pricing below for structures to be fully demolished and hauled away by DW Companies includes:***

- Remove and dispose of entire structure
- Import and Place fill that will be provided by City Of Cambridge from stockpile near by
- Import and Place Topsoil provided by DW Companies
- Cut/Cap existing sewer & water lines near ROW property line (or capping well and abandon septic system)
- Temp seed/hydromulch disturbed areas

**517 1st Ave:**

- \* Practice burn price: \$4,700.00
- \* Full demo price: \$8,800.00

**105 S Cypress:**

- \* Practice burn price: \$5,300.00
- \* Full demo price: \$9,300.00

**345 4th Ave:**

- \* Practice burn price: \$4,400.00
- \* Full demo price: \$8,200.00

**2680 28th Ave SW:**

- \* Practice burn price: \$6,850.00

**343rd & Jamestown NE (Sandquist Park):**

- \* Practice burn price: \$6,850.00

**PROPOSAL SUBMITTED BY:**

**ACCEPTED BY:**

DW Companies LLC/Dirtworks Companies LLC

\_\_\_\_\_

Steven J. Strandlund

\_\_\_\_\_

*PROPOSAL NOTES: No permits, bonds, soil corrections, hazardous material removal or compaction testing, traffic control, insulation for foundations, dewatering or surveying is included. No frost/winter conditions are accounted for in this quote. Proposal may be with-drawn by us if not accepted within 45 days. Payment is due upon completion. 1+1/2% finance charge will be added to balances over 30 days drawn by us if not accepted within 45 days. Payment is due upon completion. 1+1/2% finance charge will be added to balances over 30 days.*



123 2<sup>ND</sup> Ave. NE.  
 Cambridge, MN 55008  
 (763) 286-5536  
 (763) 689-2900 Fax

# PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO <i>TODD SCHWARZ</i> % <i>CITY OF CAMBRIDGE</i>		PHONE	DATE <i>7/13/21</i>
STREET		JOB NAME	
CITY, STATE AND ZIP CODE		JOB LOCATION	
ARCHITECT	DATE OF PLANS		JOB PHONE

We hereby submit specifications and estimates for: *DEMO BEST PROPOSALS AS DESCRIBED*

<i>517 1<sup>ST</sup> AVE</i>	<i>38,000 FULL DEMO -</i>	<i>33,000 PRACTICE BURN</i>
<i>105 S CYPRESS</i>	<i>38,000 FULL DEMO -</i>	<i>33,000 PRACTICE BURN</i>
<i>343 + JAMESTOWN</i>	<i>FULL DEMO -</i>	<i>33,000 PRACTICE BURN</i>
<i>345 4<sup>TH</sup> AVE</i>	<i>29,800 FULL DEMO -</i>	<i>24,800 PRACTICE BURN</i>
<i>2680 28<sup>TH</sup> AVE SW</i>	<i>FULL DEMO</i>	<i>35,000 PRACTICE BURN</i>

**We Propose** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

*1/2 DOWN AT START, REMAINDER AT COMPLETION OR* dollars (\$ \_\_\_\_\_).

Payment to be made as follows:

*OTHER WERE NEGOTIATED PRIOR TO START.*

THANKS!

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature *[Signature]*

Note: This proposal may be withdrawn by us if not accepted within *30* days.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_ Signature \_\_\_\_\_

**PLEASE TAKE NOTICE:**

ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIALS FOR THE



Prepared by: Evan C Vogel, City Administrator

**Background:**

On Friday, July 9 Assistant City Administrator Lewis and I interviewed Christine Hadley for the open Community Development Receptionist position. That interview went well, and we are looking to hire her as the part-time morning receptionist.

**Recommendation:**

Approve the hire of Christine Hadley for the Community Development Receptionist position

Prepared by: Todd S. Schuster – Chief of Police

**Background:**

Cambridge PD is excited to come to Council to ask that it approve the offer letter presented to Chad Saelens promoting him to the position of Sergeant. Promoting Officer Saelens to the position of Sergeant will fill a critical leadership need within the department.

After speaking with the City Administrator, the offer proposes that Saelens start at step 7 of the Sergeants pay scale, that he be boosted to step 8 at the first of the year, and to step 9 after he has been a sergeant for a full 12 months.

The offer letter had not been fully completed or signed at the time of this report, and will be made available to Council, the public, and the press before Council.

**Recommendation:**

Approve the offer letter and promotion of Chad Saelens to Police Sergeant

Prepared by: Evan C Vogel, City Administrator

**Background:**

On July 12 Mayor Godfrey received the attached email from Karen Lee, the President of the East Central Regional Library Board Friends of the Cambridge Public Library, expressing concern over the handicapped parking availability at the Cambridge Public Library.

After looking into the history of this matter, and potential future actions here is what I have found:

First and foremost the City is currently compliant with the ADA for this facility. While the Council can certainly decide to add additional handicap parking I wanted to make sure council knew this.

That said, there are currently no Handicap parking spots on the east side of the building, which prompted the (attached) letter to the editor to be written to the Isanti-Chisago County Star and subsequent email from Ms. Lee.

I would take a moment here to say that I appreciate Ms. Lee, and Mr. Hanson sharing their concerns on this topic, as well as offering proposed solutions. Unfortunately, the solution proposed by Ms. Lee does is not allowable under the ADA, and it is not possible to convert the middle row of spots into Handicap Parking. The ADA Requires that handicap parking spots be at a 2% slope, or less, and these spaces range from 3.5% to 6% slope.

There are options that can be considered that range in cost, and invasiveness if Council would like staff to look into specific options.

1. Take no action, given the space is ADA Compliant currently. This option has no cost, but does not address the concerns that have brought to the City's attention.
2. The City could put in X number of spaces marked as something similar to "stork" parking to provide more reserved space for individuals who would have an easier time accessing the building if they were closer, though these spaces would explicitly not be ADA compliant, nor labeled as such.
3. According to the City Engineer we could remove two spaces from the lot, and create a single Handicap space by simply doing some repainting and cutting a ramp into the sidewalk. This option is the least costly and invasive of the options that include adding additional handicap parking, it could cause interference with the trash removal, possibly the book truck, and does only add a single space.
4. Other options include the creation of new parking spaces entirely, which would entail cutting out some, or all of the walkway at the front entrance of the building, or creating a new parking lot in the green space to the west of the building.

**Recommendation:**

Discuss the issue, and direct staff if there are options that should be explored.

## **Evan Vogel**

---

**From:** KAREN LEE Owner  
**Sent:** Monday, July 12, 2021 12:41 PM  
**To:** jimgodfrey77; Lisa Iverson (AOL); Bob Shogren (GMail); Mark Ziebarth (GMail); Kersten Barfknecht-Conley (Yahoo); Evan Vogel  
**Cc:** editor  
**Subject:** Handicap parking at the Library  
**Attachments:** Scan\_0154.pdf

I have attached a letter to the editor from the July 8, 2021, issue of the Isanti-Chisago County Star. Mr. Hanson correctly points out that the designated handicapped parking at the new Cambridge Public Library is not user friendly because it requires a long walk to the west entrance to the building. This is not the first letter to the editor that has appeared in the local papers. The library staff regularly gets complaints from patrons who have trouble traversing the distance from the Fern Street parking lot to the library entrance.

This is a problem with an easy solution. Convert the middle row of parking spaces in the Dellwood Street lot to handicapped spaces and cut into the curb to create a ramp that is the shortest distance from the handicapped spaces to the east building entrance. Use the middle row because it has the least amount of slope.

It is my understanding that the city hopes to generate revenue from renting the community room on the lower level for events. When the library is closed access to the community room will only be from the Dellwood Street entrance. How can you rent the community room without accessible handicapped parking? You cannot expect that older and handicapped residents will park in the Fern Street lot and walk all the way around the block to the east entrance.

Fix the problem now!

Karen S. Lee  
President, East Central Regional Library Board Friends of the Cambridge Public Library

## **Library concerns**

**To the editor,**

I love libraries. Our new one looks wonderful. I'd love to see the inside. Unfortunately because I have some troubles walking I'll probably never get to.

Whoever was responsible for the landscaping and parking design was not very considerate of our older and handicapped residents in the area. The lawn is attractive, but handicap parking spaces closer to the entrance seems to me, and a lot of folks I've talked to, would have been a no-brainer. Even for those who have good mobility it's a long sidewalk especially in our slippery, snowy winters.

Could someone please explain the reason for this design plan to me and others who have similar problems and questions?

I was in favor of the extra taxes to help pay for this library. Cambridge ECRL needed the space. It seems it could have been better designed to usable to all.

I now drive regularly to the Princeton library (parking right by the door). Now with the 95 road construction even that library will be a bit inaccessible.

I'm still glad Cambridge finally has a great library - I just had to vent!

**Chris Hanson  
Cambridge**

Prepared by: Marcia Westover, City Planner

**Background**

The property owners have requested annexation into the City of Cambridge. The property is owned by Dustin Sawicki on a Contract for Deed. Minnesota Housing Corporation is the contract holder and they also signed the application after talking to staff.

The property is eligible for annexation via State Statute 414.033 Annexation By Ordinance, Subd. 2 (3) since the property abuts the municipal boundary, is 120 acres or less, is not presently served by public wastewater facilities, and the city received a petition for annexation by the owners.

The property is currently on a private septic system and well. At the point-of-sale inspection last fall, the septic system failed. Isanti County notified the owner on December 3, 2020, they have 10 months to bring the system into compliance. The property owner would like to annex and hook-up to city sewer and water.

The ordinance that is prepared for this annexation covers the basic requirements for the State’s annexation law. The affected property is identified, a legal description for the parcel is included within the ordinance, the required property tax reimbursement language is included, and the map showing the City Boundaries as compared to the affected parcel is included as an exhibit.

This property is in Cambridge Township. The township and contiguous property owners were notified 30 days prior to the public hearing as required by State Statute 414.033 Subd. 2b. I also contacted the Office of Administrative Hearings to review the ordinance and map beforehand. Council will hold the public hearing as required by law.

**City Council Action**

Hold the Public Hearing for the annexation request.

Motion on the attached Ordinance No. 734 approving the annexation as presented and authorize city staff to submit a summary publication of the ordinance to the newspaper if necessary.

**Attachments**

1. Ordinance
2. Map
3. State Statute Section 414.033

**ORDINANCE NO. 734**

*An Ordinance of the City of Cambridge, Minnesota  
Annexing Land Located in Cambridge Township, Isanti County, Minnesota Pursuant to  
Minnesota Statutes § 414.033 Subdivision 2 (3), Permitting Annexation by Ordinance  
(33703 Hastings St. NE)*

**WHEREAS**, a petition signed by all the property owners, requesting that property legally described herein be annexed to the City of Cambridge, Minnesota, was duly presented to the Council of the City of Cambridge on the 19th day of July, 2021; and

**WHEREAS**, said property is unincorporated, abuts the City of Cambridge city limits, is 120 acres or less, is not presently served by public wastewater facilities, and a petition was received from the property owner; and

**WHEREAS**, said property is more or less 0.42 acres; and

**WHEREAS**, the City of Cambridge gave proper prior notice to Cambridge Township and to all landowners within and contiguous to the area proposed for annexation and held a public hearing pursuant to Minnesota Statutes § 414.033 Subd. 2b on July 19, 2021.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMBRIDGE HEREBY ORDAINS AS FOLLOWS:**

1. The City Council hereby determines that the property as hereinafter described has been petitioned by the property owner to be annexed, the land abuts the municipality, and the property is not presently served by public wastewater facilities.
2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.
3. The corporate limits of the City of Cambridge, Minnesota, are hereby extended to include the property described as:

03.028.5800

That part of the Southwest Quarter of the Northwest Quarter (SW1/4 of NW1/4) of Section Twenty-eight (28), Township Thirty-six (36), Range Twenty-three (23), Isanti County, Minnesota, described as follows: Commencing at a point on the South line of said SW1/4 of NW1/4, distant 51 rods East of the southwest corner of said SW1/4 of NW1/4 (said South line bearing North 90 degrees East, assumed); thence North 90 degrees West along said South line 18 feet to the actual point of beginning of the tract to be herein described; thence North 0 degrees 00 minutes 62 fee; thence North 81 degrees 9 minutes 30 seconds West 183 feet to the East line of county Road No. 33, as now existing and laid out; thence South 35 degrees 64 minutes 30 seconds West and along the East line of said County Road No. 33, 111.3 feet, to its intersection with said South line of

SW1/4 of NW1/4; thence North 90 degrees East, along said South line, 246 feet to the actual point of beginning. EXCEPTING THEREFROM any part lying within Bayberry Shire Common Interest Community Plat NO, 2004-1, if any. Isanti County, Minnesota.

Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries is attached hereto (Exhibit A and Exhibit B).

4. That the area legally described will increase the population of the City by less than ten people.
5. That pursuant to Minnesota Statutes §414.036 there are no special assessments assigned by the Town to the annexed property and the City shall pay to Cambridge Township a total of \$110.64 on July 1 in the years of 2022 and 2023 as is required by Minnesota Statutes §414.036.
6. That the City Administrator of the City of Cambridge is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Isanti County Auditor, and the Cambridge Township Clerk.
7. That there will be no change in cost of electric utility service to the property upon annexation.
8. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings.

PASSED AND ADOPTED by the City Council of the City of Cambridge, Minnesota, this 19<sup>th</sup> day of July, 2021.

---

James A. Godfrey, Mayor

ATTEST:

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Evan C. Vogel, City Administrator

Published on: July 29, 2021

Summary Publication

Ordinance 734 annexed land located in Cambridge Township, Isanti County, Minnesota Pursuant to Minnesota Statutes § 414.033 Subdivision 2 (3), Permitting Annexation by



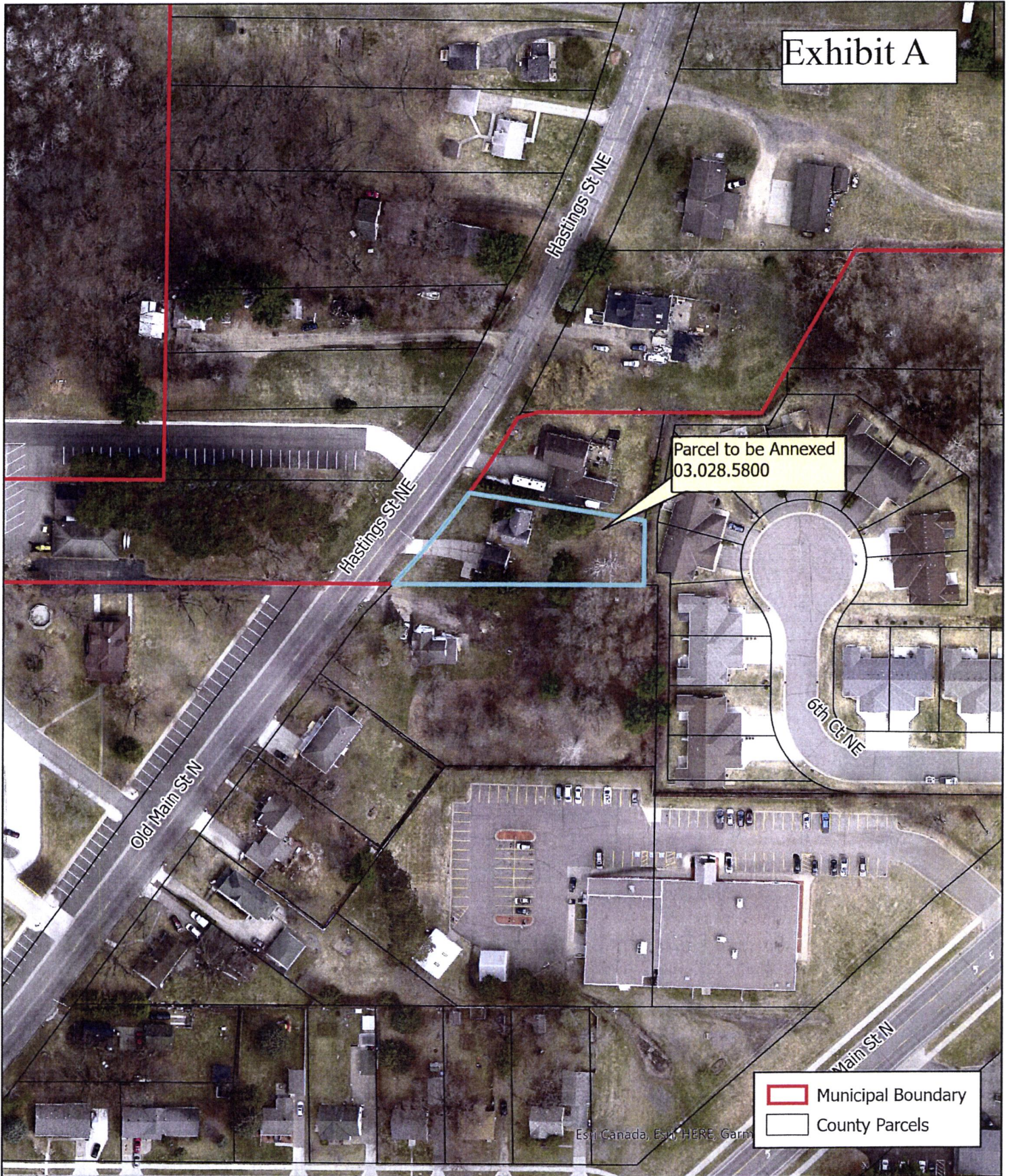
Ordinance as petitioned by the property owner. The parcel number affected is 03.028.5800. A complete copy of the ordinance is available at City Hall, 300 3<sup>rd</sup> Avenue NE, Cambridge for inspection.

ATTEST:



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Evan C. Vogel  
City Administrator

# Exhibit A



Parcel to be Annexed  
03.028.5800

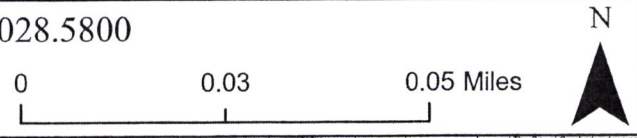
 Municipal Boundary  
 County Parcels

Estn Canada, Estn HERE, Garm



## Annexation of Parcel 03.028.5800

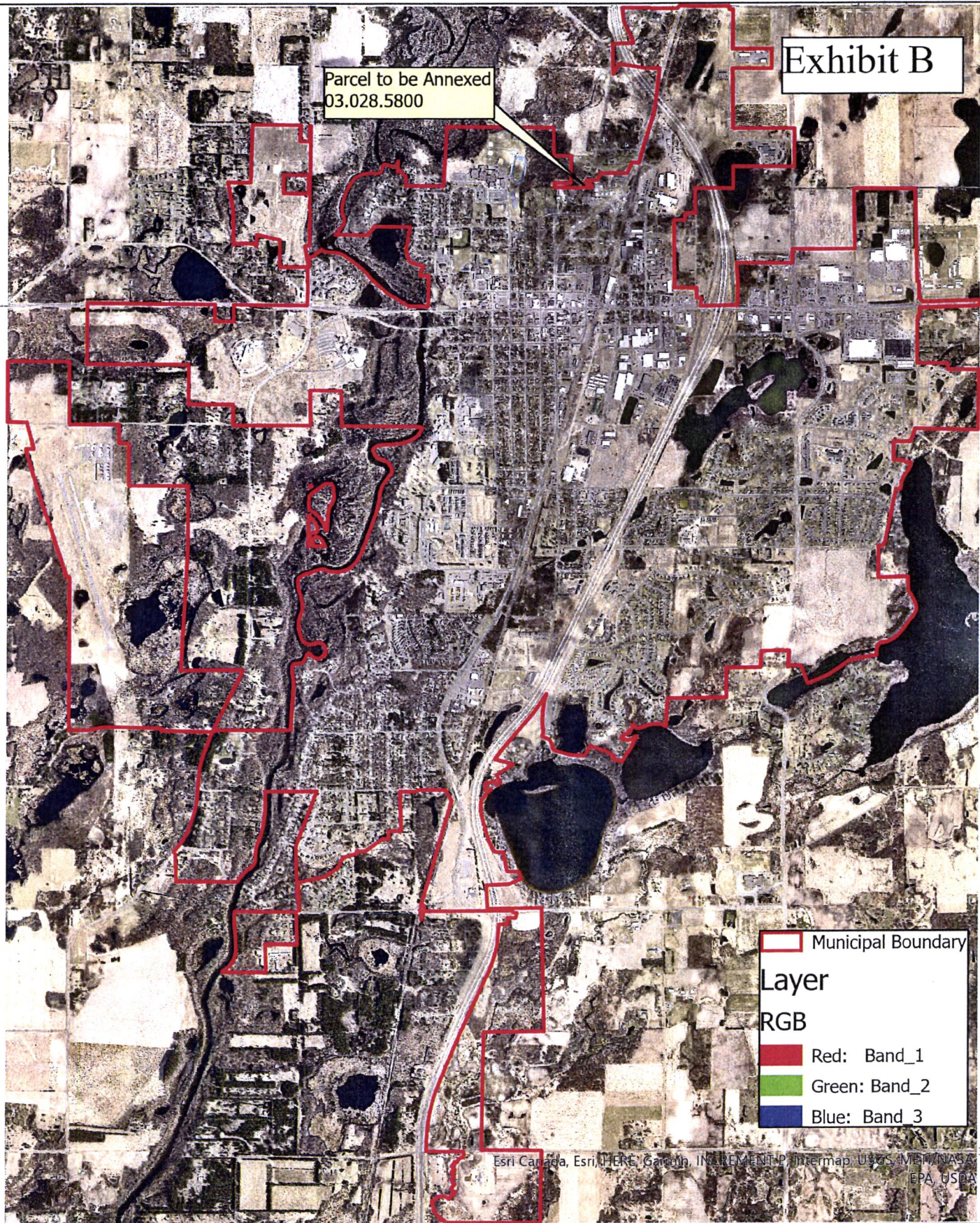
Cambridge, MN  
Isanti County



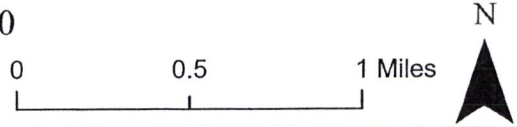
This map is neither a legally recorded map nor a survey map and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources and is to be used for reference purposes only. The City of Cambridge does not warrant that the GIS data used to prepare this map are error free, and the City of Cambridge does not represent that the GIS data can be used for navigational, tracking, or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that the City of Cambridge shall not be liable for any damages which arise out of the user's access or use of data provided.

# Exhibit B

Parcel to be Annexed  
03.028.5800



Annexation of Parcel 03.028.5800  
Cambridge, MN  
Isanti County



This map is neither a legally recorded map nor a survey map and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources and is to be used for reference purposes only. The City of Cambridge does not warrant that the GIS data used to prepare this map are error free, and the City of Cambridge does not represent that the GIS data can be used for navigational, tracking, or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that the City of Cambridge shall not be liable for any damages which arise out of the user's access or use of data provided.

**414.033 ANNEXATION BY ORDINANCE.**

Subdivision 1. **Unincorporated property.** Unincorporated property abutting a municipality may be annexed to the municipality by ordinance as provided for in this section.

Subd. 2. **Conditions.** A municipal council may by ordinance declare land annexed to the municipality and any such land is deemed to be urban or suburban in character or about to become so if:

(1) the land is owned by the municipality;

(2) the land is completely surrounded by land within the municipal limits;

(3) the land abuts the municipality and the area to be annexed is 120 acres or less, and the area to be annexed is not presently served by public wastewater facilities or public wastewater facilities are not otherwise available, and the municipality receives a petition for annexation from all the property owners of the land. Except as provided for by an orderly annexation agreement, this clause may not be used to annex any property contiguous to any property either simultaneously proposed to be or previously annexed under this clause within the preceding 12 months if the property is or has been owned at any point during that period by the same owners and annexation would cumulatively exceed 120 acres; or

(4) the land has been approved after August 1, 1995, by a preliminary plat or final plat for subdivision to provide residential lots that average 21,780 square feet or less in area and the land is located within two miles of the municipal limits.

Subd. 2a. [Repealed, [1997 c 202 art 5 s 9](#)]

Subd. 2b. **Notice, hearing required.** Before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), a municipality must hold a public hearing and give 30 days' written notice by certified mail to the town or towns affected by the proposed ordinance and to all landowners within and contiguous to the area to be annexed.

Subd. 3. **60 percent bordered and 40 acres or less.** If the perimeter of the area to be annexed by a municipality is 60 percent or more bordered by the municipality and if the area to be annexed is 40 acres or less, the municipality shall serve notice of intent to annex upon the town board and the chief administrative law judge, unless the area is appropriate for annexation by ordinance under subdivision 2, clause (3). The town board shall have 90 days from the date of service to serve objections with the chief administrative law judge. If no objections are forthcoming within the said 90-day period, such land may be annexed by ordinance. If objections are filed with the chief administrative law judge, the chief administrative law judge shall conduct hearings and issue an order as in the case of annexations under section [414.031](#), subdivisions 3 and 4.

Subd. 4. [Repealed, [1978 c 705 s 33](#)]

Subd. 5. **Petition by property owners; objections; procedure.** If the land is platted, or, if unplatted, does not exceed 200 acres, a majority of the property owners in number may petition the municipal council to have such land included within the abutting municipality and, within ten days thereafter, shall file copies of the petition with the chief administrative law judge, the town board, the county board and the municipal council of any other municipality which borders the land to be annexed. Within 90 days from the date of service, the town board or the municipal council of such abutting municipality may submit written objections to the annexation to the chief administrative law judge and the annexing municipality. Upon receipt of such objections, the chief administrative law judge shall proceed to hold a hearing and issue an order in accordance with section [414.031](#), subdivisions 3 and 4. If written objections are not submitted within the time specified in this section and if the municipal council determines that property proposed for the annexation is now or is about to become urban or suburban in character, it may by ordinance declare such land annexed to the municipality. If the petition is not signed by all the property owners of the land proposed to be annexed, the ordinance shall not be enacted until the municipal council has held a hearing on the proposed annexation after at least 30 days' mailed notice to all property owners within the area to be annexed.

Subd. 6. **If pending proceeding; waivers from parties.** Whenever a proceeding for annexation is initiated under this section and all or any part of the land is included in another boundary adjustment proceeding pending before the chief administrative law judge, no action thereon shall be taken by the municipality, unless otherwise provided by an order of the chief administrative law judge, until final disposition has been made of the pending petition. Under this section, the chief administrative law judge will accept a waiver from all parties having a right to object, stating they have no objections to the proposed annexation and waiving the 90-day period before an annexation ordinance may be adopted.

Subd. 7. **Filing; effective date; copy to auditors.** Any annexation ordinance provided for in this section must be filed with the chief administrative law judge, the township, the county auditor and the secretary of state and is final on the date the ordinance is

approved by the chief administrative law judge. A copy of the annexation ordinance must be delivered immediately by the governing body of the municipality to the appropriate county auditors.

Subd. 8. [Repealed, [1980 c 487 s 23](#)]

Subd. 9. [Repealed, [1997 c 87 s 4](#)]

Subd. 10. **Chief administrative law judge may require additional information.** The chief administrative law judge may require the city or property owners to furnish additional information concerning an annexation by ordinance to inform the chief administrative law judge about the extent to which the proposed annexation conforms to the statutory criteria set forth in sections [414.01, subdivision 1](#), and [414.031, subdivision 4](#).

Subd. 11. **When annexed land is in floodplain or shoreland area.** When a municipality declares land annexed to the municipality under subdivision 2, clause (3), and the land is within a designated floodplain, as provided by section [103F.111, subdivision 4](#), or a shoreland area, as provided by section [103F.205, subdivision 4](#), the municipality shall adopt or amend its land use controls to conform to chapter 103F, and any new development of the annexed land shall be subject to chapter 103F.

Subd. 12. **Property taxes.** When a municipality annexes land under subdivision 2, clause (2), (3), or (4), property taxes payable on the annexed land shall continue to be paid to the affected town or towns for the year in which the annexation becomes effective. If the annexation becomes effective on or before August 1 of a levy year, the municipality may levy on the annexed area beginning with that same levy year. If the annexation becomes effective after August 1 of a levy year, the town may continue to levy on the annexed area for that levy year, and the municipality may not levy on the annexed area until the following levy year.

Subd. 13. **Electric utility service notice; cost impact.** At least 30 days before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), the petitioner must be notified by the municipality that the cost of electric utility service to the petitioner may change if the land is annexed to the municipality. The notice must include an estimate of the cost impact of any change in electric utility services, including rate changes and assessments, resulting from the annexation.

**History:** [1969 c 1146 s 12](#); [1975 c 271 s 6](#); [1978 c 705 s 15-21](#); [1979 c 50 s 52](#); [1985 c 30 s 2,3](#); [1991 c 291 art 12 s 24](#); [1992 c 556 s 5-8](#); [1994 c 511 s 4-8](#); [1996 c 303 s 13,14](#); [1997 c 31 art 3 s 14,15](#); [1997 c 202 art 5 s 3-5](#); [2002 c 223 s 8-12](#); [2006 c 270 art 2 s 8,9,13](#); [2007 c 90 s 2,3,5](#); [2008 c 196 art 2 s 15](#); [2008 c 277 art 1 s 98](#); [2014 c 220 s 3](#)

Official Publication of the State of Minnesota  
Revisor of Statutes

Prepared by: Marcia Westover, City Planner

**Review**

John Munkberg, 3000 325<sup>th</sup> Ave NE, Cambridge, MN has requested a Future Land Use Map Amendment for his farm property located on the southeast corner of Opportunity Boulevard S. and 16<sup>th</sup> Avenue SE. A rezoning of the property accompanies this request.

The property is currently a mix of commercial, high density residential, low density residential, and shoreland. See the attached Future Land Use Map of the area for reference.

The request is to amend both the 7.85 acre commercial and 7.8 acre high density portion into low density residential to make the entire area single family development. Mr. Munkberg's realtor has submitted a narrative regarding the request. They have several developers interested, but none interested in the commercial or multiple family areas. They have made significant effort to attract developers to the commercial piece, but with no interest. The interested developers want to build single family homes.

Since the original commercial and multifamily concept hasn't gained popularity, staff does not see any concerns with the request to amend the Future Land Use Map and rezone the property. The original idea was to have a mixed-use development with a convenience store on the corner. With the proximity to Highway 95, this appears to be an unreasonable concept. In addition, the Parkwood on the Lakes area to the north has been amended and rezoned in recent years to allow several multiple family parcels. The need for multi-family housing on the Munkberg parcel is no longer valid. The city is currently in need of single-family residential lots in this area.

The Munkberg property was annexed into the City in 2003. Integra Homes started planning a development on this site in 2004 and brought it all the way to final plat approval. The final plat was approved by the city on July 17, 2006, but it was never recorded or any portion of it developed. A new developer will have to resubmit a preliminary and final plat for approval since the originals have expired.

**Planning Commission Action**

At their meeting on July 7, 2021, the Planning Commission made a recommendation to approve the Future Land Use Map as presented.

**City Council**

Motion to approve Ordinance 736 as presented amending the Future Land Use Map and allow staff to publish a Summary Ordinance.

**Attachments**

1. Draft Planning Commission minutes
2. Ordinance
3. Applicant Narrative
4. Future Land Use Map
5. Location Map

***Excerpt from the July 7, 2021 Planning Commission minutes***

**PUBLIC HEARING-5D-Future Land Use Map Amendment, John Munkberg**

Westover stated John Munkberg, 3000 325<sup>th</sup> Ave NE, Cambridge, MN has requested a Future Land Use Map Amendment for his farm property located on the southeast corner of Opportunity Boulevard S. and 16<sup>th</sup> Avenue SE. A rezoning of the property accompanies this request.

Westover stated the property is currently a mix of commercial, high density residential, low density residential, and shoreland.

Westover noted the request is to amend both the 7.85 acre commercial and 7.8 acre high density portion into low density residential to make the entire area single family development. Mr. Munkberg's realtor has submitted a narrative regarding the request. They have several developers interested, but none interested in the commercial or multiple family areas. They have made significant effort to attract developers to the commercial piece, but with no interest. The interested developers want to build single family homes.

Westover noted since the original commercial and multifamily concept hasn't gained popularity, staff does not see any concerns with the request to amend the Future Land Use Map and rezone the property. The original idea was to have a mixed-use development with a convenience store on the corner. With the proximity to Highway 95, this appears to be an unreasonable concept. In addition, the Parkwood on the Lakes area to the north has been amended and rezoned in recent years to allow several multiple family parcels. The need for multi-family housing on the Munkberg parcel is no longer valid. The city is currently in need of single-family residential lots in this area.

Westover noted the Munkberg property was annexed into the City in 2003. Integra Homes started planning a development on this site in 2004 and brought it all the way to final plat approval. The final plat was approved by the city on July 17, 2006, but it was never recorded or any portion of it developed. A new developer will have to resubmit a preliminary and final plat for approval since the originals have expired.

Berg opened the public hearing at 7:43pm and with no one appearing before the Commission, closed the public hearing at 7:44pm.

Shogren asked about street design and configuration. Westover stated the new developer will be required to submit plans.

Morin moved, seconded by Boese to approve the resolution as presented to amend the Future Land Use Map. Motion carried 5/0.

City of Cambridge  
ORDINANCE NO. 736

**AN ORDINANCE AMENDING THE FUTURE LAND USE MAP FROM COMMERCIAL  
AND HIGH DENSITY RESIDENTIAL TO LOW DENSITY RESIDENTIAL**

**MUNKBERG PROPERTY**  
(PINS: 15.003.0300 & 15.003.0200)

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 NW ¼ of the NW ¼ of Section 3, Township 35, Range 23, and portions of Government Lots 2, 3 & 4, Section 3, Township 35, Range 23, Isanti County, Minnesota, located outside the mandatory Lake Fanny and Mud Lake Shoreland Residential Districts,

is currently partially identified by the City of Cambridge, hereinafter called the "City", as being commercial and high density residential; and

WHEREAS, the owner of the property, John Munkberg, has requested a Future Land Use Map amendment of portions of the tract from commercial and high density residential to low density residential; 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 7th day of July, 2021, following proper notice, held and conducted a public hearing regarding the requested amendment, following which hearing such Planning Commission adopted a recommendation that such amendment be approved; and

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

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Cambridge, Minnesota, ordains that the tract(s) described and depicted above are amended from commercial and high density residential to low density residential.

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

Adopted this 19<sup>th</sup> day of July 2021

\_\_\_\_\_  
James A. Godfrey, Mayor

ATTEST:

\_\_\_\_\_  
Evan C. Vogel, City Administrator

Date of Publication: July 29, 2021



## Summary Publication

Ordinance 736 amended the Future Land Use Map for certain real property located in the NW ¼ of the NW ¼ of Section 3, Township 35, Range 23 (Munkberg property, PIN's. 15.003.0300 & 15.003.0200). Portions of property were changed from commercial and high density residential to low density residential. This property is located on the southeast corner of Opportunity Blvd. S. and 16<sup>th</sup> Ave SE. A complete copy of the ordinance is available at City Hall, 300 3<sup>rd</sup> Avenue NE, Cambridge for inspection.

ATTEST:

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Evan C. Vogel  
City Administrator

# Applicant Submittal

Additional narrative to Zoning Application Summary RE:

It is the intent of the current Fee Owner/resident John Munkberg, to respectfully request Planning and Council to rezone the 2 currently zoned commercial segments of this parcel to match and confirm to the residential zoning previously approve for the balance of the 125 acres.

Non-Addressed approximately 15 acres, currently zoned Commercial, and a portion of 125 Acres previously approved as Preliminary Plat Resolution No R06-76 dated May 15<sup>th</sup> 2006, and Approval of Final Plat Resolution NO. R06-121 dated July 17<sup>th</sup> 2006 for Integra Homes, and known as Liberty Shores, and comprised of 3 separate PID's

Property ID: **150030300**

Property ID #2: **150030200**

Property ID #3: **150030100**

These approved Plats were never filed, nor the intended single family home development by Integra Homes of approximately 154 residential homes every completed, and all real property assets reverted to the Munkberg family ownership, fee simple, free and clear.

Currently referred to as Victory Acres, for advertising purposes, the land is prominently exposed as a potential development, is visually beautiful and aggressively marketed in the North Star Regional Mutiple Lising Service but also on CREXI commercial Real Estate site with high definition flyover video and 4K high resolution still photography.

Significant efforts have been made over the last 5 years to market and attract developers and potential builders to the site which includes considerable lake frontage on Lake Fannie. In each case where a viable commercial purchaser evaluated the 2-site, corner, flag lot location, which included empirical, metric analysis by QuikTrip, Circle K, Aldi Inc, HyVee and the UPS Store, only the UPS Store expressed interest and viability in the location, but conditioned commitment with a guarantor 10-year lease tenant.

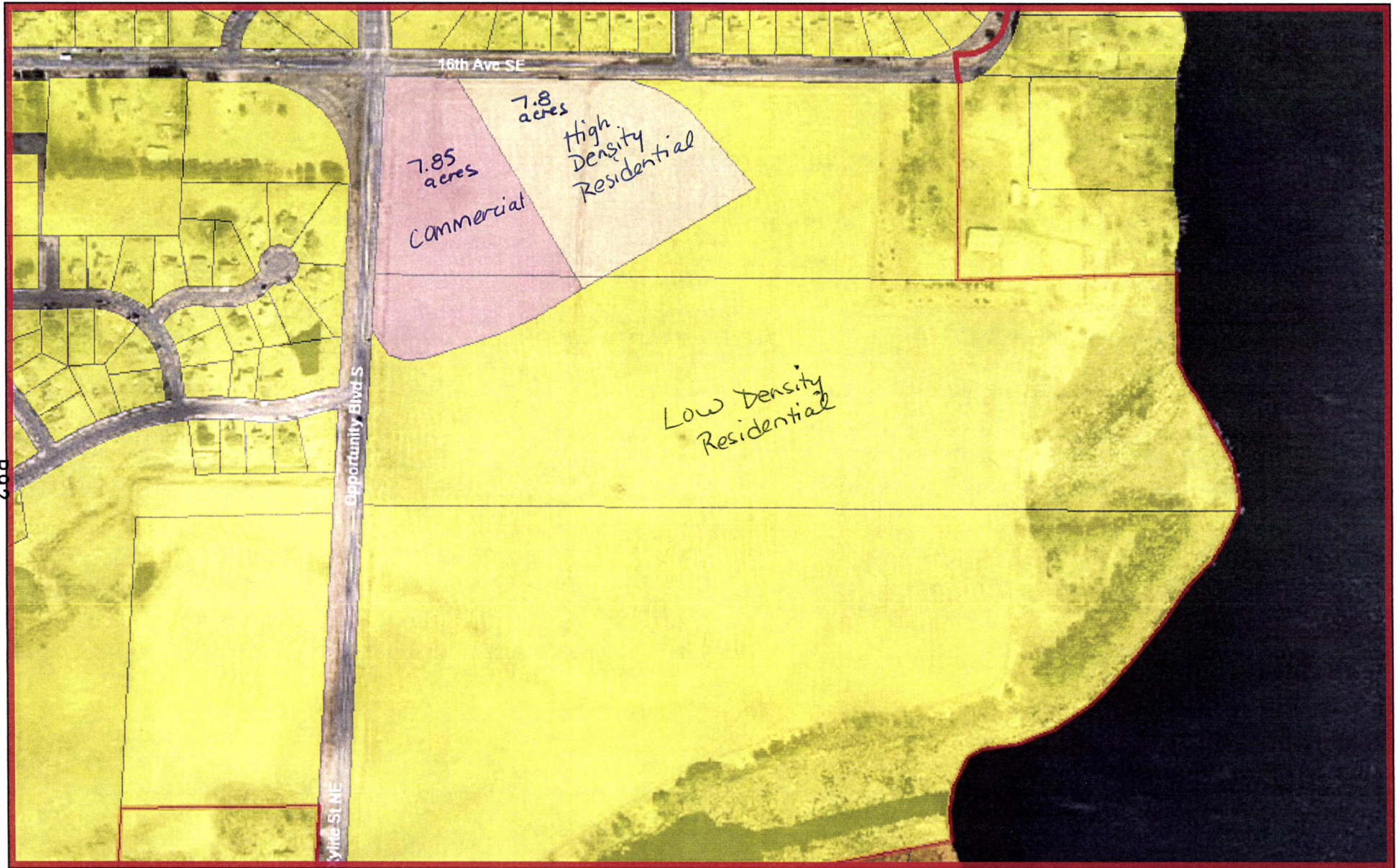
Any and all of the multifunction Auto/convenience store prospects quickly determine that the commercial viability of the location would not benefit from diesel fuel sales, due to the remote distance from major thoroughfares, a significant portion of this business category profitability.

At the current pricing of \$4,325,000 more than \$2,000,000 less than the previously contracted price in 2006, a mix of more upscale lakeshore property lots and affordable acreage off-lake lots, this parcel represents an opportunity for the several developers and numerous builders anxious for building sites to fulfill the highest demand for housing in 30+ years.

With absorption rates extreme high and inventory of roughly only 1.9 months, when typically, 6 months would be more the norm, adding a potential of 3-4 units per acre density or 45-60 added units of housing for residential consumption, rather than the current commercial

dedication, with low demand, would seem to serve the community housing needs and local economy in a very positive manner.

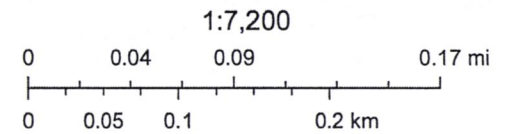
Lennar, JP Brooks, Gaughn Companies, DR Horton, David Weekly Homes have all expressed interest in this potential residential development and Mr. Munkberg has received a commercial letter of intent from a developer who has conditioned purchase of the entire 125 acres of land for development, providing the parcels now zoned commercial, can be re-guided and zoned for residential single unit construction.



P92

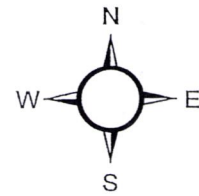
June 30, 2021

- |                              |                                    |                              |
|------------------------------|------------------------------------|------------------------------|
| Parcel_0719 - County Parcels | Rural Residential (2,369 ac)       | Park/Recreational (545 ac)   |
| Future Land Use              | High Density Residential (476 ac)  | Industrial (556 ac)          |
| Agricultural (221 ac)        | Low Density Residential (1,820 ac) | Public/Quasi-Public (489 ac) |



Maxar

# Munkberg Property Rezoning



The request of John Munkberg to rezone a portion of the property.  
The northwest corner of the property is currently zoned Commercial and Multi-family Residential.

The request is to rezone this area to be Single Family. The entire Munkberg property is proposed to be Single Family residential (with a shoreland zoning overlay).

The request also includes an amendment to the Future Land Use Map. The Future Land Use Map will be amended to reflect the Low Density Residential rather than the Commercial and High Density.

Prepared by: Marcia Westover, City Planner

**Review**

John Munkberg, 3000 325<sup>th</sup> Ave NE, Cambridge, MN has requested to rezone his farm property located on the southeast corner of Opportunity Boulevard S. and 16<sup>th</sup> Avenue SE. The property is currently a mix of B-2 Highway Business District, R-3 Multiple Family Residence, R-1 One Family Residence, and SR Shoreland Residential. See the attached Exhibit A.

The request is to rezone both the 7.85 acre commercial (B-2) and 7.8 acre multiple family (R-3) portion into R-1 to make the entire area single family development. Mr. Munkberg's realtor has submitted a narrative regarding the request. They have several developers interested, but none interested in the B-2 (commercial) or R-3 (multiple family) districts. They have made significant effort to attract developers to the commercial piece, but with no interest. The interested developers want to build single family homes.

Since the original commercial and multifamily concept hasn't gained popularity, staff do not see any concerns with the request to rezone to single family. The original idea was to have a mixed-use development with a convenience store on the corner. With the proximity to Highway 95, this appears to be an unreasonable concept. In addition, the Parkwood on the Lakes area to the north has been rezoned in recent years to allow several multiple family parcels. The need for multi-family housing on the Munkberg parcel is no longer valid. The city is currently in need of single-family residential lots in this area.

The Munkberg property was annexed into the City in 2003. Integra Homes started planning a development on this site in 2004 and brought it all the way to final plat approval. The final plat was approved by the city on July 17, 2006, but it was never recorded or any portion of it developed. A new developer will have to resubmit a preliminary and final plat for approval since the originals have expired.

A Future Land Use Map Amendment accompanies this request.

**Planning Commission Action**

At their meeting on July 7, 2021, the Planning Commission made a recommendation to approve the rezoning and amend the Zoning map as presented.

**City Council Action**

Motion to approve Ordinance 737 as presented amending the Zoning map and allow staff to publish a Summary Ordinance.

**Attachments**

1. Draft Planning Commission minutes
2. Ordinance with exhibits
3. Applicant Narrative
4. Zoning Map
5. Location Map

***Excerpt from the July 7, 2021 Planning Commission minutes***

**PUBLIC HEARING-5E-Zoning Map Amendment, John Munkberg**

Westover stated John Munkberg, 3000 325<sup>th</sup> Ave NE, Cambridge, MN has requested to rezone his farm property located on the southeast corner of Opportunity Boulevard S. and 16<sup>th</sup> Avenue SE. The property is currently a mix of B-2 Highway Business District, R-3 Multiple Family Residence, R-1 One Family Residence, and SR Shoreland Residential. See the attached Exhibit A.

Westover stated the request is to rezone both the 7.85 acre commercial (B-2) and 7.8 acre multiple family (R-3) portion into R-1 to make the entire area single family development. Mr. Munkberg's realtor has submitted a narrative regarding the request. They have several developers interested, but none interested in the B-2 (commercial) or R-3 (multiple family) districts. They have made significant effort to attract developers to the commercial piece, but with no interest. The interested developers want to build single family homes.

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Berg opened the public hearing at 7:46pm and with no one appearing before the Commission, closed the public hearing at 7:47pm.

Berg moved, seconded by Kluck to recommend approval of the resolution as presented to allow the rezoning. Motion carried 5/0.

City of Cambridge  
ORDINANCE NO. 737

**AN ORDINANCE AMENDING THE ZONING MAP FROM B-2 HIGHWAY BUSINESS DISTRICT AND R-3 MULTIPLE FAMILY RESIDENCE DISTRICT (AS DEPICTED ON EXHIBIT A) TO R-1 ONE FAMILY RESIDENCE DISTRICT (AS DEPICTED ON EXHIBIT B)**

**MUNKBERG PROPERTY**  
PINS: 15.003.0300 & 15.003.0200)

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 NW ¼ of the NW ¼ of Section 3, Township 35, Range 23, and portions of Government Lots 2, 3 & 4, Section 3, Township 35, Range 23, Isanti County, Minnesota, located outside the mandatory Lake Fanny and Mud Lake Shoreland Residential Districts,

is currently partially zoned by the City of Cambridge, hereinafter called the "City", as being in the B-2 Highway Business District and R-3 Multiple Family Residence District as depicted on Exhibit A; and

WHEREAS, the owner of the property, John Munkberg, has requested the rezoning of portions of the tract from B-2 Highway Business District and R-3 Multiple Family Residence District to R-1 One Family Residence 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 7th day of July, 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 BE IT RESOLVED, the City Council of the City of Cambridge, Minnesota, ordains that the tract(s) described and depicted above are hereby rezoned from B-2 Highway Business District and R-3 Multiple Family Residence District to R-1 One Family Residence District.

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

Adopted this 19<sup>th</sup> day of July 2021

\_\_\_\_\_  
James A. Godfrey, Mayor

ATTEST:

\_\_\_\_\_  
Evan C. Vogel, City Administrator

Date of Publication: July 29, 2021



## Summary Publication

Ordinance 737 rezoned certain real property located in the NW ¼ of the NW ¼ of Section 3, Township 35, Range 23 (Munkberg property, PIN's. 15.003.0300 & 15.003.0200). Portions of property were rezoned from B-2 Highway Business District and R-3 Multiple Family Residence District to R-1 One Family Residence District. This property is located on the southeast corner of Opportunity Blvd. S. and 16<sup>th</sup> Ave SE. A complete copy of the ordinance is available at City Hall, 300 3<sup>rd</sup> Avenue NE, Cambridge for inspection.

ATTEST:

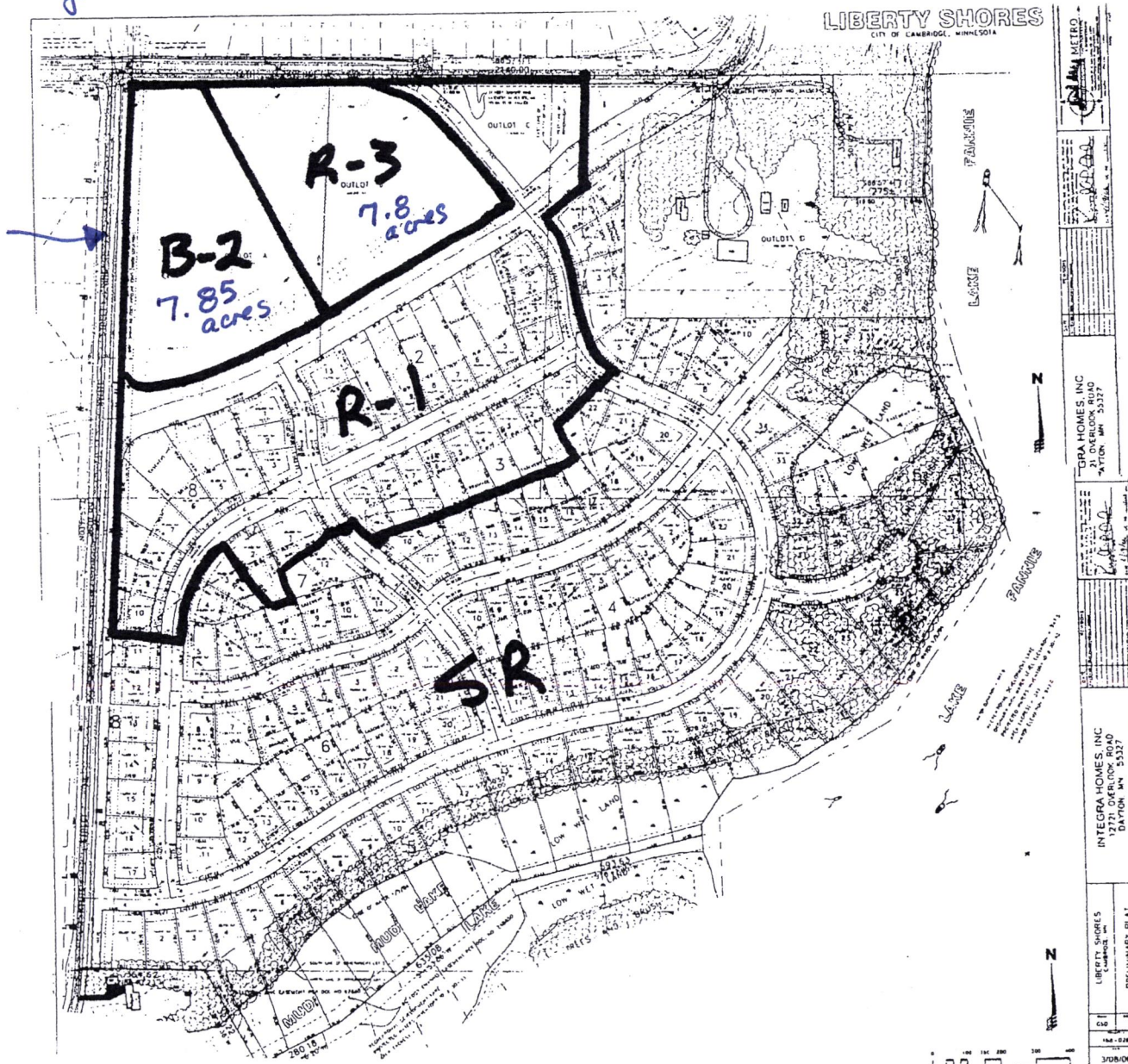
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Evan C. Vogel  
City Administrator

# ORD. 736 Exhibit A

Existing Zoning

ORD. 461  
rezoned to  
B-2 + R3





# Applicant Submittal

Additional narrative to Zoning Application Summary RE:

It is the intent of the current Fee Owner/resident John Munkberg, to respectfully request Planning and Council to rezone the 2 currently zoned commercial segments of this parcel to match and confirm to the residential zoning previously approve for the balance of the 125 acres.

Non-Addressed approximately 15 acres, currently zoned Commercial, and a portion of 125 Acres previously approved as Preliminary Plat Resolution No R06-76 dated May 15<sup>th</sup> 2006, and Approval of Final Plat Resolution NO. R06-121 dated July 17<sup>th</sup> 2006 for Integra Homes, and known as Liberty Shores, and comprised of 3 separate PID's

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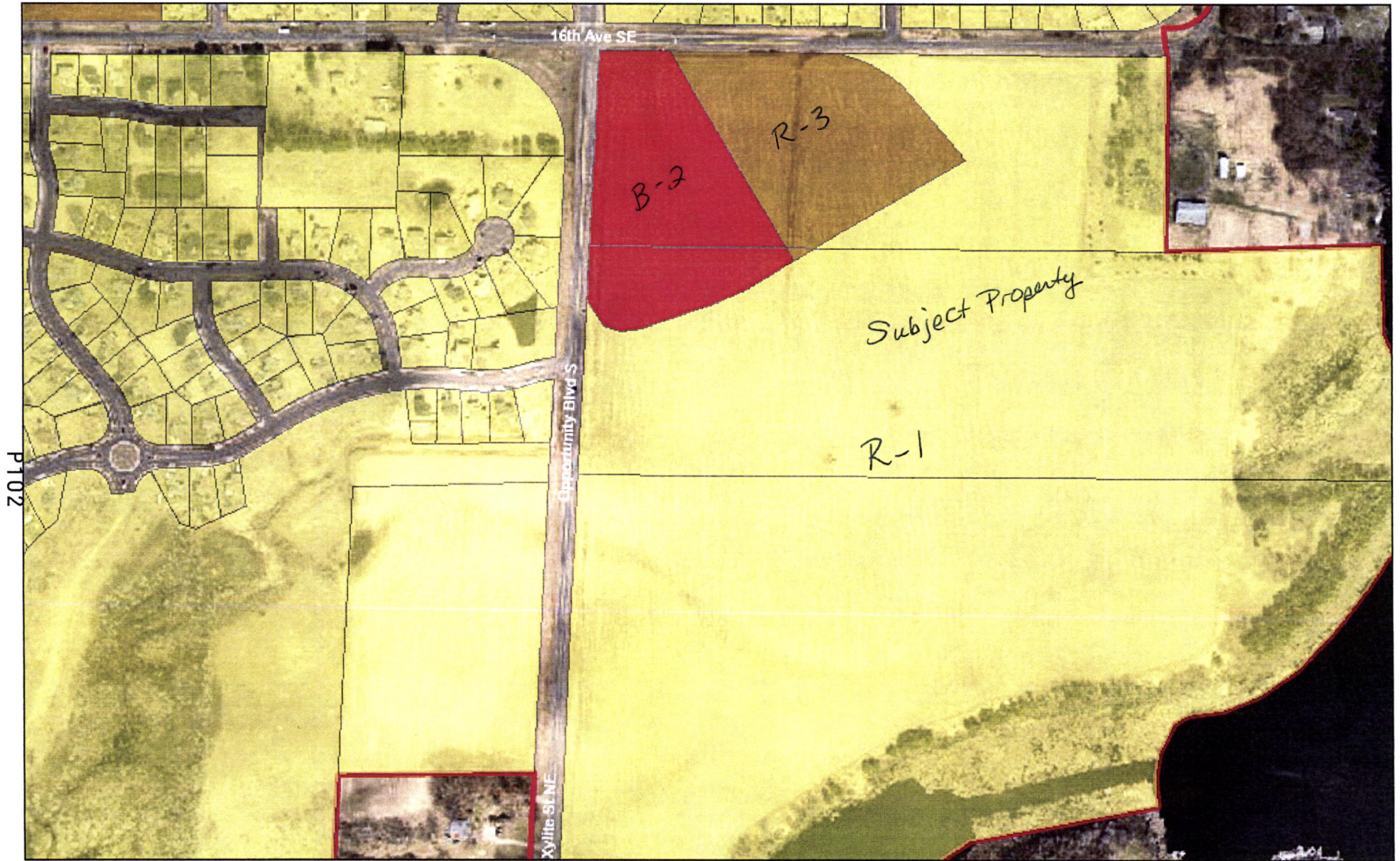
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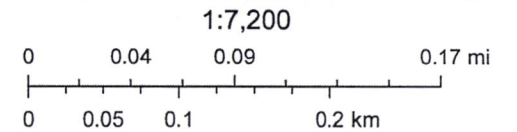


June 30, 2021

- Parcel\_0719 - County Parcels
- Zoning District
- Rural Residence/Agricultural (RA)

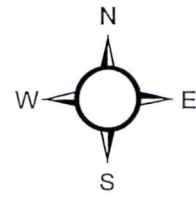
- One Family Residence District (R-1)
- One Family Residence District (R-1A)
- One and Two Family Residence District (R-2)

- Multiple Family Residence District (R-3)
- ▨ Business Transition (BT)



Maxar

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The northwest corner of the property is currently zoned Commercial and Multi-family Residential.

The request is to rezone this area to be Single Family. The entire Munkberg property is proposed to be Single Family residential (with a shoreland zoning overlay).

The request also includes an amendment to the Future Land Use Map. The Future Land Use Map will be amended to reflect the Low Density Residential rather than the Commercial and High Density. P103

Prepared by: Marcia Westover, City Planner

**Overview**

Arrow Tank & Engineering, 650 Emerson St. N, is proposing a new 81' x 291' building to include an office space, parts storage and various bays for assembly, hot works, and overhead cranes/inside repair. The request is to use blue metal panels on three (3) sides of the building, but having the front façade meet the city's ordinance requirements. The front façade would be comprised of mostly rock face block and stucco.

City code does not allow sheet metal, corrugated metal, metal/steel or aluminum for industrial buildings. In addition, buildings in the I-3 General Industrial District are required to have 25% of the building covered by a permitted major exterior wall surface material.

The purpose and goal of the exterior materials section of the code is to have buildings designed with an attractive and durable finish. The idea is to no longer allow complete metal buildings in order to enhance the overall appearance of Cambridge. In reviewing the Arrow Tank property, there are five (5) existing buildings with blue metal exterior materials. I do not see those buildings changing their appearance any time soon since they can remain as existing non-conforming buildings. The business has been operating on this parcel with this look for over 40 years. Requiring the new building to meet our code requirements may look out of place on this particular established site. It would however start the change to a more attractive industrial zoning district in the city, but would remain out of place, likely for many more decades. It may provide more harmony to the property if the new building more closely matches the existing buildings. However, allowing the steel will set a precedence for future requests.

To add some conformity, Arrow Tank did agree to better meet the code requirements on the front façade of the building. This will add curb appeal and an attractive front office space. The remainder of the building consists of metal overhead doors on one side and a long expanse of metal on the two other sides. These sides are shielded by trees and berms and are not easily visible to adjacent properties.

Arrow Tank has submitted a letter with their explanation of operations and reasons they think a variance should be approved. I have attached the letter for reference. While economic considerations are one reason, they also explain their experience with their on-site forklift work and harmony with the existing buildings and surrounding Emerson Street properties.

**Planning Commission Action**

At their meeting on July 7, 2021, the Planning Commission made a recommendation to approve the variance.

**City Council Action**

Motion to approve the Resolution as presented to allow a variance for steel materials on the new 81' x 291' proposed building at Arrow Tank & Engineering.

**Attachments**

1. Draft Planning Commission minutes
2. Resolution
3. Location Map
4. Applicant submittal (letter, site sketch, ~~building~~ plans)



***Excerpt from the July 7, 2021 Planning Commission minutes***

**PUBLIC HEARING – 5A Variance for Exterior Materials, Arrow Tank & Engineering**

Westover stated Arrow Tank & Engineering, 650 Emerson St. N, is proposing a new 81' x 291' building to include an office space, parts storage and various bays for assembly, hot works, and overhead cranes/inside repair. The request is to use blue metal panels on three (3) sides of the building, but having the front façade meet the city's ordinance requirements. The front façade would be comprised of mostly rock face block and stucco.

Westover noted City code does not allow sheet metal, corrugated metal, metal/steel or aluminum for industrial buildings. In addition, buildings in the I-3 General Industrial District are required to have 25% of the building covered by a permitted major exterior wall surface material. Westover noted pertinent items of Section 156.088 of the city code are referenced in the staff report for Commissioner review.

Westover stated the purpose and goal of the exterior materials section of the code is to have buildings designed with an attractive and durable finish. The idea is to no longer allow complete metal buildings in order to enhance the overall appearance of Cambridge. In reviewing the Arrow Tank property, there are five (5) existing buildings with blue metal exterior materials. Westover noted she does not see those buildings changing their appearance any time soon since they can remain as existing non-conforming buildings. The business has been operating on this parcel with this look for over 40 years. Requiring the new building to meet our code requirements may look out of place on this particular established site. It would however start the change to a more attractive industrial zoning district in the city, but would remain out of place, likely for many more decades. It may provide more harmony to the property if the new building more closely matches the existing buildings, but also sets a precedence for other properties.

Westover noted Arrow Tank did agree to better meet the code requirements on the front façade of the building. This will add curb appeal and an attractive front office space. The remainder of the building consists of metal overhead doors on one side and a long expanse of metal on the two other sides. These sides are shielded by trees and berms and are not easily visible to adjacent properties.

Westover noted Arrow Tank has submitted a letter with their explanation of operations and reasons they think a variance should be approved. While economic considerations are one reason, they also explain their experience with their on-site forklift work and harmony with the existing buildings and surrounding Emerson Street properties.

Berg opened the public comment at 7:07pm.

John Stark, 650 Emerson St. N., Cambridge, MN 55008, has been the President of Arrow Tank for 23 years. The way they have positioned the building on the property is such that it will be as isolated as possible and not visible to adjacent properties. There are trees and a large berm

that will shield the building. All of the buildings on the property are blue metal, they would like to match, and they have made accommodations to the front/west side of the building.

Kluck clarified which side of the building will face the street.

Berg closed the public hearing at 7:10pm.

Morin moved, seconded by Boese to recommend approval of the draft Resolution recommending approval of the variance request as presented. Motion carried 5/0.

**Resolution No. R21-030**

**RESOLUTION APPROVING THE APPLICATION FOR A VARIANCE FOR EXTERIOR MATERIALS  
(650 Emerson St. N. - Arrow Tank & Engineering)**

**WHEREAS**, Arrow Tank & Engineering, 650 Emerson St. N., Cambridge, MN 55008, owner of the property, has applied for a Variance from the provisions of City Code Section 156.088 Exterior Building Wall and Roof Finishes on the lot legally described below; and

Lot 1, Block 1, Arrow Tank Addition, Isanti County, Minnesota.

**WHEREAS**, Arrow Tank has requested to allow less than 25% of the exterior materials to meet the requirements of the city code in the I-3 zoning district and allow a majority steel siding (on three (3) sides) on the exterior of the proposed industrial building; and

**WHEREAS**, City Code Section 156.088 Exterior Building Wall and Roof Finishes explains that 25% of the exterior must be covered by an approved major material in an I-3 zoning district; and

**WHEREAS**, City staff has completed a review of the application and have made a report pertaining to said request, a copy of which has been presented to the City Council; and

**WHEREAS**, The Planning Commission of the City, on the 7th day of July, 2021, following proper notice, held a public hearing, and following said public hearing, adopted a recommendation that the request for Variance approval be granted; and

**WHEREAS**, The City Council finds the seven (7) required standards to approve a variance request have been satisfied as follows:

- (1) *General standard. No variance shall be granted unless the applicant shall establish that conforming to the strict letter of the provisions of this chapter would create practical difficulties.*

**Conforming to the code would require 25% major exterior materials (rock face block, brick, stucco, etc.), and the remainder of the building can be architectural concrete or decorative block. There are five existing buildings on this property that have sheet metal. Conforming to today's code creates a practical difficulty in that the maintenance on just the new building would interfere with operations and ordering of exterior materials should the building(s) get destroyed or damaged.**

- (2) *"Practical difficulties", as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner, and*

*the variance, if granted, will not alter the essential character of the area.*

**The existing use was established over 40 years ago prior to the current city code requirements. The existing five (5) buildings have sheet metal. While these circumstances were created by the landowner, it was prior to the new code requirements, and requiring a new style building will alter the essential character of the area. While the city code is established to increase the aesthetics of the area, this particular instance is not substantial enough to change the area while the existing buildings will remain as-is. The owner will continue to use the property in a reasonable manner.**

- (3) Harmony. Variances shall only be permitted if they are in harmony with the general purposes and intent of the Zoning Ordinance and Comprehensive Plan.*

**Granting the variance is in harmony with the intent of the code and comprehensive plan. The intent of the code is to enhance the appearance of buildings in the city, but also to remain harmonious to the area. The front façade of the building will have rock face block and stucco to better meet the intent of the code. In addition, the Comprehensive Plan Land Use Goal 4, Policy 4.4: Continue to plan for land uses in order to support and enhance Cambridge's ability to attract quality development.**

- (4) Economic Considerations. Economic considerations alone shall not constitute a practical difficulty; The alleged hardship shall not include the inability of the property owner to realize a greater profit than if the variance were not granted.*

**The applicant has made an attempt to better meet the intent of the code by proposing rock face block and stucco on the front facade.**

- (5) No other remedy. There are no less intrusive means other than the requested variance by which the alleged hardship can be avoided or remedied to a degree sufficient to permit a reasonable use of the lot.*

**Due to the nature of the existing use and buildings, matching the buildings as close as possible is the most harmonious while enhancing the front façade of the building. Conforming to the strict code requirements would create a building that looks out of place on the property.**

- (6) Variance less than requested. A variance less than or different from that requested may be granted when the record supports the applicant's right to some relief but not to the relief requested.*

**The design of the building is comparable to the existing buildings but with added curb appeal on the front facade.**

- (7) Essential character of the area. In considering whether a proposed variance will*

*have an effect on the essential character of the area, the following factors shall be considered:*

*(a) Would the variance be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property or improvements permitted in the vicinity;*

*(b) Would the variance materially impair an adequate supply of light and air to the properties and improvements in the vicinity;*

*(c) Would the variance substantially increase congestion in the public streets due to traffic or parking;*

*(d) Would the variance unduly increase the danger of flood or fire;*

*(e) Would the variance unduly tax public utilities and facilities in the area; and*

*(f) Would the variance endanger the public health or safety.*

**The steel materials will not increase traffic congestion, disturb light and air quality, or create a fire hazard.**

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of Cambridge, Minnesota, approves the variance request to allow Arrow Tank & Engineering to install less than 25% of the major exterior building materials listed in city code and install rock face block and stucco on the front and the remainder of the building can be steel materials (as shown on the sketch/drawing presented with this application).

Adopted by the Cambridge City Council  
this 19th day of July 2021.

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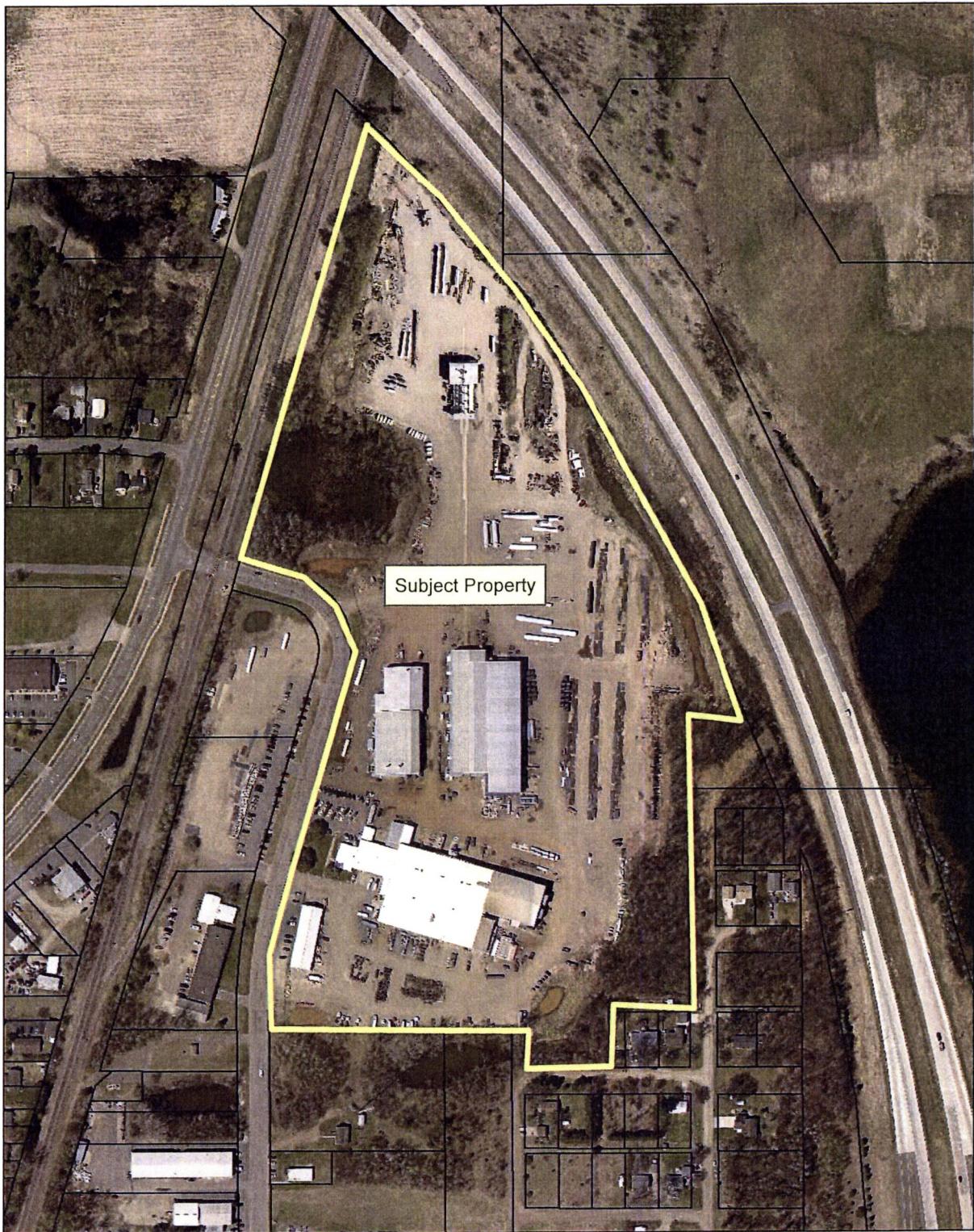
James A. Godfrey, Mayor

ATTEST:

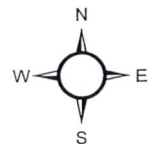
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Evan C. Vogel, City Administrator

# Arrow Tank and Engineering Variance Request



A request by Arrow Tank for a Variance to allow metal siding on three sides of a new proposed building. The building is proposed along the south side of the property.





June 11<sup>th</sup>, 2021

To: City of Cambridge Minnesota  
300 3<sup>rd</sup> Ave. N.E.  
Cambridge, Minnesota 55008

Re: Request for variance on proposed building at our existing complex located at 650 Emerson Street North in Cambridge.

Arrow Tank and Engineering (ATE) is proposing construction of a new building on our existing property along the south property boundary. All five ATE buildings at this location have exterior blue metal walls and any other exterior would not be in harmony with the surrounding area. Our operations require movement of heavy materials and equipment and periodically our buildings get damaged. It is our experience that steel wall construction is durable and easily repairable because steel bends or punctures instead of breaking. Heavy equipment impacting a steel building, such as forklift forks piercing the wall, is less likely to be catastrophic to the structure as concrete spreads the destructive forces throughout the structure. We also regularly power wash products next to our building and know from our experience that metal walls repel moisture and endure where most other building materials required by building code often absorb moisture and deteriorate at a faster pace. We feel the existing building code creates a hardship for these reasons along with the unnecessary negative economic impact to ATE.

The character of the area is industrial and the property directly to the south of this proposal has 2 small buildings and a very tall steel radio tower. There are no residential homes on Emerson Street near ATE. Understanding the city's desire to enforce building code that requires buildings to be appealing to the public and more expensive, ATE proposes to build the west end of the proposed building that includes offices, restrooms and faces Emerson Street with decorative block.

As a manufacturer in Minnesota, it is a constant struggle to be competitive and recently we learned directly from 2 of our competitors that their manufacturing additions were approved as steel construction. It is undeniable that unnecessary costs placed on ATE to meet code, for no practical purpose, reduces our ability to be competitive and grow our work force in Cambridge. We feel that our proposal will serve the community by creating job opportunities in Cambridge without any negative impact to the community related to the proposed variance.

Respectfully,

A handwritten signature in black ink, appearing to read "John Stark", is written over a white background.

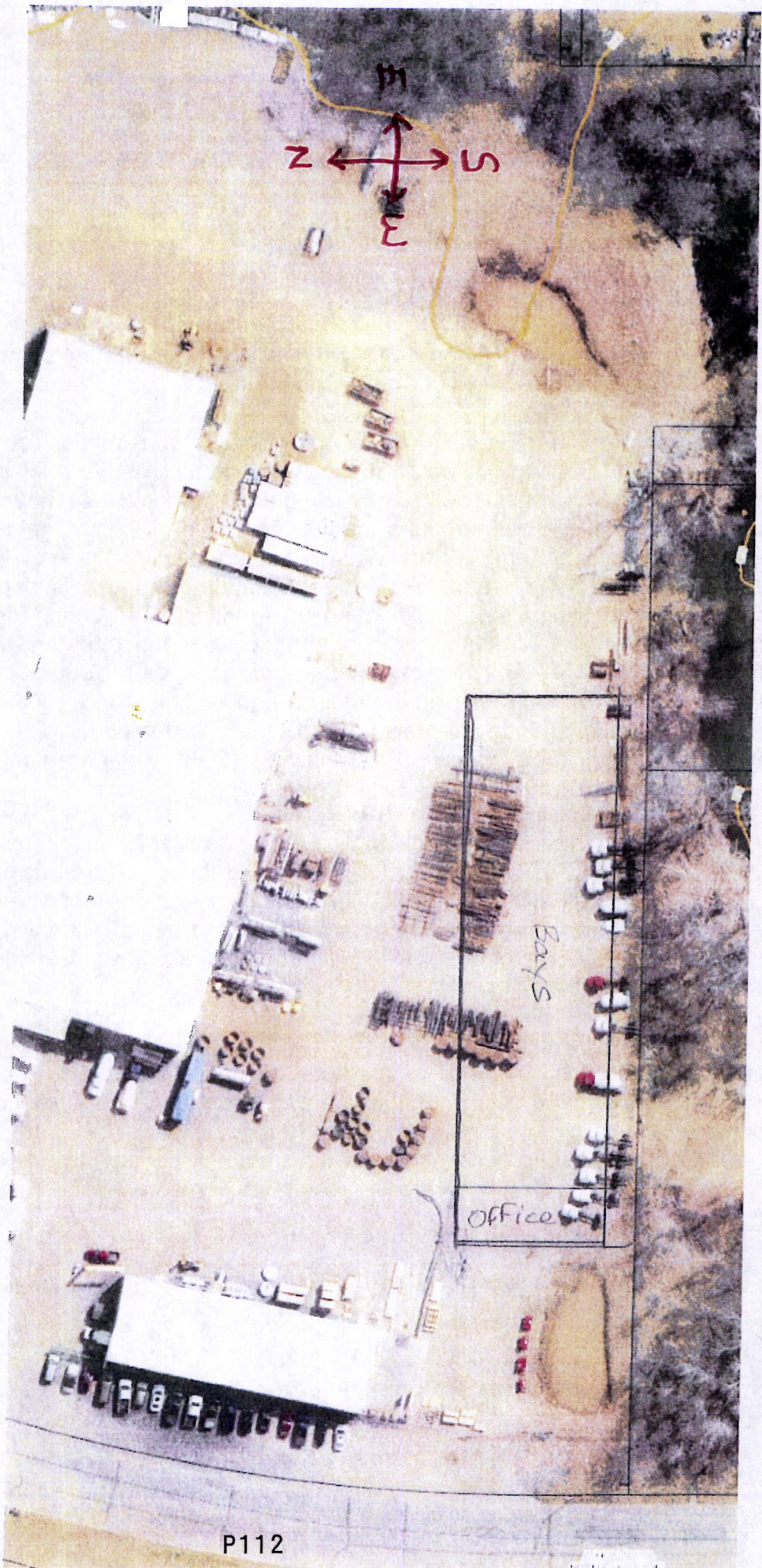
John Stark  
President - Arrow Tank and Engineering Company, Inc.

**I can be reached at our Sales & Accounting Office:**

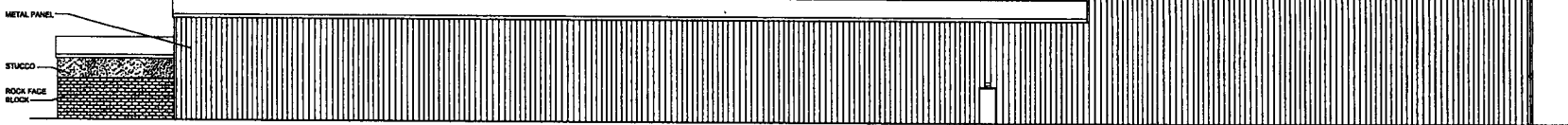
8950 Evergreen Blvd.  
Coon Rapids, MN 55433-6042  
Phone: (763) 231-4238  
Fax: (763) 786-2104  
E-mail: [john@arrowtank.com](mailto:john@arrowtank.com)

**Manufacturing and Tank Sales:**

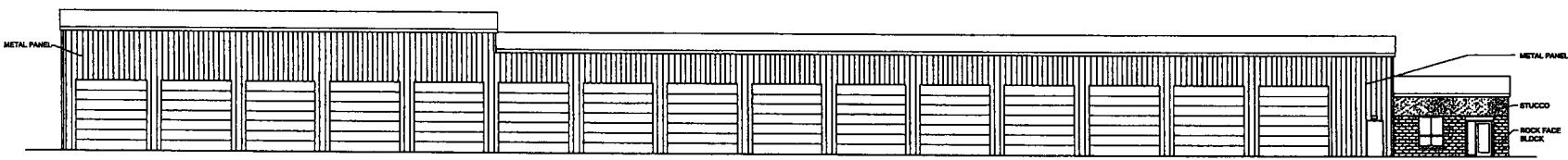
650 North Emerson  
Cambridge, MN 55008  
Phone: (763) 689-3360  
Fax: (763) 689-1263



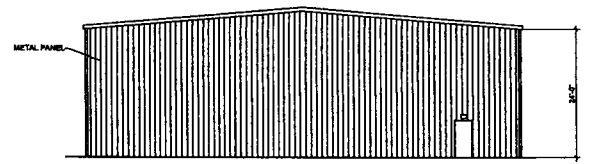




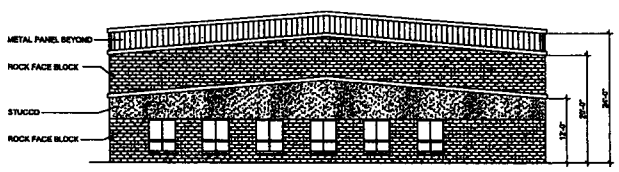
1 SOUTH ELEVATION  
A2 / 3/32" = 1'-0"



2 NORTH ELEVATION  
A2 / 3/32" = 1'-0"



3 EAST ELEVATION  
A2 / 3/32" = 1'-0"



4 WEST ELEVATION  
A2 / 3/32" = 1'-0"

P113

ARCHITECTURE  
INTERIOR DESIGN



INSIDE OUTSIDE  
ARCHITECTURE, INC.

Lea F. Kangas  
14165 James Rd, Suite 200A  
ROGERS, MN 55374  
763-428-5870

CONSULTANTS

PROJECT

ARROW TANK  
BUILDING 6

Cambridge, MN

CONTENTS

EXTERIOR  
ELEVATIONS

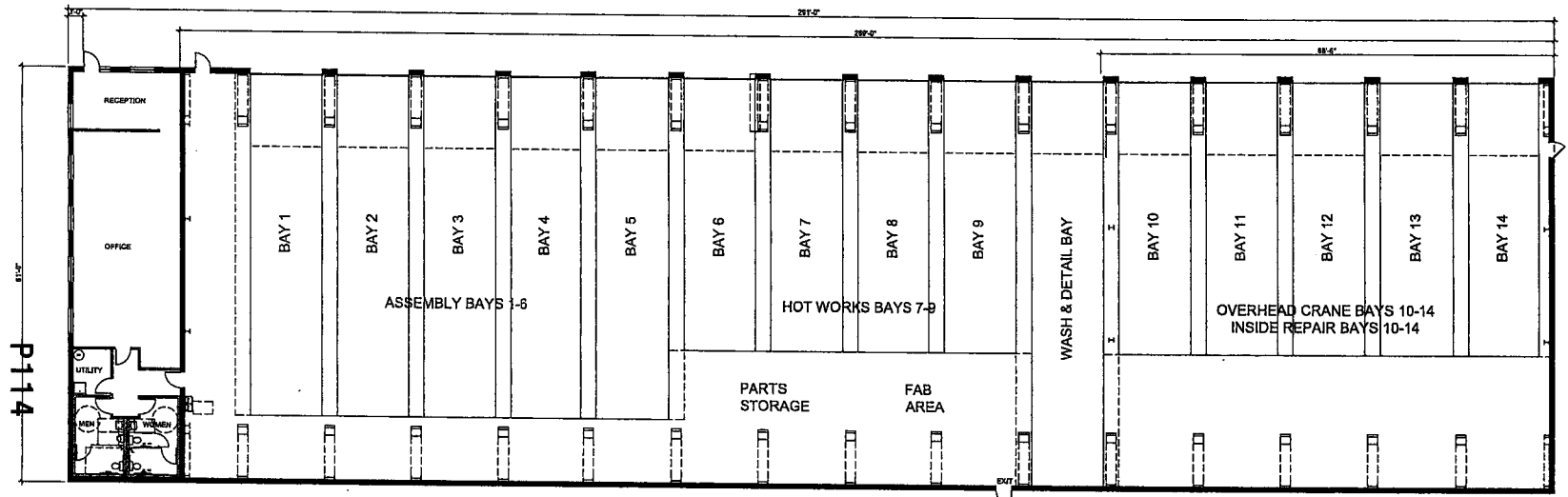
CERTIFICATION

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 Professional Architect under the laws of the State of Minnesota.

State Registration # 26203  
Date 6/10/2021 Owner variance request

A2

\* COPYRIGHT 2021 ©  
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BUILDING 6  
 21520 SF / 100 = 215 occupants  
 Exits required: 2  
 Exit width: 43" (two doors at 36" wide required)  
 travel distance = 250'  
 ACCESSORY B OCCUPANCY 1760 SF/150 = 12 OCC.



FLOOR PLAN  
 A1  
 3/32 = 1'-0"

ARCHITECTURE  
 INTERIOR DESIGN



INSIDE OUTSIDE  
 ARCHITECTURE, INC.

Lea F. Kangas  
 14165 James Rd, Suite 200A  
 ROGERS, MN 55374  
 763-428-5870

CONSULTANTS

PROJECT

ARROW TANK  
 BUILDING 6

Cambridge, MN  
 CONTENTS

FLOOR PLAN,

CERTIFICATION  
 I hereby certify that this plan, specification  
 or report was prepared by me or under my  
 direct supervision and I am a duly  
 Licensed Professional Architect under  
 the laws of the State of Minnesota.  
 NOT FOR CONSTRUCTION

State Registration # 26203  
 Date 6/10/2021 Owner variance request

A1

\* COPYRIGHT 2021 ©\*  
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 only for the building shown and  
 is not to be copied or reproduced without written  
 permission from Inside Outside Architecture, Inc.

Prepared by: Caroline Moe, Director of Finance

**Background:**

The City of Cambridge has a strong commitment to maintaining public infrastructure in good condition as evidenced by its long-range financial plan. As a part of its long-range financial plan, city streets are identified for reconstruction on a regular basis.

In 2002, MN Statute 475.58 was passed into law allowing cities like the City of Cambridge to finance street reconstruction and overlay projects through the sale of bonds under special conditions. The attached street reconstruction and overlay plan was created to meet the requirements of MN Statute 475.58.

Under MN Statute 475.58, the public hearing scheduled and advertised for July 19 @ 6 pm must be held for the purposed of reviewing the proposed street reconstruction and overlay plan.

**Fiscal Note:**

If the attached plan is approved, the City will move forward the normal on-going replacement of infrastructure. The impact on the City's budget has been considered in its long-term financial plan reviewed by the City Council.

**Recommendation:**

1. **Hold public hearing on Street Reconstruction and Overlay Plan**
2. **Approve R21-031 Adopting the Street Reconstruction and Overlay Plan**

**Attachments:**

**Street Reconstruction and Overlay Plan 2022-2026**  
**Map of proposed street projects for future years**

CITY OF CAMBRIDGE  
ISANTI COUNTY  
STATE OF MINNESOTA

RESOLUTION NO. R21-031

RESOLUTION ADOPTING A STREET RECONSTRUCTION AND OVERLAY  
PLAN AND AUTHORIZING THE ISSUANCE AND SALE OF STREET  
RECONSTRUCTION AND OVERLAY BONDS

BE IT RESOLVED by the City Council (the “Council”) of the City of Cambridge, Minnesota (the “City”), as follows:

Section 1. Findings. On the date hereof, the City held a public hearing on (i) the proposed five-year street reconstruction and overlay plan (the “Plan”) and (ii) the issuance of its bonds, in one or more series in order to finance the costs of street reconstruction and overlay projects, as described in the Plan (the “Project”), all pursuant to Minnesota Statutes, Chapter 475.58, Subdivision 3b, as amended (the “Act”). All parties who appeared at the hearing were given an opportunity to express their views with respect to the proposal to adopt the Plan and undertake and finance the Project, and any written comments submitted prior to the hearing were considered. The City hereby adopts the Plan.

Section 2. Purpose. It is hereby determined to be in the best interests of the City to issue its general obligation street reconstruction bonds (the “Bonds”), in the principal amount not to exceed \$7,195,000, to finance the costs of the Project. The financing of the Project and issuance and sale of the Bonds would further the policies and goals of the City as set forth in the Plan.

Section 3. Authorization and approval of Bonds.

The City gives preliminary approval to issuance of the Bonds, the proceeds of which will be used, together with any additional funds of the City which might be required, to finance certain costs of the Project and to pay costs of issuance of the Bonds. If a petition requesting a vote on issuance of the Bonds, signed by voters equal to five percent of the votes cast in the last municipal general election, is filed with City Clerk by August 18, 2021, the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election.

Dated: July 19, 2021

Adopted:

---

James A. Godfrey, Mayor

Attest:

---

Evan Vogel, City Administrator



City of Cambridge, Minnesota

## Five-Year Street Reconstruction and Overlay Plan

2022 through 2026

July 19, 2021

Prepared by:

Todd Blank, City Engineer  
Todd Schwab, Public Works/Utilities Director  
Caroline Moe, Finance Director

and

Ehlers & Associates, Inc.  
3060 Centre Pointe Drive  
Roseville, MN 55113



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City of Cambridge  
Five-Year Street Reconstruction and Overlay Plan  
2022 through 2026

**I. INTRODUCTION**

In 2002, the Minnesota State Legislature passed into law a bill which generally exempts city bonds issued under a street reconstruction program from the referendum requirements usually required for bonding expenditures. In 2013 the Legislature amended the law to allow bituminous overlays to be included in the street reconstruction program. The authorization is contained in Minnesota Statutes, Section 475.58, subdivision 3b (the "Act").

## II. PURPOSE

A street reconstruction program represents a major expenditure of city funds for the reconstruction or bituminous overlay of public streets. As defined in the Act, street reconstruction and bituminous overlay projects may include utility replacement and relocation and other incidental costs, turn lanes and other improvements having a substantial public safety function, realignments, other modifications to intersect with state and county roads, and the local share of state and county road projects. Except in the case of turn lanes, safety improvements, realignments, intersection modifications, and local share of state and county road projects, street reconstruction and overlays do not include the portion of project costs allocable to widening a street or adding curbs and gutters where none previously existed.

A Street Reconstruction and Overlay Plan (SROP) is a document designed to anticipate street reconstruction and overlay expenditures and schedule them over a five-year period so that they may be purchased in an efficient and cost-effective method. A SROP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the city considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Cambridge, Minnesota (the "City") believes the street reconstruction and overlay process, as part of its larger Capital Improvement Planning process, is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. In these financially difficult times good planning is essential for the wise use of limited financial resources.

The SROP and Capital Improvement Plans are designed to be updated on an annual basis, as needed. In this manner, they become an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.



### **III. THE STREET RECONSTRUCTION AND OVERLAY PLANNING PROCESS**

The City Council annually reviews its capital expenditures according to their priority, fiscal impact, and available funding as part of its Capital Improvement Plan (CIP) process. The planning process begins when the City Council authorizes the preparation of the CIP as part of its budget development process. The City staff is instructed to assemble the specific capital expenditures to be undertaken within the next five years. The City Council prepares a plan based on the available funding sources. If bonding is necessary, the City works with its financial advisor to prepare a bond sale and repayment schedule. From this information, a preliminary CIP is prepared for public discussion from citizens and other governmental units. Changes are made based on that input, and a final plan is established.

Over the life of the CIP, once the funding becomes available the individual capital expenditures can be made as part of individual project approvals. In subsequent years, the process is repeated as expenditures are completed and new needs arise.

Street reconstruction and overlay planning occurs separately, but integrated within, the CIP process focusing specifically on street reconstruction and overlay projects to be financed with general obligation street reconstruction bonds under provisions of the Act. The SROP is to describe the identified street reconstruction and overlay projects to be financed, their estimated costs, and any planned reconstruction or overlay of other streets in the City over the next five years.

For a city to use its authority to finance street reconstruction and bituminous overlay expenditures with general obligation bonds under the Act, it must meet the requirements provided therein. Specifically, the city must hold a public hearing for public input on a SROP. Notice of such hearing must be published in the official newspaper of the city at least 10, but not more than 28 days prior to the date of the public hearing. In addition, the council must approve the SROP and issuance of street reconstruction bonds by a two-thirds majority vote following a public hearing.

Although a referendum is not required, a reverse referendum is allowable. If a petition bearing the signatures of at least 5 percent of the votes cast in the last municipal general election requesting a vote on the issuance of bonds is filed with the City Clerk within 30 days after the public hearing, a referendum vote on the issuance of the bonds shall be required to authorize the issuance. If the City elects not to submit the question to the voters, the City shall not propose the issuance of bonds under the Act for the same purpose for a period of 365 days from the date of receipt of the petition.

#### **IV. PROJECT SUMMARY**

The planned reconstruction of overlay of other streets in the City to be undertaken with this 2022 to 2026 Street Reconstruction and Overlay Plan are listed in full within Appendix A. The listed projects are subject to the approval of the Council and may be funded in part, or in whole, with proceeds of bonds issued under the Act or other designated funds. All other foreseeable capital expenditures within the City government will be financed through other means.

The specific expenditures to be undertaken with this Plan are listed below and have been submitted for inclusion:

##### **2022 Expenditures**

- \$6,652,400 for various street improvement and overlay projects identified within the City's Capital Plan

##### **2024 Expenditures**

- \$6,579,400 for various street improvement projects identified within the City's Capital Plan

##### **2025 Expenditures**

- \$2,825,500 for various street improvement projects identified within the City's Capital Plan

##### **2026 Expenditures**

- \$6,668,175 for various street improvement projects identified within the City's Capital Plan

## **V. FINANCING THE STREET RECONSTRUCTION PLAN**

The total amount of requested expenditures under the SROP is \$22,725,475. If these expenditures are to be funded, that amount of money is anticipated to be generated through the tax levy, municipal state aid funds, water, wastewater and stormwater utility revenues, sales tax, and the sale of \$7,195,000 in general obligation street reconstruction plan bonds in 2022 and 2024.

In the financing of the SROP, one statutory limitation applies. Under Chapter 475, with few exceptions, cities cannot incur debt in excess of 3% of the assessor's Estimated Market Value (EMV) for the city. The City's Pay 2021 EMV is currently \$836,730,300. Therefore, the total amount of outstanding debt subject to the limit cannot exceed \$25,101,909. As of July, 2021 the City did not have any existing obligations subject to the legal debt limit.

Under the SROP, the City currently plans to issue up to \$3,315,000 in general obligation bonds in the year 2022 to finance the 2022 Street Improvement and Overlay Projects. The general obligation bond issue is anticipated to be repaid over a 10-year period starting in 2023. The City also plans to issue up to an additional \$3,880,000 in general obligation bonds in the year 2024 to finance the 2024 Street Improvement Project. This bond issue is also anticipated to be repaid over a 10-year period starting in 2025.

The bond sizing in this authorization is based on the project amounts listed in Appendix A. The proposed general obligation street reconstruction bonds under consideration and their anticipated repayment are shown in Appendix B.

### **Continuation of the Street Reconstruction and Overlay Plan**

This SROP should be reviewed annually as needed by the City Council using the process outlined in this document. It should review proposed expenditures, make priority decisions, and seek funding for those expenditures it deems necessary for the City. If deemed appropriate, the Council should prepare an update to this SROP.

**SROP PROJECT COSTS**

**(Capital Expenditures to be Funded with General Obligation Street Reconstruction and Overlay Plan Bond Proceeds)**

The 2021 capital expenditures identified within this SROP are for the City's costs to conduct various street improvement and overlay projects identified within the City's Capital Plan for 2022 to 2026. Up to \$7,190,850 in new bond issuance is anticipated to provide the funding for the designated projects in 2022 and 2024. The actual amount of the bond issuance will be determined after the projects have been bid so as not to issue debt for obligations that may not be incurred.

The full list of planned 2022-2026 Street Reconstruction and Overlay Plan (SROP) Capital Expenditures that may be funded in part, or in whole, with proceeds of bonds issued under the Act follows:

2022 Street Improvement Project <u>Reconstruction of streets as follows:</u>	<u>Expenditures</u>	<u>Funding Sources</u>	
		SROP Bonds	Other
East Rum River Dr - TH293 to Central Oak Circle - West of E. Rum River Dr. S. Maple St. - E. Rum River Dr. to Central S. Laurel St. - E. Rum River Dr. to Central Joy Circle - North of Central Joy Court - North of Joy Circle S. Holly - 24th Ave SW to Central 24th Ave SW - E. Rum River Dr. to S. Main St.	6,002,400	2,665,000	3,337,400
2022 Street Overlay Project			
Overlay of Opportunity Blvd, 2nd Ave SW to 16th Ave.	650,000	650,000	-
2022 Total:	6,652,400	3,315,000	3,337,400

2024	Street Improvement Project	<u>Expenditures</u>	<u>Funding Sources</u>	
			SROP Bonds	Other
<u>Reconstruction of streets as follows:</u> East Rum River Dr - Central Ave to 32nd SW Norway Circle - West of Laurel St. S Laurel St. - Central Ave to 32nd Ave AW S Kenwood St - Central Ave to 32nd Ave SW Kenwood Ct. - North of 34th Ave SW Kenwood PL - North of 34th Ave SW S. Juniper St - Central Ave to 34th Ave SW S Ivy St. - Central Ave to 32nd Ave SW S Holly St. - Central Ave to 32nd Ave SW Central Ave - East Rum River Dr. to S Main St. 32nd Ave SW - East Rum River Dr. to S Main St. 34th Ave SW - S. Laurel St to S. Juniper St.		5,929,400	3,230,000	2,699,400
2024	Street Overlay Project			
	Overlay of 11th Ave, East Rum River Dr, and 18th Ave	650,000	650,000	-
2024 Total:		6,579,400	3,880,000	2,699,400
2025	Street Improvement Project	<u>Expenditures</u>	<u>Funding Sources</u>	
	S. Main St. from 24th Ave SW to RR Bridge S. Main St. from RR Bridge to TH 65 40th Ave SW from S Main St to RR			
	S Main RR Bridge Deck Reconstruction	2,825,500	TBD	TBD
2025 Total:		2,825,500	-	-

2026 Street Improvement Project	<u>Expenditures</u>	<u>Funding Sources</u>	
		SROP Bonds	Other
<u>Reconstruction of streets as follows:</u>			
East Rum River Circle - Polk St. to Polk St.			
East Rum River Ct. E - RR Circ to CDS			
2nd Ave SE - Opportunity Blvd to Alabama			
Balsam St. S - TH 95 to 2nd Ave SE			
3rd Avenue NE - Opportunity Blvd to Balsam			
Balsam St. N - TH 95 to 400 ft. North of 3rd Ave NE			
S Fern St-TH 95 to 9th Ave SW			
9th Ave SW-S Fern St to S Dellwood St			
S. Dellwood St-11th Ave SW to 18th Ave SW			
S. Dellwood Area San Sewer Pipe Lining			
S. McKinley TH 95 to 2nd Ave SE			
2nd Ave SE - S. Kennedy St to Opportunity Blvd			
S. Kennedy St. - 2nd Ave SE to Willowsood Dr.			
Willod Wood - S Kennedy to 2nd Ave SE			
Opportunity Blvd - 2nd Ave SE Traffic Signal	6,668,175	TBD	TBD
2026 Total:	6,668,175	-	-
<hr/>			
2022 to 2026 SROP Totals:	22,725,475	7,190,850	15,534,625

## PROPOSED SROP BOND ISSUES

### City of Cambridge, Minnesota

\$3,315,000 General Obligation Bonds, Series 2022

Assumes Current Market BQ AA Market Rates plus 50 bps

#### Sources Of Funds

Par Amount of Bonds	3,315,000
---------------------	-----------

#### Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% of Total
02/01/2022	-	-	-	-	-
02/01/2023	300,000	0.800%	61,001.25	361,001.25	379,051.31
02/01/2024	320,000	0.850%	38,267.50	358,267.50	376,180.88
02/01/2025	325,000	0.950%	35,547.50	360,547.50	378,574.88
02/01/2026	325,000	1.050%	32,460.00	357,460.00	375,333.00
02/01/2027	330,000	1.150%	29,047.50	359,047.50	376,999.88
02/01/2028	335,000	1.250%	25,252.50	360,252.50	378,265.13
02/01/2029	340,000	1.400%	21,065.00	361,065.00	379,118.25
02/01/2030	340,000	1.500%	16,305.00	356,305.00	374,120.25
02/01/2031	345,000	1.550%	11,205.00	356,205.00	374,015.25
02/01/2032	355,000	1.650%	5,857.50	360,857.50	378,900.38
<b>Total</b>	<b>3,315,000</b>	<b>-</b>	<b>\$276,008.75</b>	<b>\$3,591,008.75</b>	<b>\$3,770,559.19</b>

\$3,880,000 General Obligation Bonds, Series 2024

Assumes Current Market BQ AA Market Rates plus 150 bps

#### Sources Of Funds

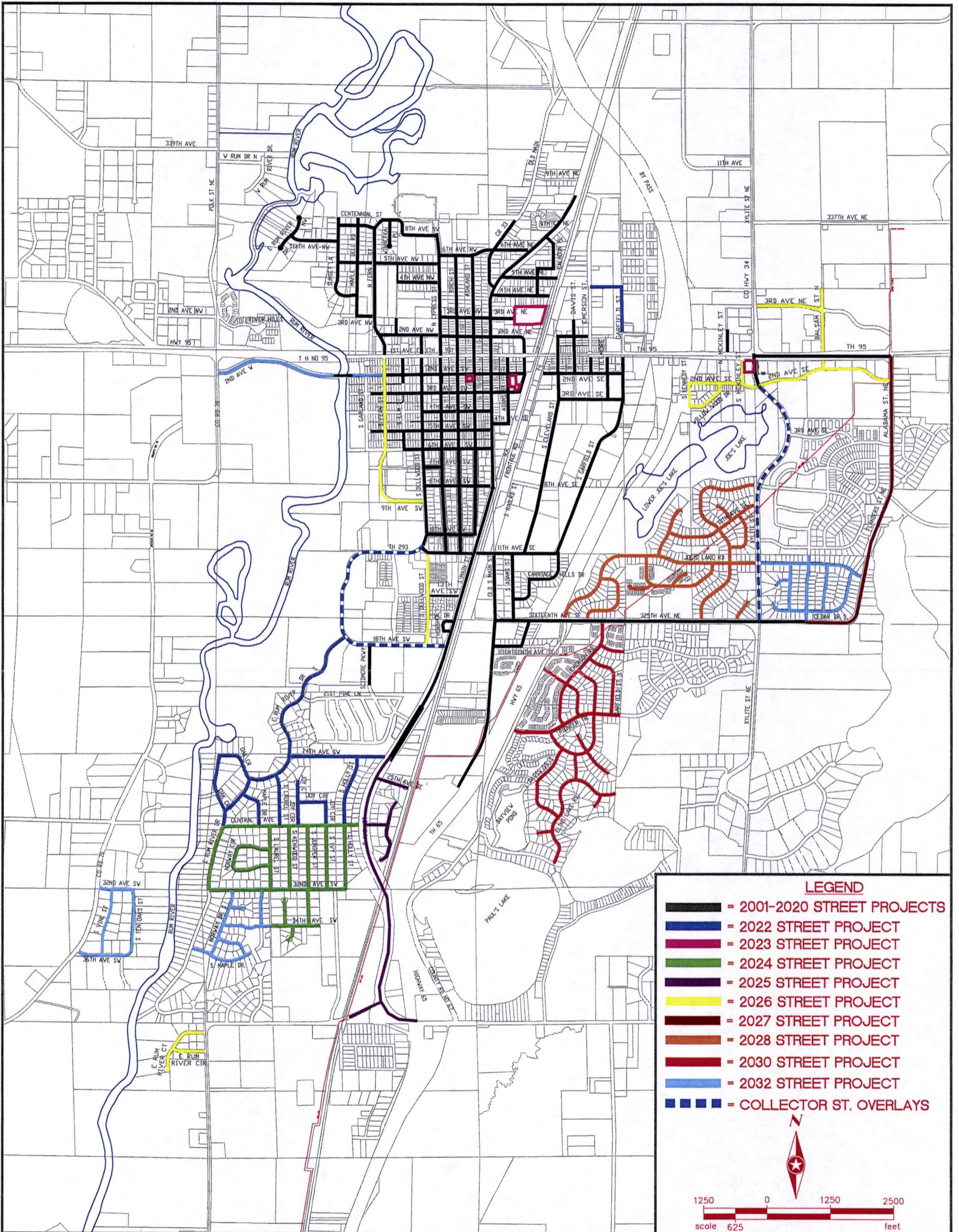
Par Amount of Bonds	3,880,000
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#### Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% of Total
02/01/2024	-	-	-	-	-
02/01/2025	315,000	1.800%	130,200.00	445,200.00	467,460.00
02/01/2026	365,000	1.850%	81,130.00	446,130.00	468,436.50
02/01/2027	370,000	1.950%	74,377.50	444,377.50	466,596.38
02/01/2028	380,000	2.050%	67,162.50	447,162.50	469,520.63
02/01/2029	385,000	2.150%	59,372.50	444,372.50	466,591.13
02/01/2030	395,000	2.250%	51,095.00	446,095.00	468,399.75
02/01/2031	405,000	2.400%	42,207.50	447,207.50	469,567.88
02/01/2032	410,000	2.500%	32,487.50	442,487.50	464,611.88
02/01/2033	420,000	2.550%	22,237.50	442,237.50	464,349.38
02/01/2034	435,000	2.650%	11,527.50	446,527.50	468,853.88
<b>Total</b>	<b>3,880,000</b>	<b>-</b>	<b>\$571,797.50</b>	<b>\$4,451,797.50</b>	<b>\$4,674,387.38</b>








 PHONE: (651) 490-2000  
 3535 VADNAIS CENTER DR.  
 ST. PAUL, MN 55110

FILE NO.  
 CAMBR 115141  
 DATE:  
 6/09/21

**STREET IMPROVEMENT PROJECTS**  
**2001-2032**  
**CAMBRIDGE, MINNESOTA**

Prepared by: Marcia Westover, City Planner

**Review**

Tim Landborg, TL Truck LLC, has submitted a preliminary plat extension request letter. The preliminary plat of Yerigan Farms 3<sup>rd</sup> Addition was approved on July 20, 2020. According to the city's subdivision ordinance, the developer has 365 days to submit an extension request or they can submit a final plat as long as all conditions from the preliminary plat are met. The conditions required are not yet met and Mr. Landborg is now working to complete them along with a final plat.

Staff believes the conditions could have been met and a final plat submitted much sooner. However, Mr. Landborg has been trying to determine financing and is now working with another potential developer who is interested in purchasing the development. Staff believes there is higher motivation from the developer and we are willing to recommend the extension is approved. Further delay will result in additional setbacks for the developer and staff.

Attached is Mr. Landborg's extension request letter. Nothing has changed with the preliminary plat, it will stay the same as approved on July 20, 2020.

**Council Action**

Motion to approve the preliminary plat of Yerigan Farms 3<sup>rd</sup> Addition extension to July 20, 2022.

**Attachments**

1. Applicant Extension Request Letter
2. Draft Resolution
3. Resolution R20-048 (approved July 20, 2020)
4. Preliminary Plat

To City of Cambridge

This is a request for an extension of preliminary plat approval:

I am requesting an extension of the Preliminary Plat approval for another year.

Hoping to have the Final Plat submittal in on July 9<sup>th</sup> or August deadline.

There is a list of reasons it has taken some time.

I have been trying to make sure the development cost can support a lot price.

Interest in lots at projected price

Some interested parties have wanted to resubmit in a PUD with smaller lots

Working through some issues with the new city process and still not sure how it will work out, or if it will in the end.

With this final Plat submittal and the cities process it will take some time to get this final approval of bids.

Thank You

Tim Landborg

TL Truck LLC

**Resolution No. R21-032**

**RESOLUTION APPROVING A PRELIMINARY PLAT EXTENSION  
YERIGAN FARMS 3<sup>RD</sup> ADDITION**

**WHEREAS**, TL Truck, LLC, Timothy Landborg, 9084 173<sup>rd</sup> Avenue, Ramsey, MN 55303 is the owner of the property located at:

Outlot A, Yerigan Farms, and Outlot A, Yerigan Farms 2<sup>nd</sup> Addition, Isanti County, Minnesota

Is requesting a Preliminary Plat EXTENSION; and

**WHEREAS**, on July 20, 2020, the City Council approved a preliminary plat of Yerigan Farms 3<sup>rd</sup> Addition; and

**WHEREAS**, the city's Subdivision Ordinance states that a preliminary plat shall be null and void unless within 365 days a final plat is submitted in accordance with its conditions, or an extension is granted by City Council; and

**WHEREAS**, an extension request was made to the city at least 14 days before the voidance of the approved preliminary plat; and

**WHEREAS**, the extension request letter stated reasons for showing a good faith effort to meet the final plat requirement and staff are continuing to work with the developer; and

**WHEREAS**, the request is to extend the preliminary plat for one year; and

**WHEREAS**, the Planning Agency of the City has completed a review of the request and made a report pertaining to said request, a copy of which has been presented to the City Council; and

**WHEREAS**, several conditions were applied to the preliminary plat as approved on July 20, 2020, Resolution R20-048, and the developer is still required comply with the conditions as also identified below:

1. Developer shall reimburse the City for the Dirtworks, Inc. invoice in the amount of \$11,290 for erosion control work done for the stormwater pond in Yerigan Farms 2<sup>nd</sup> Addition.
2. Elin's Lake Road SE must be extended and fully connected to the existing street in the Bridgewater development. Developer must work with the property owner of Parcel 05.004.1900 (Heyda) to assure this is complete.
3. Site Plan Review must be completed and approved by the city. The Site Plan Review includes the following comments/conditions that must be satisfied. This list may not be all-inclusive as additional conditions may be added during continued review of the Site Plan Review process.

### Preliminary Plat

- A. Provide a 10' wide trail easement by separate document on both sides of the property line between lots 2 & 3, and 10 & 11, Block 2. There are planned future trail connections here proposed to the City Park area.

### Preliminary Plans

- A. Revise the pond at Pioneer Trail and Lincoln Street so the outlet is at 949.0 and propose grading to connect this to the 949.0 in the wetland. The pond has a pipe inlet at an elevation of 949.0. The pipe outlet to this pond is at 950.0. The ground at the outlet is at 951.0 so the outlet will be submerged about 1' and the pipe upstream from the pond by about 2'. These submerged pipes can be eliminated if some grading is done at the pipe outlet to the 949.0 elevation about 50' away. This will grading will be in the wetland, but there are already wetland impacts for this project that require a permit.
- B. Provide justification that the proposed treatment areas are treating the required water quality volume (WQV) from newly added impervious areas. The required WQV is 39,780 CF. This volume must be captured from newly added impervious areas at a depth of 1". If WQV is met, it is assumed that water quality requirements are considered to be effectively met. Currently it appears only about 31,000 CF of impervious area is routed to the treatment ponds.
- C. Update the Stormwater Management section of the report to reflect the recent changes in the stormwater plan (number of proposed ponds, etc.).
- D. The SWPPP and HydroCAD report have a different value for added impervious. Please review and revise for consistency as this will affect the WQV calculations.
- E. Add a general note to the preliminary grading plan that temporary sedimentation basins will be included on the final grading plan after phasing is determined. These are required for drainage locations which serve an area of five or more acres disturbed at one time, and that drain to a common location.
- F. Include documentation that all wetland impacts are approved and mitigated for, as required by the LGU and USACE.
- G. Revise the storm sewer so it is located under the street and not in the boulevard where private utilities will be located. While work has been done to reduce this, there are still pipes in the boulevard area where they will conflict with private utilities. This will be reviewed further during final design and changes (including possible additional storm sewer structures) may be made to improve this.
- H. Ensure that all proposed storm sewer pipes have adequate capacity. This will be reviewed further during final design and changes (including possible increased pipe sizes) may be made to improve this.
- I. Enter into a Stormwater Management and Maintenance Agreement with the City for all permanent stormwater management facilities.

Planning

- A. Enter into a Development Agreement with the City for public infrastructure, area charges, parkland dedication requirements, etc.
  
- B. All state, local, and federal permits and applications must be completed and submitted by the applicant and all approvals from each agency must be met.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of Cambridge, Minnesota, approves the proposed Preliminary Plat Extension for one year and the Yerigan Farms 3<sup>rd</sup> Addition preliminary plat will expire on July 19, 2022.

Adopted by the Cambridge City Council

This 19th day of July 2021

\_\_\_\_\_  
James A. Godfrey, Mayor

ATTEST:

\_\_\_\_\_  
Evan C. Vogel, City Administrator

**Resolution No. R20-048**

**RESOLUTION APPROVING A PRELIMINARY PLAT  
YERIGAN FARMS 3<sup>RD</sup> ADDITION**

**WHEREAS**, TL Trucking, LLC, Timothy Landborg, 9084 173<sup>rd</sup> Avenue, Ramsey, MN 55303 is the owner of the property located at:

Outlot A, Yerigan Farms, and Outlot A, Yerigan Farms 2<sup>nd</sup> Addition, Isanti County, Minnesota

Is requesting a Preliminary Plat; and

**WHEREAS**, The Planning Agency of the City has completed a review of the application and made a report pertaining to said request, a copy of which has been presented to the City Council; and

**WHEREAS**, The Planning Commission of the City, on the 4th day of February 2020, following proper notice, held a public hearing to review the request and tabled the discussion to a future meeting to give staff more time to review; and

**WHEREAS**, The Planning Commission held another meeting on July 7, 2020 allowing public comment due to tabling the discussion in February; and

**WHEREAS**, the Planning Commission made a recommendation to approve said request, and it was brought forward for City Council consideration as long as the following conditions can be met:

1. Developer shall reimburse the City for the Dirtworks, Inc. invoice in the amount of \$11,290 for erosion control work done for the stormwater pond in Yerigan Farms 2<sup>nd</sup> Addition.
2. Elin's Lake Road SE must be extended and fully connected to the existing street in the Bridgewater development. Developer must work with the property owner of Parcel 05.004.1900 (Heyda) to assure this is complete.
3. Site Plan Review must be completed and approved by the city. The Site Plan Review includes the following comments/conditions that must be satisfied. This list may not be all-inclusive as additional conditions may be added during continued review of the Site Plan Review process.

Preliminary Plat

- A. Provide a 10' wide trail easement by separate document on both sides of the property line between lots 2 & 3, and 10 & 11, Block 2. There are planned future trail connections here proposed to the City Park area.

Preliminary Plans

- A. Revise the pond at Pioneer Trail and Lincoln Street so the outlet is at 949.0 and propose grading to connect this to the 949.0 in the wetland. The pond has a pipe inlet at an elevation of 949.0. The pipe outlet to this pond is at 950.0. The ground at the outlet is at 951.0 so the outlet will be submerged about 1' and the pipe upstream from the pond by about 2'. These submerged pipes can be eliminated if some grading is done at the pipe outlet to the 949.0 elevation about 50' away. This will grading will be in the wetland, but there are already wetland impacts for this project that require a permit.
- B. Provide justification that the proposed treatment areas are treating the required water quality volume (WQV) from newly added impervious areas. The required WQV is 39,780 CF. This volume must be captured from newly added impervious areas at a depth of 1". If WQV is met, it is assumed that water quality requirements are considered to be effectively met. Currently it appears only about 31,000 CF of impervious area is routed to the treatment ponds.
- C. Update the Stormwater Management section of the report to reflect the recent changes in the stormwater plan (number of proposed ponds, etc.).
- D. The SWPPP and HydroCAD report have a different value for added impervious. Please review and revise for consistency as this will affect the WQV calculations.
- E. Add a general note to the preliminary grading plan that temporary sedimentation basins will be included on the final grading plan after phasing is determined. These are required for drainage locations which serve an area of five or more acres disturbed at one time, and that drain to a common location.
- F. Include documentation that all wetland impacts are approved and mitigated for, as required by the LGU and USACE.
- G. Revise the storm sewer so it is located under the street and not in the boulevard where private utilities will be located. While work has been done to reduce this, there are still pipes in the boulevard area where they will conflict with private utilities. This will be reviewed further during final design and changes (including possible additional storm sewer structures) may be made to improve this.
- H. Ensure that all proposed storm sewer pipes have adequate capacity. This will be reviewed further during final design and changes (including possible increased pipe sizes) may be made to improve this.
- I. Enter into a Stormwater Management and Maintenance Agreement with the City for all permanent stormwater management facilities.

#### Planning

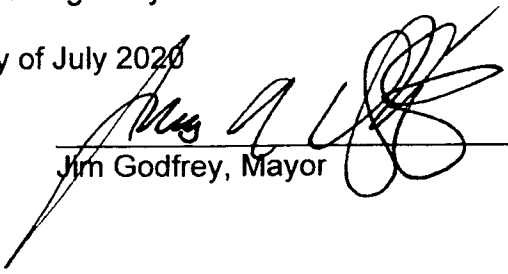
- A. Enter into a Development Agreement with the City for public infrastructure, area charges, parkland dedication requirements, etc.
- B. All state, local, and federal permits and applications must be completed and submitted by the applicant and all approvals from each agency must be met.



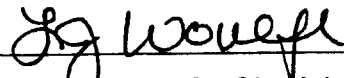
**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of Cambridge, Minnesota, approves the proposed Preliminary Plat.

Adopted by the Cambridge City Council

This 20th day of July 2020

  
\_\_\_\_\_  
Jim Godfrey, Mayor

ATTEST:

  
\_\_\_\_\_  
Linda J. Woulfe, City Administrator





**7G SEH Proposal for Engineering Services for the Sandquist Park Improvement Project**  
**July 19, 2021**

Prepared by: Todd Schwab, Public Works/Utilities Director

**Background**

On 05/17/2021 Council authorized staff to proceed with plans and specifications for the Sandquist Park Improvement Project. The project will consist of the construction of one softball field, one multi-use field, one baseball field, and a parking lot. A second baseball field will be bid as an alternate and will be built if adequate funds are available. The project will also include lighting and irrigation as is required.

The first step in the process is to survey the project site, design the proposed improvements, and prepare the construction plans.

I have included a proposal from SEH to perform the above mentioned services. The proposal to provide those services is in the amount of an estimated maximum fee of \$27,500. The proposal with a detailed list of services is included.

**Fiscal Note**

The cost of the services will be funded by the Local Option Sales Tax Fund 299.

**Recommendation**

Staff Recommends approving the proposal from SEH for Professional Engineering Services for the Sandquist Park Improvements Project.

**Included**

SEH proposal for engineering services for proposed improvements at Sandquist Park.



Building a Better World  
for All of Us®

July 7, 2021

RE: City of Cambridge, Minnesota  
Sandquist Park Field and Lot Improvements

Todd Schwab, Public Works Director  
City of Cambridge, Minnesota  
300 NE 3rd Avenue  
Cambridge, MN 55008-1281

Dear Todd:

SEH is pleased to submit this proposal for professional engineering services for proposed improvements to Sandquist Park. The proposed improvements consist of a new softball field with lighting, two new baseball fields, a multi-use field and a parking lot.

The proposed professional engineering services consist of surveying the project site, designing the proposed improvements, preparing construction plans and assisting the City's Construction Manager during construction. These services are detailed on the attached spreadsheet.

We propose to perform these services on an hourly basis for an estimated maximum fee of \$27,500. Services will be performed in accordance with the General Agreement for Engineering Services between the City and SEH. We will invoice the City on the basis of actual hours spent at current billing rates plus the actual cost of reimbursable expenses up to the maximum fee amount. Any additional services requested by the City will be invoiced on the basis of actual hours spent at current billing rates plus the actual cost of reimbursable expenses after review and approval by the City. All services will be invoiced for monthly.

We propose to complete the design and plans by this fall. Depending upon contractor availability and pricing, construction may be able to begin late fall or else in the spring of 2022.

If this proposal is acceptable, please sign one copy and return it to us for our records. If you would like to discuss these services in detail, please contact me. Thank you for this opportunity to serve the City of Cambridge, we appreciate it!

Sincerely,

Todd M. Blank, PE  
Principal  
Attachment

Accepted this \_\_\_ day of \_\_\_\_\_, 2021.

**City of Cambridge, Minnesota**

By: \_\_\_\_\_

Attest: \_\_\_\_\_

FEASIBILITY STUDY PROPOSAL FEE ESTIMATE

CAMBRIDGE, MINNESOTA  
 SANDQUIST PARK IMPROVEMENTS  
 SURVEY, DESIGN & PLANS  
 SEH NO. P-160807  
 7/7/2021

P142

NO.	TASK	HOURS						
		PROJECT MANAGER	SR. ENG.	PROJECT ENGINEER	SENIOR TECH	WORD PROCESSOR	SURVEY LEAD	SURVEY ASST.
	<b>Plans, Specs &amp; Bidding</b>							
1	Review project in field	1		1				
2	Perform preliminary surveys			1			24	16
3	Obtain existing private utility information				2			
4	Prepare topographic drawings incl. private utilities			1	6			
5	Layout softball, two baseball and multi use fields	1		4	4			
6	Design parking lot			1	2			
7	Set proposed site grades	1		2	12			
8	Calculate grading earthwork quantities			1	4			
9	Site Stormwater Management-design pond	1	4	12	16			
10	Prepare SWPPP			2	4			
11	Prepare Title sheet			1	1			
12	Prepare Detail sheets	1		4	8			
13	Prepare Site Plan	2		4	12			
14	Prepare Grading & Drainage Plan	2		2	12			
15	Prepare Erosion Control & Turf Establishment plan	1			4			
16	Review Plans with City	2						
17	Prepare Final Plans	1		2	4			
18	Estimate Construction Quantities			2	6			
19	Prepare cost estimate			2	4			
20	Assist Construction Manager during construction	4		4				
<b>TOTAL HOURS</b>		17	4	46	101	0	24	16
<b>TOTAL FEE</b>		<b>\$27,500</b>						

**7H Russell Mann Proposal for General Contractor Services for the Proposed Sandquist Park Improvements Project.**

**July 19, 2021**

Prepared by: Todd Schwab, Public Works/Utilities Director

**Background**

The Sandquist Park Improvements Project is scheduled to proceed shortly, with the planning stage scheduled to start in July. The last improvement project that was done at Sandquist Park was in 2013-2014. The improvement project consisted of the addition of a softball field and a baseball field. During that project the services of Russell Mann were enlisted as a General Contractor. Mr. Mann has been involved with the construction of numerous athletic fields in the general Contractor capacity over the years.

I have approached Mr. Mann and he has agreed to submit a proposed contract to serve in a general contractor role for the latest improvement project. Mr. Mann has submitted 3 separate proposals and the basis of the proposals are as follows:

**Baseball Field Proposal**

- \$7900.00 for services listed to construct 1 baseball field.
- \$6100.00 for services listed to construct the second (alternate) baseball field.
- \$1900.00 for services rendered if one of the fields (alternate) is not built.

**Softball Field Proposal**

- \$7900.00 for services listed to construct 1 softball field.

**Multi-Purpose Field & Parking Lot**

- \$2900.00 for services listed to construct 1 multi-purpose field and parking lot.

**Fiscal Note**

The cost of the services will be funded by the Local Option Sales Tax Fund 299.

**Recommendation**

Given the outcome of the last project and the fine working relationship Mr. Mann has had with the City of Cambridge and the local Sports Associations, staff is recommending entering into contract with Russell Mann to supply General Contractor services for the amounts listed above.

**Included**

Russell Mann General Contractor Proposals



**Russell Mann**  
**PO Box 17370 Lot 2567**  
**St. Paul, MN 55117**

## **General Contractor Proposal**

**THIS Proposal** made the 6<sup>th</sup> day of July 2021, by Russell Mann- Mann Field

hereafter called the Contractor for consideration by The City of Cambridge, hereinafter called the Owner.

### **Scope of Work**

The Contractor shall perform all of the work on the property at Sandquist Park Isanti County, MN.  
Lead the construction of one All-purpose Field and parking lot.

The Owner shall provide security throughout the construction project which may include construction barricades if needed.

### **Work to be performed**

1. **Meet with the Owners Park Staff and City Engineer to discuss the scope of the project.**
2. **Design and create a construction layout including elevations with the City Engineer.**
3. **Secure quotes from two to three Vendors in each category to determine the best value.**
4. **Hire vendors (with Owners permission) to secure schedules and construction dates.**
5. **Oversee and participate with Surveyor on layout and elevations.**
6. **Oversee construction of subgrades and elevation by Construction vendor.**
7. **Oversee final construction of irrigation system by vendor.**
8. **Oversee spreading of topsoil by construction vendor.**
9. **Oversee laying of sod or hydro-seeding whether by vendor or volunteers.**
10. **Provide the City Council with progress reports throughout the process.**
11. **The project is expected to be completed by June 1, 2022.**

### **Contract Price**

The Contractor shall be paid by the Owner the sum of \$2,900.00 for the services listed above.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Signed this 6<sup>th</sup> day of July, 2021

Owner \_\_\_\_\_

Contractor 





**Russell Mann**  
**PO Box 17370 Lot 2567**  
**St. Paul, MN 55117**

## **General Contractor Proposal**

**THIS Proposal** made the 6<sup>th</sup> day of July 2021, by Russell Mann- Mann Field

hereafter called the Contractor for consideration by The City of Cambridge, hereinafter called the Owner.

### **Scope of Work**

The Contractor shall perform all of the work on the property at Sandquist Park Isanti County, MN.  
Lead the construction of one Softball Field with a 300 foot outfield fence, lime infield and multiple base positions.

The Owner shall provide security throughout the construction project which may include construction barricades if needed.

### **Work to be performed**

1. **Meet with the Owners Park Staff and CIASA Leadership to discuss the scope of the project.**
2. **Design and create a construction layout including elevations with the City Engineer.**
3. **Write a Minnesota Twins Grant listing the City of Cambridge and CI (GSFA) softball as recipients.**
4. **Secure quotes from two to three Vendors in each category to determine the best value.**
5. **Hire vendors (with Owners permission) to secure schedules and construction dates.**
6. **Oversee and participate with Surveyor on layout and elevations.**
7. **Oversee construction of subgrades and elevation by Construction vendor.**
8. **Oversee start up construction of irrigation system by vendor.**
9. **Oversee construction of backstop and fencing by fencing vendor.**
10. **Oversee Concrete Mason with work performed on dugout and bleacher slabs.**
11. **Oversee final construction of irrigation system by vendor.**
12. **Oversee spreading of topsoil and ball field lime by construction vendor.**
13. **Oversee laying of sod whether by vendor or volunteers.**
14. **Provide the City Council with progress reports throughout the process.**
15. **The project is expected to be completed by June 1, 2022.**

### **Contract Price**

The Contractor shall be paid by the Owner the sum of \$7,900.00 for the services listed above.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Signed this 6<sup>th</sup> day of July, 2021

Owner \_\_\_\_\_

Contractor \_\_\_\_\_



**Russell Mann**  
**PO Box 17370 Lot 2567**  
**St. Paul, MN 55117**

## **General Contractor Proposal**

**THIS Proposal** made the 6<sup>th</sup> day of July 2021, by Russell Mann- Mann Field

hereafter called the Contractor for consideration by The City of Cambridge, hereinafter called the Owner.

### **Scope of Work**

The Contractor shall perform all of the work on the property at Sandquist Park Isanti County, MN.  
Lead the construction of one Little League Baseball Field with a 250 foot outfield fence, lime infield and multiple base positions.

The Owner shall provide security throughout the construction project which may include construction barricades if needed.

### **Work to be performed.**

- 1. Meet with the Owners Park Staff and CICB Leadership to discuss the scope of the project.**
- 2. Design and create a construction layout including elevations with the City Engineer.**
- 3. Write a Minnesota Twins Grant listing the City of Cambridge and CI (GSFA) softball as recipients.**
- 4. Secure quotes from two to three Vendors in each category to determine the best value.**
- 5. Hire vendors (with Owners permission) to secure schedules and construction dates.**
- 6. Oversee and participate with Surveyor on layout and elevations.**
- 7. Oversee construction of subgrades and elevation by Construction vendor.**
- 8. Oversee start up construction of irrigation system by vendor.**
- 9. Oversee construction of backstop and fencing by fencing vendor.**
- 10. Oversee Concrete Mason with work performed on dugout and bleacher slabs.**
- 11. Oversee final construction of irrigation system by vendor.**
- 12. Oversee spreading of topsoil and ball field lime by construction vendor.**
- 13. Oversee laying of sod whether by vendor or volunteers.**
- 14. Provide the City Council with progress reports throughout the process.**
- 15. The project is expected to be completed by June 1, 2022.**

### **Contract Price**

The Contractor shall be paid by the Owner the sum of \$7,900.00 for the services listed above.


The Contractor shall be paid by the Owner the sum of \$6,100.00 for the services listed above for a second ballfield.

The Contractor shall be paid by the Owner the sum of \$1,900.00 for the bidding services if a ballfield is canceled.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Signed this 6<sup>th</sup> day of July, 2021

Owner \_\_\_\_\_

Contractor 

## **71 Maguire Iron Inc. Proposal for Demolition of the Rum River Drive Water Tower**

**July 19, 2021**

Prepared By: Todd Schwab, Public Works/Utilities Director

### **Background**

The new 750,000 gallon water tower (Tower #2) was completed and put on line earlier this year. When the new water tower was put on-line the existing 300,000 gallon located on Rum River Drive (Tower #3) was taken out of service. Tower #3 was in need of substantial interior and exterior coating work, as well as numerous structural modifications to make it OSHA compliant.

When Tower #2 was in the design phase extensive computer modeling was performed on the water system and it was determined that Tower #3 was not needed. Tower #2 would supply more than adequate water pressure and volume in the present and ultimate water system design.

Given the cost associated with bringing Tower #3 up to code and the lack of need for the tower, I have obtained a quote to have it demolished. The quote was supplied by Maguire Iron Inc. and is for the amount of \$24,200.00. The work could begin as early as October 1, 2021.

### **Fiscal Note**

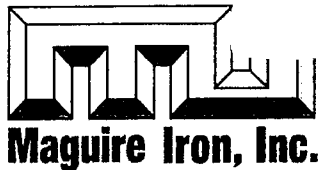
There are adequate funds in the Water Utility Budget to complete the work.

### **Recommendation**

Authorize staff to enter into contract with Maguire Iron Inc. to demolish Water Tower #3.

### **Included**

Maguire Iron Inc. Contract for Services for the demolition of Water Tower #3 for the contract price of \$24,200.00



# WATER TOWER EXPERTS

✉ info@maguireiron.com

📍 1610 N. Minnesota Ave  
Sioux Falls, SD 57104

☎ (605) 334-9749

## CONTRACT FOR SERVICES

This contract made and entered into this 09 day of July, 2021, by and between CAMBRIDGE, MN - CITY OF hereinafter called the "Owner" or "Customer" and Maguire Iron, Inc., a South Dakota Corporation with its principal office located in Sioux Falls, South Dakota, hereinafter called the "Contractor" or "Company" for and in consideration of the mutual covenants and promises hereinafter contained.

### Multi-Leg - 300MG

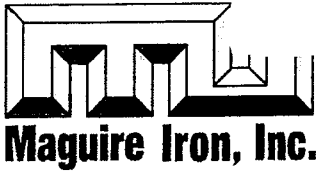
#### WITNESSETH:

Contractor agrees to make the following repairs and improvements on the Owner's water supply tank, and to furnish the necessary equipment, labor, material, as well as Workmen's Compensation Insurance and Contractor's Liability Insurance, and to do the work hereinafter stated in a good and workmanlike manner.

#### 300MG Elevated tank demolition

- Contractor will receive and dispose of the scrap metal from the tank.
- This price does not include foundation removal or water line capping.
- The attached overhead indicates the building that will need to either be removed prior to our arrival or permission given to tip the structure on top of it and leave the debris in a pile for others to dispose of at a later time.
- The owner will be responsible for having two sides of the C.L. fence taken down prior to our arrival.
  - a. Contractor can take it down and scrap it out, or we can take down the fence fabric, roll it back, then leave it for others to reinstall at a later time.
  - b. Pulling the fence posts, typically damages them. Contractor will not guarantee the posts would not get damaged. If you want the posts scrapped out, we can. If they need to be salvaged, have them removed prior to tank demo.
- Part of the tank fall zone will go on what we consider a slightly separate lot, due to the change in vegetation. If this is an accurate statement, the owner will be responsible for locating and obtaining permission for a small portion of the tower to fall onto that property.
- If this project can occur in or before Oct 1, we would appreciate it. If not, we reserve the right to put the dismantle off until Spring 2022.
- The owner is responsible for providing a good water supply, to be used for fire prevention & (if necessary) extinguishing. An active fire hydrant within 300ft is most preferred; however an available source with high pressure is acceptable as we run multiple garden hoses at the same time. We have an adaptor to convert from 1 fire hose to several garden hoses, & run several garden hoses/sprinklers at once.
- If sediment residue exists inside the tank at the time of demo, contractor reserves the right to leave it on site for others to deal with at a later time.
- We are aware the existing paint coatings may contain lead based paint. If the existence of any other hazardous materials including, but not limited to coal tar coatings, PCB's, asbestos, etc., our price is invalid.
- Note: This proposal may be withdrawn by us if not accepted with in 100 days.

Owner will inspect the work as it progresses and upon completion and acceptance by Owner of the above work, the sum of \$ 24,200.00 plus applicable sales, excise, and/or use tax shall become due and payable in full.



# WATER TOWER EXPERTS

✉ info@maguireiron.com  
📍 1610 N. Minnesota Ave  
Sioux Falls, SD 57104  
☎ (605) 334-9749

**Terms:** Net 30 days from acceptance and invoicing, plus applicable sales, use, excise, transfer or similar taxes required by law. A service charge of 1½% per month (annual rate of 18%) will be charged on past due accounts. During any exterior painting, Owner shall assist in removing any vehicles in the area which might receive paint damage. Contractor will exercise reasonable care and caution to avoid, but will accept no liability for damage to antenna, communication, telemetry and/or electrical system(s) which may be attached to the structure. Removal, repair and/or replacement of the antenna, communication, telemetry and/or electrical system(s) shall be the responsibility of the Owner. Contractor may apply a temporary surcharge to amounts otherwise payable under this Agreement to reflect significant cost increases for materials, supplies, and/or fuel during high inflationary periods. Owner and the authorized agents signing this contract as such agents do hereby expressly warrant that Owner has authority to make and enter into this contract and that it becomes a party hereto pursuant to a lawful resolution duly and regularly adopted by the governing board of said Owner pursuant to the applicable statutes of this State. Customer shall reimburse Company for all travel, meal and entertainment expenses incurred by Company and its employees in connection with Company's performance under the contract. To the extent that any meal or entertainment expenses incurred by Company or its employees are subject to the limitation on deductibility under IRC Section 274(n) (1) and the Regulations thereunder, Customer shall be subject to the limitation and shall reduce its deduction accordingly. **This is included in the contract amount.**

The owner will be responsible to the Company for the cost (at current market rates) of any work that has been performed prior to termination.

**HAZARDOUS MATERIAL DISCLAIMER:** *In the event that hazardous materials are on the water tank and this information is not addressed in the specification or made known to Maguire Iron, Inc. prior to the price or bid being supplied by Maguire Iron, Inc., any additional means of hazardous material abatement or disposal costs will be born upon the Owner.*

This constitutes the entire contract. No verbal agreements or additions will be honored. Any amendments or additions hereto must be in writing and executed by the duly authorized agents and officers of the parties hereto.

IN WITNESS WHEREOF, we have set our hands and seals the day and year above written.

Owner: CAMBRIDGE, MN - CITY OF

MAGUIRE IRON, INC.

By: \_\_\_\_\_ (Name) \_\_\_\_\_ (Title)

By: \_\_\_\_\_ (Name) \_\_\_\_\_ (Title)

By: Kyle Fischer 07/09/2021  
(Authorized Agent) (Date)

Date Accepted: \_\_\_\_\_  
Upon acceptance, please provide two (2) signatures and date the agreement.

Prepared by: Todd S. Schuster – Chief of Police

**Background:**

Shortly after Scott Horsman turned in his resignation and had it accepted by City Council, he approached me and said that after talking to several people, he has reconsidered his resignation and wondered if it would be possible for him to stay with us in a part-time capacity.

I asked him to write a letter formally requesting this employment status request and told him that I would present it to City Council for consideration.

From my perspective, I would benefit from having Scott on as a part-time officer. With our current openings that we have, having Scott available to cover some shifts would be highly beneficial. When we get back to full staff, having him available to work at events would also be helpful.

**Recommendation:**

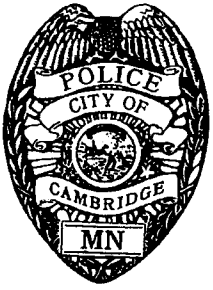
Grant Scott's request to remain a member of the Cambridge Police Department in a part-time capacity.

**Fiscal Note:**

N/A – Adding Scott on as a part-time officer would be paid for using the already-funded Temporary / Seasonal Employee line item.

**Attachments:**

Request from Scott Horsman



Cambridge  
**POLICE  
DEPARTMENT**

300 3rd Avenue N.E.  
Cambridge, Minnesota 55008  
(763) 689-9567  
Fax: (763) 689-5134

---

Scott Horsman

345 Roosevelt St., Unit B

Cambridge, MN 55008

7/9/2021

Todd Schuster, Chief of Police; Evan Vogel, City Administrator; Jim Godfrey, Mayor; Cambridge City Council Members

300 3<sup>rd</sup> Ave NE

Cambridge, MN 55008

Dear Chief Schuster, Administrator Vogel, Mayor Godfrey, and City Council Members,

After reconsideration, I would like to rescind my resignation and instead request an employment status change from full-time to part-time patrol officer.

My previous decision to resign was based on information I believed to be true and accurate at the time, which I have since learned was not. However, I have made a commitment to my previous employer to return to full time status. I feel that I need to honor that commitment.

I would, however, like to remain a part-time member of the Cambridge Police Department. Having completed the field training program, I am able to provide value to the department by covering open shifts as the department is currently shorthanded. Remaining part-time will also provide me the opportunity to continue to learn and grow as an officer, and hopefully return to full-time status one day.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Horsman", with a long horizontal line extending to the right.

Scott Horsman

Prepared by: Todd S. Schuster – Chief of Police

**Background:**

Once work began on the City Hall side of the roof project, it quickly became apparent that there was much more wet insulation in the existing roof than was thought during the bidding process. I understood that this was because of the existing ballast that was on the old roof made it difficult to estimate. Because of the large amount of extra wet insulation, the allotted product in the original accepted bid was quickly used up. Because of the roof style (no ballast) and based on the work that has already been done on the City Center Mall side of the project, Inspec and Versacon are confident that their original estimates of wet insulation will on target. There were also other processes that were able to be changed to still meet all building codes, yet save money on the project.

I am here tonight to ask you to consider the 2 proposal requests and authorize the wet insulation replacement.

Proposal Request 1 is to remove parapet blocking and replace with new 2X6 wood blocking: This proposal neither adds nor detracts from the original bid price.

Proposal Request 2 is to eliminate wood blocking and plywood at 28 skylights and to install new 2X4 at the top of the curb; and to eliminate wood blocking at west parapet: This proposal gives the city a credit of \$5,459.

Finally, replacement of the extra 99,268 board feet of wet insulation @ \$1.00/board foot = \$99,268

If all is accepted, a Change Order to the contract would be \$93, 809.

Cynthia Long from Inspec is here to answer any of the technical questions.

**Recommendation:**

Approve both proposals and wet insulation replacement

**Fiscal Note:**

In speaking with Finance Director Moe, there is the necessary funds available to cover this change since the original bid was below what was budgeted for.

**Attachments:**

Inspec Documentation



**Cambridge City Hall and City Center Mall Roof Replacement and Mechanical Rehabilitation**

---

**Submitted for City Approval. If approved, a Change Order to the Contract would be issued for \$93,809 (breakdown for each change below)**

**Proposal Request 1 to remove parapet blocking and replace with new 2x6 wood blocking: No Charge**

**Proposal Request 2 to eliminate wood blocking and plywood at 28 skylights and to install new 2x4 at top of the curb; and to eliminate wood blocking at west parapet: Credit (\$5,459)**

**Wet Insulation Replacement per Versacon pricing dated 07/02/21:**

Replaced 99,268 board feet @ 1.00/board foot = Add \$99,268

# AIA® Document G709™ – 2018

## Proposal Request

**PROJECT:** *(name and address)*  
Roof Replacement and Mechanical  
Rehabilitation at Cambridge City Hall and  
the City Center Mall  
Cambridge, Minnesota

**CONTRACT INFORMATION:**  
Contract For: General Construction

Architect's Project Number: 214996.6  
Proposal Request Number: 001

Date: November 10, 2020

Proposal Request Date: June 4, 2021

**OWNER:** *(name and address)*  
City of Cambridge & Economic  
Development Authority  
300 Third Avenue NE  
Cambridge, MN 55008

**ARCHITECT:** *(name and address)*  
Inspec, Inc.

5801 Duluth Street  
Golden Valley, MN 55422

**CONTRACTOR:** *(name and address)*  
Versacon, Inc.

9443 Science Center Drive  
Minneapolis, MN 55428

The Owner requests an itemized proposal for changes to the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. The Contractor shall submit this proposal within Zero (0) days or notify the Architect in writing of the anticipated date of submission.

*(Insert a detailed description of the proposed modifications to the Contract Documents and, if applicable, attach or reference specific exhibits.)*

In response to RFI 6, provide a not-to-exceed price (with a breakdown for labor and materials), to remove existing parapet blocking (shown dashed on attached detail) and replace with new 2x6 as indicated on Revised Detail 4/A2.

**THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE, OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**

**REQUESTED BY THE ARCHITECT:**

Cynthia Long, Project Manager  
**PRINTED NAME AND TITLE**

NOTE:

- 1. AT SIM. TO LOCATION AREAS A1 AND B1 HEIGHT AND WIDTH OF PARAPET VARIES

10  
A2

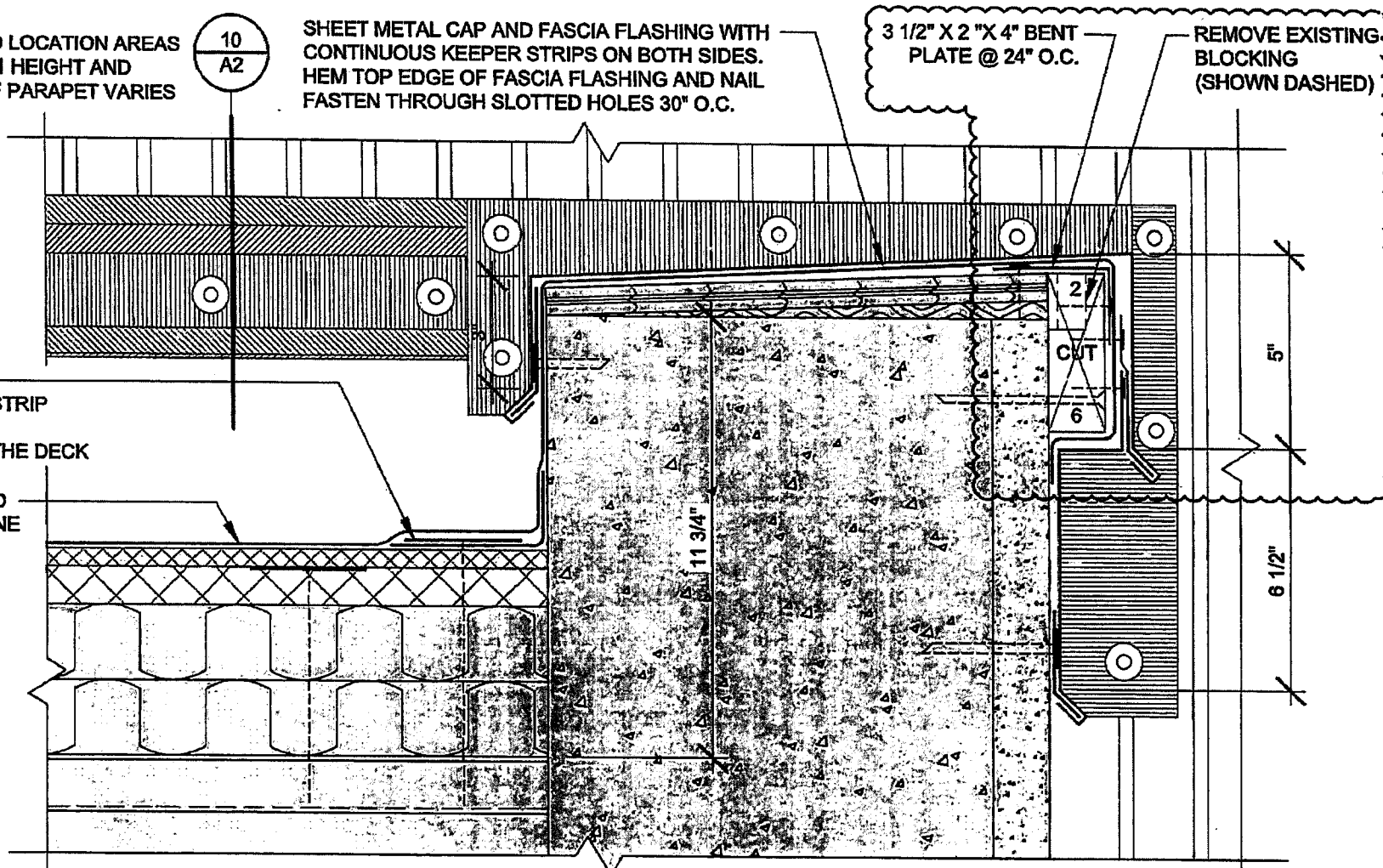
SHEET METAL CAP AND FASCIA FLASHING WITH CONTINUOUS KEEPER STRIPS ON BOTH SIDES. HEM TOP EDGE OF FASCIA FLASHING AND NAIL FASTEN THROUGH SLOTTED HOLES 30" O.C.

3 1/2" X 2" X 4" BENT PLATE @ 24" O.C.

REMOVE EXISTING BLOCKING (SHOWN DASHED)

MEMBRANE SECUREMENT STRIP MECHANICALLY FASTENED TO THE DECK

FULLY ADHERED EPDM MEMBRANE



P155

4  
A2

PARAPET DETAIL (REVISED)

3" = 1'-0"

PR 001

AREA B1  
SIM. TO AREAS B1

Project Title: CAMBRIDGE CITY HALL AND CITY CENTER MALL  
ROOF REPLACEMENT AND MECHANICAL REHABILITATION

Client: CITY OF CAMBRIDGE  
300 THIRD AVE. NE. CAMBRIDGE, MN 55008

DATE: 06/02/2021  
CLIENT PROJECT No.: 000000  
INSPEC PROJECT No.: 214996  
PROJECT MGR: CL  
DRAWN BY: KP  
CHECKED BY: CL



INSPEC

3601 Duluth Street  
Minneapolis, MN  
55422  
Ph. 769-346-3434

© 2020

## Proposed Change Quotation



To: Inspec Attn: Cynthia Long

Project: Cambridge City Hall Reroof Our Job #: 200167

PR #: 001 - RFI Response 5 and 6 - Wood Blocking Detail COP #: \_\_\_\_\_

Description of Change: Demo and Remove 1x material and replace with new 2x6 Date: 7/2/2021  
Use BDFT of 1,000 allowance

**Labor Costs:**

Supervision	0		Hours At	\$ 78.00	\$ -
Project Management	0		Hours At	\$ 79.00	\$ -
Carpenter	0		Hours At	\$ 78.00	\$ -
Trucking	0		Hours At	\$ 78.00	\$ -
Laborer	0		Hours At	\$ 78.00	\$ -
Cleaning/Labor	0		Hours At	\$ 78.00	\$ -
<b>TOTAL LABOR COST</b>				<b>\$</b>	<b>-</b>

**Material Costs:**

			\$	-	
			\$	-	
			\$	-	
			\$	-	
			\$	-	
Subtotal			\$	-	
Sales Tax @ 7.625%			Included	-	
<b>TOTAL MATERIAL COSTS</b>				<b>\$</b>	<b>-</b>

**Subcontractor Costs:**

North Tec	NO CHARGE		\$	-	
	Material = See Attached Breakout		\$	-	
	Labor-See Attached Breakout				
	Material = See Attached Breakout				
			\$	-	
<b>TOTAL SUBCONTRACT COSTS</b>				<b>\$</b>	<b>-</b>

**Summary:**

Labor & Material Costs			\$	-	
	10 % Markup Versacon Costs		\$	-	
Subcontractor Costs			\$	-	
	5 % Markup Subcontractor Costs		\$	-	
Subtotal			\$	-	
Bond Premium 1% Adjustment			\$	-	
<b>TOTAL THIS PROPOSAL</b>				<b>\$</b>	<b>-</b>

Schedule: ADD Days



**COMMERCIAL FLAT ROOFING  
ARCHITECTURAL SHEET METAL**

**Request for  
Change Order**  
# 1

To: Versacon  
9443 Science Center Dr.  
Minneapolis. MN 55428

Project: Cambridge City Hall/Mall  
Cambridge, MN

Attn: Nathan Thome

Contract For: Roofing, Roof Related  
Carp. & Sheet Metal  
Contract Date: 1-6-21

This Request for Change Order includes all material, labor, equipment necessary to complete the following work at the south & east parapets at roof area A1. Total lineal footage 390' lineal ft total.

Note: Sheet metal was removed at east parapet on 6-7-21 to confirm wood blocking assembly. See photos below:

Demo and remove existing 1x wood material and associated shims/blocks from the face of the existing wood blocking at the exterior of the precast concrete wall panel, dispose of debris. Furnish and install new 2x6 wood framing material at exterior face of precast wall panel. New 2x6 wood framing material to be mechanically anchored to raked finish at precast.

Increase this Request for Change order: \$0  
(zero dollars).

292.5 Board ft. of lumber replacement to be completed

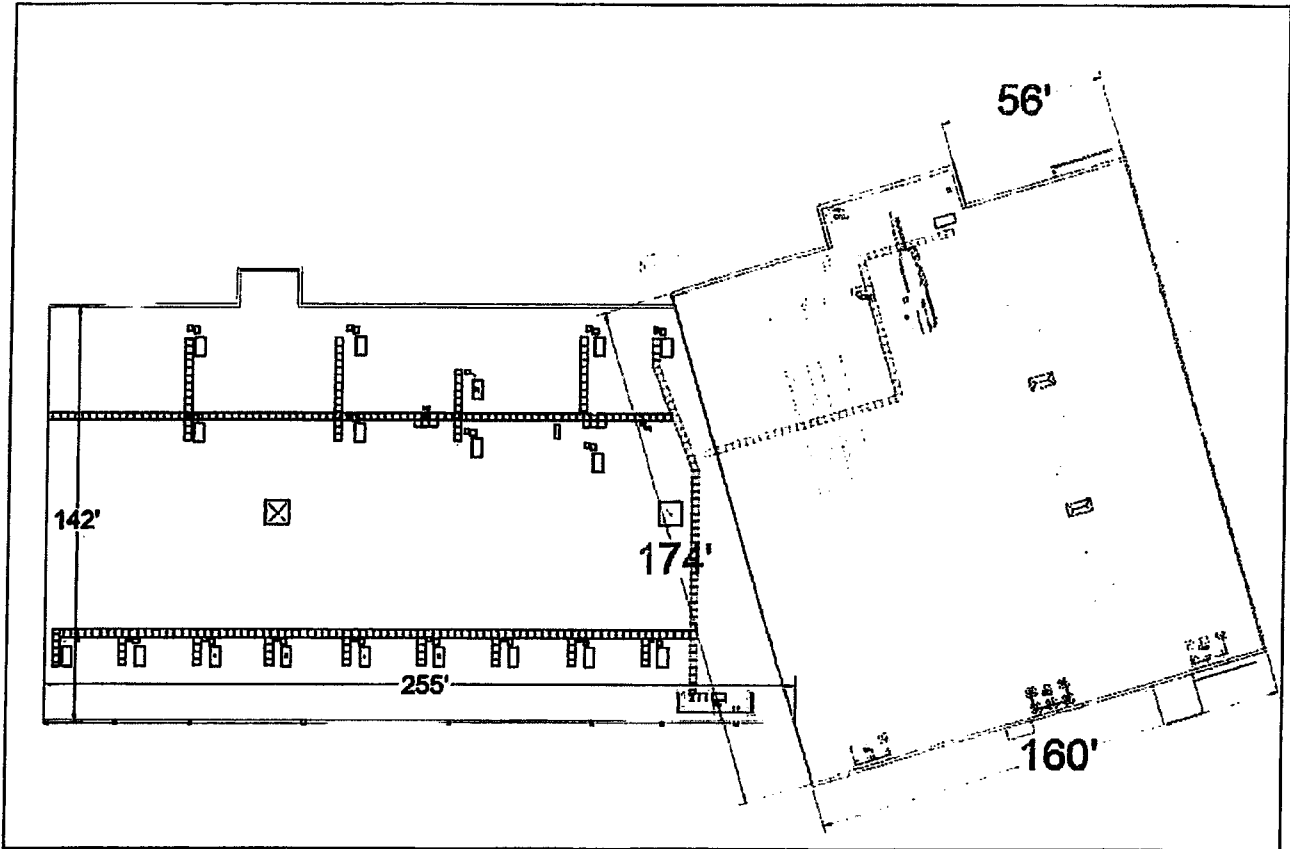
707.5 Board ft. of lumber replacement remain of the 1,000 BF replacement allowance in contract.

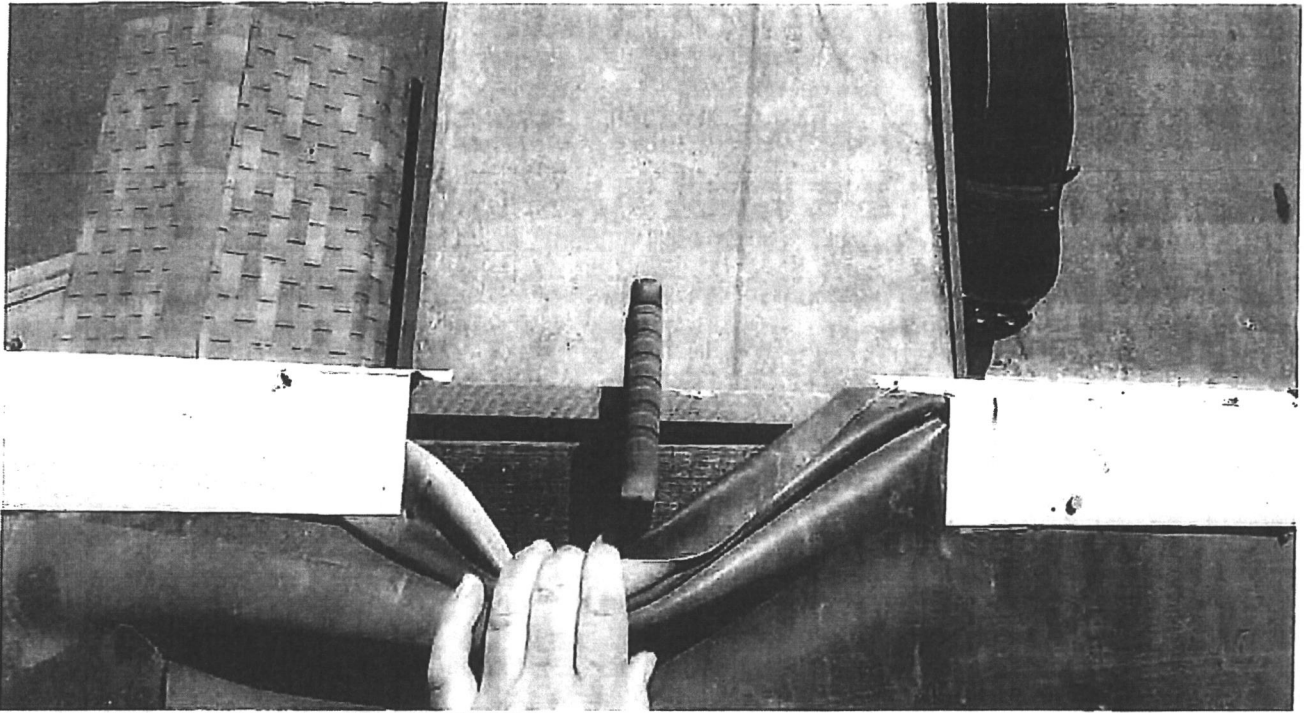
By: Chase Semmer P.M.  
Date: 6/25/21

Accepted By: \_\_\_\_\_  
Date: \_\_\_\_\_

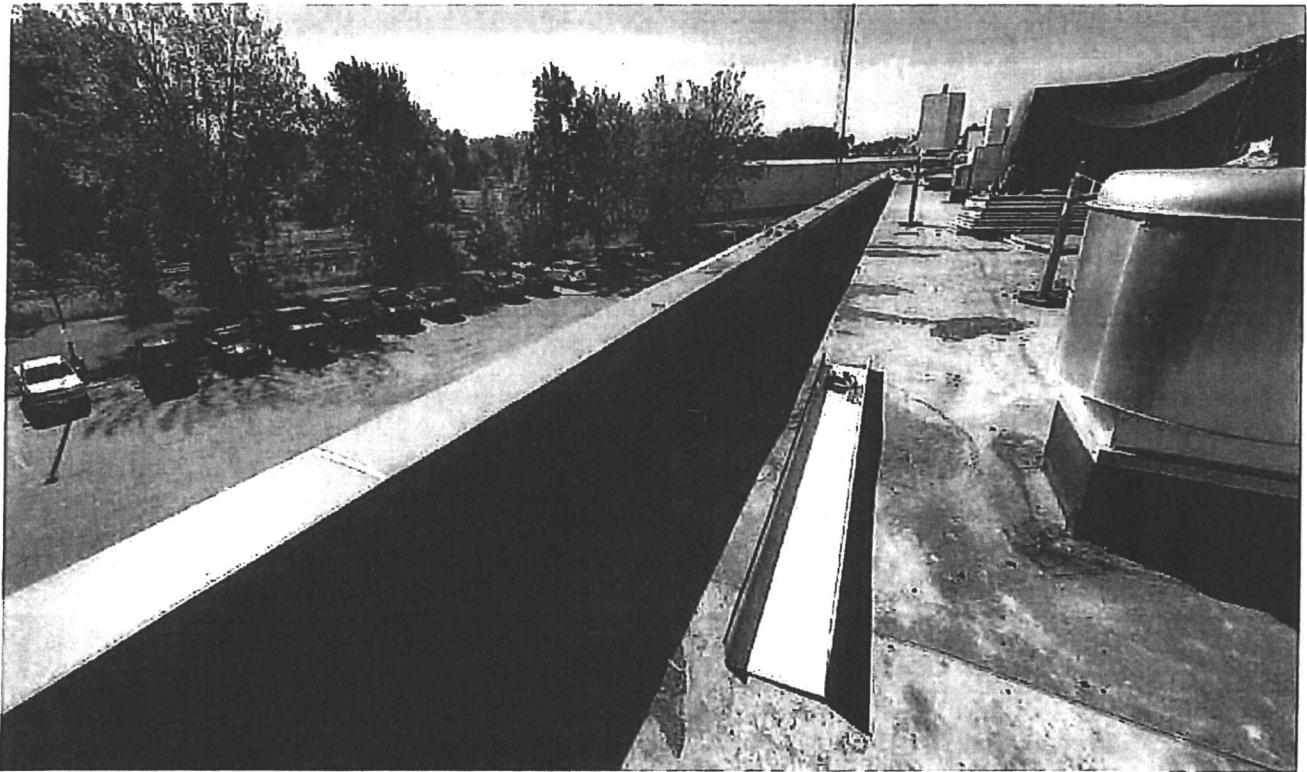
The work covered by this Change Order shall be performed under the same terms and conditions as specified in the original contract and will not be performed until we have received written Authorization. This quote for change order is valid for 14 days.

# INSPEC PR#001 WORK AREAS





A1 - EAST PARAPET OVERVIEW PHOTO

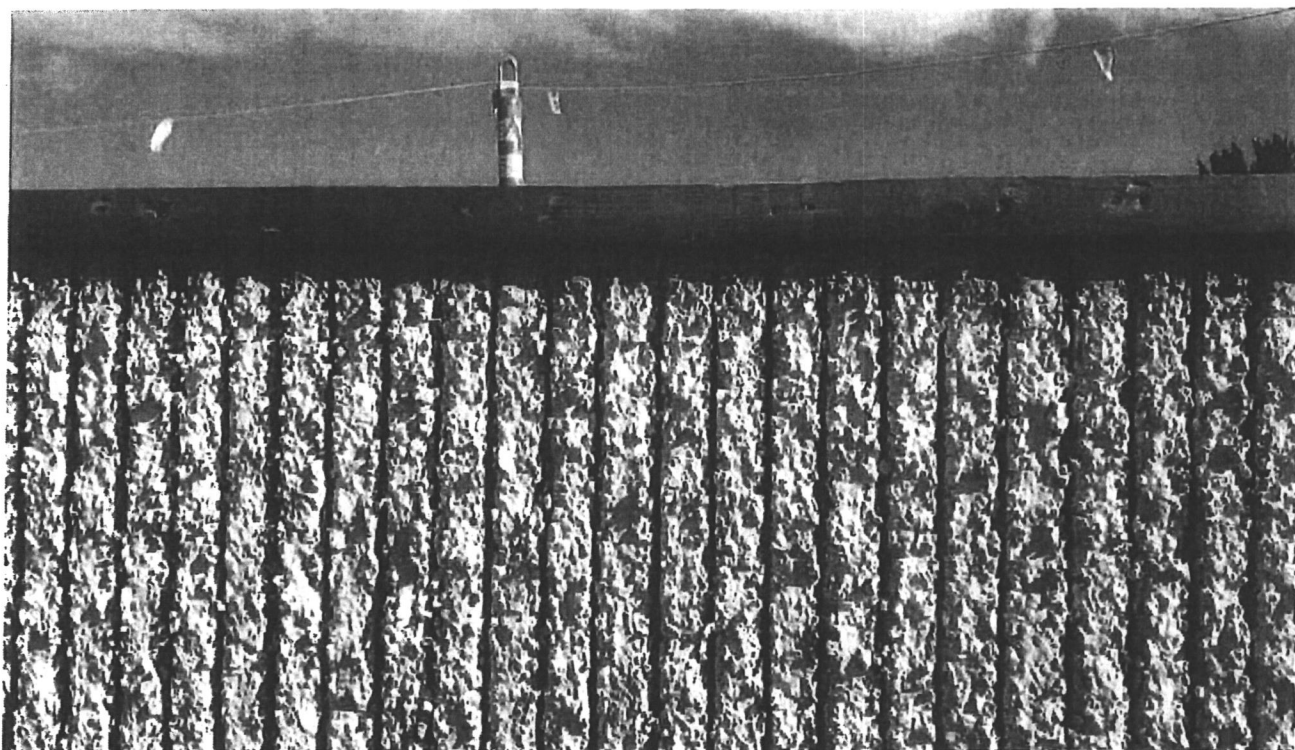


A1 - EAST PARAPET OVERVIEW PHOTO

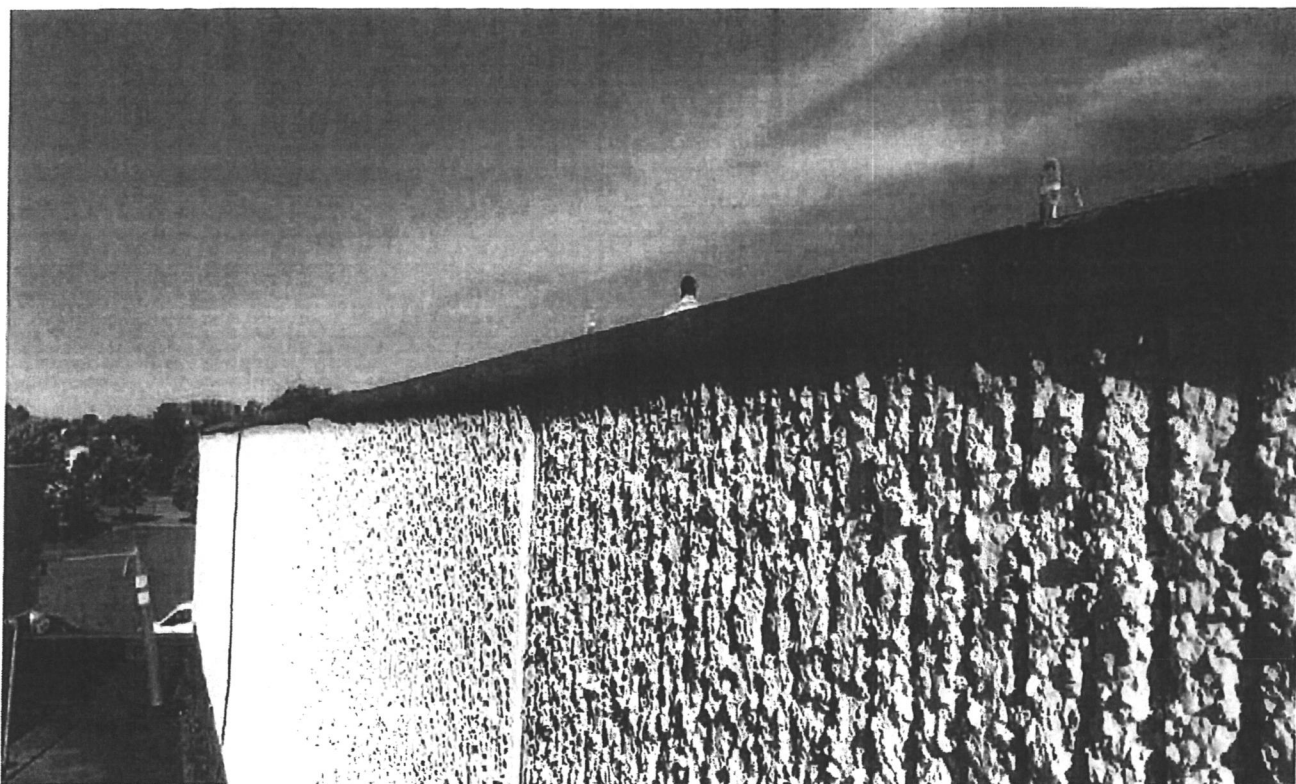


A1 - SOUTH PARAPET OVERVIEW PHOTO





A1 - SOUTH PARAPET OVERVIEW PHOTO



A1 - SOUTH PARAPET OVERVIEW PHOTO

# AIA<sup>®</sup> Document G709™ – 2018

## Proposal Request

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<b>PROJECT:</b> <i>(name and address)</i> Roof Replacement and Mechanical Rehabilitation at Cambridge City Hall and the City Center Mall Cambridge, Minnesota	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: November 10, 2020	Architect's Project Number: 214996.6 Proposal Request Number: 002  Proposal Request Date: July 1, 2021
<b>OWNER:</b> <i>(name and address)</i> City of Cambridge & Economic Development Authority 300 Third Avenue NE Cambridge, MN 55008	<b>ARCHITECT:</b> <i>(name and address)</i> Inspec, Inc.  5801 Duluth Street Golden Valley, MN 55422	<b>CONTRACTOR:</b> <i>(name and address)</i> Versacon, Inc.  9443 Science Center Drive Minneapolis, MN 55428

---

The Owner requests an itemized proposal for changes to the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. The Contractor shall submit this proposal within Three (3) days or notify the Architect in writing of the anticipated date of submission.  
*(Insert a detailed description of the proposed modifications to the Contract Documents and, if applicable, attach or reference specific exhibits.)*

Provide a not-to-exceed cost (per board foot), with an itemized breakdown for labor and materials to provide the following:

1. At the Naturalite skylights (28 units), provide a credit to eliminate the installation of vertical 2x6 and exterior 3/4" plywood, and to add installation of new horizontal 2x4 at the top of the curb (per board foot cost).
2. At the west parapet Detail 2/2, provide a credit to eliminate new horizontal 2x10 and 2x6 blocking (per board foot). Tapered wood shim is to remain.

**THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE, OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**

---

### REQUESTED BY THE ARCHITECT:

Cynthia Long, Project Manager  
PRINTED NAME AND TITLE

## Proposed Change Quotation



To: Inspec Attn: Cynthia Long

Project: Cambridge City Hall Reroof Our Job #: 200167

PR #: 002- Deduct Wood Detail at skylights COP #: \_\_\_\_\_

Description of Change: 002- Deduct Wood Detail at skylights Date: 7/8/2021

**Labor Costs:**

Supervision	0	Hours At	\$ 78.00	\$ -
Project Management	0	Hours At	\$ 79.00	\$ -
Carpenter	0	Hours At	\$ 78.00	\$ -
Trucking	0	Hours At	\$ 78.00	\$ -
Laborer	0	Hours At	\$ 78.00	\$ -
Cleaning/Labor	0	Hours At	\$ 78.00	\$ -
<b>TOTAL LABOR COST</b>				<b>\$ -</b>

**Material Costs:**

	\$ -
	\$ -
	\$ -
	\$ -
Subtotal	\$ -
Sales Tax @ 7.625%	Included
<b>TOTAL MATERIAL COSTS</b>	<b>\$ -</b>

**Subcontractor Costs:**

North Tec	\$ (5,459.00)
_____	\$ -
_____	_____
_____	\$ -
<b>TOTAL SUBCONTRACT COSTS</b>	<b>\$ (5,459.00)</b>

**Summary:**

Labor & Material Costs	\$ -
10 % Markup Versacon Costs	\$ -
Subcontractor Costs	\$ (5,459.00)
5 % Markup Subcontractor Costs	\$ -
Subtotal	\$ (5,459.00)
Bond Premium 1%	\$ -
Adjustment	_____
<b>TOTAL THIS PROPOSAL</b>	<b>\$ (5,459.00)</b>

Schedule: ADD Days



**COMMERCIAL FLAT ROOFING  
ARCHITECTURAL SHEET METAL**

**Request for  
Change Order  
# 3**

To: Versacon  
9443 Science Center Dr.  
Minneapolis, MN 55428

Project: Cambridge City Hall/Mall  
Cambridge, MN

Attn: Nathan Thome

Contract For: Roofing, Roof Related  
Carp. & Sheet Metal  
Contract Date: 1-6-21

This Request for Change Order Credit Pricing includes all material, labor, equipment that would have been necessary to complete the following work. Items below removed from scope per Inspec PR# 002.

**NATURALITE SKYLIGHT CURBS LUMBER DEDUCTION**

- (17) 4'x8' sheets 3/4" plywood @ \$46.80 ea. \$795.60
- Associated Labor: 8.5 man hrs. \$850.00
  
- (672' LF) 2x6" lumber @ \$1.535 per lineal Ft. \$1,031.52
- Associated labor: 16.8 man hrs. \$1,680.00

**LUMBER DEDUCTION AT WEST PARAPET WALL/CITY HALL**

- (112' LF) 2x10" lumber @ \$2.595 per lineal ft. \$290.64
- Associated Labor: 2.24 man hrs. \$224.00
  
- (112' LF) 2x6" lumber @ \$1.535 per lineal ft. \$171.92
- Associated Labor: 1.4 man hrs. \$140.00
  
- (112' LF) 12" tapered Cedar @ \$1.20 per lineal ft. \$134.40
- Associated Labor: 1.4 man hrs. \$140.00

\$5,459.00

**Total Change Order Request Decrease: \$ -5,459.00 (five thousand four hundred fifty nine dollars).**

By: Chase Semmer P.M.  
Date: 7/8/21

Accepted By: \_\_\_\_\_  
Date: \_\_\_\_\_

The work covered by this Change Order shall be performed under the same terms and conditions as specified in the original contract and will not be performed until we have received written Authorization. This quote for change order is valid for 14 days.

## Proposed Change Quotation



To: Inspec Attn: Cynthia Long  
 Project: Cambridge City Hall Reroof Our Job #: 200167  
 PR #: \_\_\_\_\_ COP #: \_\_\_\_\_  
 Description of Change: Wet ISO Insulation Replacement Date: 7/2/2021

<b>Labor Costs:</b>			
Supervision	0	Hours At	\$ 78.00
Project Management	0	Hours At	\$ 79.00
Carpenter	0	Hours At	\$ 78.00
Trucking	0	Hours At	\$ 78.00
Laborer	0	Hours At	\$ 78.00
Cleaning/Labor	0	Hours At	\$ 78.00
			<b>TOTAL LABOR COST</b>
			<b>\$ -</b>

<b>Material Costs:</b>			
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
Subtotal		\$	-
Sales Tax @ 7.625%		Included	
<b>TOTAL MATERIAL COSTS</b>			<b>\$ -</b>

<b>Subcontractor Costs:</b>			
	U.P	Qty	
Unit price of \$1.00 per contract	\$1.00	99,268	BDFT \$ 99,268.00
_____			\$ -
_____			\$ -
_____			\$ -
<b>TOTAL SUBCONTRACT COST</b>			<b>\$ 99,268.00</b>

<b>Summary:</b>			
Labor & Material Costs		\$	-
10 % Markup Versacon Costs		\$	-
Subcontractor Costs		\$	99,268.00
0 % Markup Subcontractor Costs		\$	-
Subtotal		\$	99,268.00
Bond Premium 1%		\$	-
Adjustment		\$	-
<b>TOTAL THIS PROPOSAL</b>			<b>\$ 99,268.00</b>

Schedule: ADD Days



COMMERCIAL FLAT ROOFING  
ARCHITECTURAL SHEET METAL

CAMBRIDGE CITY HALL/MALL DAMAGED MATERIAL TRACKING SPF

DATE:	PIECE COUNT	MATERIAL #1	MATERIAL #2	MATERIAL #3	TOTAL MATERIAL	DAILY PHOTOS
	CONCRETE (SQ FEET)	TOTAL # OF SHEETS	TYPE OF BOARD FT.	REGULAR BOARD FT.	TOTAL SQ BOARD FT.	
ROOF A1 - 4/28/2021	15	481	0	0	1924	PHOTOS\A1\4-28-21
ROOF A1 - 5/25/2021	19	608	0	0	2432	PHOTOS\A1\5-25-21
ROOF A1 - 6/1/21	26	832	0	0	3328	PHOTOS\A1\6-1-21
ROOF A1 - 6/3/21	9.5	304	0	0	1216	PHOTOS\A1\6-3-21
ROOF A1 - 6/7/21	65	2080	0	0	8320	PHOTOS\A1\6-7-21
ROOF A1 - 6/8/21	45	1440	0	0	5760	PHOTOS\A1\6-8
ROOF A1 - 6/9/21	60	1920	0	0	7680	PHOTOS\A1\6-9
ROOF A1 - 6/10/21	60	1920	0	0	7680	PHOTOS\A1\6-10
ROOF A1 - 6/14/21	150	4800	0	0	19200	PHOTOS\A1\6-14-21
ROOF A1 - 6/15/21	17	544	0	0	2176	PHOTOS\A1\6-15-21
ROOF A1 - 6/16/21	70	2240	0	0	8960	PHOTOS\A1\6-16-21
ROOF A1 - 6/17/21	96	3072	0	0	12288	PHOTOS\A1\6-17-21
ROOF A1 - 6/21/21	21	672	0	0	2688	PHOTOS\A1\6-21-21
ROOF A1 - 6/22/21	33	1056	0	0	4224	PHOTOS\A1\6-22-21
ROOF A1 - 6/24/21	47	1504	0	0	6016	PHOTOS\A1\6-24-21
ROOF A1 - 6/25/21	9	288	0	0	1152	
ROOF A1 - 6/30/21	33	1056	0	0	4224	

P167

# LEADSHEET

## DAILY NOTES

Roof replacement at chiller units/slids prior to project start as favor to city, disrupting AC during cooler weather rather than possible warm temps

Wet insulation located west side of chiller units

Wet insulation located SW quadrant of roof between chillers & skylights

PONDING WATER IN DECKING FLUES W/ 6MIL POLY

LARGE AREA OF WET INSULATION, IN LINE WITH CHILLER UNITS

LARGE AREA OF WET INSULATION, NORTH / DOWNHILL OF CHILLER UNITS

LARGE AREA OF WET INSULATION, NORTH OF CHILLER UNITS

LARGE AREA OF WET INSULATION, NORTH OF CHILLER UNITS

ENTIRE NW CORNER OF ROOF WET

SPERATIC WET AREAS AT NE CORNER

LARGE PORTION OF WORK AREA WET

LARGE PORTION OF WORK AREA WET

SPERATIC WET AREAS AT EAST END

SPERATIC WET AREAS AT EAST END

SPERATIC WET AREAS AT EAST END

SPERATIC WETNESS HEADING INTO SE CORNER

SPERATIC WETNESS AT SE CORNER