

**Cambridge City Council Meeting Announcement and Agenda**  
**December 19, 2022 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.*

| Tentative Time | Agenda Item   |
|----------------|---|
| 6:00pm         | <b>1. Call to Order / Pledge of Allegiance</b>  |
|                |   |
|                | <b>2. Citizens' Forum</b>   |
|                |   |
|                | <b>3. Approval of Agenda</b>  |
|                |   |
|                | <b>4. Consent Agenda</b>  |
|                | A. Approval of the special Truth in Taxation meeting minutes for December 1, 2022, and regular City Council meeting minutes for December 5, 2022 (p. 3) |
|                | B. Warrants #124637 - #124932 and ACH/Wire items totaling \$1,697,514.69 (p. 8)   |
|                | C. Resolution R22-108 Accept Restricted Donations for Shop with a Cop (p. 50)   |
|                | D. Ordinance 764 Fee Schedule FY 2023 (p. 52)   |
|                | E. Approve Resolution R22-109 regarding increase in fire pay for FY23 (p. 76)   |
|                | F. Street Department Purchase of a Pickup Truck (p. 78)   |
|                | G. Renewal of contract with Rupp, Squires, Anderson, and Waldsburger (p. 81)  |
|                | <b>5. Work Session</b>  |
|                |   |
|                | <b>6. Unfinished Business</b>   |
|                | A. Public Summary of City Administrator's Annual Review (verbal)  |
|                | B. Approval of Changes to Personnel Policy (p. 83)  |
|                | <b>7. New Business</b>  |
|                | A. PUBLIC HEARING-Annexation of parcels for Allina Health Cambridge Medical Center (p. 88)  |
|                | B. Ordinance 761 amending the Future Land Use Map for Allina Health Cambridge Medical Center (p. 98)  |
|                | C. Ordinance 762 amending the Zoning Map for Allina Health Cambridge Medical Center (p. 103)  |
|                | D. Resolution R22-107 approving Storage Pod Containers at 503 Cleveland St. S. (p. 108)   |

|  |  |
|--|--|
|  | <p>E. Discussion and Advancement of Regional Wellness Center Project (p. 117)</p> <p>A. Overview and foundation of current project (Verbal)</p> <p>B. Creation of Regional Wellness Center Steering Committee and appointment of members</p> <p>C. Acceptance of Grant from the Initiative Foundation</p> <p>D. Acceptance of Grant from Memorial Hospital Fund</p> <p>E. Acceptance of proposal from Visible Cities for Feasibility Study</p> <p>F. Approval of resolution supporting joint efforts in exploring this concept</p> |
|  | F. 2023 Parks Programming Update (p. 140)  |
|  | <b>8. Mayor's Report</b>   |
|  |  |
|  | <b>9. Council Concerns</b>   |
|  |  |
|  | <b>10. City Attorney or City Administrator's Report</b>  |
|  | A. Closed Session: This session of the Cambridge City Council will be closed pursuant to MN Stat 13D.05 Subd 3 (3) to develop or consider offers or counteroffers on the purchase or sale or real or personal property for PID: 150330701 (verbal)   |
|  | B. Closed Session: This session of the Cambridge City Council will be closed pursuant to MN Stat 13D.05 Subd 3 (3) to develop or consider offers or counteroffers on the purchase or sale or real or personal property for PID: 150690110, 15060080, 150690070, 150690090, 150690170   |
|  | <b>11. Adjourn</b>   |

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**

| <b>Upcoming Meetings and Events</b> |             |                                       |
|-------------------------------------|-------------|---------------------------------------|
| <b>Date</b>                         | <b>Time</b> | <b>Meeting/Event</b>                  |
| January 3, 2023                     | 6:00 pm     | City Council                          |
| January 4, 2023                     | 7:00 pm     | Planning Commission                   |
| January 9, 2023                     | 7:00 pm     | Parks, Trails & Recreation Commission |
| January 17, 2023                    | 5:45 pm     | EDA                                   |
| January 17, 2023                    | 6:00 pm     | City Council                          |
| January 19, 2023                    | 6:00 pm     | Airport Commission                    |
| February 6, 2023                    | 6:00 pm     | City Council                          |
| February 7, 2023                    | 7:00 pm     | Planning Commission                   |
| February 21, 2023                   | 5:45 pm     | EDA                                   |
| February 21, 2023                   | 6:00 pm     | City Council                          |

## **Cambridge City Council Meeting Minutes Thursday, December 1, 2022**

A special meeting of the Cambridge City Council was held on Thursday, December 1, 2022, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

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

Staff Present: City Administrator Vogel, Finance Director Moe

### **Call to Order and Pledge of Allegiance**

Godfrey called the meeting to order at 6:30 pm and led the public in the Pledge of Allegiance.

### **Approval of Agenda**

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

### **Truth in Taxation Hearing**

There were no citizens in the audience. John Wagner from the Isanti County News Review was present. Finance Director Moe recapped the Truth in Taxation information that was previously presented to the council. She stated the recommended tax levy would be set at 7.9%. Moe said the budget is being driven by the newly developed visions and goals the council has developed for the city, and one of the goals is to reduce the tax rate for the city. Godfrey opened the Truth in Taxation Hearing to the public at 6:41 pm. After three calls, there was no one wishing to address the council. Godfrey closed the public hearing at 6:43 pm. Moe stated the 2<sup>nd</sup> half of the taxes came in for the city from Isanti County, and they were better than expected. With that information, Moe said she is very comfortable moving forward with setting the levy at the 7.9% level.

No motions were made, and no votes were cast.

### **Adjournment of Council Meeting**

Being no further business before the City Council, Shogren moved, seconded by Conley, to adjourn the special meeting at 6:44 pm. Motion carried unanimously.

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

ATTEST:

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

## **Cambridge City Council Meeting Minutes Monday, December 5, 2022**

A regular meeting of the Cambridge City Council was held on Monday, December 5, 2022, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

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

**Staff Present:** City Administrator Vogel, Deputy City Administrator Smith, Police Chief Schuster, Finance Director Moe, Community Development Director Westover, Emergency Management Director/Deputy Fire Chief Pennings, and Assistant to the City Administrator Seiberlich.

### **Call to Order and Pledge of Allegiance**

Godfrey called the meeting to order at 6:00 p.m. and led the public in the Pledge of Allegiance.

### **Approval of Agenda**

Godfrey added Item 5A Paid Parental Leave discussion to the agenda. Iverson requested to add a discussion on the taco truck under council concerns.

Iverson moved, seconded by Barfknecht-Conley, to approve the agenda. Motion carried unanimously.

### **Consent Agenda**

Shogren moved, seconded by Ziebarth, to approve consent agenda Items A-G:

- A. Approval of the special and regular meeting minutes for November 21, 2022 City Council meetings and approval of the Canvassing Board Minutes from Thursday, November 17th, 2022
- B. Draft October 2022 Financial Statements
- C. Resolution R22-100 Certify Delinquent Charges to Property Tax Roll
- D. Approve the Stormwater Maintenance Agreement with Michael Associates (Pizza Ranch)
- E. Approve and sign application for temporary on sale liquor license for FD Raffle
- F. Approve the renewal of Pawn License for Local Pawn
- G. Authorize the Hire of Nathan Hanson and Kyle Murphy for Public Works Winter Seasonal Positions

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

### **Work Session**

#### **A. Parental Leave**

Vogel proposed to change Personnel Policy Section 26, Parenting Leave, to add paid parental leave. He requested to provide 8 calendar weeks paid parental leave at city expense following the birth or adoption of a child. This would only be for full-time employees, and only for birth or adoption not for foster placement, surrogate mothers, or egg/sperm donors. This would run concurrently with FMLA for the first 8 weeks, with the option for an additional 4 weeks of leave that would come out of the

employee's vacation/sick/comp leave. Vogel suggested adding protection for the city where the policy doesn't pay out paid parental leave if employee leaves while on FMLA.

Vogel suggested to start at 8 weeks as a test to see what costs the city could possibly incur, with the possibility of going to 12 weeks future years. This offer is competitive with other cities, but not as competitive with some private businesses.

Iverson asked if this was part of long-term or short-term disability, or if it could become part of those to save cost. Moe said the city wouldn't be incurring costs unless staff were replaced, which is unlikely due to the short timeframe.

Shogren asked what prompted Vogel to bring this forward, Vogel said since he expects some turnover in the next 2-5 years, this will put city in better position to attract the best talent possible.

Council members were all in agreeance of this policy being presented at the December 19<sup>th</sup>, 2022 City Council meeting.

## **Unfinished Business**

### **A. 2023 Tax Levy & Budget Adoption**

Moe requested approval of the 2023 tax levy and budgets for the following funds: General Fund; Special Revenue Funds - Airport Operating Fund; Debt Service Fund; Capital Project Fund; and Enterprise Funds - Liquor Store, Water Utility, Wastewater Utility, Stormwater Utility, and Street Light Utility. Moe also requested the approval of the cost-of-living adjustment for non-union employees.

Moe said the proposed levy is a 7.9% increase in property taxes. However, due to increases in tax base, our city tax rate is expected to go down 10.1% which means if your valuation stayed the same as last year, your city property taxes would go down 10.1%.

Godfrey asked if the League had provided comparisons to other cities, Moe said they had, showing that in 2022 Cambridge ranked in the 59 percentile, while the previous year the city was at 61 percentile.

Vogel says other Administrators are reporting levy increases of 8-20% or more.

Shogren motioned to approve the 2023 tax levy and budgets as presented, seconded by Ziebarth. All members voted aye, no nays. Motion passed unanimously.

## **New Business**

### **A. Authorization to Re-Hire Tommy Schibilla as a Fill-In Custodian**

Schuster said Tommy Schibilla has, in the past, been a fill-in custodian for the city. It has been several years since he last worked here with Jerry Fromm being available to work when Bob Johnson was on vacation or needed extra help for a project. Currently, Jerry is unavailable to cover for when Bob is on vacation. A call was made to Tommy to gauge his interest in backing-up Bob and he said that as long as he had enough advanced notice, he would be happy to help out. This is in line with Core Strategy

#2: Maintain proper staffing levels in all departments. This position currently funded and adds no extra cost.

Shogren motioned to re-Hire Tommy Schibilla as a fill-in custodian at the rate of Grade 5, Step 7 (\$25.19/hr.) with eligibility to advance on the pay scale after 2080 hours are worked, seconded by Iverson. All members voted aye, no nays. Motion passed unanimously.

**B. Authorization to hire Brian Batcheller as paid-on-call firefighter**

Pennings said the Cambridge Fire Department is currently staffed at 29 paid-on-call making them 1 short of a full roster of 30. They advertised and had received an application from Mr. Brian Batcheller who comes fully certified spending 11 years on the Bethel Fire Department including service as an Officer at Bethel. Brian comes highly recommended to us by his peers at the BFD. Pennings requested to approve hiring Brian Batcheller.

Iverson motioned to hire Brian Batcheller as a paid-on-call firefighter pending successful completion of all pre-employment obligations, seconded by Shogren. All members voted aye, no nays. Motion passed unanimously.

**Mayor's Report**

Godfrey said traditionally at the last meeting of the year Council gathers for a holiday celebration and to say goodbye to any Council member leaving and welcoming any new members. Council agreed on a pot luck at 4:45pm on the 19<sup>th</sup>.

**Council Concerns**

Iverson had a call regarding the taco truck that has been in position for a quite some time. Schuster said their permit was valid through the end of the year. Iverson questioned if they could wash their hands now that the weather has gotten below freezing. Vogel said they are certified and have to have sanitary conditions. Iverson asked if they pay local option sales tax? Vogel said he would research these issues and update Council at a future meeting.

**City Attorney/City Administrator's Report**

No City Attorney or City Administrator's Report

**Closed Session**

This portion of the City Council Meeting will be closed under Minnesota Statute 13D.05 subd(3) for the annual evaluation of Evan C Vogel – The City Administrator. A summary of the conclusion of this review will be presented at the City Council meeting on December 19<sup>th</sup>.

Iverson motioned to enter closed session at 6:22 pm, seconded by Barfknecht-Conley. All members voted aye, no nays. Motion passed unanimously.

Open session begins again at 7:52 p.m.

**Adjournment of Council Meeting**

Being no further business before the City Council, Barfknecht-Conley moved, seconded by Ziebarth, to adjourn the regular meeting at 7:53 pm. Motion carried unanimously.

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James A. Godfrey, Mayor

ATTEST:

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Evan Vogel, City Administrator

CAMBRIDGE CITY COUNCIL MEETING  
 December 19, 2022  
 BILLS LIST

| Disbursement Type:                               | Date       | Check #s        | <b>Submitted<br/>For<br/>Approval</b> |
|--|------------|-----------------|---------------------------------------|
| Prepaid Checks                                   | 11/9/2022  | 124637 - 124693 | 215,407.73                            |
| Prepaid Checks                                   | 11/16/2022 | 124694 - 124780 | 264,528.10                            |
| Prepaid Checks                                   | 11/30/2022 | 124781 - 124873 | 300,140.81                            |
| Prepaid Checks                                   | 12/7/2022  | 124874 - 124932 | 372,493.81                            |
| Total Checks                                     |            |                 | 1,152,570.45                          |
| <b>PAID THROUGH ACH or WIRE Nov 2022:</b>        |            |                 |                                       |
| Payroll  |            |                 | 249,440.55                            |
| Federal Payroll Tax Withholding                  |            |                 | 75,379.26                             |
| State Payroll Tax Withholding                    |            |                 | 15,710.55                             |
| PERA Withholdings                                |            |                 | 69,408.46                             |
| Deferred Comp Premiums                           |            |                 | 5,620.00                              |
| Self Insurance & Flex & Select Account Admin Fee |            |                 | 3,367.39                              |
| ECE  |            |                 | 45,364.62                             |
| Sales & Use Tax Payments to State of MN          |            |                 | 56,265.00                             |
| Centerpoint                                      |            |                 | 3,919.29                              |
| Wright Express (City wide fuel cards)            |            |                 | 11,445.34                             |
| Connexus   |            |                 | 1,236.26                              |
| Midcontinent                                     |            |                 | 6,024.67                              |
| Reliance Life Insurance ACH                      |            |                 | 1,447.67                              |
| AFLAC  |            |                 | 315.18                                |
| Total Paid through ACH or Wire                   |            |                 | 544,944.24                            |
| <b>TOTAL SUBMITTED FOR APPROVAL</b>              |            |                 | <b>\$1,697,514.69</b>                 |

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of City check disbursements from 11/3/2022-12/7/2022 and all other disbursements for November 2022.

Caroline Moe 12-8-22  
 Caroline Moe, Director of Finance signature & date

Linda Gerlach 12-8-22  
 Linda Gerlach, Finance Clerk signature & date

| Vendor     | Vendor Name                   | Description                                 | Net Invoice Amount |
|------------|-------------------------------|---|--------------------|
| 30         | A-1 Tire Service              | Repair & Maint Supplies Veh/Eq - Streets    | 1,145.24           |
| 30         | A-1 Tire Service              | Repair & Maint Labor Veh/Eq - Streets       | 198.00             |
| Total 30:  |                               |   | 1,343.24           |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                        | 21.98-             |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                        | 17.03-             |
| 175        | Amazon Capital Services, Inc. | Office Supplies - Shop                      | 105.49             |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                        | 99.81              |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                        | 18.15-             |
| 175        | Amazon Capital Services, Inc. | Repair & Maint Supplies Veh/Eq - Airport    | 25.64              |
| Total 175: |                               |   | 173.78             |
| 196        | American Payment Center       | Quarterly Drop Box Rental - Utility         | 43.50              |
| 196        | American Payment Center       | Quarterly Drop Box Rental - Utility         | 43.50              |
| Total 196: |                               |   | 87.00              |
| 319        | Artisan Beer Company          | Liquor Store Merchandise                    | 36.90              |
| Total 319: |                               |   | 36.90              |
| 397        | Axon Enterprise, Inc.         | Small Tools & Equipment - Police            | 930.00             |
| Total 397: |                               |   | 930.00             |
| 437        | Barstow, Joshua & Krissa      | Refund Overpayment Final Water Bill 1-14384 | 226.26             |
| Total 437: |                               |   | 226.26             |
| 521        | Bellboy Corporation           | Liquor Store Merchandise                    | 2,168.85           |
| 521        | Bellboy Corporation           | Liquor Store Merchandise                    | 598.24             |
| Total 521: |                               |   | 2,767.09           |
| 551        | Chas A. Bernick Inc.          | Liquor Store Merchandise                    | 3,247.65           |
| 551        | Chas A. Bernick Inc.          | Liquor Store Merchandise                    | 107.13             |
| 551        | Chas A. Bernick Inc.          | Credit Liquor Merchandise                   | 10.44-             |
| 551        | Chas A. Bernick Inc.          | Credit Liquor Merchandise                   | 1.76-              |
| Total 551: |                               |   | 3,342.58           |
| 586        | Bjorklund Companies LLC       | Class 5 Gravel                              | 312.63             |
| Total 586: |                               |   | 312.63             |
| 608        | Blue Ember Technologies LLC   | Standard Duty Aluminum Release Insert       | 71.75              |

| Vendor      | Vendor Name              | Description                                    | Net Invoice Amount |
|-------------|--------------------------|--|--------------------|
| Total 608:  |                          |  | 71.75              |
| 906         | NAPA Central MN          | Repair & Maint Supplies Veh/Eq - Fire          | 156.40             |
| 906         | NAPA Central MN          | Repair & Maint Supplies Veh/Eq - Streets       | 1,140.48           |
| 906         | NAPA Central MN          | Repair & Maint Supplies Veh/Eq - Parks         | 38.22              |
| 906         | NAPA Central MN          | Repair & Maint Supplies Veh/Eq - Airport       | 108.45             |
| 906         | NAPA Central MN          | Repair & Maint Supplies Veh/Eq - Wastewater    | 458.31             |
| Total 906:  |                          |  | 1,901.86           |
| 1020        | Cebulla, Tom             | Refund Overpayment Final Water Bill 1-3304     | 108.09             |
| Total 1020: |                          |  | 108.09             |
| 1140        | Cintas Corporation       | Rug Rentals - Liquor Store                     | 99.08              |
| 1140        | Cintas Corporation       | Rug Rentals - City Hall                        | 9.39               |
| 1140        | Cintas Corporation       | Rug Rentals - Police Dept                      | 20.74              |
| 1140        | Cintas Corporation       | Uniform Rental - Maintenance                   | 4.26               |
| 1140        | Cintas Corporation       | Uniform Rental - Parks                         | 7.85               |
| 1140        | Cintas Corporation       | Uniform, Rug, Towel Rentals - Water/Wastewater | 155.37             |
| 1140        | Cintas Corporation       | Rug & Towel Rentals - Street Dept              | 18.47              |
| 1140        | Cintas Corporation       | Uniform, Rug, Towel Rentals - Street Dept      | 135.35             |
| 1140        | Cintas Corporation       | Uniform Rental - Parks                         | 9.84               |
| Total 1140: |                          |  | 460.35             |
| 1170        | City Laundering Co.      | Rugs - Fire Hall                               | 15.90              |
| 1170        | City Laundering Co.      | Rugs - Fire Hall                               | 15.90              |
| Total 1170: |                          |  | 31.80              |
| 1202        | Colbert, Dawn            | Refund Overpayment Final Water Bill 1-7053     | 118.01             |
| Total 1202: |                          |  | 118.01             |
| 1336        | Crystal Springs Ice      | Liquor Store Merchandise                       | 663.10             |
| Total 1336: |                          |  | 663.10             |
| 1396        | Dahlheimer Beverage, LLC | Liquor Store Merchandise                       | 172.00             |
| 1396        | Dahlheimer Beverage, LLC | Liquor Store Merchandise                       | 2,718.15           |
| 1396        | Dahlheimer Beverage, LLC | Keg Deposit                                    | 30.00              |
| 1396        | Dahlheimer Beverage, LLC | Keg Return                                     | 60.00-             |
| 1396        | Dahlheimer Beverage, LLC | Credit Liquor Merchandise                      | 332.60-            |
| 1396        | Dahlheimer Beverage, LLC | Liquor Store Merchandise                       | 16,895.55          |
| Total 1396: |                          |  | 19,423.10          |

| Vendor      | Vendor Name                   | Description                                 | Net Invoice Amount |
|-------------|-------------------------------|---|--------------------|
| 2636        | Minnesota Equipment           | Repair & Maint Supplies Veh/Eq - Parks      | 181.79             |
| 2636        | Minnesota Equipment           | Repair & Maint Supplies Veh/Eq - Parks      | 66.48              |
| 2636        | Minnesota Equipment           | Repair & Maint Supplies Veh/Eq - Wastewater | 16.68-             |
| Total 2636: |                               |   | 231.59             |
| 2723        | Jacobson, Gary & Karen        | Refund Overpaymen Final Water Bill 1-11255  | 15.95              |
| Total 2723: |                               |   | 15.95              |
| 2796        | Johnson Brothers Liquor Co    | Liquor Store Merchandise                    | 7,782.84           |
| 2796        | Johnson Brothers Liquor Co    | Delivery Charge                             | 131.15             |
| 2796        | Johnson Brothers Liquor Co    | Liquor Store Merchandise                    | 2,145.60           |
| 2796        | Johnson Brothers Liquor Co    | Delivery Charge                             | 27.16              |
| 2796        | Johnson Brothers Liquor Co    | Liquor Store Merchandise                    | 2,063.50           |
| 2796        | Johnson Brothers Liquor Co    | Delivery Charge                             | 58.05              |
| 2796        | Johnson Brothers Liquor Co    | Liquor Store Merchandise                    | 714.00             |
| 2796        | Johnson Brothers Liquor Co    | Delivery Charge                             | 12.25              |
| 2796        | Johnson Brothers Liquor Co    | Liquor Store Merchandise                    | 1,779.25           |
| 2796        | Johnson Brothers Liquor Co    | Delivery Charge                             | 52.88              |
| 2796        | Johnson Brothers Liquor Co    | Credit Liquor Merchandise                   | 45.00-             |
| 2796        | Johnson Brothers Liquor Co    | Credit Liquor Merchandise                   | 84.00-             |
| 2796        | Johnson Brothers Liquor Co    | Credit Freight Charge                       | .50-               |
| 2796        | Johnson Brothers Liquor Co    | Credit Liquor Merchandise                   | 4.06-              |
| 2796        | Johnson Brothers Liquor Co    | Credit Liquor Merchandise                   | 28.75-             |
| Total 2796: |                               |   | 14,604.37          |
| 2830        | Jokinen, Brandon & Sarah      | Refund Overpayment Final Water Bill 1-11924 | 181.86             |
| Total 2830: |                               |   | 181.86             |
| 2948        | Klein, Thomas & Keri          | Refund Overpayment Final Water Bill 1-5372  | 54.41              |
| Total 2948: |                               |   | 54.41              |
| 2955        | Knapp, Cindy                  | Refund Overpayment Final Water Bill 1-718   | 16.88              |
| Total 2955: |                               |   | 16.88              |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                   | 1,277.75           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                   | 9,415.00           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                   | 1,210.50           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                   | 67.25              |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                   | 67.25              |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                   | 67.25              |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                   | 1,345.00           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                   | 8,070.00           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                   | 3,359.40           |

| Vendor      | Vendor Name                   | Description                                  | Net Invoice Amount |
|-------------|-------------------------------|--|--------------------|
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 3,054.00           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 3,054.00           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 3,817.50           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 763.50             |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 29,013.00          |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 1,527.00           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 2,305.77           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 763.50             |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 229.05             |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 3,298.32           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 3,328.86           |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December                    | 6,108.00           |
| Total 3258: |                               |  | 82,141.90          |
| 3376        | Marco Technologies LLC        | Surveillance Cameras - City Hall/PD          | 11,377.50          |
| Total 3376: |                               |  | 11,377.50          |
| 3461        | McDonald Distributing Compa   | Credit Liquor Merchandise                    | 54.30-             |
| 3461        | McDonald Distributing Compa   | Liquor Store Merchandise                     | 640.40             |
| 3461        | McDonald Distributing Compa   | Liquor Store Merchandise                     | 16,196.55          |
| 3461        | McDonald Distributing Compa   | Keg Deposit                                  | 30.00              |
| 3461        | McDonald Distributing Compa   | Liquor Store Merchandise                     | 795.00             |
| 3461        | McDonald Distributing Compa   | Liquor Store Merchandise                     | 600.00             |
| 3461        | McDonald Distributing Compa   | Credit Liquor Merchandise                    | 216.90-            |
| 3461        | McDonald Distributing Compa   | Liquor Store Merchandise                     | 18,024.55          |
| 3461        | McDonald Distributing Compa   | Keg Return                                   | 30.00-             |
| Total 3461: |                               |  | 35,985.30          |
| 3521        | Menards                       | Misc Operating Supplies - Streets            | 13.88              |
| 3521        | Menards                       | Downtown Decorations                         | 169.57             |
| 3521        | Menards                       | Misc Operating Supplies - Wastewater         | 45.95              |
| 3521        | Menards                       | Small Tools & Equipment - Building           | 35.96              |
| Total 3521: |                               |  | 265.36             |
| 3542        | Metro Payroll Inc.            | eKlock Enterprise - September                | 323.00             |
| Total 3542: |                               |  | 323.00             |
| 3876        | Minnesota Pollution Control A | Wastewater Certification Renewal - C. Edblad | 40.00              |
| Total 3876: |                               |  | 40.00              |
| 3929        | Moose Lake Brewing Co. LLC    | Liquor Store Merchandise                     | 36.00              |

| Vendor      | Vendor Name                    | Description                       | Net Invoice Amount |
|-------------|--------------------------------|-----------------------------------|--------------------|
| Total 3929: |                                |                                   | 36.00              |
| 4001        | MVTL Laboratories Inc.         | Testing - Wastewater              | 179.19             |
| Total 4001: |                                |                                   | 179.19             |
| 4066        | North Central Laboratories     | Lab Supplies- Wastewater          | 57.16              |
| Total 4066: |                                |                                   | 57.16              |
| 4326        | OSI Environmental, Inc.        | Flam Waste Trap Cleaning          | 912.50             |
| 4326        | OSI Environmental, Inc.        | Flam Waste Trap Cleaning          | 912.50             |
| 4326        | OSI Environmental, Inc.        | Flam Waste Trap Cleaning          | 912.50             |
| Total 4326: |                                |                                   | 2,737.50           |
| 4426        | Paustis Wine Company           | Credit Merchandise Liquor Store   | 52.00-             |
| 4426        | Paustis Wine Company           | Credit Freight Charge             | 1.50-              |
| 4426        | Paustis Wine Company           | Liquor Store Merchandise          | 2,290.33           |
| 4426        | Paustis Wine Company           | Freight Charge                    | 27.50              |
| Total 4426: |                                |                                   | 2,264.33           |
| 4467        | Peterson's North Branch Mill   | Misc Operating Supplies - Streets | 239.99             |
| Total 4467: |                                |                                   | 239.99             |
| 4476        | Phillips Wine & Spirits        | Liquor Store Merchandise          | 876.15             |
| 4476        | Phillips Wine & Spirits        | Delivery Charge                   | 14.01              |
| 4476        | Phillips Wine & Spirits        | Liquor Store Merchandise          | 338.00             |
| 4476        | Phillips Wine & Spirits        | Delivery Charge                   | 10.50              |
| 4476        | Phillips Wine & Spirits        | Credit Liquor Merchandise         | 19.28-             |
| 4476        | Phillips Wine & Spirits        | Credit Liquor Merchandise         | 5.86-              |
| 4476        | Phillips Wine & Spirits        | Credit Liquor Merchandise         | 21.00-             |
| 4476        | Phillips Wine & Spirits        | Credit Liquor Merchandise         | 29.26-             |
| Total 4476: |                                |                                   | 1,163.26           |
| 4769        | Register Tapes Unlimited, L.P. | Advertising - Liquor Store        | 2,850.00           |
| Total 4769: |                                |                                   | 2,850.00           |
| 5181        | Southern Glazer's of MN        | Liquor Store Merchandise          | 6,598.46           |
| 5181        | Southern Glazer's of MN        | Delivery Charge                   | 89.64              |
| 5181        | Southern Glazer's of MN        | Liquor Store Merchandise          | 180.00             |
| 5181        | Southern Glazer's of MN        | Delivery Charge                   | 4.65               |

| Vendor      | Vendor Name                  | Description   | Net Invoice Amount |
|-------------|------------------------------|---|--------------------|
| Total 5181: |                              |   | 6,872.75           |
| 5251        | Star                         | Public Notice General Election Sample Ballot        | 109.20             |
| 5251        | Star                         | Advertising Maintenance Worker                      | 163.85             |
| Total 5251: |                              |   | 273.05             |
| 5446        | The American Bottling Compa  | Liquor Store Merchandise                            | 323.40             |
| Total 5446: |                              |   | 323.40             |
| 5491        | The Wine Company             | Liquor Store Merchandise                            | 480.00             |
| 5491        | The Wine Company             | Shipping and Handling                               | 15.00              |
| Total 5491: |                              |   | 495.00             |
| 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                            | 603.50             |
| Total 5516: |                              |   | 603.50             |
| 5581        | Total Control Systems, Inc.  | Repair & Maint Labor Veh/Eq - Wastewater Plant      | 289.60             |
| 5581        | Total Control Systems, Inc.  | Repair & Maint - Wastewater Plant                   | 9.64               |
| Total 5581: |                              |   | 299.24             |
| 5692        | Uncommon Loon Brewing Co     | Liquor Store Merchandise                            | 72.00              |
| Total 5692: |                              |   | 72.00              |
| 5743        | U.S. Bank Equipment Finance  | Ricoh MPC2004EX-RS Copier                           | 87.00              |
| Total 5743: |                              |   | 87.00              |
| 5771        | Van Iwaarden Associates      | October 2022 Actuarial Services                     | 1,200.00           |
| Total 5771: |                              |   | 1,200.00           |
| 5816        | Viking Coca-Cola Bottling Co | Liquor Store Merchandise                            | 788.40             |
| Total 5816: |                              |   | 788.40             |
| 5886        | Watson Co., Inc.             | Misc Operating Supplies - Liquor Store              | 55.44              |
| 5886        | Watson Co., Inc.             | Liquor Store Merchandise                            | 3,121.83           |
| 5886        | Watson Co., Inc.             | Misc Operating Supplies - Liquor Store              | 417.03             |

| Vendor        | Vendor Name                 | Description              | Net Invoice Amount |
|---------------|-----------------------------|--------------------------|--------------------|
| 5886          | Watson Co., Inc.            | Fuel Charge              | 6.00               |
| Total 5886:   |                             |                          | 3,600.30           |
| 5891          | Breakthru Beverage Minnesot | Liquor Store Merchandise | 1,666.20           |
| 5891          | Breakthru Beverage Minnesot | Freight Charge           | 13.80              |
| 5891          | Breakthru Beverage Minnesot | Liquor Store Merchandise | 12,121.85          |
| 5891          | Breakthru Beverage Minnesot | Freight Charge           | 87.91              |
| Total 5891:   |                             |                          | 13,889.76          |
| Grand Totals: |                             |                          | 215,407.73         |

Dated: 11/9/22

City Treasurer: Caroline Dunc

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                                  | Check GL Account | Amount     |
|---------------|------------------|--------------|---------------|--|------------------|------------|
| 11/22         | 11/09/2022       | 124637       | 30            | A-1 Tire Service                       | 101-20100        | 1,343.24   |
| 11/22         | 11/09/2022       | 124638       | 175           | Amazon Capital Services, Inc.          | 211-20100        | 173.78     |
| 11/22         | 11/09/2022       | 124639       | 196           | American Payment Centers               | 602-20100        | 87.00      |
| 11/22         | 11/09/2022       | 124640       | 319           | Artisan                                | 610-20100        | 36.90      |
| 11/22         | 11/09/2022       | 124641       | 397           | Axon Enterprise, Inc.                  | 101-20100        | 930.00     |
| 11/22         | 11/09/2022       | 124642       | 437           | Joshua & Krissa Barstow                | 601-20100        | 226.26     |
| 11/22         | 11/09/2022       | 124643       | 521           | Bellboy Corporation                    | 610-20100        | 2,767.09   |
| 11/22         | 11/09/2022       | 124644       | 586           | Bjorklund Companies LLC                | 101-20100        | 312.63     |
| 11/22         | 11/09/2022       | 124645       | 608           | Blue Ember Technologies LLC            | 101-20100        | 71.75      |
| 11/22         | 11/09/2022       | 124646       | 5891          | Breakthru Beverage MN Wine & Spirits I | 610-20100        | 13,889.76  |
| 11/22         | 11/09/2022       | 124647       | 5516          | Capitol Beverage Sales L.P.            | 610-20100        | 603.50     |
| 11/22         | 11/09/2022       | 124648       | 1020          | Tom Cebulla                            | 601-20100        | 108.09     |
| 11/22         | 11/09/2022       | 124649       | 551           | Bernick's                              | 610-20100        | 3,342.58   |
| 11/22         | 11/09/2022       | 124650       | 1140          | Cintas Corporation                     | 101-20100        | 460.35     |
| 11/22         | 11/09/2022       | 124651       | 1170          | City Laundering Co.                    | 101-20100        | 31.80      |
| 11/22         | 11/09/2022       | 124652       | 1202          | Dawn Colbert                           | 601-20100        | 118.01     |
| 11/22         | 11/09/2022       | 124653       | 1336          | Crystal Springs Ice                    | 610-20100        | 663.10     |
| 11/22         | 11/09/2022       | 124654       | 1396          | Dahlheimer Beverage, LLC               | 610-20100        | 19,423.10  |
| 11/22         | 11/09/2022       | 124656       | 3258          | I.U.O.E. Local 49 Fringe Benefit Fund  | 610-20100        | 82,141.90  |
| 11/22         | 11/09/2022       | 124657       | 2723          | Gary & Karen Jacobson                  | 601-20100        | 15.95      |
| 11/22         | 11/09/2022       | 124658       | 2796          | Johnson Bros - St Paul                 | 610-20100        | 14,604.37  |
| 11/22         | 11/09/2022       | 124659       | 2830          | Brandon & Sarah Jokinen                | 601-20100        | 181.86     |
| 11/22         | 11/09/2022       | 124660       | 2948          | Thomas & Keri Klein                    | 601-20100        | 54.41      |
| 11/22         | 11/09/2022       | 124661       | 2955          | Cindy Knapp                            | 601-20100        | 16.88      |
| 11/22         | 11/09/2022       | 124663       | 3376          | Marco Technologies LLC                 | 419-20100        | 11,377.50  |
| 11/22         | 11/09/2022       | 124664       | 3461          | McDonald Distributing Company          | 610-20100        | 35,985.30  |
| 11/22         | 11/09/2022       | 124665       | 3521          | Menards                                | 101-20100        | 265.36     |
| 11/22         | 11/09/2022       | 124667       | 3542          | Metro Payroll Inc.                     | 101-20100        | 323.00     |
| 11/22         | 11/09/2022       | 124668       | 2636          | Minnesota Equipment                    | 602-20100        | 231.59     |
| 11/22         | 11/09/2022       | 124669       | 3876          | Minnesota Pollution Control Agency     | 602-20100        | 40.00      |
| 11/22         | 11/09/2022       | 124670       | 3929          | Moose Lake Brewing Co. LLC             | 610-20100        | 36.00      |
| 11/22         | 11/09/2022       | 124671       | 4001          | Minnesota Valley Testing Labs          | 602-20100        | 179.19     |
| 11/22         | 11/09/2022       | 124672       | 906           | NAPA Central MN                        | 211-20100        | 1,901.86   |
| 11/22         | 11/09/2022       | 124673       | 4066          | NCL of Wisconsin, Inc.                 | 602-20100        | 57.16      |
| 11/22         | 11/09/2022       | 124674       | 4326          | OSI Environmental, Inc.                | 101-20100        | 2,737.50   |
| 11/22         | 11/09/2022       | 124675       | 4426          | Paustis Wine Company                   | 610-20100        | 2,264.33   |
| 11/22         | 11/09/2022       | 124676       | 4467          | Peterson's North Branch Mill           | 101-20100        | 239.99     |
| 11/22         | 11/09/2022       | 124677       | 4476          | Phillips St Paul                       | 610-20100        | 1,163.26   |
| 11/22         | 11/09/2022       | 124681       | 4769          | Register Tapes Unlimited, L.P.         | 610-20100        | 2,850.00   |
| 11/22         | 11/09/2022       | 124682       | 5181          | Southern Glazer's of MN                | 610-20100        | 6,872.75   |
| 11/22         | 11/09/2022       | 124683       | 5251          | Star                                   | 101-20100        | 273.05     |
| 11/22         | 11/09/2022       | 124685       | 5446          | The American Bottling Company          | 610-20100        | 323.40     |
| 11/22         | 11/09/2022       | 124686       | 5491          | The Wine Company                       | 610-20100        | 495.00     |
| 11/22         | 11/09/2022       | 124687       | 5509          | Dean Thomsen                           | 610-20100        | 140.24     |
| 11/22         | 11/09/2022       | 124688       | 5581          | Total Control Systems, Inc.            | 602-20100        | 299.24     |
| 11/22         | 11/09/2022       | 124689       | 5743          | U.S. Bank Equipment Finance            | 101-20100        | 87.00      |
| 11/22         | 11/09/2022       | 124690       | 5692          | Uncommon Loon Brewing Company          | 610-20100        | 72.00      |
| 11/22         | 11/09/2022       | 124691       | 5771          | Van Iwaarden Associates                | 101-20100        | 1,200.00   |
| 11/22         | 11/09/2022       | 124692       | 5816          | Viking Coca-Cola Bottling Co           | 610-20100        | 788.40     |
| 11/22         | 11/09/2022       | 124693       | 5886          | Watson Co., Inc.                       | 610-20100        | 3,600.30   |
| Grand Totals: |                  |              |               |  |                  | 215,407.73 |

| Vendor     | Vendor Name                 | Description  | Net Invoice Amount |
|------------|-----------------------------|--|--------------------|
| 41         | ABM Equipment & Supply Inc. | Repair & Maint Supplies Veh/Eq - Wastewater            | 150.33             |
| Total 41:  |                             |  | 150.33             |
| 165        | Allina Health               | Health History, Physical, Questionnaire - Liquor Store | 139.50             |
| Total 165: |                             |  | 139.50             |
| 521        | Bellboy Corporation         | Liquor Store Merchandise                               | 1,781.92           |
| 521        | Bellboy Corporation         | Credit Liquor Merchandise                              | 56.00-             |
| 521        | Bellboy Corporation         | Liquor Store Merchandise                               | 2,004.20           |
| 521        | Bellboy Corporation         | Liquor Store Merchandise                               | 140.50             |
| 521        | Bellboy Corporation         | Liquor Store Merchandise                               | 448.80             |
| Total 521: |                             |  | 4,319.42           |
| 522        | Belsheim, Elaine A          | General Election Judge Compensation                    | 80.00              |
| Total 522: |                             |  | 80.00              |
| 525        | Bent Brewstillery           | Liquor Store Merchandise                               | 142.10             |
| Total 525: |                             |  | 142.10             |
| 551        | Chas A. Bernick Inc.        | Liquor Store Merchandise                               | 2,838.90           |
| 551        | Chas A. Bernick Inc.        | Liquor Store Merchandise                               | 215.92             |
| 551        | Chas A. Bernick Inc.        | Credit Liquor Merchandise                              | 5.92-              |
| Total 551: |                             |  | 3,048.90           |
| 640        | Boone, Robert               | General Election Judge Compensation                    | 90.00              |
| 640        | Boone, Robert               | Election Judge Training                                | 20.00              |
| Total 640: |                             |  | 110.00             |
| 680        | Brask, Mary Katherine       | General Election Judge Compensation                    | 115.63             |
| Total 680: |                             |  | 115.63             |
| 699        | Briegel, John               | General Election Judge Compensation                    | 92.50              |
| 699        | Briegel, John               | Election Judge Training                                | 20.00              |
| Total 699: |                             |  | 112.50             |
| 831        | Cambridge Automotive Servic | Repair & Maint Supplies Veh/Eq - Streets               | 85.00              |
| 831        | Cambridge Automotive Servic | Repair & Maint Labor Veh/Eq - Streets                  | 39.95              |
| Total 831: |                             |  | 124.95             |

| Vendor      | Vendor Name                   | Description                                    | Net Invoice Amount |
|-------------|-------------------------------|--|--------------------|
| 978         | Carlson & Stewart Refrigerati | Dowtherm SR-1 - Ice Rink                       | 1,862.33           |
| Total 978:  |                               |  | 1,862.33           |
| 1140        | Cintas Corporation            | Rug Rentals - Liquor Store                     | 99.08              |
| 1140        | Cintas Corporation            | Rug Rentals - Street Dept                      | 14.54              |
| 1140        | Cintas Corporation            | Uniform, Rug, Towel Rentals - Street Dept      | 160.54             |
| 1140        | Cintas Corporation            | Uniform Rental - Parks                         | 9.84               |
| 1140        | Cintas Corporation            | Uniform Rental - Maintenance                   | 4.26               |
| 1140        | Cintas Corporation            | Uniform Rental - Parks                         | 7.85               |
| 1140        | Cintas Corporation            | Uniform, Rug, Towel Rentals - Water/Wastewater | 155.37             |
| 1140        | Cintas Corporation            | First Aid Supplies - City Hall                 | 106.39             |
| 1140        | Cintas Corporation            | First Aid Supplies - Police Dept               | 139.72             |
| 1140        | Cintas Corporation            | First Aid Supplies - Fire Dept                 | 81.85              |
| 1140        | Cintas Corporation            | First Aid Supplies - Street Dept               | 417.53             |
| 1140        | Cintas Corporation            | First Aid Supplies - Wastewater                | 88.22              |
| 1140        | Cintas Corporation            | First Aid Supplies - Liquor Store              | 85.99              |
| Total 1140: |                               |  | 1,371.18           |
| 1213        | Colonga, Diane                | General Election Judge Compensation            | 80.00              |
| Total 1213: |                               |  | 80.00              |
| 1316        | Crawford's Equipment, Inc.    | Auger Drive Rental - Downtown Christmas Tree   | 200.00             |
| Total 1316: |                               |  | 200.00             |
| 1336        | Crystal Springs Ice           | Liquor Store Merchandise                       | 174.40             |
| Total 1336: |                               |  | 174.40             |
| 1393        | Dahl, Jill                    | General Election Judge Compensation            | 70.00              |
| Total 1393: |                               |  | 70.00              |
| 1396        | Dahlheimer Beverage, LLC      | Liquor Store Merchandise                       | 6,351.30           |
| 1396        | Dahlheimer Beverage, LLC      | Liquor Store Merchandise                       | 17,514.09          |
| 1396        | Dahlheimer Beverage, LLC      | Keg Return                                     | 30.00-             |
| 1396        | Dahlheimer Beverage, LLC      | Credit Liquor Merchandise                      | 196.35-            |
| 1396        | Dahlheimer Beverage, LLC      | Liquor Store Merchandise                       | 1,607.50           |
| 1396        | Dahlheimer Beverage, LLC      | Keg Deposit                                    | 30.00              |
| Total 1396: |                               |  | 25,276.54          |
| 1475        | Deneen, Roger Allen           | General Election Judge Compensation            | 85.00              |
| Total 1475: |                               |  | 85.00              |

| Vendor | Vendor Name                | Description                               | Net Invoice Amount |
|--------|----------------------------|---|--------------------|
| 1646   | East Central Energy        | WO 202122526 Street Lighting Project 2022 | 76,596.95          |
|        | Total 1646:                |   | 76,596.95          |
| 1891   | Fastenal Company           | Misc Operating Supplies - Street Dept     | 28.68              |
|        | Total 1891:                |   | 28.68              |
| 1938   | Fire CATT, LLC             | Fire Hose Testing                         | 2,364.25           |
|        | Total 1938:                |   | 2,364.25           |
| 1949   | First Advantage            | Pre-Employment Drug Test - Police         | 58.47              |
|        | Total 1949:                |   | 58.47              |
| 1974   | Flaherty's Happy Tyme Comp | Liquor Store Merchandise                  | 819.00             |
|        | Total 1974:                |   | 819.00             |
| 2031   | Fromm, Gerald C.           | General Election Judge Compensation       | 80.00              |
|        | Total 2031:                |   | 80.00              |
| 2036   | Fromm, Marilyn C.          | General Election Judge Compensation       | 80.00              |
|        | Total 2036:                |   | 80.00              |
| 2052   | Garber, Kim Bonde          | Election Judge Training                   | 20.00              |
| 2052   | Garber, Kim Bonde          | General Election Judge Compensation       | 80.00              |
|        | Total 2052:                |   | 100.00             |
| 2059   | Synchrony Bank             | Misc Operating Supplies - Parks           | 21.62              |
|        | Total 2059:                |   | 21.62              |
| 2074   | Gertz, Marisa              | Election Judge Training                   | 20.00              |
| 2074   | Gertz, Marisa              | General Election Judge Compensation       | 162.50             |
|        | Total 2074:                |   | 182.50             |
| 2166   | Grainger                   | Repair & Maint - Water Plant              | 67.30              |
|        | Total 2166:                |   | 67.30              |
| 2188   | Gratitude Farms            | Animal Control Services                   | 400.00             |

| Vendor      | Vendor Name                | Description                             | Net Invoice Amount |
|-------------|----------------------------|---|--------------------|
| Total 2188: |                            |   | 400.00             |
| 2194        | Gray, Karen L              | General Election Judge Compensation     | 80.00              |
| Total 2194: |                            |   | 80.00              |
| 2271        | Hach Company               | Water Lab Supplies                      | 84.58              |
| 2271        | Hach Company               | Wastewater Lab Supplies                 | 88.20              |
| Total 2271: |                            |   | 172.78             |
| 2297        | Hansen, Judy K.            | General Election Judge Compensation     | 80.00              |
| Total 2297: |                            |   | 80.00              |
| 2341        | Hawkins, Inc.              | Chemicals - Wastewater                  | 13,354.71          |
| 2341        | Hawkins, Inc.              | Chemicals - Wastewater                  | 20.00              |
| Total 2341: |                            |   | 13,374.71          |
| 2346        | Hayford Ford               | Repair & Maint Supplies Veh/Eq - Police | 25.00              |
| 2346        | Hayford Ford               | Repair & Maint Labor Veh/Eq - Police    | 485.00             |
| Total 2346: |                            |   | 510.00             |
| 2364        | Heckt, Susan P             | General Election Judge Compensation     | 82.50              |
| Total 2364: |                            |   | 82.50              |
| 2381        | Herman's Bakery            | Donuts & Cookies - Election Judges      | 73.47              |
| Total 2381: |                            |   | 73.47              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                | 6,450.00           |
| 2796        | Johnson Brothers Liquor Co | Freight Charge                          | 96.25              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                | 3,512.05           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                         | 81.26              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                | 1,325.00           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                         | 42.03              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                | 30.00              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                | 3,066.50           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                         | 31.82              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                | 512.00             |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                         | 10.50              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                | 2,296.07           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                         | 68.25              |

| Vendor      | Vendor Name                 | Description                                    | Net Invoice Amount |
|-------------|-----------------------------|--|--------------------|
| Total 2796: |                             |  | 17,521.73          |
| 2797        | Johnson, Steven Jay         | General Election Judge Compensation            | 80.00              |
| Total 2797: |                             |  | 80.00              |
| 2801        | Johnson, Adrienne E         | General Election Judge Compensation            | 82.50              |
| Total 2801: |                             |  | 82.50              |
| 2806        | Johnson, David E            | General Election Judge Compensation            | 82.50              |
| Total 2806: |                             |  | 82.50              |
| 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             |
| 3212        | Liddy, Michael Thomas       | General Election Judge Compensation            | 140.00             |
| Total 3212: |                             |  | 140.00             |
| 3213        | Liddy, Sarah Renee Hansen   | General Election Judge Compensation            | 140.00             |
| Total 3213: |                             |  | 140.00             |
| 3229        | Linder, Scott T             | General Election Judge Compensation            | 80.00              |
| Total 3229: |                             |  | 80.00              |
| 3461        | McDonald Distributing Compa | Liquor Store Merchandise                       | 620.60             |
| 3461        | McDonald Distributing Compa | Liquor Store Merchandise                       | 13,888.75          |
| 3461        | McDonald Distributing Compa | Keg Return                                     | 30.00-             |
| 3461        | McDonald Distributing Compa | Credit Liquor Merchandise                      | 147.21-            |
| Total 3461: |                             |  | 14,332.14          |
| 3521        | Menards                     | Small Tools & Equipment - Parks                | 12.95              |
| 3521        | Menards                     | Street Light and Signal Repairs                | 69.05              |
| 3521        | Menards                     | Misc Operating Supplies - Wastewater           | 28.15              |
| 3521        | Menards                     | Misc Operating Supplies - Fire                 | 50.26              |
| 3521        | Menards                     | Misc Operating Supplies - Parks                | 69.93              |
| 3521        | Menards                     | Misc Operating Supplies - Parks                | 23.84              |
| 3521        | Menards                     | Misc Operating Supplies - Parks                | 15.61              |
| 3521        | Menards                     | Repair & Maint Supplies Bldg/Inf - Parks       | 1,399.00           |
| 3521        | Menards                     | Misc Operating Supplies - Parks                | 17.99              |

| Vendor      | Vendor Name                | Description                                  | Net Invoice Amount |
|-------------|----------------------------|--|--------------------|
| 3521        | Menards                    | Small Tools & Equipment - Parks              | 12.98              |
| 3521        | Menards                    | Misc Operating Supplies - Shop               | 21.84              |
| 3521        | Menards                    | Misc Operating Supplies - Streets            | 11.38              |
| 3521        | Menards                    | Misc Operating Supplies - Shop               | 4.98               |
| 3521        | Menards                    | Misc Operating Supplies - Parks              | 38.37              |
| 3521        | Menards                    | Misc Operating Supplies - Parks              | 13.98              |
| 3521        | Menards                    | Misc Operating Supplies - Wastewater         | 182.56             |
| 3521        | Menards                    | Maintenance Supplies - City Hall             | 58.97              |
| 3521        | Menards                    | Misc Operating Supplies - Parks              | 62.49              |
| 3521        | Menards                    | Misc Operating Supplies - Fire               | 28.50              |
| 3521        | Menards                    | Misc Operating Supplies - Streets            | 76.46              |
| 3521        | Menards                    | Misc Operating Supplies - Streets            | 45.52              |
| 3521        | Menards                    | Street Light and Signal Repairs              | 42.44              |
| 3521        | Menards                    | Repair & Maint - Wastewater Plant            | 27.00              |
| Total 3521: |                            |  | 2,314.25           |
| 3676        | MCSI Minnesota Computer S  | Contract Base Rate Charge - Tosh/Estudio 850 | 10.00              |
| Total 3676: |                            |  | 10.00              |
| 3929        | Moose Lake Brewing Co. LLC | Liquor Store Merchandise                     | 156.00             |
| Total 3929: |                            |  | 156.00             |
| 3942        | Moran, Thomas              | General Election Judge Compensation          | 80.00              |
| Total 3942: |                            |  | 80.00              |
| 3946        | Motorola Solutions Inc.    | Small Tools & Equipment - Police             | 1,104.63           |
| Total 3946: |                            |  | 1,104.63           |
| 4001        | MVTL Laboratories Inc.     | Testing - Water                              | 80.36              |
| 4001        | MVTL Laboratories Inc.     | Testing - Wastewater                         | 937.21             |
| 4001        | MVTL Laboratories Inc.     | Testing - Wastewater                         | 125.97             |
| Total 4001: |                            |  | 1,143.54           |
| 4140        | Norling, Carol J           | General Election Judge Compensation          | 80.00              |
| Total 4140: |                            |  | 80.00              |
| 4177        | Northern Hollow Winery LLC | Liquor Store Merchandise                     | 168.84             |
| Total 4177: |                            |  | 168.84             |
| 4314        | Olson, Shirley A           | General Election Judge Compensation          | 92.50              |

| Vendor      | Vendor Name                  | Description                                 | Net Invoice Amount |
|-------------|------------------------------|---|--------------------|
| Total 4314: |                              |   | 92.50              |
| 4326        | OSI Environmental, Inc.      | Used Oil - Collection Service Fee           | 75.00              |
| Total 4326: |                              |   | 75.00              |
| 4399        | Parkitect                    | Players Bench - City Park                   | 746.73             |
| Total 4399: |                              |   | 746.73             |
| 4422        | Patrick, Ronald E            | General Election Judge Compensation         | 80.00              |
| 4422        | Patrick, Ronald E            | Election Judge Training                     | 20.00              |
| Total 4422: |                              |   | 100.00             |
| 4426        | Paustis Wine Company         | Liquor Store Merchandise                    | 128.00             |
| 4426        | Paustis Wine Company         | Freight Charge                              | 1.25               |
| 4426        | Paustis Wine Company         | Liquor Store Merchandise                    | 1,449.00           |
| 4426        | Paustis Wine Company         | Freight Charge                              | 17.50              |
| Total 4426: |                              |   | 1,595.75           |
| 4476        | Phillips Wine & Spirits      | Liquor Store Merchandise                    | 3,997.25           |
| 4476        | Phillips Wine & Spirits      | Delivery Charge                             | 82.28              |
| 4476        | Phillips Wine & Spirits      | Liquor Store Merchandise                    | 967.50             |
| 4476        | Phillips Wine & Spirits      | Delivery Charge                             | 35.00              |
| Total 4476: |                              |   | 5,082.03           |
| 4570        | Premier Machine Farm & Carr  | Horse Drawn Sleigh Ride - Snowflake Parade  | 550.00             |
| Total 4570: |                              |   | 550.00             |
| 4749        | Red Bull Distribution Compan | Liquor Store Merchandise                    | 225.12             |
| Total 4749: |                              |   | 225.12             |
| 4919        | Rupp, Anderson, Squires,     | Attorney Attendance at City Council Meeting | 700.00             |
| Total 4919: |                              |   | 700.00             |
| 4947        | Sage Cleaning LLC            | Carpet Cleaning - Library Water Damage      | 838.60             |
| Total 4947: |                              |   | 838.60             |
| 5043        | SealTech, Inc.               | Crack Repair - Airport                      | 20,000.00          |

| Vendor      | Vendor Name                     | Description                                | Net Invoice Amount |
|-------------|---------------------------------|--|--------------------|
| Total 5043: |                                 |  | 20,000.00          |
| 5116        | Short, Elliott, Hendrickson Inc | CAMBR City Eng. Services                   | 993.50             |
| 5116        | Short, Elliott, Hendrickson Inc | CAMBR Street Construction 2022             | 37,081.98          |
| 5116        | Short, Elliott, Hendrickson Inc | CAMBR Cambridge Cove Const                 | 6,954.72           |
| 5116        | Short, Elliott, Hendrickson Inc | CAMBR Well No.9                            | 6,069.69           |
| Total 5116: |                                 |  | 51,099.89          |
| 5131        | Simon, Virginia M               | General Election Judge Compensation        | 80.00              |
| Total 5131: |                                 |  | 80.00              |
| 5181        | Southern Glazer's of MN         | Credit Liquor Store Merchandise            | 111.60-            |
| 5181        | Southern Glazer's of MN         | Liquor Store Merchandise                   | 3,002.90           |
| 5181        | Southern Glazer's of MN         | Delivery Charge                            | 39.01              |
| 5181        | Southern Glazer's of MN         | Liquor Store Merchandise                   | 564.00             |
| 5181        | Southern Glazer's of MN         | Delivery Charge                            | 18.60              |
| Total 5181: |                                 |  | 3,512.91           |
| 5301        | Steve's Tire Inc                | Repairs and Maint Supplies Veh/Eq - Police | 629.20             |
| 5301        | Steve's Tire Inc                | Repairs and Maint Labor Veh/Eq - Police    | 100.00             |
| Total 5301: |                                 |  | 729.20             |
| 5516        | Capitol Beverage Sales L.P.     | Liquor Store Merchandise                   | 571.10             |
| Total 5516: |                                 |  | 571.10             |
| 5649        | Tripp, Steve                    | Election Judge Training                    | 20.00              |
| 5649        | Tripp, Steve                    | General Election Judge Compensation        | 160.00             |
| Total 5649: |                                 |  | 180.00             |
| 5656        | Trucks and Toys LTD             | Repair & Maint Supplies Veh/Eq - Police    | 169.75             |
| 5656        | Trucks and Toys LTD             | Repair & Maint Labor Veh/Eq - Police       | 559.65             |
| Total 5656: |                                 |  | 729.40             |
| 5661        | True Brands                     | Liquor Store Merchandise                   | 301.80             |
| 5661        | True Brands                     | Shipping                                   | 30.18              |
| Total 5661: |                                 |  | 331.98             |
| 5692        | Uncommon Loon Brewing Co        | Liquor Store Merchandise                   | 72.00              |

| Vendor      | Vendor Name                  | Description                                   | Net Invoice Amount |
|-------------|------------------------------|---|--------------------|
| Total 5692: |                              |   | 72.00              |
| 5801        | Verizon Wireless             | wireless phone service - Police               | 115.03             |
| 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         | 41.15              |
| Total 5801: |                              |   | 271.21             |
| 5811        | Vesco, Inc.                  | Repair & Maint - Wastewater Plant             | 455.60             |
| Total 5811: |                              |   | 455.60             |
| 5816        | Viking Coca-Cola Bottling Co | Liquor Store Merchandise                      | 487.85             |
| Total 5816: |                              |   | 487.85             |
| 5831        | Vinocopia                    | Liquor Store Merchandise                      | 536.00             |
| 5831        | Vinocopia                    | Delivery Charge                               | 12.50              |
| Total 5831: |                              |   | 548.50             |
| 5886        | Watson Co., Inc.             | Credit Misc Operating Supplies - Liquor Store | 86.35-             |
| 5886        | Watson Co., Inc.             | Liquor Store Merchandise                      | 2,750.10           |
| 5886        | Watson Co., Inc.             | Misc Operating Supplies - Liquor Store        | 329.07             |
| 5886        | Watson Co., Inc.             | Fuel Charge                                   | 6.00               |
| Total 5886: |                              |   | 2,998.82           |
| 5891        | Breakthru Beverage Minnesot  | Liquor Store Merchandise                      | 64.00              |
| 5891        | Breakthru Beverage Minnesot  | Freight Charge                                | 1.15               |
| 5891        | Breakthru Beverage Minnesot  | Liquor Store Merchandise                      | 588.03             |
| 5891        | Breakthru Beverage Minnesot  | Freight Charge                                | 10.35              |
| 5891        | Breakthru Beverage Minnesot  | Liquor Store Merchandise                      | 1,048.93           |
| 5891        | Breakthru Beverage Minnesot  | Freight Charge                                | 13.80              |
| 5891        | Breakthru Beverage Minnesot  | Credit Liquor Merchandise                     | 89.95-             |
| 5891        | Breakthru Beverage Minnesot  | Credit Freight Charge                         | 1.15-              |
| 5891        | Breakthru Beverage Minnesot  | Credit Liquor Merchandise                     | 34.74-             |
| 5891        | Breakthru Beverage Minnesot  | Credit Freight Charge                         | .19-               |
| 5891        | Breakthru Beverage Minnesot  | Credit Liquor Merchandise                     | 18.19-             |
| 5891        | Breakthru Beverage Minnesot  | Credit Freight Charge                         | .10-               |
| Total 5891: |                              |   | 1,581.94           |
| 5914        | Wells, Julie D.              | General Election Judge Compensation           | 80.00              |

| Vendor        | Vendor Name    | Description              | Net Invoice Amount |
|---------------|----------------|--------------------------|--------------------|
| Total 5914:   |                |                          | 80.00              |
| 6001          | Wine Merchants | Liquor Store Merchandise | 224.00             |
| 6001          | Wine Merchants | Delivery Charge          | 3.50               |
| Total 6001:   |                |                          | 227.50             |
| Grand Totals: |                |                          | 264,528.10         |

Dated: 11/16/2022

City Treasurer: Caroline Nwe

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee                                  | Check GL Account | Amount    |
|-----------|------------------|--------------|---------------|--|------------------|-----------|
| 11/22     | 11/16/2022       | 124694       | 41            | ABM Equipment & Supply Inc.            | 602-20100        | 150.33    |
| 11/22     | 11/16/2022       | 124695       | 165           | Allina Health                          | 610-20100        | 139.50    |
| 11/22     | 11/16/2022       | 124696       | 521           | Bellboy Corporation                    | 610-20100        | 4,319.42  |
| 11/22     | 11/16/2022       | 124697       | 522           | Elaine Belsheim                        | 101-20100        | 80.00     |
| 11/22     | 11/16/2022       | 124698       | 525           | Bent Brewstillery                      | 610-20100        | 142.10    |
| 11/22     | 11/16/2022       | 124699       | 640           | Robert Boone                           | 101-20100        | 110.00    |
| 11/22     | 11/16/2022       | 124700       | 680           | Mary Kay Brask                         | 101-20100        | 115.63    |
| 11/22     | 11/16/2022       | 124701       | 5891          | Breakthru Beverage MN Wine & Spirits I | 610-20100        | 1,581.94  |
| 11/22     | 11/16/2022       | 124702       | 699           | John Briegel                           | 101-20100        | 112.50    |
| 11/22     | 11/16/2022       | 124703       | 831           | Cambridge Automotive Services          | 101-20100        | 124.95    |
| 11/22     | 11/16/2022       | 124705       | 5516          | Capitol Beverage Sales L.P.            | 610-20100        | 571.10    |
| 11/22     | 11/16/2022       | 124706       | 978           | Carlson & Stewart Refrigeration Inc    | 101-20100        | 1,862.33  |
| 11/22     | 11/16/2022       | 124707       | 551           | Bernick's                              | 610-20100        | 3,048.90  |
| 11/22     | 11/16/2022       | 124708       | 1140          | Cintas                                 | 101-20100        | 919.70    |
| 11/22     | 11/16/2022       | 124709       | 1140          | Cintas Corporation                     | 601-20100        | 451.48    |
| 11/22     | 11/16/2022       | 124710       | 1213          | Diane Colonga                          | 101-20100        | 80.00     |
| 11/22     | 11/16/2022       | 124711       | 1316          | Crawford's Equipment, Inc.             | 101-20100        | 200.00    |
| 11/22     | 11/16/2022       | 124712       | 1336          | Crystal Springs Ice                    | 610-20100        | 174.40    |
| 11/22     | 11/16/2022       | 124713       | 1393          | Jill Dahl                              | 101-20100        | 70.00     |
| 11/22     | 11/16/2022       | 124714       | 1396          | Dahlheimer Beverage, LLC               | 610-20100        | 25,276.54 |
| 11/22     | 11/16/2022       | 124715       | 1475          | Roger Deneen                           | 101-20100        | 85.00     |
| 11/22     | 11/16/2022       | 124716       | 1646          | East Central Energy                    | 492-20100        | 76,596.95 |
| 11/22     | 11/16/2022       | 124717       | 1891          | Fastenal Company                       | 101-20100        | 28.68     |
| 11/22     | 11/16/2022       | 124718       | 1938          | Fire CATT, LLC                         | 101-20100        | 2,364.25  |
| 11/22     | 11/16/2022       | 124719       | 1949          | First Advantage                        | 101-20100        | 58.47     |
| 11/22     | 11/16/2022       | 124720       | 1974          | Flaherty's Happy Tyme Company          | 610-20100        | 819.00    |
| 11/22     | 11/16/2022       | 124721       | 2031          | Jerry Fromm                            | 101-20100        | 80.00     |
| 11/22     | 11/16/2022       | 124722       | 2036          | Marilyn Fromm                          | 101-20100        | 80.00     |
| 11/22     | 11/16/2022       | 124723       | 2052          | Kim Garber                             | 101-20100        | 100.00    |
| 11/22     | 11/16/2022       | 124724       | 2074          | Marisa Gertz                           | 101-20100        | 182.50    |
| 11/22     | 11/16/2022       | 124725       | 2166          | Grainger                               | 601-20100        | 67.30     |
| 11/22     | 11/16/2022       | 124726       | 2188          | Gratitude Farms                        | 101-20100        | 400.00    |
| 11/22     | 11/16/2022       | 124727       | 2194          | Karen Gray                             | 101-20100        | 80.00     |
| 11/22     | 11/16/2022       | 124728       | 2271          | Hach Company                           | 602-20100        | 172.78    |
| 11/22     | 11/16/2022       | 124729       | 2297          | Judy Hansen                            | 101-20100        | 80.00     |
| 11/22     | 11/16/2022       | 124730       | 2341          | Hawkins, Inc.                          | 602-20100        | 13,374.71 |
| 11/22     | 11/16/2022       | 124731       | 2346          | Hayford Ford                           | 101-20100        | 510.00    |
| 11/22     | 11/16/2022       | 124733       | 2364          | Susan Heckt                            | 101-20100        | 82.50     |
| 11/22     | 11/16/2022       | 124734       | 2381          | Herman's Bakery                        | 101-20100        | 73.47     |
| 11/22     | 11/16/2022       | 124735       | 2796          | Johnson Bros - St Paul                 | 610-20100        | 17,521.73 |
| 11/22     | 11/16/2022       | 124736       | 2801          | Adrienne Johnson                       | 101-20100        | 82.50     |
| 11/22     | 11/16/2022       | 124737       | 2806          | David Johnson                          | 101-20100        | 82.50     |
| 11/22     | 11/16/2022       | 124738       | 2797          | Steve Johnson                          | 101-20100        | 80.00     |
| 11/22     | 11/16/2022       | 124739       | 3189          | LePage and Sons                        | 101-20100        | 413.33    |
| 11/22     | 11/16/2022       | 124740       | 3212          | Mike Liddy                             | 101-20100        | 140.00    |
| 11/22     | 11/16/2022       | 124741       | 3213          | Sarah Liddy                            | 101-20100        | 140.00    |
| 11/22     | 11/16/2022       | 124742       | 3229          | Scott Linder                           | 101-20100        | 80.00     |
| 11/22     | 11/16/2022       | 124744       | 3461          | McDonald Distributing Company          | 610-20100        | 14,332.14 |
| 11/22     | 11/16/2022       | 124745       | 3676          | MCSI Minnesota Computer Systems Inc    | 101-20100        | 10.00     |
| 11/22     | 11/16/2022       | 124746       | 3521          | Menards                                | 602-20100        | 2,314.25  |
| 11/22     | 11/16/2022       | 124748       | 3929          | Moose Lake Brewing Co. LLC             | 610-20100        | 156.00    |
| 11/22     | 11/16/2022       | 124749       | 3942          | Thomas Moran                           | 101-20100        | 80.00     |
| 11/22     | 11/16/2022       | 124750       | 3946          | Motorola Solutions Inc.                | 101-20100        | 1,104.63  |
| 11/22     | 11/16/2022       | 124751       | 4001          | Minnesota Valley Testing Labs          | 602-20100        | 1,143.54  |
| 11/22     | 11/16/2022       | 124752       | 4140          | Carol Norling                          | 101-20100        | 80.00     |
| 11/22     | 11/16/2022       | 124753       | 4177          | Northern Hollow Winery LLC             | 610-20100        | 168.84    |
| 11/22     | 11/16/2022       | 124754       | 4314          | Shirley Olson                          | 101-20100        | 92.50     |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                               | Check GL Account | Amount     |
|---------------|------------------|--------------|---------------|-------------------------------------|------------------|------------|
| 11/22         | 11/16/2022       | 124755       | 4326          | OSI Environmental, Inc.             | 101-20100        | 75.00      |
| 11/22         | 11/16/2022       | 124756       | 4399          | Parkitect                           | 415-20100        | 746.73     |
| 11/22         | 11/16/2022       | 124757       | 4422          | Ron Patrick                         | 101-20100        | 100.00     |
| 11/22         | 11/16/2022       | 124758       | 4426          | Paustis Wine Company                | 610-20100        | 1,595.75   |
| 11/22         | 11/16/2022       | 124759       | 4476          | Phillips St Paul                    | 610-20100        | 5,082.03   |
| 11/22         | 11/16/2022       | 124760       | 4570          | Premier Machine Farm & Carriage     | 101-20100        | 550.00     |
| 11/22         | 11/16/2022       | 124761       | 4749          | Red Bull Distribution Company, Inc. | 610-20100        | 225.12     |
| 11/22         | 11/16/2022       | 124762       | 4919          | Rupp, Anderson, Squires,            | 101-20100        | 700.00     |
| 11/22         | 11/16/2022       | 124763       | 4947          | Sage Cleaning LLC                   | 704-20100        | 838.60     |
| 11/22         | 11/16/2022       | 124764       | 5043          | SealTech, Inc.                      | 443-20100        | 20,000.00  |
| 11/22         | 11/16/2022       | 124765       | 5116          | Short, Elliott, Hendrickson Inc     | 601-20100        | 51,099.89  |
| 11/22         | 11/16/2022       | 124766       | 5131          | Virginia Simon                      | 101-20100        | 80.00      |
| 11/22         | 11/16/2022       | 124767       | 5181          | Southern Glazer's of MN             | 610-20100        | 3,512.91   |
| 11/22         | 11/16/2022       | 124768       | 5301          | Steve's Tire Inc                    | 101-20100        | 729.20     |
| 11/22         | 11/16/2022       | 124769       | 2059          | Synchrony Bank                      | 101-20100        | 21.62      |
| 11/22         | 11/16/2022       | 124770       | 5649          | Steve Tripp                         | 101-20100        | 180.00     |
| 11/22         | 11/16/2022       | 124771       | 5656          | TNT Truck & Auto                    | 101-20100        | 729.40     |
| 11/22         | 11/16/2022       | 124772       | 5661          | True Fabrications, Inc.             | 610-20100        | 331.98     |
| 11/22         | 11/16/2022       | 124773       | 5692          | Uncommon Loon Brewing Company       | 610-20100        | 72.00      |
| 11/22         | 11/16/2022       | 124774       | 5801          | Verizon Wireless                    | 101-20100        | 271.21     |
| 11/22         | 11/16/2022       | 124775       | 5811          | Vessco, Inc.                        | 602-20100        | 455.60     |
| 11/22         | 11/16/2022       | 124776       | 5816          | Viking Coca-Cola Bottling Co        | 610-20100        | 487.85     |
| 11/22         | 11/16/2022       | 124777       | 5831          | Vinocopia                           | 610-20100        | 548.50     |
| 11/22         | 11/16/2022       | 124778       | 5886          | Watson Co., Inc.                    | 610-20100        | 2,998.82   |
| 11/22         | 11/16/2022       | 124779       | 5914          | Julie Wells                         | 101-20100        | 80.00      |
| 11/22         | 11/16/2022       | 124780       | 6001          | Wine Merchants                      | 610-20100        | 227.50     |
| Grand Totals: |                  |              |               |                                     |                  | 264,528.10 |

| Vendor     | Vendor Name                   | Description                             | Net Invoice Amount |
|------------|-------------------------------|---|--------------------|
| 36         | Able Hose & Rubber LLC        | Misc Operating Supplies - Streets       | 390.24             |
| Total 36:  |                               |   | 390.24             |
| 70         | Adam's Pest Control, Inc.     | Pest Control - Liquor Store             | 80.91              |
| Total 70:  |                               |   | 80.91              |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                    | 5.99-              |
| 175        | Amazon Capital Services, Inc. | Small Tools & Equipment - Building      | 168.29             |
| 175        | Amazon Capital Services, Inc. | Uniform Allowance - Police              | 84.99              |
| 175        | Amazon Capital Services, Inc. | Misc Operating Supplies - Streets       | 99.99              |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                    | 43.99-             |
| 175        | Amazon Capital Services, Inc. | Office Supplies                         | 63.73              |
| 175        | Amazon Capital Services, Inc. | Office Supplies                         | 83.86              |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                    | 145.98             |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                    | 73.91-             |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                    | 74.91-             |
| 175        | Amazon Capital Services, Inc. | Misc Operating Supplies - Wastewater    | 69.28              |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                    | 4.00-              |
| 175        | Amazon Capital Services, Inc. | Office Supplies - Finance               | 33.38              |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                    | 48.96              |
| 175        | Amazon Capital Services, Inc. | Office Supplies - Wastewater            | 10.00              |
| 175        | Amazon Capital Services, Inc. | Downtown Decorations                    | 7.89-              |
| Total 175: |                               |   | 597.77             |
| 306        | ARC Irrigation, LLC           | Irrigation Installation - Parkwood Park | 14,800.00          |
| Total 306: |                               |   | 14,800.00          |
| 319        | Artisan Beer Company          | Liquor Store Merchandise                | 73.80              |
| Total 319: |                               |   | 73.80              |
| 341        | Aspen Mills                   | Uniform Allowance - Fire Dept           | 62.65              |
| Total 341: |                               |   | 62.65              |
| 521        | Bellboy Corporation           | Credit Liquor Merchandise               | 56.00-             |
| 521        | Bellboy Corporation           | Credit Freight                          | 1.65-              |
| 521        | Bellboy Corporation           | Credit Liquor Merchandise               | 64.00-             |
| 521        | Bellboy Corporation           | Liquor Store Merchandise                | 1,259.55           |
| 521        | Bellboy Corporation           | Liquor Store Merchandise                | 378.99             |
| 521        | Bellboy Corporation           | Misc Operating Supplies - Liquor Store  | 84.00              |
| Total 521: |                               |   | 1,600.89           |
| 551        | Chas A. Bernick Inc.          | Liquor Store Merchandise                | 3,014.50           |

| Vendor     | Vendor Name          | Description                              | Net Invoice Amount |
|------------|----------------------|--|--------------------|
| 551        | Chas A. Bernick Inc. | Liquor Store Merchandise                 | 401.56             |
| 551        | Chas A. Bernick Inc. | Liquor Store Merchandise                 | 324.00             |
| 551        | Chas A. Bernick Inc. | Liquor Store Merchandise                 | 3,615.55           |
| 551        | Chas A. Bernick Inc. | Liquor Store Merchandise                 | 281.11             |
| 551        | Chas A. Bernick Inc. | Credit Liquor Merchandise                | 104.22-            |
| Total 551: |                      |  | 7,532.50           |
| 555        | Business Essentials  | Office Supplies                          | 13.99              |
| 555        | Business Essentials  | Office Supplies - Finance                | 51.05              |
| Total 555: |                      |  | 65.04              |
| 958        | Capital One          | Office Supplies - Wastewater             | 18.47              |
| 958        | Capital One          | Misc Operating Supplies - Liquor Store   | 30.01              |
| 958        | Capital One          | Misc Operating Supplies - Liquor Store   | 21.01              |
| 958        | Capital One          | Misc Operating Supplies - Liquor Store   | 145.57             |
| 958        | Capital One          | Wine Tasting Event                       | 183.66             |
| Total 958: |                      |  | 398.72             |
| 969        | Cardmember Service   | Office Supplies                          | 17.24              |
| 969        | Cardmember Service   | Zoom Video Standard Pro Monthly          | 16.16              |
| 969        | Cardmember Service   | Postage - Wastewater                     | 16.95              |
| 969        | Cardmember Service   | Copy Paper                               | 146.97             |
| 969        | Cardmember Service   | Adobe Software - Admin                   | 73.44              |
| 969        | Cardmember Service   | Adobe Software - Admin                   | 809.71             |
| 969        | Cardmember Service   | Small Tools & Equipment - Finance        | 456.15             |
| 969        | Cardmember Service   | License Renewal - C. Moe                 | 102.00             |
| 969        | Cardmember Service   | Training - C. Moe                        | 315.00             |
| 969        | Cardmember Service   | Adobe Software - Building                | 146.88             |
| 969        | Cardmember Service   | Adobe Software - Comm Development        | 220.32             |
| 969        | Cardmember Service   | Copy Paper - Streets                     | 97.98              |
| 969        | Cardmember Service   | Adobe Software - Streets                 | 24.48              |
| 969        | Cardmember Service   | Adobe Software - Water                   | 48.96              |
| 969        | Cardmember Service   | Small Tools & Equipment - Water          | 1,687.70           |
| 969        | Cardmember Service   | Adobe Software - Wastewater              | 48.96              |
| 969        | Cardmember Service   | Small Tools & Equipment - Wastewater     | 1,687.71           |
| 969        | Cardmember Service   | Adobe Software - Storm Water             | 24.48              |
| 969        | Cardmember Service   | Misc Operating Supplies - Streets        | 25.86              |
| 969        | Cardmember Service   | Repair & Maint Supplies Bldg/Inf - Parks | 437.90             |
| 969        | Cardmember Service   | Equipment Rental - Parks                 | 645.11             |
| 969        | Cardmember Service   | Misc Operating Supplies - Airport        | 62.68              |
| 969        | Cardmember Service   | Misc Operating Supplies - Fire           | 572.93             |
| 969        | Cardmember Service   | Street Light Repair                      | 601.67             |
| 969        | Cardmember Service   | Street Light Repair                      | 603.91-            |
| 969        | Cardmember Service   | Street Light Repair                      | 603.91             |
| 969        | Cardmember Service   | Postage Stamped Envelopes - Police       | 342.20             |
| 969        | Cardmember Service   | Office Supplies - Building               | 125.88             |

| Vendor | Vendor Name                   | Description  | Net Invoice Amount |
|--------|-------------------------------|--|--------------------|
| 969    | Cardmember Service            | Zoom Video Standard Pro Monthly                    | 16.16              |
|        | Total 969:                    |  | 8,771.48           |
| 972    | Carlos Creek Winery           | Liquor Store Merchandise                           | 504.00             |
|        | Total 972:                    |  | 504.00             |
| 978    | Carlson & Stewart Refrigerati | Repair & Maint Supplies Bldg/Inf - Ice Rink        | 2,779.67           |
| 978    | Carlson & Stewart Refrigerati | Repair & Maint Labor Veh/Eq - Ice Rink             | 1,953.00           |
|        | Total 978:                    |  | 4,732.67           |
| 1083   | CES Imaging                   | Ink & Paper - Canon Printer                        | 372.58             |
|        | Total 1083:                   |  | 372.58             |
| 1140   | Cintas Corporation            | Rug & Towel Rentals - Liquor Store                 | 221.96             |
| 1140   | Cintas Corporation            | Rug & Towel Rentals - Street Dept                  | 18.47              |
| 1140   | Cintas Corporation            | Uniform, Rug, Towel Rentals - Street Dept          | 135.35             |
| 1140   | Cintas Corporation            | Uniform Rental - Parks                             | 9.84               |
| 1140   | Cintas Corporation            | Uniform Rental - Maintenance                       | 4.26               |
| 1140   | Cintas Corporation            | Uniform Rental - Parks                             | 7.85               |
| 1140   | Cintas Corporation            | Uniform, Rug, Towel Rentals - Water/Wastewater     | 155.37             |
| 1140   | Cintas Corporation            | Rug Rentals - Street Dept                          | 14.54              |
| 1140   | Cintas Corporation            | Uniform Rental - Maintenance                       | 4.26               |
| 1140   | Cintas Corporation            | Uniform Rental - Parks                             | 7.85               |
| 1140   | Cintas Corporation            | Uniform, Rug, Towel Rentals - Water/Wastewater     | 155.37             |
| 1140   | Cintas Corporation            | Uniform, Rug, Towel Rentals - Street Dept          | 160.54             |
| 1140   | Cintas Corporation            | Uniform Rental - Parks                             | 9.84               |
|        | Total 1140:                   |  | 905.50             |
| 1170   | City Laundering Co.           | Rugs - Fire Hall                                   | 15.90              |
|        | Total 1170:                   |  | 15.90              |
| 1251   | Community GIS Services, Inc.  | GIS Services - October                             | 2,500.00           |
| 1251   | Community GIS Services, Inc.  | GIS Services - October                             | 2,500.00           |
|        | Total 1251:                   |  | 5,000.00           |
| 1316   | Crawford's Equipment, Inc.    | Repair & Maint Supplies Veh/Eq - Streets           | 56.20              |
| 1316   | Crawford's Equipment, Inc.    | Monthly Equipment Rental Skid Loader - Street Dept | 1,200.00           |
|        | Total 1316:                   |  | 1,256.20           |
| 1396   | Dahlheimer Beverage, LLC      | Liquor Store Merchandise                           | 22,290.45          |
| 1396   | Dahlheimer Beverage, LLC      | Liquor Store Merchandise                           | 2,215.60           |

| Vendor      | Vendor Name                | Description  | Net Invoice Amount |
|-------------|----------------------------|--|--------------------|
| Total 1396: |                            |  | 24,506.05          |
| 1481        | Department of Human Servic | October Cleaning - Northbound Liquor                 | 310.00             |
| Total 1481: |                            |  | 310.00             |
| 1506        | Deputy Registrar #90       | License Tabs - 15 Towm - Plate 6690CZT               | 17.25              |
| 1506        | Deputy Registrar #90       | License Tabs - 15 Towm - Plate 6691CZT               | 30.25              |
| 1506        | Deputy Registrar #90       | License Tabs - 19 PJ - Plate 9772CTP                 | 41.25              |
| 1506        | Deputy Registrar #90       | License Tabs - 99 M&S - Plate CDT9958                | 30.25              |
| Total 1506: |                            |  | 119.00             |
| 1631        | Earl F. Andersen, Inc.     | Posts for Signs                                      | 453.95             |
| Total 1631: |                            |  | 453.95             |
| 1681        | ECM Publishers, Inc.       | Advertising - Liquor Store                           | 1,800.84           |
| 1681        | ECM Publishers, Inc.       | Advertising - Firefighter                            | 119.60             |
| Total 1681: |                            |  | 1,920.44           |
| 1716        | Ehlers & Associates, Inc.  | TIF District 6-23 2022 Establishment                 | 5,000.00           |
| Total 1716: |                            |  | 5,000.00           |
| 1767        | Healthy Outcomes Inc.      | Subscription Balancing Act Simulation & Taxpayer Rec | 2,579.00           |
| Total 1767: |                            |  | 2,579.00           |
| 1811        | ESRI Inc.                  | ArcGIS Desktop Basic Single Use Primary Maintenanc   | 808.00             |
| 1811        | ESRI Inc.                  | ArcGIS Spatial Analyst Desktop Single Use Primary M  | 1,010.00           |
| 1811        | ESRI Inc.                  | ArcGIS Spatial Analyst Desktop Single Use Primary M  | 1,010.00           |
| Total 1811: |                            |  | 2,828.00           |
| 1891        | Fastenal Company           | Misc Operating Supplies - Street Dept                | 28.17              |
| Total 1891: |                            |  | 28.17              |
| 1916        | Fergus Power Pump, Inc.    | Hauling and Land Application - Fall 2022             | 47,696.30          |
| Total 1916: |                            |  | 47,696.30          |
| 2067        | GDO Law                    | Prosecution Service - November                       | 4,166.67           |
| Total 2067: |                            |  | 4,166.67           |

| Vendor      | Vendor Name                | Description   | Net Invoice Amount |
|-------------|----------------------------|---|--------------------|
| 2166        | Grainger                   | Repair & Maint - Wastewater Plant                   | 87.66              |
| Total 2166: |                            |   | 87.66              |
| 2170        | Granicus SAAS              | govAccess - Maintenance, Hosting, & Licensing Fee - | 5,305.79           |
| 2170        | Granicus SAAS              | govAccess - Maintenance, Hosting, & Licensing Fee - | 482.34             |
| Total 2170: |                            |   | 5,788.13           |
| 2171        | Granite Electronics, Inc.  | Portable Radio Repair - Police                      | 77.00              |
| Total 2171: |                            |   | 77.00              |
| 2182        | Winebow                    | Liquor Store Merchandise                            | 1,289.28           |
| 2182        | Winebow                    | Freight Charges                                     | 22.50              |
| Total 2182: |                            |   | 1,311.78           |
| 2245        | Guardian Fleet Safety, LLC | Repair & Maint Labor Veh/Eq - Police                | 95.00              |
| Total 2245: |                            |   | 95.00              |
| 2341        | Hawkins, Inc.              | Repair & Maintenance - Wastewater Plant             | 298.26             |
| 2341        | Hawkins, Inc.              | Chemicals - Water                                   | 1,578.13           |
| Total 2341: |                            |   | 1,876.39           |
| 2381        | Herman's Bakery            | Cupcakes - Employee Recognition                     | 38.40              |
| Total 2381: |                            |   | 38.40              |
| 2572        | IUOE Central Pension Fund  | November Contribution - Mechanics / Maintenance Div | 3,264.00           |
| 2572        | IUOE Central Pension Fund  | November Contribution - Wastewater and Water Opera  | 2,688.00           |
| Total 2572: |                            |   | 5,952.00           |
| 2573        | IUOE Local #49             | November Working Dues Assessment - Wastewater       | 112.00             |
| 2573        | IUOE Local #49             | November Working Dues Assessment - Maintenance      | 136.00             |
| 2573        | IUOE Local #49             | November Union Dues - Maintenance                   | 297.50             |
| 2573        | IUOE Local #49             | November Union Dues - Wastewater                    | 245.00             |
| Total 2573: |                            |   | 790.50             |
| 2636        | Minnesota Equipment        | Repair & Maint Supplies Veh/Eq - Parks              | 122.57             |
| Total 2636: |                            |   | 122.57             |
| 2716        | J.P. Cooke Company         | Dog License Tags                                    | 112.00             |

| Vendor      | Vendor Name                | Description                                     | Net Invoice Amount |
|-------------|----------------------------|---|--------------------|
| Total 2716: |                            |   | 112.00             |
| 2742        | Jefferson Fire & Safety    | Repair & Maint Supplies Veh/Eq - Fire           | 733.00             |
| 2742        | Jefferson Fire & Safety    | Repair & Maint Labor Veh/Eq - Fire              | 110.00             |
| Total 2742: |                            |   | 843.00             |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 1,990.00           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | 22.00              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 1,382.15           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | 17.49              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 2,738.10           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | 82.20              |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | .42                |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 331.75             |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | 5.25               |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 4,058.55           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | 122.56             |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 2,362.71           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | 42.79              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 1,177.00           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | 39.04              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 108.00             |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 2,700.50           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | 37.65              |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 377.38             |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | 9.18               |
| 2796        | Johnson Brothers Liquor Co | Liquor Store Merchandise                        | 2,352.63           |
| 2796        | Johnson Brothers Liquor Co | Delivery Charge                                 | 73.59              |
| Total 2796: |                            |   | 20,030.94          |
| 2941        | Kirvida Fire, Inc.         | Repair & Maint Supplies Veh/Eq - Ladder #1 Fire | 24.98              |
| 2941        | Kirvida Fire, Inc.         | Repair & Maint Labor Veh/Eq - Ladder #1 Fire    | 125.00             |
| Total 2941: |                            |   | 149.98             |
| 3025        | Kurita America Inc.        | Chemicals - Wastewater                          | 8,885.20           |
| Total 3025: |                            |   | 8,885.20           |
| 3164        | Lee's Pro Shop, Inc        | Employee Recognition                            | 183.50             |
| 3164        | Lee's Pro Shop, Inc        | City Apparel                                    | 457.00             |
| Total 3164: |                            |   | 640.50             |
| 3176        | LELS                       | Union Dues 183 - November                       | 780.00             |
| 3176        | LELS                       | Union Dues 449 - November                       | 130.00             |

| Vendor      | Vendor Name                   | Description                              | Net Invoice Amount |
|-------------|-------------------------------|--|--------------------|
| 3176        | LELS                          | Union Dues 511 - November                | 65.00              |
| Total 3176: |                               |  | 975.00             |
| 3189        | LePage and Sons               | Trash and Recycle Service - Liquor Store | 437.43             |
| Total 3189: |                               |  | 437.43             |
| 3258        | I.U.O.E. Local 49 Fringe Bene | Health Insurance December - New Hire     | 1,527.00           |
| Total 3258: |                               |  | 1,527.00           |
| 3267        | Lompian Wines, LLC            | Liquor Store Merchandise                 | 745.32             |
| 3267        | Lompian Wines, LLC            | Delivery Fee                             | 25.00              |
| Total 3267: |                               |  | 770.32             |
| 3461        | McDonald Distributing Compa   | Liquor Store Merchandise                 | 221.50             |
| 3461        | McDonald Distributing Compa   | Liquor Store Merchandise                 | 33.29              |
| 3461        | McDonald Distributing Compa   | Liquor Store Merchandise                 | 13,950.15          |
| 3461        | McDonald Distributing Compa   | Credit Liquor Merchandise                | 343.65-            |
| 3461        | McDonald Distributing Compa   | Credit Liquor Merchandise                | 143.64-            |
| Total 3461: |                               |  | 13,717.65          |
| 3521        | Menards                       | Misc Operating Supplies - Streets        | 47.64              |
| 3521        | Menards                       | Misc Operating Supplies - Streets        | 77.86              |
| 3521        | Menards                       | Repair & Maint - Infrastructure          | 82.41              |
| 3521        | Menards                       | Office Supplies - Building               | 8.84               |
| 3521        | Menards                       | Repair & Maint Supplies - Liquor Store   | 69.92              |
| 3521        | Menards                       | Misc Operating Supplies - Streets        | 9.52               |
| 3521        | Menards                       | Misc Operating Supplies - Water          | 89.95              |
| 3521        | Menards                       | Misc Operating Supplies - Wastewater     | 61.27              |
| 3521        | Menards                       | Downtown Decorations                     | 223.24             |
| 3521        | Menards                       | Misc Operating Supplies - Streets        | 13.96              |
| 3521        | Menards                       | Misc Operating Supplies - Streets        | 516.44             |
| 3521        | Menards                       | Misc Operating Supplies - Fire           | 21.16              |
| 3521        | Menards                       | Misc Operating Supplies - Shop           | 35.24              |
| 3521        | Menards                       | Misc Operating Supplies - Streets        | 263.35             |
| 3521        | Menards                       | Misc Operating Supplies - Shop           | 1.75               |
| 3521        | Menards                       | Small Tools & Equipment - Wastewater     | 90.77              |
| 3521        | Menards                       | Misc Operating Supplies - Streets        | 48.10              |
| 3521        | Menards                       | Misc Operating Supplies - Shop           | 447.15             |
| 3521        | Menards                       | Misc Operating Supplies - Parks          | 13.28              |
| 3521        | Menards                       | Repair & Maint Supplies Veh/Eq - Streets | 59.81              |
| 3521        | Menards                       | Small Tools & Equipment - Parks          | 62.95              |
| 3521        | Menards                       | Salt Pellets                             | 376.11             |
| 3521        | Menards                       | Misc Operating Supplies - Shop           | 40.13              |
| 3521        | Menards                       | Misc Operating Supplies - Streets        | 66.25              |

| Vendor      | Vendor Name                   | Description   | Net Invoice Amount |
|-------------|-------------------------------|---|--------------------|
| Total 3521: |                               |   | 2,727.10           |
| 3543        | Metro Sales, Inc.             | Ricoh MP C2004ex Color Copier Rental - Public Works | 48.74              |
| 3543        | Metro Sales, Inc.             | Ricoh MP C6004ex Color Copier Rental - City Hall    | 616.99             |
| 3543        | Metro Sales, Inc.             | Ricoh IM C2500 Color Copier Rental - Public Works   | 112.08             |
| 3543        | Metro Sales, Inc.             | Ricoh IM C2500 & 2500 Copier Rental - Police        | 258.23             |
| Total 3543: |                               |   | 1,036.04           |
| 3661        | Minnesota Chiefs of Police As | Membership Renewal - Voting                         | 434.00             |
| Total 3661: |                               |   | 434.00             |
| 3876        | Minnesota Pollution Control A | Wastewater Certification Exam - J. Forliti          | 55.00              |
| Total 3876: |                               |   | 55.00              |
| 3941        | Morton Salt, Inc              | Bulk Safe-T-Salt                                    | 8,107.14           |
| 3941        | Morton Salt, Inc              | Bulk Safe-T-Salt                                    | 8,168.46           |
| 3941        | Morton Salt, Inc              | Bulk Safe-T-Salt                                    | 4,142.27           |
| Total 3941: |                               |   | 20,417.87          |
| 3981        | MTI Distributing, Inc.        | Repair & Maint Supplies Veh/Eq - Streets            | 227.70             |
| Total 3981: |                               |   | 227.70             |
| 4001        | MVTL Laboratories Inc.        | Testing - Water                                     | 64.29              |
| Total 4001: |                               |   | 64.29              |
| 4071        | NCPERS Group Life Ins.        | Group Vol Life Ins - PERA                           | 336.00             |
| Total 4071: |                               |   | 336.00             |
| 4091        | New France Wine               | Liquor Store Merchandise                            | 276.00             |
| 4091        | New France Wine               | Shipping  | 3.00               |
| 4091        | New France Wine               | Liquor Store Merchandise                            | 264.00             |
| 4091        | New France Wine               | Shipping  | 6.00               |
| Total 4091: |                               |   | 549.00             |
| 4426        | Paustis Wine Company          | Liquor Store Merchandise                            | 552.00             |
| 4426        | Paustis Wine Company          | Freight Charge                                      | 8.75               |
| Total 4426: |                               |   | 560.75             |
| 4476        | Phillips Wine & Spirits       | Liquor Store Merchandise                            | 3,460.70           |

| Vendor      | Vendor Name              | Description   | Net Invoice Amount |
|-------------|--------------------------|---|--------------------|
| 4476        | Phillips Wine & Spirits  | Delivery Charge                                       | 52.49              |
| 4476        | Phillips Wine & Spirits  | Liquor Store Merchandise                              | 3,129.95           |
| 4476        | Phillips Wine & Spirits  | Delivery Charge                                       | 85.78              |
| 4476        | Phillips Wine & Spirits  | Delivery Charge                                       | 4.35               |
| 4476        | Phillips Wine & Spirits  | Delivery Charge                                       | 5.25               |
| 4476        | Phillips Wine & Spirits  | Liquor Store Merchandise                              | 82.50              |
| 4476        | Phillips Wine & Spirits  | Freight Charge  | 1.89               |
| 4476        | Phillips Wine & Spirits  | Liquor Store Merchandise                              | 3,861.05           |
| 4476        | Phillips Wine & Spirits  | Delivery Charge                                       | 47.68              |
| 4476        | Phillips Wine & Spirits  | Liquor Store Merchandise                              | 1,372.90           |
| 4476        | Phillips Wine & Spirits  | Delivery Charge                                       | 61.26              |
| Total 4476: |                          |   | 12,165.80          |
| 4640        | Q Media Properties LLC   | Advertising - Liquor Store                            | 50.00              |
| 4640        | Q Media Properties LLC   | Advertising - Liquor Store                            | 300.00             |
| 4640        | Q Media Properties LLC   | Advertising - Liquor Store                            | 190.00             |
| Total 4640: |                          |   | 540.00             |
| 4724        | Ray's Garage             | 6 Months Storage Rental Unit #6                       | 390.00             |
| Total 4724: |                          |   | 390.00             |
| 4824        | RITE Enterprises Inc     | Cloud Retailer, CardDefender and Cloud Retailer Mobil | 2,564.12           |
| Total 4824: |                          |   | 2,564.12           |
| 4919        | Rupp, Anderson, Squires, | September Legal Expense                               | 5,066.75           |
| Total 4919: |                          |   | 5,066.75           |
| 4930        | S & J Properties, LLC    | Lift Rental - Downtown Decorations                    | 1,050.00           |
| Total 4930: |                          |   | 1,050.00           |
| 5181        | Southern Glazer's of MN  | Credit Liquor Store Merchandise                       | 309.25             |
| 5181        | Southern Glazer's of MN  | Liquor Store Merchandise                              | 14,732.84          |
| 5181        | Southern Glazer's of MN  | Delivery Charge                                       | 196.33             |
| 5181        | Southern Glazer's of MN  | Liquor Store Merchandise                              | 2,062.56           |
| 5181        | Southern Glazer's of MN  | Delivery Charge                                       | 71.30              |
| 5181        | Southern Glazer's of MN  | Liquor Store Merchandise                              | 5,253.99           |
| 5181        | Southern Glazer's of MN  | Delivery Charge                                       | 75.95              |
| 5181        | Southern Glazer's of MN  | Liquor Store Merchandise                              | 2,029.34           |
| 5181        | Southern Glazer's of MN  | Delivery Charge                                       | 54.50              |
| Total 5181: |                          |   | 24,167.56          |
| 5251        | Star                     | Advertising Liquor Store                              | 555.00             |

| Vendor      | Vendor Name                 | Description   | Net Invoice Amount |
|-------------|-----------------------------|---|--------------------|
| 5251        | Star                        | Advertising Maintenance Worker                      | 138.85             |
| 5251        | Star                        | Public Hearing TIF District 6-24                    | 55.13              |
| 5251        | Star                        | Public Notice Ordinance 756                         | 2.63               |
| 5251        | Star                        | Public Notice Ordinance 757                         | 4.20               |
| 5251        | Star                        | Public Notice Council Meeting Minutes               | 12.08              |
| 5251        | Star                        | Advertising Public Works Mechanic                   | 163.85             |
| Total 5251: |                             |   | 931.74             |
| 5267        | Starry Electric, Inc.       | Replace Pole  | 1,602.50           |
| Total 5267: |                             |   | 1,602.50           |
| 5301        | Steve's Tire Inc            | Repairs and Maint Supplies Veh/Eq - Parks           | 900.00             |
| 5301        | Steve's Tire Inc            | Repairs and Maint Labor Veh/Eq - Parks              | 230.00             |
| Total 5301: |                             |   | 1,130.00           |
| 5446        | The American Bottling Compa | Liquor Store Merchandise                            | 303.66             |
| Total 5446: |                             |   | 303.66             |
| 5491        | The Wine Company            | Liquor Store Merchandise                            | 1,232.00           |
| 5491        | The Wine Company            | Shipping and Handling                               | 30.00              |
| Total 5491: |                             |   | 1,262.00           |
| 5509        | Thomsen, Dean A             | Window Cleaning Liquor Store - Cooler Doors & Entry | 140.24             |
| Total 5509: |                             |   | 140.24             |
| 5523        | Thryv, Inc.                 | Advertising Yellow Pages - Liquor Store             | 79.00              |
| Total 5523: |                             |   | 79.00              |
| 5656        | Trucks and Toys LTD         | Repair & Maint Supplies Veh/Eq - Parks              | 513.16             |
| Total 5656: |                             |   | 513.16             |
| 5692        | Uncommon Loon Brewing Co    | Liquor Store Merchandise                            | 72.00              |
| Total 5692: |                             |   | 72.00              |
| 5711        | United Rentals, Inc.        | Equipment Rental - Downtown Decorations             | 1,395.14           |
| Total 5711: |                             |   | 1,395.14           |
| 5801        | Verizon Wireless            | wireless phone service - Building                   | 40.01              |
| 5801        | Verizon Wireless            | wireless phone service - Maintenance                | 20.58              |

| Vendor        | Vendor Name                  | Description                                   | Net Invoice Amount |
|---------------|------------------------------|---|--------------------|
| 5801          | Verizon Wireless             | wireless phone service - Streets              | 35.01              |
| 5801          | Verizon Wireless             | wireless phone service - Water                | 35.01              |
| 5801          | Verizon Wireless             | wireless phone service - Wastewater           | 99.81              |
| 5801          | Verizon Wireless             | wireless phone service - Wastewater           | 35.01              |
| Total 5801:   |                              |   | 265.43             |
| 5811          | Vessco, Inc.                 | Repair & Maint - Wastewater Plant             | 455.60             |
| Total 5811:   |                              |   | 455.60             |
| 5816          | Viking Coca-Cola Bottling Co | Liquor Store Merchandise                      | 389.60             |
| 5816          | Viking Coca-Cola Bottling Co | Liquor Store Merchandise                      | 445.95             |
| Total 5816:   |                              |   | 835.55             |
| 5831          | Vinocopia                    | Liquor Store Merchandise                      | 168.00             |
| 5831          | Vinocopia                    | Delivery Charge                               | 2.50               |
| 5831          | Vinocopia                    | Liquor Store Merchandise                      | 600.00             |
| 5831          | Vinocopia                    | Delivery Charge                               | 12.00              |
| Total 5831:   |                              |   | 782.50             |
| 5886          | Watson Co., Inc.             | Misc Operating Supplies - Liquor Store        | 14.02              |
| 5886          | Watson Co., Inc.             | Credit Misc Operating Supplies - Liquor Store | 13.50              |
| 5886          | Watson Co., Inc.             | Liquor Store Merchandise                      | 3,029.54           |
| 5886          | Watson Co., Inc.             | Misc Operating Supplies - Liquor Store        | 386.01             |
| 5886          | Watson Co., Inc.             | Fuel Charge                                   | 6.00               |
| Total 5886:   |                              |   | 3,422.07           |
| 5891          | Breakthru Beverage Minnesot  | Liquor Store Merchandise                      | 396.00             |
| 5891          | Breakthru Beverage Minnesot  | Freight Charge                                | 4.60               |
| 5891          | Breakthru Beverage Minnesot  | Liquor Store Merchandise                      | 2,958.76           |
| 5891          | Breakthru Beverage Minnesot  | Freight Charge                                | 19.55              |
| 5891          | Breakthru Beverage Minnesot  | Liquor Store Merchandise                      | 160.00             |
| 5891          | Breakthru Beverage Minnesot  | Freight Charge                                | 2.30               |
| 5891          | Breakthru Beverage Minnesot  | Liquor Store Merchandise                      | 8,611.95           |
| 5891          | Breakthru Beverage Minnesot  | Freight Charge                                | 103.69             |
| Total 5891:   |                              |   | 12,256.85          |
| 6001          | Wine Merchants               | Liquor Store Merchandise                      | 1,320.00           |
| 6001          | Wine Merchants               | Delivery Charge                               | 24.51              |
| Total 6001:   |                              |   | 1,344.51           |
| Grand Totals: |                              |   | 300,140.81         |

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| Vendor | Vendor Name | Description | Net Invoice Amount |
|--------|-------------|-------------|--------------------|
|--------|-------------|-------------|--------------------|

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Dated: 11/30/22

City Treasurer: Caroline Mord

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee                                  | Check GL Account | Amount    |
|-----------|------------------|--------------|---------------|--|------------------|-----------|
| 11/22     | 11/30/2022       | 124781       | 36            | Able Hose & Rubber LLC                 | 101-20100        | 390.24    |
| 11/22     | 11/30/2022       | 124783       | 70            | Adams Pest Control - Main              | 610-20100        | 80.91     |
| 11/22     | 11/30/2022       | 124784       | 175           | Amazon Capital Services, Inc.          | 101-20100        | 597.77    |
| 11/22     | 11/30/2022       | 124785       | 306           | ARC Irrigation, LLC                    | 415-20100        | 14,800.00 |
| 11/22     | 11/30/2022       | 124786       | 319           | Artisan                                | 610-20100        | 73.80     |
| 11/22     | 11/30/2022       | 124787       | 341           | Aspen Mills                            | 101-20100        | 62.65     |
| 11/22     | 11/30/2022       | 124788       | 521           | Bellboy Corporation                    | 610-20100        | 1,600.89  |
| 11/22     | 11/30/2022       | 124789       | 5891          | Breakthru Beverage MN Wine & Spirits I | 610-20100        | 12,256.85 |
| 11/22     | 11/30/2022       | 124790       | 555           | Business Essentials                    | 101-20100        | 65.04     |
| 11/22     | 11/30/2022       | 124791       | 958           | Capital One                            | 610-20100        | 398.72    |
| 11/22     | 11/30/2022       | 124792       | 969           | Cardmember Service                     | 101-20100        | 8,771.48  |
| 11/22     | 11/30/2022       | 124793       | 972           | Carlos Creek Winery                    | 610-20100        | 504.00    |
| 11/22     | 11/30/2022       | 124794       | 978           | Carlson & Stewart Refrigeration Inc    | 101-20100        | 4,732.67  |
| 11/22     | 11/30/2022       | 124795       | 1083          | CES Imaging                            | 101-20100        | 372.58    |
| 11/22     | 11/30/2022       | 124796       | 551           | Bernick's                              | 610-20100        | 7,532.50  |
| 11/22     | 11/30/2022       | 124797       | 1140          | Cintas Corporation                     | 101-20100        | 905.50    |
| 11/22     | 11/30/2022       | 124798       | 1170          | City Laundering Co.                    | 101-20100        | 15.90     |
| 11/22     | 11/30/2022       | 124799       | 1251          | Community GIS Services, Inc.           | 602-20100        | 5,000.00  |
| 11/22     | 11/30/2022       | 124800       | 1316          | Crawford's Equipment, Inc.             | 101-20100        | 1,256.20  |
| 11/22     | 11/30/2022       | 124802       | 1396          | Dahlheimer Beverage, LLC               | 610-20100        | 24,506.05 |
| 11/22     | 11/30/2022       | 124803       | 1481          | Department of Human Services           | 610-20100        | 310.00    |
| 11/22     | 11/30/2022       | 124804       | 1506          | Deputy Registrar #90                   | 101-20100        | 119.00    |
| 11/22     | 11/30/2022       | 124805       | 1631          | Earl F. Andersen, Inc.                 | 101-20100        | 453.95    |
| 11/22     | 11/30/2022       | 124806       | 1681          | ECM Publishers, Inc.                   | 610-20100        | 1,800.84  |
| 11/22     | 11/30/2022       | 124807       | 1681          | ECM Publishers, Inc.                   | 101-20100        | 119.60    |
| 11/22     | 11/30/2022       | 124808       | 1716          | Ehlers & Associates, Inc.              | 294-20100        | 5,000.00  |
| 11/22     | 11/30/2022       | 124809       | 1811          | ESRI Inc.                              | 602-20100        | 2,828.00  |
| 11/22     | 11/30/2022       | 124810       | 1891          | Fastenal Company                       | 101-20100        | 28.17     |
| 11/22     | 11/30/2022       | 124811       | 1916          | Fergus Power Pump, Inc.                | 602-20100        | 47,696.30 |
| 11/22     | 11/30/2022       | 124812       | 2067          | GDO Law                                | 101-20100        | 4,166.67  |
| 11/22     | 11/30/2022       | 124813       | 2166          | Grainger                               | 602-20100        | 87.66     |
| 11/22     | 11/30/2022       | 124814       | 2170          | Granicus                               | 101-20100        | 5,788.13  |
| 11/22     | 11/30/2022       | 124815       | 2171          | Granite Electronics, Inc.              | 101-20100        | 77.00     |
| 11/22     | 11/30/2022       | 124816       | 2245          | Guardian Fleet Safety                  | 101-20100        | 95.00     |
| 11/22     | 11/30/2022       | 124817       | 2341          | Hawkins, Inc.                          | 601-20100        | 1,876.39  |
| 11/22     | 11/30/2022       | 124818       | 1767          | Healthy Outcomes Inc.                  | 101-20100        | 2,579.00  |
| 11/22     | 11/30/2022       | 124819       | 2381          | Herman's Bakery                        | 101-20100        | 38.40     |
| 11/22     | 11/30/2022       | 124820       | 3258          | I.U.O.E. Local 49 Fringe Benefit Fund  | 101-20100        | 1,527.00  |
| 11/22     | 11/30/2022       | 124821       | 2572          | Central Pension Fund                   | 101-20100        | 3,264.00  |
| 11/22     | 11/30/2022       | 124822       | 2572          | Central Pension Fund                   | 101-20100        | 2,688.00  |
| 11/22     | 11/30/2022       | 124823       | 2573          | IUOE Local #49                         | 101-20100        | 542.50    |
| 11/22     | 11/30/2022       | 124824       | 2573          | IUOE Local #49                         | 101-20100        | 248.00    |
| 11/22     | 11/30/2022       | 124825       | 2716          | J.P. Cooke Company                     | 101-20100        | 112.00    |
| 11/22     | 11/30/2022       | 124826       | 2742          | Jefferson Fire & Safety                | 101-20100        | 843.00    |
| 11/22     | 11/30/2022       | 124827       | 2796          | Johnson Bros - St Paul                 | 610-20100        | 20,030.94 |
| 11/22     | 11/30/2022       | 124828       | 2941          | Kirvida Fire, Inc.                     | 101-20100        | 149.98    |
| 11/22     | 11/30/2022       | 124830       | 3025          | Kurita America Inc.                    | 602-20100        | 8,885.20  |
| 11/22     | 11/30/2022       | 124831       | 3164          | Lee's Pro Shop, Inc                    | 101-20100        | 640.50    |
| 11/22     | 11/30/2022       | 124832       | 3176          | LELS                                   | 101-20100        | 975.00    |
| 11/22     | 11/30/2022       | 124833       | 3189          | LePage and Sons                        | 610-20100        | 437.43    |
| 11/22     | 11/30/2022       | 124834       | 3267          | Lompian Wines, LLC                     | 610-20100        | 770.32    |
| 11/22     | 11/30/2022       | 124835       | 3461          | McDonald Distributing Company          | 610-20100        | 13,717.65 |
| 11/22     | 11/30/2022       | 124836       | 3521          | Menards                                | 101-20100        | 2,727.10  |
| 11/22     | 11/30/2022       | 124838       | 3543          | Metro Sales, Inc.                      | 101-20100        | 1,036.04  |
| 11/22     | 11/30/2022       | 124839       | 3661          | Minnesota Chiefs of Police Association | 101-20100        | 434.00    |
| 11/22     | 11/30/2022       | 124840       | 2636          | Minnesota Equipment                    | 101-20100        | 122.57    |
| 11/22     | 11/30/2022       | 124841       | 3876          | Minnesota Pollution Control Agency     | 602-20100        | 55.00     |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                                | Check GL Account | Amount     |
|---------------|------------------|--------------|---------------|--------------------------------------|------------------|------------|
| 11/22         | 11/30/2022       | 124842       | 3941          | Morton Salt, Inc                     | 101-20100        | 20,417.87  |
| 11/22         | 11/30/2022       | 124843       | 3981          | MTI Distributing Inc.                | 101-20100        | 227.70     |
| 11/22         | 11/30/2022       | 124844       | 4001          | Minnesota Valley Testing Labs        | 601-20100        | 64.29      |
| 11/22         | 11/30/2022       | 124845       | 4071          | NCPERS Group Life Ins.               | 101-20100        | 336.00     |
| 11/22         | 11/30/2022       | 124846       | 4091          | New France Wine                      | 610-20100        | 549.00     |
| 11/22         | 11/30/2022       | 124849       | 4426          | Paustis Wine Company                 | 610-20100        | 560.75     |
| 11/22         | 11/30/2022       | 124850       | 4476          | Phillips St Paul                     | 610-20100        | 12,165.80  |
| 11/22         | 11/30/2022       | 124851       | 4640          | Q Media Properties LLC               | 610-20100        | 540.00     |
| 11/22         | 11/30/2022       | 124852       | 4724          | Ray's Garage                         | 610-20100        | 390.00     |
| 11/22         | 11/30/2022       | 124853       | 4824          | RITE                                 | 610-20100        | 2,564.12   |
| 11/22         | 11/30/2022       | 124854       | 4919          | Rupp, Anderson, Squires,             | 101-20100        | 5,066.75   |
| 11/22         | 11/30/2022       | 124855       | 4930          | S & J Properties, LLC                | 101-20100        | 1,050.00   |
| 11/22         | 11/30/2022       | 124856       | 5181          | Southern Glazer's of MN              | 610-20100        | 24,167.56  |
| 11/22         | 11/30/2022       | 124857       | 5251          | Star                                 | 101-20100        | 931.74     |
| 11/22         | 11/30/2022       | 124858       | 5267          | Starry Electric, Inc.                | 604-20100        | 1,602.50   |
| 11/22         | 11/30/2022       | 124859       | 5301          | Steve's Tire Inc                     | 101-20100        | 1,130.00   |
| 11/22         | 11/30/2022       | 124860       | 5446          | The American Bottling Company        | 610-20100        | 303.66     |
| 11/22         | 11/30/2022       | 124861       | 5491          | The Wine Company                     | 610-20100        | 1,262.00   |
| 11/22         | 11/30/2022       | 124862       | 5509          | Dean Thomsen                         | 610-20100        | 140.24     |
| 11/22         | 11/30/2022       | 124863       | 5523          | Thryv                                | 610-20100        | 79.00      |
| 11/22         | 11/30/2022       | 124864       | 5656          | TNT Truck & Auto                     | 101-20100        | 513.16     |
| 11/22         | 11/30/2022       | 124865       | 5692          | Uncommon Loon Brewing Company        | 610-20100        | 72.00      |
| 11/22         | 11/30/2022       | 124866       | 5711          | United Rentals (North America), Inc. | 101-20100        | 1,395.14   |
| 11/22         | 11/30/2022       | 124867       | 5801          | Verizon Wireless                     | 602-20100        | 265.43     |
| 11/22         | 11/30/2022       | 124868       | 5811          | Vessco, Inc.                         | 602-20100        | 455.60     |
| 11/22         | 11/30/2022       | 124869       | 5816          | Viking Coca-Cola Bottling Co         | 610-20100        | 835.55     |
| 11/22         | 11/30/2022       | 124870       | 5831          | Vinocopia                            | 610-20100        | 782.50     |
| 11/22         | 11/30/2022       | 124871       | 5886          | Watson Co., Inc.                     | 610-20100        | 3,422.07   |
| 11/22         | 11/30/2022       | 124872       | 6001          | Wine Merchants                       | 610-20100        | 1,344.51   |
| 11/22         | 11/30/2022       | 124873       | 2182          | Winebow                              | 610-20100        | 1,311.78   |
| Grand Totals: |                  |              |               |                                      |                  | 300,140.81 |

| Vendor     | Vendor Name                   | Description                                 | Net Invoice Amount |
|------------|-------------------------------|---|--------------------|
| 18         | A & B Welding & Construction  | Repair & Maint - Wastewater Plant           | 1,800.00           |
| Total 18:  |                               |   | 1,800.00           |
| 44         | Absolute Portable Restrooms   | Handicap & Regular Unit - Parks             | 160.00             |
| 44         | Absolute Portable Restrooms   | Handicap & Regular Unit - Parks             | 130.00             |
| Total 44:  |                               |   | 290.00             |
| 175        | Amazon Capital Services, Inc. | Misc Operating Supplies - Police            | 130.29             |
| 175        | Amazon Capital Services, Inc. | Misc Operating Supplies - Wastewater        | 99.98              |
| 175        | Amazon Capital Services, Inc. | Office Supplies - Building                  | 29.66              |
| Total 175: |                               |   | 259.93             |
| 226        | AMSOIL INC                    | Fuel Additives                              | 242.29             |
| Total 226: |                               |   | 242.29             |
| 341        | Aspen Mills                   | Uniform Allowance - K. Stahl                | 305.18             |
| Total 341: |                               |   | 305.18             |
| 381        | Auto Value Cambridge          | Repair & Maint Supplies Veh/Eq - Streets    | 1.59               |
| Total 381: |                               |   | 1.59               |
| 521        | Bellboy Corporation           | Liquor Store Merchandise                    | 2,346.75           |
| 521        | Bellboy Corporation           | Liquor Store Merchandise                    | 286.00             |
| 521        | Bellboy Corporation           | Credit Liquor Merchandise                   | 46.00              |
| 521        | Bellboy Corporation           | Liquor Store Merchandise                    | 348.63             |
| Total 521: |                               |   | 2,935.38           |
| 721        | Brown & Bigelow, Inc.         | Advertising Calendars - LS                  | 2,091.09           |
| Total 721: |                               |   | 2,091.09           |
| 906        | NAPA Central MN               | Repair & Maint Supplies Veh/Eq - Police     | 109.56             |
| 906        | NAPA Central MN               | Repair & Maint Supplies Veh/Eq - Fire       | 9.54               |
| 906        | NAPA Central MN               | Repair & Maint Supplies Veh/Eq - Streets    | 841.26             |
| 906        | NAPA Central MN               | Repair & Maint Supplies Veh/Eq - Parks      | 1,152.64           |
| 906        | NAPA Central MN               | Repair & Maint Supplies Veh/Eq - Wastewater | 42.03              |
| Total 906: |                               |   | 2,155.03           |
| 1078       | Century Fence Company         | Repair of Storm Damage - Dog Park           | 4,550.00           |

| Vendor      | Vendor Name                  | Description                                    | Net Invoice Amount |
|-------------|------------------------------|--|--------------------|
| Total 1078: |                              |  | 4,550.00           |
| 1140        | Cintas Corporation           | Rug Rentals - Liquor Store                     | 91.58              |
| 1140        | Cintas Corporation           | Rug Rentals - City Hall                        | 9.39               |
| 1140        | Cintas Corporation           | Rug Rentals - Police Dept                      | 20.74              |
| 1140        | Cintas Corporation           | Uniform, Rug, Towel Rentals - Street Dept      | 135.35             |
| 1140        | Cintas Corporation           | Uniform Rental - Parks                         | 9.84               |
| 1140        | Cintas Corporation           | Rug & Towel Rentals - Street Dept              | 18.47              |
| 1140        | Cintas Corporation           | Uniform Rental - Maintenance                   | 4.26               |
| 1140        | Cintas Corporation           | Uniform Rental - Parks                         | 7.85               |
| 1140        | Cintas Corporation           | Uniform, Rug, Towel Rentals - Water/Wastewater | 155.37             |
| Total 1140: |                              |  | 452.85             |
| 1236        | Comm of MMB, Treasury Div    | Admin Traffic Citation Fines - November        | 180.00             |
| Total 1236: |                              |  | 180.00             |
| 1396        | Dahlheimer Beverage, LLC     | Credit Liquor Merchandise                      | 18.85-             |
| 1396        | Dahlheimer Beverage, LLC     | Credit Liquor Merchandise                      | 32.00-             |
| 1396        | Dahlheimer Beverage, LLC     | Liquor Store Merchandise                       | 20,084.05          |
| 1396        | Dahlheimer Beverage, LLC     | Liquor Store Merchandise                       | 1,158.70           |
| Total 1396: |                              |  | 21,191.90          |
| 1553        | DW Companies LLC             | Repairs & Maint - Storm Sewer (5th and Fern)   | 8,700.00           |
| Total 1553: |                              |  | 8,700.00           |
| 1921        | Ferguson Waterworks          | Automatic Meter Read                           | 627.53             |
| Total 1921: |                              |  | 627.53             |
| 2059        | Synchrony Bank               | Repair & Maint Supplies Veh/Eq - Streets       | 34.34              |
| Total 2059: |                              |  | 34.34              |
| 2146        | Gopher State One-Call Inc.   | FTP Tickets                                    | 31.72              |
| 2146        | Gopher State One-Call Inc.   | FTP Tickets                                    | 31.73              |
| Total 2146: |                              |  | 63.45              |
| 2193        | Greater Minnesota Parks & Tr | 2023 Membership Dues                           | 165.00             |
| Total 2193: |                              |  | 165.00             |
| 2411        | Hillyard Inc.                | Maintenance Supplies - City Hall               | 272.60             |

| Vendor      | Vendor Name                    | Description   | Net Invoice Amount |
|-------------|--------------------------------|---|--------------------|
| Total 2411: |                                |   | 272.60             |
| 2559        | The Preserve of Cambridge, L   | TIF 6-15 Developer Agreement 2nd Half TIF Flow 2022 | 56,927.39          |
| Total 2559: |                                |   | 56,927.39          |
| 2742        | Jefferson Fire & Safety        | Uniform Allowance - Fire                            | 8,703.08           |
| Total 2742: |                                |   | 8,703.08           |
| 2914        | Keyso, John                    | Refund Overpayment Final Water Bill 1-7227          | 163.00             |
| Total 2914: |                                |   | 163.00             |
| 3010        | Krueger International, Inc.    | Repair & Maint Supplies Bldg/Inf - Library          | 152.00             |
| Total 3010: |                                |   | 152.00             |
| 3018        | KTJ267, LLC                    | TIF 6-17 Oppidan 90% of TIF Flow                    | 32,002.06          |
| Total 3018: |                                |   | 32,002.06          |
| 3258        | I.U.O.E. Local 49 Fringe Bene  | Health Insurance January                            | 21,520.00          |
| 3258        | I.U.O.E. Local 49 Fringe Bene  | Health Insurance January                            | 65,661.00          |
| Total 3258: |                                |   | 87,181.00          |
| 3349        | Main Street Flats Limited Part | TIF 6-18 Main St Flats - Developer's Reimbursement  | 6,802.54           |
| Total 3349: |                                |   | 6,802.54           |
| 3427        | Massich, Hildagarda            | Refund Overpayment Final Water Bill 1-4585          | 105.53             |
| Total 3427: |                                |   | 105.53             |
| 3461        | McDonald Distributing Compa    | Liquor Store Merchandise                            | 232.40             |
| 3461        | McDonald Distributing Compa    | Liquor Store Merchandise                            | 2,981.65           |
| 3461        | McDonald Distributing Compa    | Liquor Store Merchandise                            | 766.00             |
| 3461        | McDonald Distributing Compa    | Liquor Store Merchandise                            | 926.50             |
| 3461        | McDonald Distributing Compa    | Credit Liquor Merchandise                           | 923.15-            |
| 3461        | McDonald Distributing Compa    | Liquor Store Merchandise                            | 35,606.60          |
| 3461        | McDonald Distributing Compa    | Liquor Store Merchandise                            | 158.40             |
| Total 3461: |                                |   | 39,748.40          |
| 3501        | MEI Total Elevator Solutions   | December Monthly Service - Library                  | 161.26             |

| Vendor      | Vendor Name                    | Description   | Net Invoice Amount |
|-------------|--------------------------------|---|--------------------|
| Total 3501: |                                |   | 161.26             |
| 3521        | Menards                        | Small Tools & Equipment - Streets                   | 21.61              |
| 3521        | Menards                        | Small Tools & Equipment - Streets                   | 77.14              |
| 3521        | Menards                        | Maintenance Supplies - City Hall                    | 29.21              |
| 3521        | Menards                        | Small Tools & Equipment - City Hall                 | 34.50              |
| Total 3521: |                                |   | 162.46             |
| 3676        | MCSI Minnesota Computer S      | Contract Base Rate/Overage Charge - Tosh/Estudio 85 | 10.00              |
| Total 3676: |                                |   | 10.00              |
| 3929        | Moose Lake Brewing Co. LLC     | Liquor Store Merchandise                            | 96.00              |
| Total 3929: |                                |   | 96.00              |
| 4177        | Northern Hollow Winery LLC     | Liquor Store Merchandise                            | 71.40              |
| Total 4177: |                                |   | 71.40              |
| 4321        | O'Reilly Automotive, Inc.      | Repair & Maint Supplies Veh/Eq - PD                 | 20.99              |
| Total 4321: |                                |   | 20.99              |
| 4506        | Pitney Bowes                   | Rental Charges SendPro C Auto                       | 547.56             |
| Total 4506: |                                |   | 547.56             |
| 4626        | Purchase Power                 | Postage Meter Refill                                | 500.00             |
| Total 4626: |                                |   | 500.00             |
| 4661        | Quill Corporation              | Copy Paper  | 74.80              |
| 4661        | Quill Corporation              | Laserjet Toner - Finance                            | 245.15             |
| Total 4661: |                                |   | 319.95             |
| 4701        | Railroad Management Compa      | License Fees - 48" Storm Sewer Pipeline Crossing    | 344.67             |
| Total 4701: |                                |   | 344.67             |
| 4887        | Roosevelt Garden Estates, LL   | PIN 15.316.0010 TIF 6-20 2nd 1/2 2022               | 6,598.28           |
| 4887        | Roosevelt Garden Estates, LL   | PIN 15.313.0010 TIF 6-20 2nd 1/2 2022               | 38,046.48          |
| Total 4887: |                                |   | 44,644.76          |
| 4931        | Innovative Office Solutions LL | Name Plates - Building                              | 36.02              |

| Vendor      | Vendor Name                  | Description                                    | Net Invoice Amount |
|-------------|------------------------------|--|--------------------|
| Total 4931: |                              |  | 36.02              |
| 4973        | Schafer, Kyle                | Refund Overpayment Final Water Bill 1-1193     | 32.59              |
| Total 4973: |                              |  | 32.59              |
| 5151        | Smith & Loveless, Inc.       | Repair & Maint - Lift Stations                 | 196.36             |
| Total 5151: |                              |  | 196.36             |
| 5251        | Star                         | Public Notice Planning Commission Meeting      | 7.88               |
| 5251        | Star                         | Public Hearing Allina Health System Annexation | 6.30               |
| 5251        | Star                         | Advertising Public Works Mechanic              | 138.85             |
| 5251        | Star                         | Public Notice Council Meeting Minutes          | 11.03              |
| 5251        | Star                         | Public Hearing Allina Health System Annexation | 4.73               |
| 5251        | Star                         | Advertising Public Works Mechanic              | 138.85             |
| Total 5251: |                              |  | 307.64             |
| 5256        | Star 95 Car Wash             | Squad Car Washes                               | 107.00             |
| Total 5256: |                              |  | 107.00             |
| 5308        | Stopka, Brandon              | Refund Overpayment Final Water Bill 1-6497     | 68.31              |
| Total 5308: |                              |  | 68.31              |
| 5516        | Capitol Beverage Sales L.P.  | Liquor Store Merchandise                       | 724.00             |
| Total 5516: |                              |  | 724.00             |
| 5556        | T-Mobile                     | Cellular Services - Police Dept                | 822.52             |
| Total 5556: |                              |  | 822.52             |
| 5692        | Uncommon Loon Brewing Co     | Liquor Store Merchandise                       | 96.00              |
| Total 5692: |                              |  | 96.00              |
| 5789        | VariTech Industries Inc.     | Brine System                                   | 4,126.31           |
| Total 5789: |                              |  | 4,126.31           |
| 5816        | Viking Coca-Cola Bottling Co | Liquor Store Merchandise                       | 224.50             |
| 5816        | Viking Coca-Cola Bottling Co | Credit Liquor Merchandise                      | 13.15-             |
| Total 5816: |                              |  | 211.35             |

| Vendor        | Vendor Name                 | Description  | Net Invoice Amount |
|---------------|-----------------------------|--|--------------------|
| 5862          | Walmart#02352               | Promotional Events - Shop with a Cop                 | 1,500.00           |
| Total 5862:   |                             |  | 1,500.00           |
| 5864          | Walker Methodist Levande, L | TIF 6-16 Developer Agreement 90% of TIF Flow 2nd     | 29,430.84          |
| Total 5864:   |                             |  | 29,430.84          |
| 5886          | Watson Co., Inc.            | Credit Misc Operating Supplies - Liquor Store        | 13.50-             |
| 5886          | Watson Co., Inc.            | Liquor Store Merchandise                             | 3,220.54           |
| 5886          | Watson Co., Inc.            | Misc Operating Supplies - Liquor Store               | 333.02             |
| 5886          | Watson Co., Inc.            | Fuel Charge  | 6.00               |
| 5886          | Watson Co., Inc.            | Liquor Store Merchandise                             | 166.00             |
| Total 5886:   |                             |  | 3,712.06           |
| 5965          | White Bear IT Solutions LLC | Service Agreement, Backup Service, Endpoint Protecti | 444.20             |
| 5965          | White Bear IT Solutions LLC | Microsoft 365 Business Premium                       | 144.00             |
| 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:   |                             |  | 6,140.60           |
| Grand Totals: |                             |  | 372,493.81         |

Dated: 12/17/22

City Treasurer: Caroline Moe

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee                                  | Check GL Account | Amount    |
|-----------|------------------|--------------|---------------|--|------------------|-----------|
| 12/22     | 12/07/2022       | 124874       | 18            | A & B Welding & Construction Inc.      | 602-20100        | 1,800.00  |
| 12/22     | 12/07/2022       | 124875       | 44            | Absolute Portable Restrooms            | 101-20100        | 290.00    |
| 12/22     | 12/07/2022       | 124876       | 175           | Amazon Capital Services, Inc.          | 101-20100        | 259.93    |
| 12/22     | 12/07/2022       | 124877       | 226           | AMSOIL INC                             | 101-20100        | 242.29    |
| 12/22     | 12/07/2022       | 124878       | 341           | Aspen Mills                            | 101-20100        | 305.18    |
| 12/22     | 12/07/2022       | 124879       | 381           | Auto Value Cambridge                   | 101-20100        | 1.59      |
| 12/22     | 12/07/2022       | 124880       | 521           | Bellboy Corporation                    | 610-20100        | 2,935.38  |
| 12/22     | 12/07/2022       | 124881       | 721           | Brown & Bigelow, Inc.                  | 610-20100        | 2,091.09  |
| 12/22     | 12/07/2022       | 124882       | 5516          | Capitol Beverage Sales L.P.            | 610-20100        | 724.00    |
| 12/22     | 12/07/2022       | 124883       | 1078          | Century Fence Company                  | 704-20100        | 4,550.00  |
| 12/22     | 12/07/2022       | 124884       | 1140          | Cintas Corporation                     | 601-20100        | 452.85    |
| 12/22     | 12/07/2022       | 124885       | 1236          | Comm of MMB, Treasury Div              | 213-20100        | 180.00    |
| 12/22     | 12/07/2022       | 124886       | 1396          | Dahlheimer Beverage, LLC               | 610-20100        | 21,191.90 |
| 12/22     | 12/07/2022       | 124887       | 1553          | DW Companies LLC                       | 603-20100        | 8,700.00  |
| 12/22     | 12/07/2022       | 124888       | 1921          | Ferguson Waterworks #2518              | 601-20100        | 627.53    |
| 12/22     | 12/07/2022       | 124889       | 2146          | Gopher State One Call                  | 602-20100        | 63.45     |
| 12/22     | 12/07/2022       | 124890       | 2193          | GMPT                                   | 101-20100        | 165.00    |
| 12/22     | 12/07/2022       | 124891       | 2411          | Hillyard / Minneapolis                 | 101-20100        | 272.60    |
| 12/22     | 12/07/2022       | 124892       | 3258          | I.U.O.E. Local 49 Fringe Benefit Fund  | 101-20100        | 87,181.00 |
| 12/22     | 12/07/2022       | 124893       | 4931          | Innovative Office Solutions LLC        | 101-20100        | 36.02     |
| 12/22     | 12/07/2022       | 124894       | 2742          | Jefferson Fire & Safety                | 101-20100        | 8,703.08  |
| 12/22     | 12/07/2022       | 124895       | 2914          | John & Jeanette Keyso                  | 601-20100        | 163.00    |
| 12/22     | 12/07/2022       | 124896       | 3010          | Krueger International, Inc.            | 101-20100        | 152.00    |
| 12/22     | 12/07/2022       | 124897       | 3018          | KTJ267, LLC                            | 307-20100        | 32,002.06 |
| 12/22     | 12/07/2022       | 124899       | 3349          | Main Street Flats Limited Partnership  | 291-20100        | 6,802.54  |
| 12/22     | 12/07/2022       | 124900       | 3427          | Hildagarda Massich                     | 601-20100        | 105.53    |
| 12/22     | 12/07/2022       | 124901       | 3461          | McDonald Distributing Company          | 610-20100        | 39,748.40 |
| 12/22     | 12/07/2022       | 124902       | 3676          | MCSI Minnesota Computer Systems Inc    | 101-20100        | 10.00     |
| 12/22     | 12/07/2022       | 124904       | 3501          | MEI Total Elevator Solutions           | 101-20100        | 161.26    |
| 12/22     | 12/07/2022       | 124905       | 3521          | Menards                                | 101-20100        | 162.46    |
| 12/22     | 12/07/2022       | 124907       | 3929          | Moose Lake Brewing Co. LLC             | 610-20100        | 96.00     |
| 12/22     | 12/07/2022       | 124908       | 906           | NAPA Central MN                        | 602-20100        | 2,155.03  |
| 12/22     | 12/07/2022       | 124909       | 4177          | Northern Hollow Winery LLC             | 610-20100        | 71.40     |
| 12/22     | 12/07/2022       | 124910       | 4321          | O'Reilly Automotive, Inc.              | 101-20100        | 20.99     |
| 12/22     | 12/07/2022       | 124911       | 4506          | Pitney Bowes Global Financial Services | 101-20100        | 547.56    |
| 12/22     | 12/07/2022       | 124913       | 4626          | Purchase Power                         | 101-20100        | 500.00    |
| 12/22     | 12/07/2022       | 124914       | 4661          | Quill Corporation                      | 101-20100        | 319.95    |
| 12/22     | 12/07/2022       | 124915       | 4701          | Railroad Management Company III, LLC   | 603-20100        | 344.67    |
| 12/22     | 12/07/2022       | 124916       | 4887          | Roosevelt Garden Estates, LLC          | 290-20100        | 44,644.76 |
| 12/22     | 12/07/2022       | 124917       | 4973          | Kyle Schafer                           | 601-20100        | 32.59     |
| 12/22     | 12/07/2022       | 124918       | 5151          | Smith & Loveless, Inc.                 | 602-20100        | 196.36    |
| 12/22     | 12/07/2022       | 124919       | 5251          | Star                                   | 101-20100        | 307.64    |
| 12/22     | 12/07/2022       | 124920       | 5256          | Star 95 Car Wash                       | 101-20100        | 107.00    |
| 12/22     | 12/07/2022       | 124921       | 5308          | Brandon Stopka                         | 601-20100        | 68.31     |
| 12/22     | 12/07/2022       | 124922       | 2059          | Synchrony Bank                         | 101-20100        | 34.34     |
| 12/22     | 12/07/2022       | 124924       | 2559          | The Preserve of Cambridge, LLC         | 305-20100        | 56,927.39 |
| 12/22     | 12/07/2022       | 124925       | 5556          | T-Mobile                               | 101-20100        | 822.52    |
| 12/22     | 12/07/2022       | 124926       | 5692          | Uncommon Loon Brewing Company          | 610-20100        | 96.00     |
| 12/22     | 12/07/2022       | 124927       | 5789          | VariTech Industries Inc.               | 101-20100        | 4,126.31  |
| 12/22     | 12/07/2022       | 124928       | 5816          | Viking Coca-Cola Bottling Co           | 610-20100        | 211.35    |
| 12/22     | 12/07/2022       | 124929       | 5864          | Walker Methodist Levande, LLC          | 306-20100        | 29,430.84 |
| 12/22     | 12/07/2022       | 124930       | 5862          | Walmart#02352                          | 101-20100        | 1,500.00  |
| 12/22     | 12/07/2022       | 124931       | 5886          | Watson Co., Inc.                       | 610-20100        | 3,712.06  |
| 12/22     | 12/07/2022       | 124932       | 5965          | White Bear IT Solutions LLC            | 101-20100        | 6,140.60  |

Grand Totals:

372,493.81

**4C Resolution R22-108 Approve Restricted Donation for Cambridge Police Dept    December 19, 2022**

Prepared By: Caroline Moe, Director of Finance

**Background:**

The City received donations for the Shop with a Cop Event. Restricted donations are required to be accepted by the City via resolution.

**Fiscal Note:**

No budgetary implications since the restricted donation will be used by the Fire Dept for Council approved items in the future.

**Core Strategy Compatibility #5: Foster Engaged, Informed, and Involved Citizens & Community:**

Accepting this restricted donation demonstrates the City serving as a connector piece for community helping people find their passion and honoring the “hometown” feel.

**Recommendation:**

Approve Resolution R22-108 Accepting Restricted donation for the Cambridge Fire Department.

**Attachment:**

Resolution R22-108

**RESOLUTION NO. R22-108**

*Resolution Accepting Restricted Donation  
for Cambridge Police Department*

**WHEREAS**, the Cambridge Police Department received a restricted donation of \$500 from First Rate Outdoors LLC for the Shop with a Cop Event;

**WHEREAS**, the Cambridge Police Department received a restricted donation of \$1,500 from BP Metals LLC for the Shop with a Cop Event;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Cambridge, Minnesota, that the donation detailed above are hereby received and accepted for the purposes as described above.

Adopted this 19th day of December, 2022.

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

ATTEST:

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

**Background**

| Department                           | Proposed Fee Changes   |   |                               | Justification   |
|--------------------------------------|--|---|-------------------------------|---|
| Utilities                            | <b>Type of License/Fee</b>   | <b>Term</b>                                   | <b>Fee</b>                    | The City Council received a briefing about utility rates at the special council meeting. Please refer to the packet from the 11/21/22 meeting.  |
|                                      | Water rate, SFR Unit Basic Service Charge  | Per month                                     | <del>\$13.00</del><br>\$13.13 |   |
|                                      | Water rate 0 – 6,000 gallons   | Per month                                     | <del>\$4.36</del><br>\$4.40   |   |
|                                      | Water rate 6,001 – 20,000 gallons  | Per month                                     | <del>\$4.97</del><br>\$5.02   |   |
|                                      | Water rate over 20,001 gallons   | Per month                                     | <del>\$5.56</del><br>\$5.62   |   |
|                                      | Sewer rates: SFR Unit Basic Service Charge   | Per month, per REU                            | <del>\$22.00</del><br>\$22.66 |   |
|                                      | Sewer rates: 0 – 6,000 gallons   | Per month                                     | <del>\$4.24</del><br>\$4.37   |   |
|                                      | Sewer rates: 6,001 – 20,000 gallons  | Per month                                     | <del>\$4.78</del><br>\$4.92   |   |
|                                      | Sewer rates: over 20,001 gallons   | Per month                                     | <del>\$5.30</del><br>\$5.46   |   |
|                                      | Storm sewer rates  | Per month, per storm unit                     | <del>\$5.00</del><br>\$5.50   |   |
|                                      | Street light utility fee   | Per month, per single family residential unit | \$5.00<br>(no change)         |   |
|                                      | Water  | Meter test charge                             | Per meter                     |   |
| Curb stop cover for sloped driveways |  | Each  | <del>\$97.00</del><br>149.00  |   |
| Fire hydrant replacement kit         |  | Each  | <del>\$368.00</del><br>464.00 |   |
| Building + Utilities                 | <ul style="list-style-type: none"> <li>51.06 Water Trunk Area Charge Per Acre <del>\$2,314.00</del> <u>\$2,882.00</u></li> <li>52.109 Sewer Trunk Area Charge Per Acre <del>\$2,240.00</del> <u>\$2,925.00</u></li> <li>Please also change Truck to Trunk (with an “n”) in the Sewer Trunk Area Charge.</li> </ul> |   |                               | Our rates have not kept pace with inflation. We checked the Engineering News Record (ENR) Construction Cost Index (an industry standard source), and our rates should have been increasing 3% each year since 1997. |
| Police Department                    | <ul style="list-style-type: none"> <li>the rate for OT for a police officer change from \$66/hr (min 3 hours) to \$100/hr (min 3 hrs).</li> </ul>  |   |                               | Our fee for an off-duty officer was raised due to the fact that there hasn’t been any adjustment to the fee schedule in some time and the wages have gone up in that time.  |
| Planning                             | <ul style="list-style-type: none"> <li>Final Plat per lot fee changed from \$10 per lot to \$15 per lot. Base Fee unchanged.</li> <li>Add ADMIN fee for Zoning Letter- \$25</li> <li>Conditional Use Permit, Interim Use Permit, Variance, Rezoning, Ordinance Amendment,</li> </ul>                               |   |                               | The fee increases are justified based on our neighboring city’s fees.   |

|                  |  |  |
|------------------|--|--|
|                  | Vacation, & Lot Combination from \$275 to \$300.   |  |
| Building         | <ul style="list-style-type: none"> <li>• Plan review valuation determination is being clarified. Groups/Uses are still considered, but there are multi-use groups not encompassed currently. The ICC document will allow our Building Official to determine plan review better (while still including Group/Uses and adhering to the 2020 International Building Code)</li> <li>• Using consistent language for Solar Energy Systems</li> <li>• Added advanced septic systems to IRC</li> <li>• Added contracted fees to the septic systems in IBC</li> <li>• Clarified underground storage tanks</li> <li>• Sod escrow updated</li> <li>• Added escrow to demo permit</li> <li>• Updated as-built escrow fee</li> <li>• Sewer &amp; water inspection fee removed because it is already in the Fee Schedule under plumbing</li> <li>• Clarified roofing permits</li> </ul> | Proposed fee changes were a consensus from Building Department staff, led by our Building Official. Staff have applied our experience from the past year and research from nearby cities fees to come up with these amended/proposed fees. |
| Code Enforcement | <ul style="list-style-type: none"> <li>• Clarifying fees, removing repetitive or redundant fees.</li> <li>• Cleaning up litter is rarely cited, but dog feces needs a citation fee. So calling it Nuisance animal feces will be all-encompassing.</li> </ul>   | We do not need a separate fee to charge for each violation if they are all the same amount. Only citations that are not the standard \$200 should be listed separately. This will help keep the document clean and easy to read.           |
| Admin            | <ul style="list-style-type: none"> <li>• Clarifying hard copies</li> <li>• Combined Data Requests</li> <li>• Utility fee – no water use</li> <li>• Water meters – not installed within three months from purchase</li> <li>• Sidewalk Café</li> <li>• Remove the PTRC and Planning Commission Per Diems since the EDA, City Council, and Mayor per diems are not listed.</li> </ul>  |  |

**Fiscal Note:**

Fees have been reviewed for adequacy by the appropriate staff member. More specifically for utility rates; they have been set to make sure operating costs and debt service amounts are covered in addition to maintain adequate reserve levels.

**Staff Recommended City Council Action:**

Approve Ordinance No. 764 as presented and allow staff to publish a summary ordinance.

**Attachments**

1. Fee Schedule – Red-lined

**Ordinance ~~740~~ and 744764**

*Licenses, Fees, and Permits for ~~2022-2023~~ (Fee Schedule)*

An Ordinance providing for licenses, fees, and permits. The City Council of Cambridge, Minnesota, hereby ordains the following fees beginning January 1, ~~2022~~2023:

**Title III – Administration Fees**

| Code Section/<br>Department | Type of License/Fee   | Term   | Fee                        |
|-----------------------------|---|--|----------------------------|
| <del>32.23</del>            | <del>Planning Commission per diems</del>  | <del>Per meeting attended</del>  | <del>\$35.00</del>         |
| <del>32.49</del>            | <del>Parks, Trails, and Recreation-<br/>Commission per diems</del>  | <del>Per meeting attended</del>  | <del>\$35.00</del>         |
| 32.64                       | Airport hangar lease  | Per square foot of<br>lease area   | \$0.15                     |
| 32.64                       | Airport tie down fee  | Per month  | \$17.00                    |
| <del>38.07</del>            | <del><u>Administrative Citation – Except as<br/>otherwise stated herein, all other<br/>violations of the City Code or Land Use<br/>Code</u></del> | <del><u>Per day after citation<br/>is<br/>issued for non-<br/>compliance</u></del> | <del><u>\$200.00</u></del> |
| <del>38.07</del>            | <del>Administrative Citation—Debris and/or<br/>Garbage</del>  | <del>Per day after citation-<br/>is<br/>issued for non-<br/>compliance</del>       | <del>\$200.00</del>        |
| <del>38.07</del>            | <del>Administrative Citation—Abandoned-<br/>and/or junk vehicle</del>   | <del>Per day after citation-<br/>is<br/>issued for non-<br/>compliance</del>       | <del>\$200.00</del>        |
| <del>38.07</del>            | <del>Administrative Citation—Unlawful-<br/>Storage</del>  | <del>Per day after citation-<br/>is issued for non-<br/>compliance</del>           | <del>\$200.00</del>        |
| <del>38.07</del>            | <del>Administrative Citation—Junk</del>   | <del>Per day after citation-<br/>is<br/>issued for non-<br/>compliance</del>       | <del>\$200.00</del>        |

|                  |  |  |   |          |
|------------------|--|--|---|----------|
| 38.07            | Administrative Citation - <del>Animals: Cleaning up Litter</del> <u>Nuisance Animal Feces</u>      |  | Per day after citation is issued for non-compliance | \$50.00  |
| <del>38.07</del> | <del>Administrative Citation — Housing: Minimum standards for basic equipment and facilities</del> | <del>Per day after citation is issued for non-compliance</del> | <del>\$200.00</del>                                 |          |
| <del>38.07</del> | <del>Administrative Citation — Housing: Safe and sanitary maintenance of parts of dwellings</del>  | <del>Per day after citation is issued for non-compliance</del> | <del>\$200.00</del>                                 |          |
| 38.07            | Administrative <u>Citation</u> — Exterior Structure <u>requirements not met</u>                    |  | Per day after citation is issued for non-compliance | \$300.00 |
| <del>38.07</del> | <del>Administrative — Residential outdoor parking and storage</del>                                | <del>Per day after citation is issued for non-compliance</del> | <del>\$200.00</del>                                 |          |
| 38.07            | Administrative Citation – Sign regulation  |  | Per day after citation is issued for non-compliance | \$100.00 |
| <del>38.07</del> | <del>Administrative Citation — Accessory building and structure requirements</del>                 | <del>Per day after citation is issued for non-compliance</del> | <del>\$200.00</del>                                 |          |
| <del>38.07</del> | <del>Administrative Citation — Fences</del>  | <del>Per day after citation is issued for non-compliance</del> | <del>\$200.00</del>                                 |          |
| 38.07            | Administrative Citation – Garbage containers <u>requirements not met</u>                           |  | Per day after citation is issued for non-compliance | \$50.00  |
| <del>38.07</del> | <del>Administrative Citation — Except as</del>   | <del>Per day after citation</del>                              | <del>\$200.00</del>                                 |          |

|                   |   |   |   |
|-------------------|---|---|---|
|                   | <del>otherwise stated herein, all other violations of the City Code or Land Use Code</del>  | <del>is issued for non-compliance</del>                   |   |
| 38.04             | Administrative Citation – Peddler or transient merchant (no license)  | Per offense   | \$80.00   |
| 38.07             | Administrative Citation – Mobile food vendor (no license)   | Per offense   | \$80.00   |
| 38.07             | Administrative Citation – Temporary/seasonal outdoor sales use or transient vendors (no license)  | Per offense   | \$80.00   |
| 38.07             | Administrative Citation – Fireworks sales (no license)  | Per offense   | \$80.00   |
| <u>53.02</u>      | <u>Administrative citation – illicit discharge</u>  | <u>Per day after citation is issued for noncompliance</u> | <u>\$200.00</u>   |
| 38.07             | Administrative Citation – Construction related stormwater pollution   | Per day after citation is issued for non-compliance       | \$200.00  |
| ADMIN             | Copies and (Providing & copying information such as data requests hard copies, 8x11 maps, etc.)   | Per page  | \$0.25, if over 100 pages, actual cost per MN State Statute |
| <del>ADMIN</del>  | <del>Data requests</del>  |   |   |
| ADMIN             | Media copies  | Per page/item   | \$15.00   |
| ADMIN             | Police reports (except if you are the victim or the legal guardian of the victim for the crime committed)   | Per page  | \$0.25, if over 100 pages, actual cost per MN State Statute |
| ADMIN             | Maps, non-copyrighted plans, plats (all pages over 11 x 17)   | Per page  | \$10.00 – color<br>\$5.00 – black & white                   |
| ADMIN             | <a href="#">Data Requests</a><br>Providing & copying information – actual cost of searching for and retrieving government data, including the cost of employee time, and for the making, certifying, compiling, copying, and electronically transmitting data in accordance with MN State Statute | Per hour or part thereafter                               | \$22.00 per hour  |
| ADMIN             | Transcription of audio recordings/statements  | Minimum 1 hour; then 15 min. intervals                    | \$22.00 per hour  |
| POLICE            | Copying of squad car or body camera video, as permitted by Minnesota Statute  | Minimum 30 minutes per video requested                    | \$40.00 per hour  |
| <del>POLICE</del> | Copying of other video/audio (store surveillance/ evidence/ other)  | Minimum 30 minutes per                                    | \$40.00 per hour  |

|        |   |   |                                  |
|--------|---|---|----------------------------------|
|        |   | video requested   |                                  |
| POLICE | Labor rate – Overtime (special events/other) includes squad car   | Minimum of 3 hours overtime or actual time worked per LELS contract | \$ <del>66</del> 100.00 per hour |
| POLICE | Labor rate – Overtime (court/civil subpoena summons/civil depositions)<br><br>Rates will be charged to the party of the attorney’s office which requested the subpoena<br><br>City reserves the right to request payments for minimum hours prior to any court appearance<br><br>If appearance is needed within 5 hours of the officers regularly scheduled shift AND court is canceled, the requesting parties will be charged for a minimum of 3 hours of OT regardless of whether they had to appear or not. This is per LELS contract | Minimum of 3 hours overtime or actual time worked per LELS contract | \$ <del>66</del> 100.00 per hour |
| POLICE | Reserve officer and squad car (special events)  | Per hour  | \$70.00                          |

**Title V – Public Works Fees**

| Code Section/<br>Department | Type of License/Fee                       | Term      | Fee   |
|-----------------------------|---|-----------|---|
| 50.06                       | Garbage & refuse collection               | Per year  | \$1,250.00  |
| 51.06                       | Water Trunk Area Charge*                  | Per acre  | <del>\$2,314.00</del> 2,882.00  |
| 51.06                       | Water Access Charge*                      | Per REU   | \$201.00  |
| 51.06                       | Water Treatment Facility Charge*          | Per REU   | \$901.00  |
| 51.04                       | Water rate, SFR Unit Basic Service Charge | Per month | <del>\$13.00</del> 13.13  |
| 51.04                       | Water rate <del>0</del> 1 – 6,000 gallons | Per month | <del>\$4.36</del> 4.40  |
| 51.04                       | Water rate 6,001 – 20,000 gallons         | Per month | <del>\$4.97</del> 5.02  |
| 51.04                       | Water rate over 20,001 gallons            | Per month | <del>\$5.56</del> 5.62  |
| 51.04                       | FF charge                                 | Per month | \$0.81  |
| 51.11                       | Water meters                              | Per meter | All meters will be sold at the city’s purchase price plus 10% set-up fee, <u>and all utility fees</u> |

|                  |  |   |  |
|------------------|--|---|--|
|                  |  |   | <a href="#">will be assessed after 90 days regardless of installation status. Utility fees include sewer, water, street light, storm sewer fees.</a> |
| 51.11            | Meter connections  | Each  | All meter connections will be sold at the city's purchase price plus 10% set-up fee  |
| 51.11            | Radio transmitter: Neptune R900  | Each for use with Neptune                       | City's cost plus 10% set-up fee  |
| 51.11            | Non-sprinkler residential setup  | City's cost plus 10% set-up fee                 | Priced per setup depending upon meter size above   |
| 51.11            | Sprinkler/house meter new construction setup                               | City's cost plus 10% set-up fee                 | Priced per setup depending upon meter size above   |
| 51.11            | Irrigation meter on an already established house – no charge for the radio | City's cost plus 10% set-up fee                 | Priced per setup depending upon meter size above   |
| 51.11            | Meter no connections – frozen meters, etc.                                 | City's cost plus 10% set-up fee                 | See meter pricing above  |
| 51.11            | Meter test charge  | Per meter                                       | <del>\$50.00</del> <a href="#">60.00</a>   |
| 51.15            | Curb stop cover for sloped driveways                                       | Each  | <del>\$97.00</del> <a href="#">149.00</a>  |
| 51.15            | Fire hydrant replacement kit   | Each  | <del>\$368.00</del> <a href="#">464.00</a>   |
| 51.05            | Tampering with the city water system                                       | Per offense                                     | \$500.00   |
| 51.05            | Certify utility bill to tax levy   | First time                                      | \$75.00  |
| 51.05            | Certify utility bill to tax levy   | Second and subsequent times                     | \$150.00   |
| 51.12            | Water reconnection fee   | Each  | \$60.00  |
| 51.18            | Utility penalty fees   |   | 5% with \$5.00 minimum penalty   |
| 52.109           | Sewer <del>Truck-Trunk</del> Area Charge*                                  | Per acre  | <del>\$2,240.00</del> <a href="#">2,925.00</a>   |
| 52.109           | Sewer Access Charge*   | Per REU   | \$2,273.00   |
| 52.141           | Sewer rates: SFR Unit Basic Service Charge                                 | Per month, per REU                              | <del>\$22.00</del> <a href="#">22.66</a>   |
| 52.141           | Sewer rates: <del>0-1</del> – 6,000 gallons                                | Per month                                       | <del>\$4.244</del> <a href="#">.37</a>   |
| 52.141           | Sewer rates: 6,001 – 20,000 gallons  | Per month                                       | <del>\$4.784</del> <a href="#">.92</a>   |
| 52.141           | Sewer rates: over 20,001 gallons   | Per month                                       | <del>\$5.305</del> <a href="#">.46</a>   |
| 52.141           | Septage dumping fee  | Per gallon                                      | \$0.10   |
| 53.015           | Storm sewer rates  | Per month, per storm unit                       | <del>\$5.00</del> <a href="#">5.50</a>   |
| <del>53.02</del> | <del>Administrative citation – illicit discharge</del>                     | <del>Per day after citation is issued for</del> | <del>\$200.00</del>  |

|              |   |   |  |
|--------------|---|---|--|
|              |   | <del>noncompliance</del>                      |  |
| 54.10        | Street light utility fee  | Per month, per single family residential unit | \$5.00   |
| PUBLIC WORKS | Labor rate – regular time   | Per hour, minimum charge of ½ hour            | \$42.00  |
| PUBLIC WORKS | Labor rate – over time  | Per hour, minimum charge of 2 hours           | \$63.00  |
| PUBLIC WORKS | Wheel loader  | Per hour                                      | \$90.00  |
| PUBLIC WORKS | Wheel loader w/Snow Go blower   | Per hour                                      | \$130.00 plus cost of labor                        |
| PUBLIC WORKS | Dump truck  | Per hour                                      | \$85.00 plus cost of labor                         |
| PUBLIC WORKS | Street sweeper  | Per hour                                      | \$85.00 plus cost of labor                         |
| PUBLIC WORKS | Bucket truck (two people required per OSHA)                                   | Per hour                                      | \$90.00 plus cost for labor rate for two employees |
| PUBLIC WORKS | Flail mower   | Per hour                                      | \$65.00 plus cost of labor                         |
| PUBLIC WORKS | Progressive mower   | Per hour                                      | \$65.00 plus cost of labor                         |
| PUBLIC WORKS | One-ton truck   | Per hour                                      | \$65.00 plus cost of labor                         |
| PUBLIC WORKS | Weed whip   | Per hour                                      | \$45.00 plus cost of labor                         |
| PUBLIC WORKS | Vac Con sewer cleaning truck (two people required per OSHA)                   | Per hour                                      | \$95.00 plus cost of labor rate for two employees  |
| PUBLIC WORKS | Assessable current services: snow, ice, dirt, and rubbish removal on sidewalk | Each occurrence                               | \$100.00   |

\*Supplemental connection charges will be collected at the time of connection from parcels identified and, in the amounts, specified in Ordinance No. 452

### Title VII – Traffic Fees

| Code Section/<br>Department | Type of License/Fee  | Term         | Fee                          |
|-----------------------------|--|--------------|------------------------------|
| 70.01                       | Recreational motor vehicles                                  | Per offense  | \$100.00                     |
| 70.02                       | Motor vehicles and motorcycles prohibited on school property | Per offense  | \$100.00                     |
| 70.05                       | Trucks prohibited on certain streets                         | Per offense  | \$100.00                     |
| 70.06                       | Stop intersections   | Per offense  | \$80.00                      |
| 70.07                       | Through streets and on-way streets                           | Per offense  | \$80.00                      |
| 70.08                       | Turning restrictions   | Per offense  | \$80.00                      |
| 70.09                       | U-turns restricted   | Per offense  | \$80.00                      |
| 70.10                       | Excessive noise  | Per offense  | \$80.00                      |
| 70.11                       | Exhibition driving prohibited                                | Per offense  | \$80.00                      |
| 70.12                       | Cruising prohibited  | Per offense  | \$80.00                      |
| 70.40                       | Public conduct during parades                                | Per offense  | \$100.00                     |
| 71.03                       | No parking zone  | Per offense  | \$20.00                      |
| 71.04                       | Parking violation – Commercial vehicle in a residential area | Per offense  | \$20.00                      |
| 71.05                       | Parking violation – parking in alley                         | Per offense  | \$20.00 plus subject to tow  |
| 71.08                       | Parking violation – fire lane parking prohibited             | Per offense  | \$50.00                      |
| 71.08                       | Fire lanes & emergency vehicle access roads                  | Per citation | \$50.00 plus subject to tow  |
| 71.65                       | Impounded vehicle storage fees (non-forfeitures)             | Per vehicle  | \$200.00                     |
| 71.99                       | Parking fees: overtime parking                               | Per citation | \$20.00                      |
| 71.99                       | Parking fees: improper parking                               | Per citation | \$20.00                      |
| 71.99                       | Parking fees: parking in prohibited area                     | Per citation | \$20.00 plus subject to tow  |
| 71.99                       | Parking fees: parking against traffic                        | Per citation | \$20.00 plus subject to tow  |
| 71.99                       | Parking fees: winter parking restrictions                    | Per citation | \$20.00 plus subject to tow  |
| 71.99                       | Parking fees: handicapped parking                            | Per citation | \$100.00 plus subject to tow |
| 73.03                       | Application of traffic ordinances                            | Per offense  | \$80.00                      |
| 73.04                       | Restrictions   | Per offense  | \$80.00                      |
| 73.05                       | Stopping & yielding  | Per offense  | \$80.00                      |
| 73.06                       | Persons under 18   | Per offense  | \$80.00                      |
| 73.07                       | Equipment  | Per offense  | \$60.00                      |
| 73.08                       | Unattended snowmobiles                                       | Per offense  | \$60.00                      |
| 73.10                       | Operation on private property                                | Per offense  | \$100.00                     |

**Title IX – General Regulation Fees**

| Code Section/<br>Department | Type of License/Fee   | Term   | Fee  |
|-----------------------------|---|--|--|
| 90.28                       | Fire Department coverage for events held by organizations outside Cambridge's Fire Service Area | Per hour   | \$100.00   |
| 91.03                       | Alarms – false alarms   | Per false alarm after second false alarm at the same address | \$50.00  |
| 92.17                       | Engine breaking violation – nuisances affecting peace and safety                                | Per offense  | \$60.00  |
| 92.22                       | Administrative costs for abatements   | Per abatement case/property                                  | \$25.00  |
| 92.22                       | Mowing abatement  | First time/same season                                       | \$70.00 or actual abatement costs  |
|                             |   | Second time/same season                                      | \$100.00 or actual abatement costs   |
|                             |   | Third+ time/same season                                      | \$150.00 or actual abatement costs   |
| 94.57                       | Excavation permit (ROW)   | Per permit   | \$54.00 minimum permit fee plus \$7.50 per 100 feet disturbed                  |
| 94.58                       | Right-of-way permit fees  | Per permit   | \$54.00 minimum permit fee plus \$7.50 per 100 feet of right-of-way            |
| 94.64                       | Small wireless facility permit  | Per pole   | \$500.00 to collocate up to five facilities; \$100.00 per facility beyond five |
| 94.64                       | Small wireless facility permit  | Per pole or wireless support structure                       | \$1,000.00   |
| 94.64                       | Small wireless facility permit  | Per year for collocation on city owned structures            | \$270.00   |
| 95.02                       | Dog <u>and-or</u> cat license   | Life   | \$20.00  |
| 95.02                       | Dog <u>and-or</u> cat duplicate/lost tag  | Per tag  | \$5.00   |
| 95.02                       | Domestic animals at large administrative citation   | Per offense  | \$50.00 – 1 <sup>st</sup> offense<br>\$100.00 – 2 <sup>nd</sup> offense        |
| 95.05                       | Animal impound: boarding  | Per day/animal   | \$25.00  |

|                    |  |  |  |
|--------------------|--|--|--|
| 95.05              | Animal pickup & delivery   | During regular hours (each way)                  | \$60.00 – 1 <sup>st</sup> time<br>\$120.00 – 2 <sup>nd</sup> time      |
|                    |  | Outside animal control contract hours (each way) | \$90.00 – 1 <sup>st</sup> time<br>\$180.00 – 2 <sup>nd</sup> time      |
| 95.05              | Medicine administration <a href="#">to impounded animals</a>             | Per day  | Actual costs charged to the city                                       |
| 95.05              | Euthanasia/disposal <a href="#">of impounded animals</a>                 | Each   | Actual costs charged by the veterinary clinic                          |
| 95.06              | Dog kennel license (required for five (5) or more dogs)                  | Per year   | \$50.00  |
| 96.04              | Building, mechanical, plumbing, and electrical permit fees               |  | Refer to “Appendix A” of this ordinance                                |
| 95.11              | Attack by animal (misdemeanor offense)                                   | Per offense                                      | \$300.00   |
| 95.12 & MSS 347.51 | Dangerous dog certificate registration fee                               | Per year   | \$150.00   |
| 98.03              | Park shelters/space reserved   | Per day  | \$25.00/resident<br>\$50.00/non-resident                               |
| 98.03              | Softball field   | Per hour   | \$40.00/resident<br>\$100.00/non-resident                              |
| 98.03              | Softball field (specific to athletic associations)                       | Per season                                       | \$75.00 per team for summer league<br>\$50.00 per team for fall league |
| 98.03              | Baseball field   | Per hour   | \$40.00/resident<br>\$100.00/non-resident                              |
| 98.03              | Baseball field (specific to athletic associations)                       | Per season                                       | \$250.00   |
| 98.03              | Soccer, football, all-purpose fields                                     | Per hour   | \$40.00/resident<br>\$100.00/non-resident                              |
| 98.03              | Soccer, football, all-purpose fields (specific to athletic associations) | Per season                                       | \$200.00   |
| 98.03              | Ice rink   | Per hour   | \$40.00/resident<br>\$100.00/non-resident                              |
| 98.03              | Ice rink (specific to athletic associations)                             | Per season                                       | \$250.00 + \$40.00 per hour per practice                               |
| 98.03              | Tennis courts  | Per hour   | \$40.00/resident<br>\$100.00/non-resident                              |
| 98.03              | Tennis courts  | Per season                                       | \$200.00 + \$40.00 per hour per practice                               |

|       |   |  |  |
|-------|---|--|--|
| 98.03 | Pickleball courts   | Per season   | \$250.00 + \$40.00 per hour per practice |
| 99.03 | Rental housing registration   | Biennial   | \$25.00 per living unit                  |
| 99.04 | Rental housing inspection – fee is charged to the property owner if violations are found. If no violations are found, the fee is charged to the person requesting the inspection. If legal action becomes necessary, legal costs shall be added to the inspection fee | Per <u>initial</u> inspection and first re- inspection | \$50.00                                  |

**Title XI – Business Regulation Fees**

| Code Section/<br>Department | Type of License/Fee  | Term        | Fee   |
|-----------------------------|--|-------------|---|
| 111.001                     | Carnivals, circuses, tent show   | Per day     | \$25.00   |
| 111.012                     | Administrative citation for prohibited paraphernalia   | Per offense | \$100.00  |
| 111.040                     | Administrative citation for fireworks  | Per offense | \$80.00   |
| 111.040                     | Fireworks sales and display - <u>indoors</u>   | Per display | \$34.00   |
| 111.040                     | Fireworks sales – outdoors   | Per year    | \$350.00  |
| 112.03                      | Peddlers and transient merchants   | Per day     | \$25.00   |
|                             |  | Per week    | \$50.00   |
|                             |  | Per year    | \$200.00  |
| 112.07                      | Solicitor administrative citation  | Per offense | \$80.00   |
| 114                         | Possession/consumption of alcohol on publicly owned or operated property   | Per offense | \$80.00 – first offense<br>\$100.00 – second and subsequent offense |
| 114.002                     | Administrative citation for possession, consumption, and sale of alcoholic beverages on public owned or operated property prohibited | Per offense | \$80.00 – first offense<br>\$100.00 – second and subsequent offense |
| 114.018                     | Non-intoxicating malt liquor license, regular on-sale  | Per Year    | \$400.00  |
| 114.018                     | Non-intoxicating malt liquor license, temporary on-sale  | Per day     | \$25.00   |
| 114.018                     | Non-intoxicating malt liquor license, off-sale   | Per year    | \$400.00  |
| 114.043                     | Wine on-sale license   | Per year    | \$400.00  |
| 114.043                     | Liquor on-sale license   | Per year    | \$2,500.00  |
| 114.043                     | Special club license   | Per year    | \$650.00  |
| 114.043                     | License Sunday   | Per year    | \$200.00  |

|         |   |                               |   |
|---------|---|-------------------------------|---|
| 114.044 | Liquor on-sale application investigation fee  | Each                          | \$500.00  |
| 114.044 | Outside state liquor on-sale application investigation fee  | Each                          | Initial investigation fee + actual cost not to exceed \$10,000.00   |
| 114.102 | Liquor setups   | Per year                      | \$200.00  |
|         | <u>Sidewalk Café</u>  | <u>Per year</u>               | <u>\$25.00</u>  |
| 115.04  | Cigarette/tobacco license   | Per year                      | \$200.00  |
| 115.11  | Administrative citation for tobacco including; illegal sales, illegal possession, illegal use, illegal procurement, and use of false identification | Per offense                   | \$25.00 – first offense<br>\$50.00 – second and subsequent offense  |
| 116.008 | Therapeutic massage enterprise license  | Per year                      | \$50.00 per massage therapist licensed  |
| 116.008 | Individual therapeutic massage therapist license (individuals not licensed through a Therapeutic Massage Enterprise License)                        | Per year                      | \$50.00   |
| 117.03  | Pawnbroker license  | Per year                      | \$3,000.00  |
| 117.03  | Pawnbroker investigation fee  | Per (new) license application | Actual cost of investigation. \$3,000.00 deposit is required to initiate investigation for licenses. Cost not to exceed \$10,000.00 |
| 117.03  | Pawnbroker license software for reporting and tracking reportable transactions  | Per year, per license holder  | \$3,000.00 (billed in equal monthly installments)   |
| 117.16  | Pawnbroker violation – pawning property that they do not own (misdemeanor offense)  | Per offense                   | \$300.00  |
| 118     | Adult businesses license  | Per year                      | \$5,000.00  |
| 118     | Adult businesses investigation fee  | Per (new) license application | \$2,000.00  |

**Title XIII – General Offenses Administrative Citations**

| <b>Code Section/<br/>Department</b> | <b>Type of License/Fee</b>                 | <b>Term</b> | <b>Fee</b>   |
|-------------------------------------|--|-------------|--|
| 130.01                              | Administration Fees – Worthless Checks     | Per Check   | \$50.00 (\$10.00 to complainant and \$40.00 to city) |
| 130.02                              | Defrauding innkeeper and others prohibited | Per offense | \$100.00   |
| 130.05                              | Hunting prohibited                         | Per offense | \$100.00   |

|                         |  |                             |  |
|-------------------------|--|-----------------------------|--|
| 130.07                  | Curfew   | Per offense                 | \$25.00 – first offense<br>\$50.00 – second offense<br>\$75.00 – third offense |
| 1307.07                 | Curfew – parental allowance of curfew violation  | Per offense                 | \$50.00  |
| 130.20                  | Disorderly conduct   | Per offense                 | \$100.00   |
| 130.21                  | Disturbing meetings  | Per offense                 | \$100.00   |
| 130.28                  | Obstructing police officers  | Per offense                 | \$100.00   |
| 130.30                  | Discharge of firearms  | Per offense                 | \$100.00   |
| 130.31                  | Dangerous sidewalks and openings   | Per offense                 | \$50.00  |
| 130.32                  | Spitting on sidewalk, <a href="#">floors, or furnishings of any public building or location where the public assembles</a> | Per offense                 | \$25.00  |
| 130.33                  | <del>Animals</del> <a href="#">Cattle/farm animals</a> - on sidewalk   | Per offense                 | \$25.00  |
| 130.34                  | <del>Violating P</del> park rules within all public parks in the <del>city</del> <a href="#">City</a> of Cambridge         | Per offense                 | \$80.00  |
| <a href="#">130.35</a>  | <a href="#">Loitering</a>  | <a href="#">Per offense</a> | <a href="#">\$50.00</a>  |
| <a href="#">130.351</a> | <a href="#">Loitering – circumstances cause alarm</a>  | <a href="#">Per offense</a> | <a href="#">\$50.00</a>  |
| <a href="#">130.352</a> | <a href="#">Loitering – intent to commit crime</a>   | <a href="#">Per offense</a> | <a href="#">\$50.00</a>  |
| 130.36                  | Public nudity prohibited   | Per offense                 | \$100.00   |
| 130.37                  | Social host <a href="#">(providing an environment where underage people may possess or consume alcohol)</a>                | Per offense                 | \$200.00   |
| 130.38                  | Synthetic cannabinoid prohibited   | Per offense                 | \$100.00   |

#### Title XV – Land Use Fees

| Code Section/<br>Department | Type of License/Fee                      | Fee  |
|-----------------------------|--|--|
| 155.018                     | Preliminary plat                         | \$500.00   |
| 155.018                     | Final plat                               | \$100.00 + <del>\$10</del> <a href="#">15</a> .00 per lot  |
| 155.018                     | Final plat mapping fee                   | \$20.00 per lot  |
| 155.018                     | Final plat recorded plat fee (.pdf)      | \$15.00  |
| 155.018                     | Lot split mapping fee                    | \$20.00 per lot  |
| <a href="#">ADMIN</a>       | <a href="#">Zoning Letter</a>            | <a href="#">\$25 per lot</a>   |
| 155.018                     | Street, alley, or easement vacation      | <del>\$275</del> <a href="#">300</a> .00   |
| 155.018                     | Administrative lot combination/lot split | <del>\$275</del> <a href="#">300</a> .00   |
| 155.091                     | Park dedication                          | \$1,600.00 per residential unit or \$2,940 per commercial industrial acre or 10% of the development land area or a |

|         |  |   |
|---------|--|---|
|         |  | combination thereof   |
| 156.023 | Annexation   | \$100.00 plus filing fee (\$5.00 an acre – minimum of \$100.00 and maximum of \$600.00)               |
| 156.049 | Planned unit development   | \$275.00 plus \$500.00 escrow deposit and \$100.00 per lot for each lot in excess of 5 escrow deposit |
| 156.060 | Parking lot review   | \$100.00  |
| 156.060 | Parking in lieu fee  | \$3,500.00 per space  |
| 156.063 | Signs, <a href="#">permanent</a>   | \$50.00 – 50 square feet or less<br>\$100.00 – over 50 square feet                                    |
| 156.063 | Signs, temporary   | \$30.00   |
| 156.063 | Signs, temporary ( <a href="#">non-profit</a> )                            | No fee  |
| 156.063 | Temporary sign violation   | \$100.00 <a href="#">per lot per day</a>  |
| 156.066 | Solar energy systems ( <a href="#">excluding residential roof mounts</a> ) | \$154.00  |
| 156.074 | Grading permit   | \$54.00   |
| 156.087 | Temporary/seasonal outdoor and transient vending sales                     | \$25.00 per day<br>\$75.00 per month<br>\$200.00 seasonal (6 months or less)                          |
| 156.093 | Mobile food vendor   | \$25.00 per day<br>\$75.00 per month<br>\$200.00 seasonal (6 months per calendar year)                |
| 156.111 | Conditional use permit   | <del>\$275</del> <a href="#">300.00</a>   |
| 156.112 | Variance   | <del>\$275</del> <a href="#">300.00</a>   |
| 156.116 | Rezoning   | <del>\$275</del> <a href="#">300.00</a>   |
| 156.116 | Ordinance amendment  | <del>\$275</del> <a href="#">300.00</a>   |
| 156.117 | Appeals  | <del>\$275</del> <a href="#">300.00</a>   |
| 156.118 | Interim use permit (everything but chickens)                               | <del>\$275</del> <a href="#">300.00</a>   |
| 156.118 | Interim use permit (chickens only)   | \$150.00  |
| 156.119 | Site plan review (multi-family, industrial, or commercial)                 | \$750.00  |

**Appendix A –Building, Plumbing, Mechanical, and Electrical  
City Code Chapters 96 and Minnesota Rules 1300**

**Subd. 1.** Building permit fees. The issuance of all building permits and the collection of fees shall be as authorized in Minnesota Statutes, Chapter 326B, Minnesota Administrative Rules 1300.0160 and as provided in this Ordinance. The minimum fee for any building, plumbing, mechanical, or electrical permit is \$54.00. The following permit fees are based off of valuation.

| Total Valuation                | Permit Fee   |
|--------------------------------|--|
| \$1.00 to \$500.00             | \$54.00  |
| \$501.00 to \$2,000.00         | \$25.00 for the first \$500.00 plus \$3.50 for each additional \$100.00, or fraction thereof           |
| \$2,001.00 to \$25,000.00      | \$78.00 for the first \$2,000.00 plus \$15.00 for each additional \$1,000.00 or fraction thereof       |
| \$25,001.00 to \$50,000.00     | \$425.00 for the first \$25,000.00 plus \$11.00 for each additional \$1,000.00 or fraction thereof     |
| \$50,001.00 to \$100,000.00    | \$700.00 for the first \$50,000.00 plus \$8.00 for each additional \$1,000.00 or fraction thereof      |
| \$100,001.00 to \$500,000.00   | \$1,100.00 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof   |
| \$500,001.00 to \$1,000,000.00 | \$3,500.00 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof   |
| \$1,000,001.00 and up          | \$6,000.00 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof |

**Subd. 2.** Plan review valuation determination. ~~The valuation of all buildings shall be determined by the following Building Valuation Data table. For circumstances not listed, it is the discretion of the Community Development Director to establish the value of a specific job. All construction costs are per square foot <sup>a</sup>, <sup>b</sup>, <sup>c</sup>.~~ Plan review valuation will be determined using the Building Valuation Data – AUGUST 2022 document provided by the International Code Council.

| Group  | I-A      | I-B      | II-A     | II-B     | III-A    | III-B    | IV       | V-A      | V-B      |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| A-1, Assembly, theaters with stage                         | \$250.39 | \$241.91 | \$235.63 | \$226.10 | \$212.32 | \$206.18 | \$218.83 | \$197.45 | \$190.33 |
| A-1, Assembly, theaters without stage                      | \$229.42 | \$220.94 | \$214.66 | \$205.12 | \$191.35 | \$185.21 | \$197.86 | \$176.48 | \$169.35 |
| A-2, Assembly, nightclubs                                  | \$196.13 | \$190.29 | \$185.62 | \$178.02 | \$167.82 | \$163.20 | \$171.70 | \$151.89 | \$146.71 |
| A-2, Assembly, restaurants, bars, banquet halls            | \$195.13 | \$189.29 | \$183.62 | \$177.02 | \$165.82 | \$162.20 | \$170.70 | \$149.89 | \$145.71 |
| A-3, Assembly, churches                                    | \$232.04 | \$223.57 | \$217.29 | \$207.75 | \$194.34 | \$189.19 | \$200.49 | \$179.48 | \$172.35 |
| A-3, Assembly, general, community hall, libraries, museums | \$194.17 | \$185.69 | \$178.41 | \$169.87 | \$155.09 | \$149.96 | \$162.61 | \$140.23 | \$134.10 |
| A-4, Assembly, arenas                                      | \$228.42 | \$219.94 | \$212.66 | \$204.12 | \$189.35 | \$184.21 | \$196.86 | \$174.48 | \$168.35 |
| B, Business  | \$202.30 | \$194.92 | \$188.44 | \$179.18 | \$163.55 | \$157.42 | \$172.13 | \$143.89 | \$137.46 |
| E, Educational   | \$212.03 | \$204.70 | \$198.82 | \$190.25 | \$177.27 | \$168.29 | \$183.70 | \$155.00 | \$150.26 |
| F-1, Factory and industrial, moderate hazard               | \$119.53 | \$113.92 | \$107.38 | \$103.45 | \$92.64  | \$88.38  | \$99.02  | \$76.33  | \$71.73  |
| F-2, Factory and industrial, low hazard                    | \$118.53 | \$112.92 | \$107.38 | \$102.45 | \$92.64  | \$87.38  | \$98.02  | \$76.33  | \$70.73  |
| H-1, High hazard, explosives                               | \$111.77 | \$106.15 | \$100.62 | \$95.69  | \$86.11  | \$80.85  | \$91.26  | \$69.81  | NP       |
| H234, High hazard  | \$111.77 | \$106.15 | \$100.62 | \$95.69  | \$86.11  | \$80.85  | \$91.26  | \$69.81  | \$64.20  |
| H-5, HPM   | \$202.30 | \$194.92 | \$188.44 | \$179.18 | \$163.55 | \$157.42 | \$172.13 | \$143.89 | \$137.46 |
| I-1, Institutional, supervised environment                 | \$199.81 | \$192.96 | \$186.97 | \$179.69 | \$164.91 | \$160.39 | \$179.84 | \$148.44 | \$143.75 |
| I-2, Institutional, hospitals                              | \$338.94 | \$331.56 | \$325.08 | \$315.82 | \$299.46 | NP       | \$308.77 | \$279.79 | NP       |
| I-2, Institutional, nursing homes                          | \$235.48 | \$228.11 | \$221.62 | \$212.37 | \$197.49 | NP       | \$205.32 | \$177.82 | NP       |

|   |          |          |          |          |          |          |          |          |          |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| I-3, Institutional, restrained                    | \$230.03 | \$222.65 | \$216.17 | \$206.91 | \$192.77 | \$185.64 | \$199.86 | \$173.11 | \$164.69 |
| I-4, Institutional, day care facilities           | \$199.81 | \$192.96 | \$186.97 | \$179.69 | \$164.91 | \$160.39 | \$179.84 | \$148.44 | \$143.75 |
| M, Mercantile                                     | \$146.21 | \$140.37 | \$134.70 | \$128.11 | \$117.54 | \$113.93 | \$121.78 | \$101.61 | \$97.44  |
| R-1, Residential, hotels                          | \$201.71 | \$194.86 | \$188.87 | \$181.59 | \$166.56 | \$162.04 | \$181.74 | \$150.09 | \$145.40 |
| R-2, Residential, multiple family                 | \$168.94 | \$162.09 | \$156.10 | \$148.82 | \$135.04 | \$130.52 | \$148.97 | \$118.57 | \$113.88 |
| R-3, Residential one and two family <sup>d</sup>  | \$157.40 | \$153.13 | \$149.31 | \$145.53 | \$140.33 | \$136.62 | \$143.14 | \$131.34 | \$123.68 |
| R-4, Residential, care/assisted living facilities | \$199.81 | \$192.96 | \$186.97 | \$179.69 | \$164.91 | \$160.39 | \$179.84 | \$148.44 | \$143.75 |
| S-1, Storage, moderate hazard                     | \$110.77 | \$105.15 | \$98.62  | \$94.69  | \$84.11  | \$79.85  | \$90.26  | \$67.81  | \$63.20  |
| S-2, Storage, low hazard                          | \$109.77 | \$104.15 | \$98.62  | \$96.69  | \$84.11  | \$78.85  | \$89.26  | \$67.81  | \$62.20  |
| U, Utility, miscellaneous                         | \$85.53  | \$80.63  | \$75.42  | \$72.03  | \$64.67  | \$60.42  | \$68.74  | \$51.21  | \$48.79  |

a. Private garages use utility, miscellaneous

b. For shell only buildings, deduct 20 percent

c. NP = not permitted

d. Unfinished basements (Group R-3) = \$22.45 per square foot

**Subd. 3.** Plan review fees. Plan review fees for all buildings shall be sixty-five percent (65%) of the building permit fees as set forth in Subdivision 1 of this Section. Plan review fees for similar plans shall not exceed 25% of the normal building permit fee as set forth in Minnesota Rules 1300.0160.

**Subd. 4.** State surcharge on all building, mechanical, plumbing, and electrical permit fees. In addition to the permit fees established in Subdivision 1 of this Section, a surcharge fee shall be collected on all permits issued for work governed by this code in accordance with Minnesota Statutes, Section 326B.148.

**Subd. 5.** Work commencing before permit issuance. If work for which a permit is required has been commenced without first obtaining a permit, the permit fee may be doubled and by collecting an investigation fee shall be collected.

**Subd. 6.** The City may refund fees for permits in which no work has been done and no inspections have been made. Requests for refunds must be in writing and signed by the permit holder. The Building Official will review the request for refund and make a determination to approve the request. The City shall retain the following as described in the following table:

| City Retains  | Timeframe   |
|---|---|
| \$50.00   | For requests made within 30 days, fee totals less than \$50.00 are non-refundable |
| \$50.00 or 20% of the permit fee whichever is greater | For requests made within 60 days  |
| \$50.00 or 40% of the permit fee whichever is greater | For requests made within 90 days  |
| \$50.00 or 60% of the permit fee whichever is greater | For requests made within 120 days   |
| \$50.00 or 80% of the permit fee whichever is greater | For requests made within 180 days   |

No refunds will be approved or granted after 180 days from the date the permit was issued. No refunds will be approved or granted for the following: plan review fees, state surcharge fees, re-inspection fees, any other services that have previously been rendered.

**Subd. 7. Mechanical permit fees for structures that are regulated under the International Residential Code (IRC).**

|  |                   |
|--|-------------------|
| New construction HVAC (includes HVAC system, mechanical ventilation system, and clothes dryer) | \$100.00 per unit |
| Addition, alteration, remodel, or replacement HVAC   | \$54.00           |
| Basement finish HVAC   | \$54.00           |
| Fireplace  | \$54.00           |
| Garage heater  | \$54.00           |
| Gas piping   | \$54.00           |
| Miscellaneous mechanical work  | \$54.00           |

**Subd. 8. Mechanical permit fees for structures that are regulated under the International Building Code (IBC).**

|  |  |
|--|--|
| Addition, alteration, remodel, or replacement HVAC | Refer to Subd. 1 table. A 65% plan review may apply. |
| All other minor mechanical work                    | \$54.00  |
| Fireplace  | \$54.00  |
| Miscellaneous mechanical work                      | Refer to Subd. 1 table. A 65% plan review may apply. |
| New construction HVAC                              | Refer to Subd. 1 table. A 65% plan review may apply. |

**Subd. 9. Plumbing permit fees for structures that are regulated under the International Residential Code (IRC).**

|   |                   |
|---|-------------------|
| New construction plumbing                                     | \$154.00 per unit |
| Addition, alteration, remodel, or replacement                 | \$54.00           |
| Additional drain field to an existing (compliant) drain field | \$150.00          |
| Basement finish   | \$54.00           |
| Gas piping  | \$54.00           |
| Miscellaneous plumbing work                                   | \$54.00           |
| Residential irrigation system, including backflow prevention  | \$54.00           |
| Sewer connection inspection fee                               | \$54.00           |
| Water connection inspection fee                               | \$54.00           |
| Water heater  | \$54.00           |
| Water softener  | \$54.00           |

**Subd. 10. Plumbing permit fees for structures that are regulated under the International Building Code (IBC).**

|   |   |
|---|---|
| Addition, alteration, remodel, or replacement                       | Refer to Subd. 1 table, 65% plan review may apply |
| Association, commercial, industrial, multi-family irrigation system | Refer to Subd. 1 table, 65% plan review may apply |

|   |   |
|---|---|
| Gas piping                                      | Refer to Subd. 1 table, 65% plan review may apply |
| Miscellaneous plumbing work                     | Refer to Subd. 1 table, 65% plan review may apply |
| New construction plumbing                       | Refer to Subd. 1 table, 65% plan review may apply |
| RPZ rebuild (no fee for submitting RPZ reports) | \$125.00  |
| Sewer connection <a href="#">inspection fee</a> | \$54.00   |
| Storm drain                                     | Refer to Subd. 1 table, 65% plan review may apply |
| Water connection <a href="#">inspection fee</a> | \$54.00   |
| Water heater                                    | Refer to Subd. 1 table, 65% plan review may apply |
| Water softener                                  | Refer to Subd. 1 table, 65% plan review may apply |

**Subd. 11.** Electrical inspection fees and other items identified within the table.

| <b>All Services</b>   |          | <b>Circuits and Feeders</b>   |  |
|---|----------|---|--|
| <b>Residential service charge \$100.00, this includes 1 inspection or the below rates</b> |          | <b>The inspection fee for the installation, addition, alteration, or repair of each circuit, feeder, feeder tap, or set of transformer secondary conductors</b> |  |
| 0 to 300 amp  | \$50.00  | 0 to 30 amp   | \$8.00   |
| 400 amp   | \$58.00  | 31 to 100   | \$10.00  |
| 500 amp   | \$72.00  | 101 to 200 amp  | \$15.00  |
| 600 amp   | \$86.00  | 300 amp   | \$20.00  |
| 800 amp   | \$114.00 | 400 amp   | \$25.00  |
| 1,000 amp   | \$142.00 | 500 amp   | \$30.00  |
| 1,100 amp   | \$156.00 | 600 amp   | \$35.00  |
| 1,200 amp   | \$170.00 | 700 amp   | \$40.00  |
| Add \$15.00 for each additional 100 amps  |          | Add \$5.00 for each additional 100 amps   |  |
| Minimum permit fee  |          |   | \$54.00  |
| Minimum fee for rough-in inspection and final   |          |   | \$100.00   |
| Maximum fee for single family dwelling not over 200 amps                                  |          |   | \$150.00 (includes 2 rough-in inspections and 1 final inspection)                              |
| Apartment buildings: maximum fee per unit of an apartment or condominium complex.         |          |   | \$100.00 (this does not cover service and wiring. A separate permit must be issued for wiring) |
| Swimming pools  |          |   | \$100.00 (includes 2 inspections)  |
| Traffic signals   |          |   | \$10.00 per each standard  |
| Street lighting   |          |   | \$5.00 per each standard   |
| Transformers/generators   |          |   | \$10.00 per unit + \$0.50 per KVA  |
| Retro fit lighting  |          |   | \$0.75 per fixture   |
| Sign transformer  |          |   | \$10.00  |

|   |  |
|---|--|
| Remote control/signal circuits  | \$1.00 per device                                |
| Re-inspection fees  | \$54.00  |
| Breaker re-hook fee   | \$3.00 each breaker                              |
| Plan review on all electrical permits when required   | \$80.00 per hour                                 |
| <b>Solar <u>PV-Energy</u> System Inspection<br/>Fee Chart</b>   |  |
| 0 – 5,000 watts   | \$60.00  |
| 5,001 – 10,000 watts  | \$100.00   |
| 10,0001 – 20,000 watts  | \$150.00   |
| 20,001 – 30,000 watts   | \$200.00   |
| 30,001 – 40,000 watts   | \$250.00   |
| 40,001 watts and larger   | \$250.00 + \$25.00 for each additional 100 watts |
| The watt rating is the total estimated alternating current (ac) energy output of the solar system. The total dc energy output is not used   |  |
| The solar- <u>PV-Energy</u> inspection fees shall include inverters, modules, panels, combiners, converters, charge controllers, disconnecting means and electrical conductors between the inverter and the ac panelboard for stand-alone solar- <u>PV-Energy</u> systems, or the conductors between the inverter and the service equipment or other power production, distribution and utilization system, such as a utility system and its connected loads, that is external to and not controlled by the solar- <u>PV-Energy</u> power system. |  |
| In addition to the basic solar- <u>PV-Energy</u> inspection fees, additional inspection fees may be applicable on large-scale projects for the inspection of additional electrical infrastructure between the inverter output circuit and the electrical production and distribution network. The inspection fees shall be calculated according to Minnesota Statute 326B.37, Subdivisions 2, 3, 4, and 6, paragraphs (d), (f), (j), and (k)  |  |

Subd. 12. Septic permits/fees

**Specific to International Residential Code (IRC)**

|  |   |
|--|---|
| Septic abandonment                             | \$150.00  |
| Septic system, new                             | \$300.00  |
| <u>Septic system, advanced system</u>          | <u>\$600.00 or contracted fees actually charged plus \$50.00 administration fees whichever is greater</u> |
| Septic system, operating permit                | \$50  |
| Septic system, operating permit annual renewal | \$10  |
| Septic system, repair                          | \$150.00  |
| Septic tank or holding tank                    | \$150.00  |

**Specific to International Building Code (IBC)**

|                            |  |
|----------------------------|--|
| Septic system, abandonment | \$150.00 <u>or contracted fees actually charged plus \$50.00 administration fees</u> |
|----------------------------|--|

|   |  |
|---|--|
|   | <u>whichever is greater</u>  |
| Septic system, operating permit   | \$150.00 <u>or contracted fees actually charged plus \$50.00 administration fees whichever is greater</u>                          |
| Septic system, <del>annual</del> operating <u>permit annual</u> renewal | \$50.00 <del>(fee increase)</del> <u>or contracted fees actually charged plus \$50.00 administration fees whichever is greater</u> |
| Septic system, holding tank   | \$250.00 <u>or contracted fees actually charged plus \$50.00 administration fees whichever is greater</u>                          |
| Septic system, new  | \$600.00 or contracted fees actually charged plus \$50.00 administration fees whichever is greater                                 |
| Septic system, repair   | \$300.00 or contracted fees actually charged plus \$50.00 administration fees whichever is greater                                 |

**Subd. 13. Fire Permits/fees.**

**All property and building types**

|  |   |
|--|---|
| Fire alarm system  | Refer to Subd. 1 table, 65% plan review may apply |
| Fire suppression system  | Refer to Subd. 1 table, 65% plan review may apply |
| <u>Removal of</u> underground storage tanks <del>for IRC property types</del>      | <del>\$150</del> <u>250.00</u>                    |
| <u>Installation of</u> underground storage tanks <del>for IBC property types</del> | <del>\$250</del> <u>350.00</u>                    |
| Gas pump and meter permits, with canopy  | Refer to Subd. 1 table, 65% plan review may apply |

**Subd. 14. Other building department permits/fees.**

**All property and building types**

|  |  |
|--|--|
| <del>3-season patio</del>  | <del>Refer to Subd. 1 table. A 65% plan review may apply.</del>              |
| Above ground swimming pool   | \$109.00   |
| Accessory structures   | Refer to Subd. 1 table. A 65% plan review may apply.                         |
| Additional plan review required by changes, additions, or revisions to previously approved plans | \$54.00 per hour   |
| Additions/ <u>4 season</u>   | Refer to Subd. 1 table. A 65% plan review may apply.                         |
| Alterations  | Refer to Subd. 1 table. A 65% plan review may apply.                         |
| Basement finishes  | <del>Refer to Subd. 1 table. A 65% plan review may apply.</del> <u>\$150</u> |
| Building moved into the city   | Refer to Subd. 1 table, 65% plan review may apply                            |
| Building new construction  | Refer to Subd. 1 table. A 65% plan review may apply.                         |
| <del>Deck, porch, and/or steps/stairs</del>  | <del>Refer to Subd. 1 table. A 65% plan review may apply.</del> <u>\$150</u> |
| <u>Open porch</u>  | <u>\$150</u>   |
| <u>3-season patio/porch</u>  | <u>\$150</u>   |

|  |   |
|--|---|
| <a href="#">Car port</a>   | <a href="#">\$150</a>   |
| <a href="#">Deck other (steps, stairs, ramps) as determined by the Building Official</a> | <a href="#">\$150</a>   |
| Drain Tile   | \$54.00   |
| Driveway   | \$54.00   |
| Engineering and administrative fees  | Actual cost charged to city   |
| Escrow administrative and inspection fee   | \$100.00  |
| Escrow, as-built survey  | <del>\$450.00</del> <a href="#">\$600</a>   |
| Escrow, driveway   | \$3,000.00  |
| Escrow, erosion control  | \$6.00 per foot   |
| Escrow, hydroseeding and irrigation  | 150% of the cost of the highest of two bids   |
| Escrow, miscellaneous and commercial   | 150% of the cost of the highest of two bids   |
| Escrow, sod landscaping  | <a href="#">\$7,500 or</a> \$6.00 per square yard <a href="#">if required sod amount is listed on Certificate of Survey</a> |
| Escrow, trees (2)  | \$400.00 per tree   |
| Fence over 7 feet high   | Refer to Subd. 1 table, 65% plan review may apply   |
| Fire inspections   | \$54.00 per ½ hour  |
| Inground ground swimming pool  | Refer to Subd. 1 table, 65% plan review may apply   |
| Investigation fee  | <del>\$75.00</del> <a href="#">Up to 100% of permit fee</a>   |
| <a href="#">License verification fee</a>   | <del>\$5.00</del>   |
| Manufactured home <del>(foundation and connections only)</del>                           | <del>Refer to Subd. 1 table, 65% plan review may apply</del> <a href="#">\$200.00</a>                                       |
| Miscellaneous IRC or IBC building permits for which no fee is specifically indicated     | Refer to Subd. 1 table, 65% plan review may apply   |
| <a href="#">Permit transfer or reissuance</a>  | <del>Refer to Subd. 1 table, 65% plan review may apply. Fee must be approved by Building Official.</del>                    |
| Re-inspection fees   | \$54.00 per trip  |
| Remodel  | <del>Refer to Subd. 1 table. A 65% plan review may apply.</del> <a href="#">\$100</a>                                       |
| Retaining wall   | Refer to Subd. 1 table, 65% plan review may apply   |
| <del>Sewer &amp; water inspection fee</del>  | <del>\$104.00</del>   |

**Specific to International Residential Code (IRC)**

|  |  |
|--|--|
| Demolition   | \$104.00 <a href="#">and \$500 escrow</a>    |
| Inspections outside of normal business hours       | \$75.00 per hour (minimum charge of 2 hours) |
| Inspections which no fee is specifically indicated | \$54.00 per trip                             |
| Roof repair  | \$54   |
| <a href="#">Roof mounted solar energy system</a>   | <a href="#">\$200.00</a>                     |

|  |  |
|--|--|
| Roofing  | \$109.00   |
| Roofing, siding, and window replacement permits obtained at the same time by the same applicant in any combination thereof | \$154.00   |
| Siding   | \$109.00   |
| Window/door new installation   | \$109.00, 65% plan review may apply.                                   |
| Window/door replacement  | \$54.00 for 1 – 5 windows or doors<br>\$109.00 for 6+ windows or doors |

**Specific to International Building Code (IBC)**

|  |   |
|--|---|
| Demolition   | <del>Refer to Subd. 1 table, 65% plan review may apply</del> \$154 and \$500 escrow |
| Inspections outside of normal business hours       | \$125.00 per hour (minimum charge of 3 hours)                                       |
| Inspections which no fee is specifically indicated | \$95.00 per hour, 2 hours minimum   |
| Roofing (flat roof)                                | Refer to Subd. 1 table, 65% plan review may apply                                   |
| <u>Roofing (asphalt shingles or steel roof)</u>    | <u>\$109.00</u>   |
| Siding   | Refer to Subd. 1 table, 65% plan review may apply                                   |
| Window/door new installation                       | Refer to Subd. 1 table, 65% plan review may apply                                   |
| Window/door replacement                            | Refer to Subd. 1 table, 65% plan review may apply                                   |

**Repeal of Conflicting Ordinances:** All other ordinances or parts of ordinances of the City of Cambridge that may be in conflict herewith are hereby repealed.

**Effective Date:** This ordinance shall be in full force and effect from and after its passage and publication according to law. Adopted by the Cambridge City Council this 19th day of December, 2022.

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

ATTEST:

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

Summary Publication Ordinance

The Cambridge City Council adopted Ordinance 764 which provides a fee schedule for all licenses, fees, and permits issued by the City of Cambridge.

ATTEST:

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Evan C. Vogel, City Administrator

Date of Publication: \_\_\_\_\_

Prepared by: Caroline Moe, Director of Finance

**Background & Compatibility with City's Strategic Plan:**

As per core strategy #2, the City strives to deliver exceptional public services. As part of achieving that strategy, the city strives to maintain proper staffing levels in all departments. The city relies heavily on paid on-call fire fighters to provide adequate fire protection services. In order to recruit and retain paid on-call fire fighters, staff recommends an update to the attached pay schedule. It has been many years since there has been an adjustment to paid on-call fire fighter pay.

**Fiscal Note:**

The adopted 2023 budget already considers the recommended changes to the paid on-call fire fighter pay schedule.

**Recommendation:**

Approve Resolution R22-109 Adopting the Paid On-Call Fire Fighter Pay Schedule as presented.

**RESOLUTION NO. R22-109**

*Resolution Adopting Paid On-Call Fire Pay  
Schedule Effective January 1, 2023*

**WHEREAS**, the Cambridge City Council desires to update the Pay Schedule for Paid On-Call Fire Firefighters effective January 1, 2023 as detailed below;

| Type of Paid On-Call Fire Fighter Pay | Current Rates   | Rates effective January 1, 2023 |
|---------------------------------------|-----------------|---------------------------------|
| Pay for Answering Call                | \$6             | \$10                            |
| Pay Per Hour for Responding to Call   | \$10 per hour   | \$15 per hour                   |
| Pay for Drill or Training Attendance  | \$20            | \$30                            |
| Fire Chief Pay                        | \$500 per month | \$500 per month                 |
| Assistant Fire Chief Pay              | \$250 per month | \$250 per month                 |
| Fire Captain Pay                      | \$100 per month | \$100 per month                 |

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Cambridge, Minnesota, that the Pay Schedule for Paid On-Call Fire Firefighters effective January 1, 2023 is hereby adopted.

Adopted this 19th day of December, 2022.

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

ATTEST:

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

Prepared By: Todd Schwab, Public Works/Utilities Director

**Background:**

The 2022 Street Department Capital Improvement Plan references the replacement of the 2005 Dodge 1500 pickup (Unit 100). Staff would like to replace the existing unit 100 with a 2022 Ford F150 4x4 pickup.

The State Contract Program is experiencing a back log of a year and a half, so staff has been checking local dealership's inventories. They have been able to located 2 pickups that are well suited to our needs. One pickup is located at Morrie's Buffalo Ford in Buffalo and the other at Hayford Ford in Isanti. Both vehicles have similar options and are priced as follows:

Morrie's Buffalo Ford \$42,764.15

Hayford Ford \$47,470.44

***Core Strategy #2: Deliver exceptional public services.***

- \* Maintain proper staffing levels in all departments*
- \* Provide proper and ongoing training for all staff in their respective field*
- \* Provide proper equipment to effectively and safely perform job duties*
- \* Deliver services with a customer-first mentality*

**Fiscal Note:**

The Capital Plan has an adequate fund balance to support the purchase.

**Recommendation:**

Authorize staff to purchase a 2022 Ford F150 pickup from Morrie's Buffalo Ford for the quoted price of \$42,764.15.

**Included:**

Morrie's Buffalo Ford Quote

Hayford Ford Quote





**ISANTI, MN**  
**1330 301st AVE NE**  
**ISANTI, MN 55040**

Lien: \_

CUST#: 1319  
 SALES: HOME HOUSE

**RETAIL PURCHASE AGREEMENT**

Purchaser's Name(s): CITY OF CAMBRIDGE Date: 12/13/2022  
 Address: 300 3RD AVE NE CAMBRIDGE, MN 55008-9013 County: ISANTI  
 Telephone (1): 763-552-3237 Telephone (2): 763-552-3237 DOB: \_\_\_\_\_  
 E-mail: \_\_\_\_\_ D.L./State I.D.#: \_\_\_\_\_ Issuing State: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

The above information has been requested so that we may verify your identity. By signing below, you represent that you are at least 18 years of age and have authority to enter into this Agreement. Unless otherwise indicated in this Agreement, the Odometer Reading for the Vehicle you are purchasing from us is accurate. Please refer to the Federal Mileage Statement for full disclosure.

|   |  |   |   |  |
|---|--|---|---|--|
| YEAR<br><b>2022</b>   | MAKE<br><b>FORD</b>  | MODEL/BODY STYLE<br><b>F150 PICKUP</b>                              | COLOR<br><b>WHITE</b>   | STOCK NO.<br><b>58691</b>                    |
| VIN/SERIAL NO.<br><b>1FTMF1EP8NKF31048</b>  |  | ODOMETER READING<br><input type="checkbox"/> Not Accurate <b>11</b> | LICENSE PLATE NO.   |  |
| THE VEHICLE IS: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> USED   |  |   |   |  |
| PRIOR USE DISCLOSURE:<br><input type="checkbox"/> PRIOR LEASE <input type="checkbox"/> RENTAL <input type="checkbox"/> DEMONSTRATOR <input type="checkbox"/> OTHER  |  |   |   |  |
| <b>WARRANTY STATEMENT</b>   |  |   |   |  |
| Any warranties by a manufacturer or supplier other than our Dealership are theirs, not ours, and only such manufacturer or supplier shall be liable for performance under such warranties. We neither assume nor authorize any other person to assume for us any liability in connection with the sale of the Vehicle and related goods and services. If we enter into a service contract with you at the time of, or within 90 days of, the date of this transaction, we may not limit or modify the implied warranties. |  |   | CASH PRICE OF VEHICLE<br><b>44999.00</b>                                |  |
| <b>CONTRACTUAL DISCLOSURE STATEMENT (USED VEHICLES ONLY)</b> The information you see on the window form for this Vehicle is part of this Contract. Information on the window form overrides any contrary provisions in the contract of sale. Traducción española: Vea Párrafo 13. This Vehicle is being provided to you by our Dealership:  |  |   | N/A N/A   |  |
| <input type="checkbox"/> AS-IS: We expressly disclaim all warranties, express and implied, including the implied warranties of merchantability and fitness for a particular purpose. The entire risk as to the quality and performance of the Vehicle and related goods and services is with the Purchaser.   |  |   | N/A N/A   |  |
| <input type="checkbox"/> WITH THE FOLLOWING USED MOTOR VEHICLE LIMITED WARRANTY:<br><input type="checkbox"/> Less than 36,000 miles, the warranty is for 60 days or 2,500 miles, whichever comes first.<br><input type="checkbox"/> 36,000 to 74,999 miles, the warranty is for 30 days or 1,000 miles, whichever comes first.<br>Please see the Used Motor Vehicle Limited Warranty. Any implied warranties are limited in duration to the term of the Limited Warranty.   |  |   | N/A N/A   |  |
| <input type="checkbox"/> OTHER: _____   |  |   | TOTAL SELLING PRICE<br><b>44999.00</b>                                  |  |
| <b>TRADE-IN VEHICLE INFORMATION</b>   |  |   | LESS: TRADE-IN ALLOWANCE<br><b>N/A</b>                                  |  |
| Year: <b>N/A</b>  | Make: <b>N/A</b>   | Model/Body Style: <b>N/A</b>  | Color: <b>N/A</b>   | PLUS: BALANCE OWED ON TRADE-IN<br><b>N/A</b> |
| VIN/Serial No: <b>N/A</b>   | Odometer Reading: <input type="checkbox"/> Not Accurate <b>N/A</b> |   | REBATE<br><b>1000.00</b>  |  |
| Trade-In Allowance: <b>N/A</b>  | Balance Owed & Lienholder: <b>N/A</b>                              |   | *DOCUMENTARY FEE<br><b>125.00</b>                                       |  |
| <b>IMPORTANT: THIS MAY BE A BINDING CONTRACT AND YOU MAY LOSE ANY DEPOSITS IF YOU DO NOT PERFORM ACCORDING TO ITS TERMS.</b>  |  |   | SUBTOTAL<br><b>44124.00</b>   |  |
| <b>X</b>  |  |   | STATE SALES TAX<br><b>2859.94</b>                                       |  |
| <b>OTHER MATERIAL UNDERSTANDINGS AND INTEGRATED DOCUMENTS</b>   |  |   | REGISTRATION TAX<br><b>436.00</b>                                       |  |
| <input type="checkbox"/> PLEASE SEE THE DELIVERY CONFIRMATION   |  |   | TITLE FEES<br><b>8.25</b>   |  |
|   |  |   | <input type="checkbox"/> OPTIONAL ELECTRONIC TRANSFER FEE<br><b>N/A</b> |  |
|   |  |   | N/A N/A   |  |
|   |  |   | N/A N/A   |  |
|   |  |   | OTHER FEES<br><b>42.25</b>  |  |
|   |  |   | TOTAL AMOUNT DUE<br><b>47470.44</b>                                     |  |
|   |  |   | DEPOSIT/DOWN PAYMENT<br><b>N/A</b>                                      |  |
|   |  |   | N/A N/A   |  |
|   |  |   | N/A N/A   |  |
|   |  |   | N/A N/A   |  |
|   |  |   | LESS CASH DUE AT DELIVERY<br><b>N/A</b>                                 |  |
|   |  |   | AMOUNT TO BE FINANCED<br><b>47470.44</b>                                |  |

This Agreement and any documents which are a part of this transaction or incorporated herein comprise the entire agreement affecting this Retail Purchase Agreement and no other agreement or understanding of any nature concerning the same has been made or entered into, or will be recognized. I have read all of the terms and conditions of this Agreement and agree to them as if they were printed above my signature. I further acknowledge receipt of a copy of this Agreement. This Agreement shall not become binding until signed and accepted by an Authorized Dealership Representative.

Purchaser: N/A Date: 12/13/2022 Accepted by Authorized Dealership Representative: MICHAEL KEHOE Date: 12/13/2022

Purchaser: N/A Date: N/A Print Name: MICHAEL KEHOE Date: 12/13/2022 11:11 am  
 DealerCAP 101252\*1\*C-FI CATALOG#8963387\_C © 2020 CDK Global, LLC Minnesota (08/20)

Prepared by: Evan C Vogel, City Administrator

**Background:**

Our contract with the City Attorney expires on December 31 of this year. This is a matter of routine business to renew this contract for five years.

**Recommendation:**

A motion to approve contract extension with Rupp, Squires, Anderson, and Waldspurger

**Attachments:**

Contract proposal from Rupp, Squires, Anderson, and Waldspurger

CITY ATTORNEY LEGAL SERVICES  
AMENDMENT AGREEMENT

This Agreement amends the Contract for Legal Services between the parties hereto.

RECITALS

1. On May 20, 2013, the City Council approved a contract for legal services between the City and Rupp, Anderson, Squires & Waldspurger, which contract expires December 31, 2017.
2. The current agreement expires on December 31, 2022.
3. The parties hereby extend the Agreement to December 31, 2027
4. The parties wish, the budgeting and cost-containment purposes, to establish rates for the duration of the extended Contract, rather than negotiate them on a yearly basis.
5. Hourly rates for calendar years 2023 – 2027 shall be as follows:

|      | <u>Standard Rate</u> | <u>Third Party-Paid Rate</u> | <u>Paralegal</u> |
|------|----------------------|------------------------------|------------------|
| 2023 | \$180                | \$265                        | \$125            |
| 2024 | \$185                | \$275                        | \$135            |
| 2025 | \$190                | \$285                        | \$145            |
| 2026 | \$195                | \$295                        | \$155            |
| 2027 | \$200                | \$305                        | \$165            |

6. All of the other terms of the parties' contract for legal services shall remain the same.

THE CITY OF CAMBRIDGE

RUPP, ANDERSON, SQUIRES  
& WALDSPURGER

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

By \_\_\_\_\_  
Jay T. Squires

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

Prepared by: Evan C Vogel, City Administrator

**Background:**

Beginning in October, City Council began Listening to proposals to amend the City Personnel Policies. Here is a summary of the changes brought to City Council:

Section 15(c) – Employee Benefits

- Removing the cap on longevity pay

Section 18(g) – Sick Leave Severance

- This change is all about the amount of notice a retiring employee must give, and the subsequent benefit they will receive.
  - If an employee provides a 2-week notice, they will be eligible for 75% of up to 400 hours of sick leave as severance payment into an HCSA
  - If an employee provides an 8-week notice, they will be eligible for 75% of up to 900 hours of sick leave as severance payment into an HCSA
  - For Department Heads: If employee provides at least 6 months’ notice of pending retirement they will receive up to 1040 hours as severance payment into an HCSA

Section 26 – Parenting Leave

- Proposal to add eight weeks of Paid Parental Leave to run Concurrently with FMLA Leave.

**Recommendation:**

All proposals were preliminarily supported, and the recommendation is for a motion to approve the changes to the personnel policy as presented.

**Compatibility with Core Strategies and Strategic Objectives:**

Core Strategy 2: Deliver Exceptional Public Services

Core Strategy 4: Be responsible and flexible in managing the City’s Administrative Functions

**Attachments:**

Policy Language for proposed changes

## Sec. 15. Employee Benefits.

- (c) Longevity Pay. Full-time employees will be entitled to longevity pay using the following formula:  $(.0025 \times \text{base wage rate}) \times \text{years of service}$  Longevity for full-time will be calculated from date of hire.

## Sec. 18. Sick Leave

- (g) **Sick Leave Severance Payment:** Upon termination of employment, an employee with at least 10 years of employment with the City of Cambridge who leaves employment in good standing shall be eligible to receive 50% of a maximum of 200 unused sick leave hours as severance pay upon termination of employment. For an employee that is retiring (will be receiving a pension from PERA or Social Security) and is in good standing shall be eligible to receive 75% of a maximum of 400 unused sick leave hours or shall receive 75% of 900 unused sick leave hours provided that the employee provides a minimum of 8 weeks advance notice of their pending retirement as severance pay upon retirement. Department head level employees who provide at least 26 weeks' notice of pending retirement shall be eligible to receive 100% of up to 1040 unused sick leave hours as severance pay upon retirement.

For all non-union employees, 100% of the employee severance payment must be payable to a health care savings plan through the Minnesota State Retirement System provided the severance payment is more than \$200.00. If the payment is less than \$200, the severance payment will be paid directly to the employee.

Non-union employees are eligible to participate in the Minnesota Post Employment Health Care Savings Plan (HCSP) established under Minnesota Statutes, §352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System's Trust and Plan Documents. All funds collected by the employer on the behalf of the employee will be deposited into the employee's post-employment health care savings plan account.

## Sec. 26. Parenting Leave.

### Purpose:

The City of Cambridge will provide up to eight calendar weeks of paid parental leave to employees following the birth of an employee's child, or the placement of a child with an employee in connection with adoption. Employees who have given birth to a child but have experienced a stillbirth are still eligible for a prorated amount of paid leave of up to two weeks of paid leave. The Purpose of this paid parental leave policy is to enable employees to care for and bond with a newborn child, or newly adopted child.

Parental leave shall run concurrently with Family and Medical Leave Act (FMLA) leave. If an employee has used all eight weeks of provided paid parental leave, and chooses to use the remainder of their available FMLA leave that employee must use vacation, sick, or comp time as otherwise allowed in this personnel policy during FMLA leave. This policy will be in effect as of January 1, 2023

### Eligibility:

- (a) In order to be eligible for parental leave an employee must:
  - a. Be a Full-Time employee who has been employed with the City for at least one year.
  - b. The qualifying event must occur on or after the one year date of employment
  - c. Have recorded, through in office work or approved leave, a minimum of 2080 hours in the last 12 months
  - d. Have given birth to a child
  - e. Be the spouse or partner of someone who has given birth to a child
  - f. Not have utilized paid parental leave within the last calendar year
  - g. Have adopted a child age 17 or younger. The adoption of a new spouse's child is excluded from this policy.
- (b) If both caregivers are eligible employees, each will be able to utilize paid parental leave according to the provisions of this policy.
- (c) Paid parental leave is not available for foster care placement, surrogate mothers, or sperm and egg donors

### Amount, Time Frame and Duration of Leave

- (a) Eligible employees will receive up to eight calendar weeks of paid parental leave per qualifying birth or adoption. The fact that a multiple birth or adoption occurs (e.g. the birth of twins or adoption of siblings) does not increase the eight week total amount of paid parental leave granted for that event. In addition, employees shall not be eligible to utilize more than eight weeks of paid parental leave within a rolling 12-month period, regardless of whether more than one qualifying event occurs within that 12-month time frame.
- (b) Paid Parental Leave operates similarly to vacation, or sick leave. This leave will provide compensation and benefits for each regularly scheduled shift an employee is scheduled to work for eight calendar weeks. Pay associated with this leave will follow the same schedule as all other payroll.

- (c) Approved paid parental leave may be utilized at any time during the first six-month period immediately following the birth or adoption of a child as defined in the eligibility requirements section of this policy.
- (d) For stillbirth, leave may be taken at any time during the first six months following the qualifying event, but will be a prorated leave of 2 weeks paid parental leave.
- (e) Paid Parental leave must be taken consecutively and not intermittently.
- (f) Paid Parental leave may not be used beyond six months after the qualifying event. Any unused leave will be forfeited at the end of this six month time frame.
- (g) Upon the termination of an individual's employment at the city, the employee will not be paid for any unused paid parental leave for which they were eligible.

#### Coordination with Other Policies

- (a) Family and Medical Leave Act
  - a. Paid Parental leave taken under this policy will run concurrently with FMLA leave; thus, any leave taken under this policy that falls under the definition of circumstances qualifying for leave due to the birth or placement of a child due to adoption, will be counted toward the 12 weeks of available FMLA leave per a 12-month period. All other requirements and provisions under the FMLA will apply. In no case will the total amount of leave, whether paid or unpaid, granted to the employee under the FMLA exceed 12 weeks during a 12 month FMLA period. However, if an employee has exhausted their FMLA leave in a 12-month period, they are still eligible for leave under this policy.
  - b. After the paid parental leave is exhausted, the balance of FMLA leave (if applicable) will be compensated through the employees' accrued sick, vacation, or comp time. Upon exhaustion of sick, vacation, and comp time, any remaining leave will be unpaid leave. Please refer to the section specific to FMLA for further guidance on its use.

#### Procedures

- (a) Employee requests for Paid Parental leave must be provided to their supervisor at least 30 days prior to the proposed date of leave (or if the leave was not foreseeable as soon as possible). The employee must complete the necessary HR forms and provide all required documentation to substantiate their request.
- (b) Changes to the application of this policy are subject to approval by the City Administrator.
- (c) All requests for Paid Parental leave must be approved by the City Administrator

#### Other provisions relative to parental leave:

- (a) City benefits accrue at their usual rates while an employee is receiving paid parental leave.
- (b) Beyond what is provided in accordance with paid parental leave or family and medical leave, City provided benefits shall not accrue during an unpaid parental leave. However, the employee shall be eligible to continue group insurance by paying the employee contribution portion of the premiums at the employee's own expense.

- (c) If an employee does not return to active employment at the conclusion of the approved parental leave, the City shall consider it a voluntary resignation on the part of the employee.
- (d) All pregnancy-related disabilities shall be treated the same as all other disabilities in accordance with appropriate provisions section of this ordinance.
- (e) A part-time or seasonal employee shall be provided parental leave in compliance with Minnesota Statutes.

## **7A Annexation Ordinance-Allina Health Medical Center      December 19, 2022**

Prepared by: Marcia Westover, Community Development Director

### **Background**

The property owner, Allina Health Systems, has requested annexation into the City of Cambridge. 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 owner.

The reason for this request is due to Allina Health's plan to replace the existing hospital/medical center with a new hospital/medical center. The new site is a 57.3 acre site is on the west side of Xylite Street NE, east of Highway 65, and ¼ mile north of Highway 95. The project will consist of a new 260,000 square foot hospital with future expansion of up to 327,000 square feet.

The ordinance that is prepared for this annexation covers the basic requirements for the State's annexation law. The affected properties are identified, a legal description for the parcels 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. 760 approving the annexation as presented and authorize city staff to submit a summary publication of the ordinance to the newspaper.

### **Attachments**

1. Ordinance
2. Maps
3. Letters to Township and Contiguous property owners
4. State Statute Section 414.033

**ORDINANCE NO. 760**

*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  
(Not Yet Addressed)*

**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 December, 2022; 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 properties are more or less 57.26 acres total; 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 December 19, 2022.

**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 properties are 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:

PIN 03.028.3100

**That part of the Northwest Quarter of the Southeast Quarter (NW ¼ of SE ¼) lying easterly of the easterly right-of-way line of Minnesota Department of Transportation Right-of-Way Plat No. 30-5, Section 28, Township 36, Range 23, Isanti County, Minnesota.**

PIN 03.028.3400

**The North 325 feet of the East 600 feet of the Northeast ¼ of the Southeast ¼ of Section 28, Township 36, Range 23, as measured at right angles to the North and East lines of said Northeast ¼ of the Southeast ¼, Isanti County, Minnesota (Abstract Property)**

PIN 03.028.3402

**The NE ¼ of SE ¼ of Section 28, Township 36, Range 23, excepting therefrom the South 726 feet of the North 1,051 feet of the East 600 feet of the NE ¼ of the SE ¼ of Section 28, Township 36, Range 23, as measured at right angles to the North and East lines of said**

**Northeast ¼ of the Southeast ¼. ALSO EXCEPTING THEREFROM the North 325 feet of the East 600 feet of the NE ¼ of the SE ¼ of Section 28, Township 36, Range 23, as measured at right angles to the North and East lines of said Northeast ¼ of the Southeast ¼. ALSO EXCEPTING THEREFROM that part of said NE ¼ of SE ¼ of Section 28, Township 36, Range 23, shown as parcel 14 on Minnesota Department of Transportation Right of Way Plat Numbered 30-5 as the same is on file and of record in the Office of the County Recorder in and for Isanti County, Minnesota. (Abstract Property)**

PIN 03.028.3900

**The South 726 feet of the North 1,051 feet of the East 600 feet of the NE ¼ of the SE ¼ of Section 28, Township 36, Range 23, as measured at right angles to the North and East lines of said Northeast ¼ of the Southeast ¼, Isanti County, Minnesota. (Abstract Property)**

PIN 03.028.4300

**The South 480 feet of the Southeast Quarter of the Northeast Quarter (SE ¼ of NE ¼) of Section 28, Township 36, Range 23, Isanti County, Minnesota. EXCEPTING THEREFROM the South 175 feet of the East 623 feet of said SE ¼ of NE ¼ and EXCEPTING THEREFROM the land identified as Parcel 6 as shown on Isanti County Right of Way Plat No. 14, County State Aid highway No. 34, Isanti County, Minnesota. (Abstract Property)**

PIN 03.028.4400

**The South 175 feet of the East 623 feet of the Southeast Quarter of the Northeast Quarter of Section 28, Township 36, Range 23, Isanti County, Minnesota, together with an easement for private road purposes over and across the North 33 feet of the South 208 feet of the East 423 feet of the Southeast Quarter of the Northeast Quarter of Section 28, Township 36, Range 23, Isanti County, Minnesota EXCEPTING THEREFROM the land identified as Parcel 7 as shown on Isanti County Right of Way Plat No. 14, County State Aid highway No. 34, Isanti County, Minnesota. (Abstract Property)**

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 not increase the population of the City since the land is vacant.
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 \$1,175.12 on July 1 in each of the years of 2023 and 2024 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 December, 2022.

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James A. Godfrey, Mayor

ATTEST:

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Evan C. Vogel, City Administrator

Published on: December 29, 2022

### **SUMMARY PUBLICATION**

Ordinance 760 annexed land located in Cambridge Township, Isanti County, Minnesota Pursuant to Minnesota Statutes § 414.033 Subdivision 2 (3), Permitting Annexation by Ordinance. Parcel numbers affected are 03.028.3100, 03.028.3402, 03.028.3900, 03.028.3400, 03.028.4300, & 03.028.4400. 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

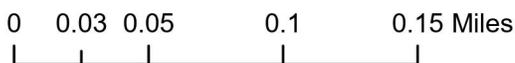


Esri Canada, Esri, HERE, Garmin, Geo



## Annexation of Multiple Parcels

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

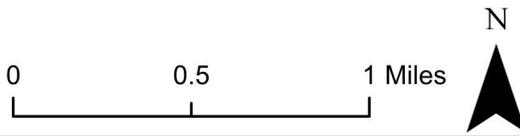
Parcels to be annexed

-  Municipal Boundary
-  City Street Centerlines
-  County Parcels

Esri Canada, Esri, HERE, Garmin, GeoTechnologies, Inc., Intermap, USGS, METI, NASA, EPA, USDA

## Annexation of Multiple Parcels

Cambridge, MN  
Isanti County



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November 23, 2022

Darrell Vosika, Township Clerk  
Cambridge Township  
3568 337<sup>th</sup> Avenue NE  
Cambridge, MN 55008

RE: Annexation Ordinance, City of Cambridge

Dear Darrell:

The following is being re-sent due to a change in meeting date- the Public Hearing for the Annexation of the following Parcels will now take place during the December 19th Meeting of the City Council, rather than as originally planned during the December 5th meeting. Please contact me with any questions on this change, and we apologize for any inconvenience.

Enclosed is an ordinance the City of Cambridge will consider at their December 19, 2022, City Council meeting. There will be a public hearing on the proposed annexation at that same meeting. The meeting will begin at 6:00pm. This notice and public hearing are being provided pursuant to Minnesota Statutes §414.033, Subd. 2b.

The reason for the proposed annexation of these parcels is that the property owner petitioned the city for annexation and the parcel abuts the municipal boundary (Minnesota Statutes 414.033, subd. 2 subsection 3).

If you have any questions, please feel free to contact me at (763) 552-3255.

Sincerely,



Jacob Nosbush  
City Planner  
City of Cambridge  
300 - 3rd Ave NE  
Cambridge, MN 55008  
763-552-3255  
763-689-6801 (fax)  
jnosbush@ci.cambridge.mn.us

---

November 23, 2022

Dear Property Owner:

The following is being re-sent due to a change in meeting date- the Public Hearing for the Annexation of the following Parcels will now take place during the December 19<sup>th</sup> Meeting of the City Council, rather than as originally planned during the December 5<sup>th</sup> meeting. Please contact me with any questions on this change, and we apologize for any inconvenience.

Enclosed is an ordinance for annexation the City of Cambridge will consider at their December 19, 2022, City Council meeting. There will be a public hearing on the proposed annexation at that same meeting. The meeting will begin at 6:00pm. This notice and public hearing are being provided pursuant to Minnesota Statutes §414.033, Subd. 2b. You are being notified because your property is contiguous to one or more parcels being considered for annexation which are owned by Allina Health System (PINs: 03.028.3400, 03.028.3402, 03.028.3900, 03.028.4300, 03.028.4400, and a portion of 03.028.3100).

The reason for the proposed annexation of this parcel is that the property owner petitioned the city for annexation and the parcel abuts the municipal boundary (Minnesota Statutes 414.033, subd. 2 subsection 3).

If you have any questions, please feel free to contact me at (763) 552-3255.

Please let me know if you have any questions.

Thank you,



Jacob Nosbush  
City Planner  
City of Cambridge  
300 - 3rd Ave NE  
Cambridge, MN 55008  
763-552-3255  
763-689-6801 (fax)  
jnosbush@ci.cambridge.mn.us

Enclosure: Ordinance 760

**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, Community Development Director

**Review**

Allina Health/Cambridge Medical Center has requested a Future Land Use Map Amendment for the property located east of the Highway 65 overpass west of Xylite Street NE as identified on the map that is attached to this report. The existing Future Land Use Map identifies this area as High Density Residential. The request by Allina is to amend the map to identify Professional/Medical for these parcels.

Along with the Future Land Use Map amendment is a Zoning Map amendment, and a petition for annexation. A condition of approval of the Future Land Use Map Amendment is that the annexation is formally approved by the State of Minnesota. Once annexed, the property can then automatically be placed in the Professional/Medical designation on the Future Land Use Map. Current city code indicates that upon annexation, all properties are placed in the Rural Residence/Agricultural district until such time they are rezoned.

There are two parcels to the south of the land owned by Allina that will be included in the Future Land Use Map amendment (known as Trucks and Toys, and Peterson's Trailer Storage). These two parcels will not be annexed at this time, but are included in the map amendment since they are contiguous to the City's existing municipal boundary on the south. The Land Use Map districts need to be contiguous. When these two parcels are officially annexed into the City in the future, they could request to either be Commercial or retain the Professional/Medical designation.

The general area to the south and east of the Allina properties is identified as Commercial, and the area to the north is Industrial on the Future Land Use Map. The area to the west is the Highway 65 overpass.

**Planning Commission**

The Planning Commission, on a 6/0 vote, recommended approval of the Future Land Use Map amendment.

**City Council Action**

Motion on the attached Ordinance approving the Future Land Use Map amendment from High Density Residential to Professional Medical.

**Attachments**

1. Future Land Use Map Exhibit
2. Ordinance

City of Cambridge  
ORDINANCE NO. 761

**AN ORDINANCE AMENDING THE FUTURE LAND USE MAP FROM HIGH DENSITY  
RESIDENTIAL TO PROFESSIONAL MEDICAL**

**ALLINA HEALTH CAMBRIDGE MEDICAL CENTER**

(PINS: 03.028.3100 (easterly portion), 03.028.3402, 03.028.3900, 03.028.3400, 03.028.4400,  
03.028.4300, 03.028.3601, and 03.028.3600)

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

**DESCRIPTION OF PID NO. 03.028.3402 (Parcel 1)**

The NE 1/4 of SE 1/4 of Section 28, Township 36, Range 23, excepting therefrom the South 726 feet of the North 1,051 feet of the East 600 feet of the NE 1/4 of the SE 1/4 of Section 28, Township 36, Range 23, as measured at right angles to the north and east lines of said NE 1/4 of SE 1/4. ALSO EXCEPTING THEREFROM the North 325 feet of the East 600 feet of the NE 1/4 of SE 1/4 of Section 28, Township 36, Range 23, as measured at right angles to the North and East lines of said NE 1/4 of SE 1/4. ALSO EXCEPTING THEREFROM that part of said NE 1/4 of SE 1/4 of Section 28, Township 36, Range 23, shown as parcel 14 on Minnesota Department of Transportation Right of Way Plat Numbered 30-5 as the same is on file and of record in the Office of the County Recorder in and for Isanti County, Minnesota, according to the United States Government Survey thereof, Isanti County, Minnesota.

**DESCRIPTION OF PID NO. 03.028.3900 (Parcel 2)**

The South 726 feet of the North 1,051 feet of the East 600 feet of the Northeast Quarter of the Southeast Quarter (NE 1/4 of SE 1/4) of Section 28, Township 36, Range 23, as measured at right angles to the north and east lines of said NE 1/4 of SE 1/4, according to the United States Government Survey thereof, Isanti County, Minnesota.

**DESCRIPTION OF PID NO. 03.028.3400 (Parcel 3)**

The North 325 feet of the East 600 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 36, Range 23, as measured at right angles to the North and East lines of said Northeast Quarter of the Southeast Quarter, according to the United States Government Survey thereof, Isanti County, Minnesota.

**DESCRIPTION OF PID NO. 03.028.4300 (Parcel 21)**

The South 480 feet of the Southeast Quarter of the Northeast Quarter (SE 1/4 of NE 1/4) of Section 28, Township 36, Range 23, Isanti County, Minnesota, EXCEPTING THEREFROM the South 175 feet of the East 623 feet of said SE 1/4 of NE 1/4 and EXCEPTING THEREFROM the land identified as Parcel 6 as shown on Isanti County Right of Way Plat No. 14, County State Aid Highway No. 34, Isanti County, Minnesota.

**DESCRIPTION OF PID NO. 03.028.4400 (Parcel 22)**

The South 175 feet of the East 623 feet of said Southeast Quarter of the Northeast Quarter (SE 1/4 of NE 1/4) of Section 28, Township 36, Range 23, Isanti County, Minnesota, together with an easement for private road purposes over and across the North 33 feet of the South 208 feet of the East 423 feet of the Southeast Quarter

of the Northeast Quarter of Section 28, Township 36, Range 23, Isanti County, Minnesota EXCEPTING THEREFROM the land identified as Parcel 7 as shown on Isanti County Right of Way Plat No. 14, County State Aid Highway No. 34, Isanti County, Minnesota.

**DESCRIPTION OF PID NO. 03.028.3400 (Parcel 7)**

That part of the Northwest Quarter of the Southeast Quarter (NW 1/4 of SE ¼) lying easterly of the easterly line of Minnesota Department of Transportation Right-of-Way Plat No. 30-5, Section 28, Township 36, Range 23, Isanti County, Minnesota.

**DESCRIPTION OF PID NO. 03.028.3600 TRUCKS AND TOYS**

That part of the Southeast Quarter of Southeast Quarter (SE 1/4 of SE 1/4) of Section 28, Township 36, Range 23, Isanti County, Minnesota described as follows: Commencing at the Northeast corner of said SE 1/4 of SE 1/4; thence South along the East line of said SE 1/4 of SE 1/4 a distance of 66.00 feet to the point of beginning of the property to be described; thence continuing Southerly along said East line a distance of 245.71 feet; thence Westerly, parallel with the North line of said SE 1/4 of SE 1/4 a distance of 812 feet; thence Northerly parallel with said East line a distance of 245.71 feet; thence Easterly parallel with said North line a distance of 812 feet to said point of beginning.

**DESCRIPTION OF PID NO. 03.028.3601 PETERSON STORAGE TRAILERS**

That part of the Southeast Quarter of Southeast Quarter (SE1/4 of SE1/4) of Section 28, Township 36, Range 23, Isanti County, Minnesota described as follows: Beginning at the Northeast corner of said SE1/4 of SE1/4; thence South along the East line of said SE1/4 of SE1/4 a distance of 66.00 feet; thence Westerly, parallel with the North line of said SE1/4 of SE1/4 a distance of 812 feet; thence Southerly parallel with said East line a distance of 245.71 feet; thence Westerly parallel with said North line a distance of 487.69 feet to the West line of said SE1/4 of SE1/4; thence Northerly along said West line a distance of 311.70 feet to the Northwest corner of said SE1/4 of SE1/4; thence Easterly along said North line a distance of 1299.01 feet to said point of beginning. Subject to easement for road purposes over and across the East side thereof and also subject to a Northern Natural Gas Company easement over and across the East 60 feet thereof.

are currently identified by the City of Cambridge, hereinafter called the "City," as being high density residential on the Future Land Use Map; and

WHEREAS, the owner of the property, Allina Health-Cambridge Medical Center, has requested a Future Land Use Map amendment of the tracts it owns from high density residential to professional medical; and

WHEREAS, the two tracts not owned by Allina will also be amended from high density residential to professional medical for continuity to the municipal boundary; and

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

WHEREAS, the Planning Commission of the City on the 1st day of November, 2022, 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 if the conditions listed below are met; and

1. Annexation of the Allina Health Cambridge Medical Center properties must be approved by the State of Minnesota.

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 high density residential to professional medical on the Future Land Use Map if the condition listed is met.

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

Adopted this 19<sup>th</sup> day of December 2022

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

ATTEST:

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

Date of Publication: December 29, 2022

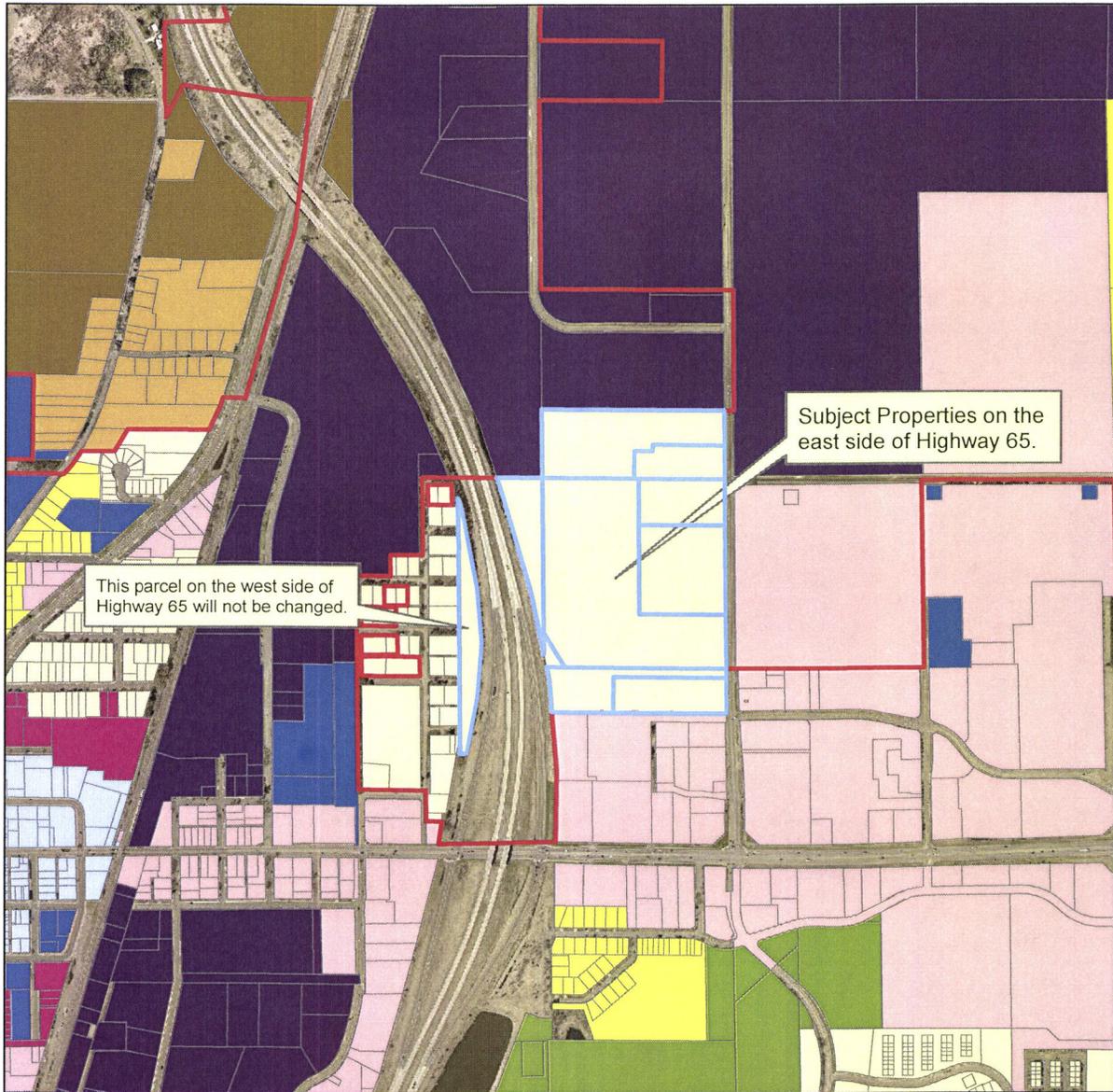
#### Summary Publication

Ordinance 761 amended the Future Land Use Map for certain real property located in Section 28, Township 36, Range 23 (PIN's. 03.028.3402, 03.028.3900, 03.028.3400, 03.028.4300, 03.028.4400, 03.028.3100, 03.028.3600, and 03.028.3601). The properties were changed from high density residential to professional medical. This property is located east of Highway 65, west of Xylite St. NE. and south of 11<sup>th</sup> Ave NE. A complete copy of the ordinance is available at City Hall, 300 3<sup>rd</sup> Avenue NE, Cambridge for inspection.

ATTEST:

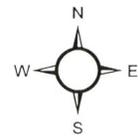
\_\_\_\_\_  
Evan C. Vogel  
City Administrator

# Future Land Use Map Amendment



## Legend

- Agricultural
- Rural Residential
- High Density Residential
- Low Density Residential
- Park/Recreationa
- Industrial
- Public/Quasi-Public
- Professional/Medical
- Airport
- General Commercial
- Downtown Commercial
- Fringe/Transition Commercial



The Cambridge Medical Center has requested to amend the Future Land Use Map to reflect a Professional Medical designation rather than a High Density Residential designation. The parcel on the west side of Highway 65 will remain in the High Density Residential designation.

Prepared by: Marcia Westover, Community Development Director

**Review**

Allina Health/Cambridge Medical Center has requested a Zoning Map Amendment for the property located east of the Highway 65 overpass west of Xylite Street NE as identified on the map that is attached to this report. The existing Zoning Map does not identify these parcels in any zoning district since they are not yet annexed into the City. The request by Allina is to amend the map to identify Professional/Medical upon annexation approval.

Along with the Zoning Map amendment is a Future Land Use Map amendment, and a petition for annexation. A condition of approval of the Zoning Map Amendment is that the annexation is formally approved by the State of Minnesota. Once annexed, the property can then automatically be placed in the Professional/Medical designation on the Zoning Map. Current city code indicates that upon annexation, all properties are placed in the Rural Residence/Agricultural district until such time they are rezoned.

The general area is surrounded by Industrial uses on the north, vacant non-annexed parcels to the east, non-annexed businesses on the south, and to the west is Highway 65.

**Planning Commission Action**

The Planning Commission, on a 6/0 vote, recommended approval of the Zoning Map amendment.

**City Council Action**

Motion on the attached Ordinance approving the Zoning Map amendment to Professional Medical upon annexation approval from the State of Minnesota.

**Attachments**

1. Zoning Map Exhibit
2. Draft Ordinance

City of Cambridge  
ORDINANCE NO. 762

**AN ORDINANCE AMENDING THE ZONING MAP FROM RURAL  
RESIDENCE/AGRICULTURE TO PROFESSIONAL MEDICAL**

**ALLINA HEALTH CAMBRIDGE MEDICAL CENTER**

(PINS: 03.028.3100 (easterly portion), 03.028.3402, 03.028.3900, 03.028.3400, 03.028.4400,  
03.028.4300)

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

**DESCRIPTION OF PID NO. 03.028.3402 (Parcel 1)**

The NE 1/4 of SE 1/4 of Section 28, Township 36, Range 23, excepting therefrom the South 726 feet of the North 1,051 feet of the East 600 feet of the NE 1/4 of the SE 1/4 of Section 28, Township 36, Range 23, as measured at right angles to the north and east lines of said NE 1/4 of SE 1/4. ALSO EXCEPTING THEREFROM the North 325 feet of the East 600 feet of the NE 1/4 of SE 1/4 of Section 28, Township 36, Range 23, as measured at right angles to the North and East lines of said NE 1/4 of SE 1/4. ALSO EXCEPTING THEREFROM that part of said NE 1/4 of SE 1/4 of Section 28, Township 36, Range 23, shown as parcel 14 on Minnesota Department of Transportation Right of Way Plat Numbered 30-5 as the same is on file and of record in the Office of the County Recorder in and for Isanti County, Minnesota, according to the United States Government Survey thereof, Isanti County, Minnesota.

**DESCRIPTION OF PID NO. 03.028.3900 (Parcel 2)**

The South 726 feet of the North 1,051 feet of the East 600 feet of the Northeast Quarter of the Southeast Quarter (NE 1/4 of SE 1/4) of Section 28, Township 36, Range 23, as measured at right angles to the north and east lines of said NE 1/4 of SE 1/4, according to the United States Government Survey thereof, Isanti County, Minnesota.

**DESCRIPTION OF PID NO. 03.028.3400 (Parcel 3)**

The North 325 feet of the East 600 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 36, Range 23, as measured at right angles to the North and East lines of said Northeast Quarter of the Southeast Quarter, according to the United States Government Survey thereof, Isanti County, Minnesota.

**DESCRIPTION OF PID NO. 03.028.4300 (Parcel 21)**

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The South 175 feet of the East 623 feet of said Southeast Quarter of the Northeast Quarter (SE 1/4 of NE 1/4) of Section 28, Township 36, Range 23, Isanti County, Minnesota, together with an easement for private road purposes over and across the North 33 feet of the South 208 feet of the East 423 feet of the Southeast Quarter

of the Northeast Quarter of Section 28, Township 36, Range 23, Isanti County, Minnesota EXCEPTING THEREFROM the land identified as Parcel 7 as shown on Isanti County Right of Way Plat No. 14, County State Aid Highway No. 34, Isanti County, Minnesota.

**DESCRIPTION OF PID NO. 03.028.3400 (Parcel 7)**

That part of the Northwest Quarter of the Southeast Quarter (NW 1/4 of SE ¼) lying easterly of the easterly line of Minnesota Department of Transportation Right-of-Way Plat No. 30-5, Section 28, Township 36, Range 23, Isanti County, Minnesota.

will be identified by the City of Cambridge, hereinafter called the "City," as being rural residence/agriculture on the Zoning Map upon annexation into the City; and

WHEREAS, the owner of the property, Allina Health-Cambridge Medical Center, has requested a Zoning Map amendment of the tracts from rural residence/agricultural to professional medical; and

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

WHEREAS, the Planning Commission of the City on the 1st day of November, 2022, 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 if the conditions listed below are met; and

1. Annexation of the Allina Health Cambridge Medical Center properties must be approved by the State of Minnesota.

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 rural residence/agricultural to professional medical on the Zoning Map if the condition listed is met.

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

Adopted this 19<sup>th</sup> day of December 2022

---

James A. Godfrey, Mayor

ATTEST:

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Evan C. Vogel, City Administrator

Date of Publication: December 29, 2022

Ordinance 762 amended the Zoning Map for certain real property located in Section 28, Township 36, Range 23 (PIN's. 03.028.3402, 03.028.3900, 03.028.3400, 03.028.4300, 03.028.4400, and 03.028.3100). The properties were changed from rural residence/agricultural to professional medical. This property is located east of Highway 65, west of Xylite St. NE. and south of 11<sup>th</sup> Ave NE. A complete copy of the ordinance is available at City Hall, 300 3<sup>rd</sup> Avenue NE, Cambridge for inspection.

ATTEST:

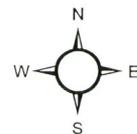
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Evan C. Vogel  
City Administrator

# Rezoning From Rural Residence/Agricultural to Professional Medical



- Legend**
- Zoning District**
- Zoning Map**
- Shoreland General Development District (GD)
  - Shoreland Residential (SR)
  - Scenic River I District (SR-1)
  - Scenic River II District (SR-II)
  - Scenic River III District (SR-III)
  - Shoreland Special Protection District (SSP)
  - 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)
  - Downtown Business District (B-1) - 31 ac
  - Downtown Fringe Business District (B-1A)
  - Highway Business District (B-2)
  - Professional Medical (PM)
  - Low-Impact Business -Industrial District (I-1)
  - Limited Industrial (I-2)
  - General Industrial (I-3)
  - Industrial Transition (IT)
  - Urban Reserve (UR)
  - Airport District
  - Planned Unit Development (PUD)



The Cambridge Medical Center has requested to annex the subject property. Upon annexation, the property is automatically placed in the Rural Residence/Agricultural (RA) until rezoned. The request is to rezone the property from Rural Residence/Agricultural to Professional Medical. The parcel on the west side of Highway 65 will remain as-is until it is annexed.

Prepared by: Jacob Nosbush, City Planner

**Overview**

The request is from PRC-CSS RE, LLC, 503 Cleveland St S, to keep Storage Pods at the property through an Interim Use Permit (IUP). The applicant is requesting to keep 76 storage pods on site for four (4) years.

Storage Pods in I-2 Zoning are allowed via Interim Use Permit. City Code § 156.085 E outlines performance standards for Storage Pods listed below.

- (A) Storage Pod Containers must:
- (1) Have a grading and drainage plan approved by the city prior to installation of a storage pod(s)
  - (2) Have an accessible drive aisle for emergency vehicles with a width of at least 24-feet in front of each container
  - (3) Have bituminous or concrete surface beneath the container(s) with curb and gutter around the perimeter
  - (4) Have no rust, no excessive wording or graffiti, and must be painted to be compatible/match with the primary building(s) on the property
  - (5) Placement only in side and rear yards
  - (6) Be setback at least 6 feet from side and rear property lines
  - (7) Have a fence installed high enough to shield the container(s) from view of adjacent properties
  - (8) Only be placed on a lot after the primary structure/use is built/established (storage pods are not allowed on a vacant lot)
  - (9) Comprise 5% or less of the total lot coverage

The proposal has the applicant not meeting standards 3, 4, 7, and 9.

Standard 3- The pods are on a gravel surface with no curb and gutter. Much of the yard is paved, and the applicants have a plan to replace the pods with permanent structures.

Standard 4- A number of the pods are tan instead of white, and a couple are gray.

Standard 7- Screening has not been installed.

Standard 9- The allowed 5% of the total lot coverage is 11,722 square feet, while approximately 13,280 square feet are covered by the storage pods, approximately 5.6%.

The applicants have submitted preliminary plans to pave 27,500 square feet of existing gravel lot, replacing all the storage pods with permanent mini-storage structures to match the existing structures. (They will require a variance for exterior material prior to this happening)

The preliminary plan submitted by the applicant outlines two phases for the removal of the storage pods and replacement with permanent mini-storage structures. Phase 1, the larger south end of the lot is estimated to start construction in 2023. These plans include curb and gutter around the paving and additional drainage planning.

### **Planning Commission Action**

The Planning Commission, on a 7/0 vote, recommended to follow the recommendation of staff and follow a tiered approach to remove the pods in a timely fashion. The tiered approach has the owner removing the pods in two phases as described below in the conditions of approval.

1. The Interim Use Permit is non-transferrable and only issued to PRC- CSS RE, LLC; 503 Cleveland St S.
2. No additional pods may be added without approval.
3. Storage Pods in "Phase 1"- 52 pods on south end of lot- must be removed by December 19<sup>th</sup>, 2024.
4. Storage Pods in "Phase 2"- 24 pods on north end of lot- must be removed by December 19<sup>th</sup>, 2026

### **City Council Action**

Motion to approve the Resolution as presented if the conditions listed are met.

### **Attachments**

1. Location Map
2. Aerial Photo
3. Applicant Submission- Letter & Preliminary Plan
4. Resolution





November 1, 2022

Marcia Westover  
Community Development Director  
City of Cambridge  
300 3<sup>rd</sup> Avenue NE  
Cambridge, MN 55008

Applicant: PRC-CSS RE, LLC (dba Cambridge Self Storage)  
Property Address: 503 Cleveland Street, Cambridge, MN

RE: Cambridge Self Storage Zoning Application for an IUP and Variance

### **Interim Use Permit for Storage Pod Containers**

Cambridge Self Storage (“CSS”) is requesting a four (4) year IUP for the use of storage of personal goods within Storage Pod Containers. As of the date of this application, there are 75 occupied storage pod containers on the property. The location of the containers are in the southwest and northwest portion of the property. During the four (4) year period, CSS will work with City Staff to remove the existing Storage Pod Containers and install permanent buildings. Attached to this application, is the conceptual site plan which will replace the containers over the next few years. The project will occur over two phases, with the approximately 52 of the 76 storage containers being removed in phase 1. Estimated start of construction for phase 1 is 2023, but subject to the state of current economic conditions.

The first storage containers were installed at CSS in 2014 by then current owner Brian Baas. Throughout the years, Mr. Baas added additional storage containers to the property. All containers were professionally installed by BJ Baas Builders. Since the initial installation of the containers, there has been no issues with neighboring property owners or drainage.

The current City Code for Storage Pod Containers has the following requirements to be considered for an Interim Use Permit.

- (a) Storage Pod Containers must:
1. Have a grading and drainage plan approved by the city prior to installation of a storage pod(s)
  2. Have an accessible drive aisle for emergency vehicles with a width of at least 24-feet in front of each container
  3. Have bituminous or concrete surface beneath the container(s) with curb and gutter around the perimeter
  4. Have no rust, no excessive wording or graffiti, and must be painted to be compatible/match with the primary building(s) on the property
  5. Placement only in side and rear yards
  6. Be setback at least 6 feet from side and rear property lines
  7. Have a fence installed high enough to shield the container(s) from view of adjacent properties

8. Only be placed on a lot after the primary structure/use is built/established (storage pods are not allowed on a vacant lot)
9. Comprise 5% or less of the total lot coverage

Because of the existing professional installation and the intention for CSS to remove all containers during the IUP timeline, CSS is requesting a variance to the following requirements.

1. Grading and drainage plan
2. Fence installed high enough to shield the container from view of adjacent properties
3. Bituminous surface below the containers
  - a. Curb and Gutter is installed
4. Comprise 5% or less of the total lot coverage
  - a. Current lot coverage is 5.16%

At the conclusion of this IUP period, it is CSS goal to have removed all the storage containers from the property and having replaced them with fixed storage buildings.

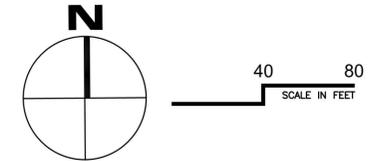
Thank you for your consideration.



Cambridge Self Storage  
Nate Hansen

# Exhibit A Site Plan





# SITE SUMMARY

16,800 SF OF NEW BUILDINGS SPACE  
 27,500 SF GRAVEL TO BE PAVED

SKETCH PLAN

SK-1.0

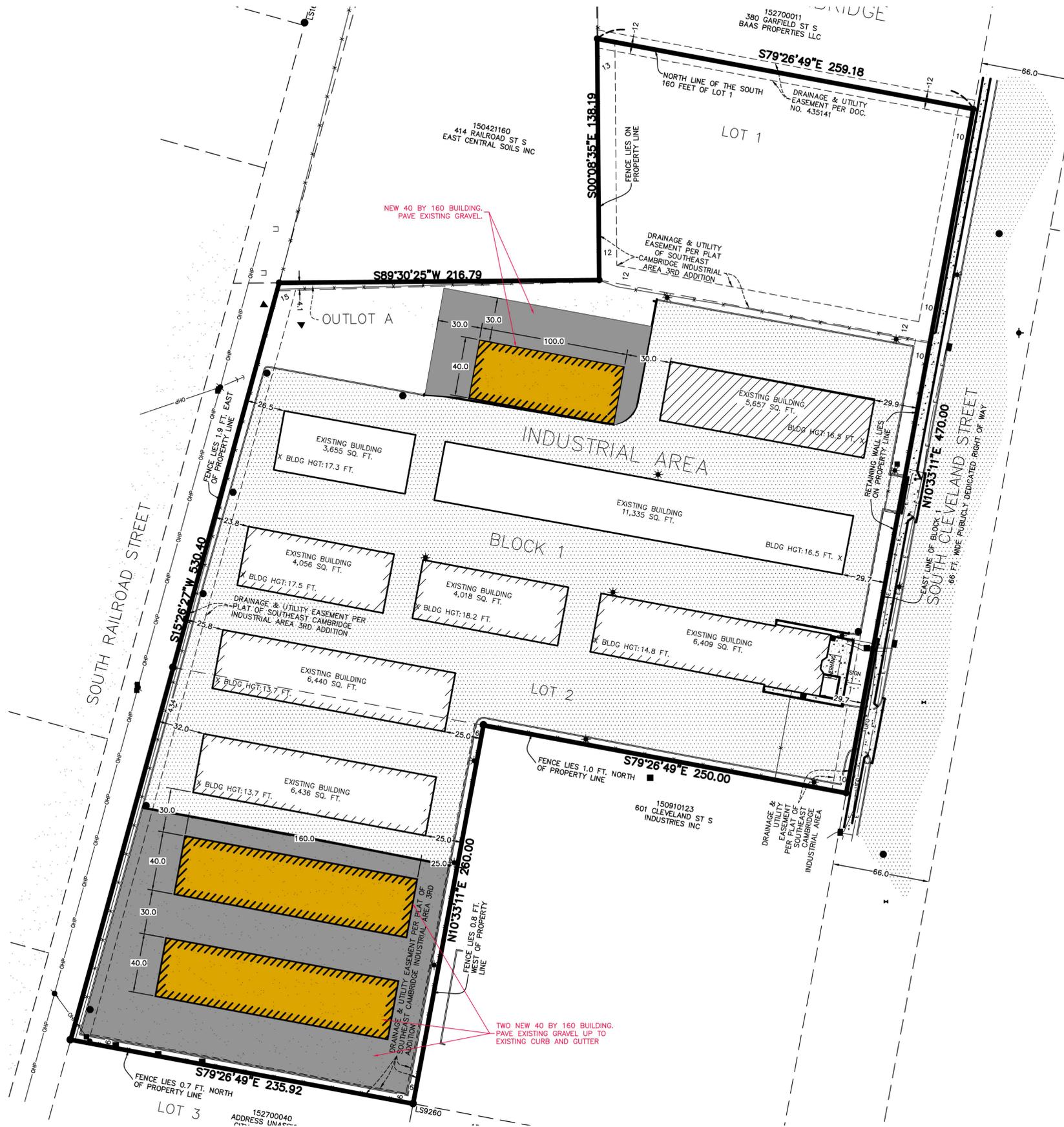
CAMBRIDGE STORAGE

24 AUGUST 2022

| REV | DESCRIPTION | DATE |
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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 ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

NAME: \_\_\_\_\_  
 SIGNATURE: \_\_\_\_\_  
 DATE: \_\_\_\_\_ LIC. No: 46681



## Resolution No. R22-107

*RESOLUTION APPROVING AN INTERIM USE PERMIT  
TO ALLOW STORAGE PODS  
503 CLEVELAND ST S*

**WHEREAS**, PRC-CSS RE, LLC, 503 Cleveland St S, Cambridge, MN, 55008, representative of the property located at:

Lot 2, Block 1, Southeast Cambridge Industrial Area 3<sup>rd</sup> Addition, Isanti County, Minnesota

has applied for an Interim Use Permit to allow Storage Pods; 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 6<sup>th</sup> day of December, 2022, following proper notice, held a public hearing to review the Interim Use Permit request; and

**WHEREAS**, the Planning Commission recommended approval of the Interim Use Permit as long as the conditions are met; and

**WHEREAS**, the applicant stated in a submitted letter that the estimated start date of phase 1 of construction for permanent structures to replace the storage pods was 2023, with phase 2 following; and

**WHEREAS**, the City Council, on the 19<sup>th</sup> day of December, 2022, reviewed the Planning Commission's recommendation and the information prepared by the Planning Agency of the City and found that the Interim Use for the keeping of Storage Pods is reasonable and compatible with the City's Comprehensive Plan and Zoning code.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of Cambridge, Minnesota, approves the Interim Use Permit to allow up to 76 Storage Pods at 930 Cleveland St S., upon conforming the conditions listed below:

1. The Interim Use Permit is non-transferrable and only issued to PRC- CSS RE, LLC; 503 Cleveland St S.
2. No additional pods may be added without approval.
3. Storage Pods in "Phase 1"- 52 pods on south end of lot- must be removed by December 19th, 2024.
4. Storage Pods in "Phase 2"- 24 pods on north end of lot- must be removed by December 19th, 2026

Adopted by the Cambridge City Council this 19<sup>th</sup> day of December, 2022.

---

James A. Godfrey, Mayor

ATTEST:

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Evan C. Vogel, City Administrator

Prepared by: Evan C Vogel, City Administrator

**Background:**

The City Council has provided the directive through its 2021 strategic planning to seek out opportunities that would enhance the City's presence as a regional hub. In the past the City has looked at aquatics center concepts, and traditional community center concepts. This project seeks to bring together a strong network of public/private partnerships to enable the creation of a regional wellness center. There could not be a better time than now to advance this project for several reasons: synergy and camaraderie between the City, County, and School District that have historically had trouble working together and communicating, a strong desire to sustain some of the growth this region has seen recent years, a critical need in childcare, and a community health needs assessment which identified social isolation as a the single biggest area of concern for public health over the next three years in this area. I am recommending that we explore the creation of a regional wellness center, which would incorporate elements of a traditional "swim and gym" community center, with more modern community driven elements such as a full-service childcare provider, and broad-spectrum community programming for all ages. This project would also seek to provide the opportunity to have state of the art physical therapy, and rehabilitative services as we work with Allina Health, and may even provide access to needed athletic facilities for the school district. This is a project that has been explored in the past, but I believe with a fresh approach which includes several public partners, beyond just the City, it is possible. If successful, that this project would help attract people to this region, in addition to helping us retain those who currently live here.

**Recommendation:**

A motion to approve the creation of a regional wellness center task force

A motion to appoint the members as recommended by staff

To make a motion to approve Resolution R22-110 authorizing the acceptance of a grant from the initiative foundation

To make a motion to approve Resolution R22-111 authorizing the acceptance of a grant from the Memorial Hospital Foundation

To make a motion to approve phase 1 of the feasibility study contract with Visible Cities

To approve Resolution of Support expressing support for working with Isanti County, the Cambridge-Isanti School District, and Allina Health to advance this project

**Compatibility with Core Strategies and Strategic Objectives:**

Core Strategy 2: Deliver Exceptional Public Services

Core Strategy 5: Foster engaged, informed, and involved citizens and community

Core Strategy 6: Enhance the City's presence as a regional hub

Core Strategy 7: Provide Diverse amenities for a high quality of life

**Attachments:**

Description of Task Force and List of Recommended Appointees  
Resolution R22-110  
Resolution R22-111  
Visible Cities Proposal  
Joint Resolution

## **7E (B) Creation of Regional Wellness Center Task Force and appointment of members**

The purpose of creating this task force is to create a formal advisory group dedicating to exploring, reviewing, and processing information from relevant sources that pertain to the advancement of regional wellness center concepts. Additionally, this group will meet regularly to discuss progress, outline next steps, and make recommendations to the City Council about optimal strategies for advancement of this project.

This action can be taken with a simple motion to authorize the creation of a Regional Wellness Center Task Force

Recommended Members to be appointed:

Steven Hage

Sue Hage

Greg Carlson

Julia Lines

Marjanae Mcgowan

Nate Rudolph

Christina Thayer-Anderson

Josh Shepard

Nick Nehman

Nikki Klanderud

**RESOLUTION NO. R22-110**

*Resolution Accepting Restricted Donation  
for Regional Wellness Center Feasibility Study from Initiative Foundation*

**WHEREAS**, the City of Cambridge received a restricted donation of \$10,000 from the Initiative Foundation for the purposes of completing a feasibility study for Regional Wellness Center;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Cambridge, Minnesota, that the donation detailed above are hereby received and accepted for the purposes as described above.

Adopted this 19th day of December, 2022.

---

James Godfrey, Mayor

ATTEST:

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Evan Vogel, City Administrator

**RESOLUTION NO. R22-111**

*Resolution Accepting Restricted Donation  
for Regional Wellness Center Feasibility Study from Memorial Hospital  
Foundation Board*

**WHEREAS**, the City of Cambridge received a restricted donation of \$17,000 from the Memorial Hospital Foundation Board for the purposes of completing a feasibility study for Regional Wellness Center;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Cambridge, Minnesota, that the donation detailed above are hereby received and accepted for the purposes as described above.

Adopted this 19th day of December, 2022.

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

ATTEST:

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



**THE CAMBRIDGE ISANTI REGIONAL ACTIVITY CENTER ORGANIZING COMMITTEE**

Survey, Needs Assessment and Market Analysis

A proposed scope of support

November 15, 2022



November 15, 2022

The Cambridge Isanti Regional Activity Center Organizing Committee  
Cambridge Medical Center  
701 Dellwood Street South  
Cambridge, MN 55008

Dear Committee Members:

Thank you for the invitation to engage with you in the urgent work of evaluating the potential for a new regional activity hub embedded in the Cambridge Medical Center. As the communities in Isanti County and surrounding areas continue to grow and change, the public and private organizations that form your collaboration are each responding according to their mission. Together, you are pooling effort to gauge community needs, building partners for funding and programming, and working to maximize how a regional activity hub can extend the impact of each partner organization.

Visible City's team brings together decades of experience in urban economics and real estate, geographic analysis, and application development. Our analyses allow clients to perceive potential and existing facilities and programs in deeper, clearer ways than has been available using methods of the past. In our client-centric process, we begin by quickly understanding the essential questions our client needs to answer, which are unique to your community and your leadership priorities. Our next step is to gather and combine numerous layers of data, including by conducting surveys, to generate customized answers. Our final step is to produce and share findings in an iterative way, to ensure that each client receives and can use our analysis for concrete, immediate decision making. Our public/private collaboration work has involved us in markets including Fort Worth, Nashville, Indianapolis, and Charlotte, as well as closer to home in Fargo, Grand Rapids, Northfield, Rochester, and communities across the Twin Cities metro area.

We thank you for your consideration of the attached proposed scope of support. We are excited to present it, and about the prospect of helping you make program and location decisions that meet and exceed your objectives for the community for decades to come. Thank you for the opportunity to submit this proposal to you and your team at the Cambridge Isanti Regional Activity Center Organizing Committee.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Commers". The signature is stylized and fluid, with a large initial 'J'.

Jon Commers, Managing Principal

**Proposed scope of work for: The Cambridge Isanti Regional Activity Center Organizing Committee**

The Cambridge Isanti Regional Activity Center Organizing Committee (“the Committee”) is a table of partnership that currently includes the City of Cambridge, Isanti County, the Cambridge-Isanti School District, Allina Health, the Cambridge Medical Center, and others. The Committee is exploring feasibility of adding a programmed wellness facility to the Cambridge Medical Center campus, and seeks to measure and evaluate the relevant market dynamics underlying the opportunity.

The Committee’s process of building relationships with program and funding partners is well underway. By initiating gathering of market analysis, the Committee is starting a next phase of work, which will include an appeal to the Minnesota Legislature and other public, private and philanthropic allies for support. In an iterative fashion, market research (including a survey) will help define the characteristics of a wellness center.

The schedule for market research is comprised of two steps in sequence: The collection and interpretation of survey data distributed across the trade area, followed by a deeper dive into demography, market activity, transportation and workforce patterns, competition and other like providers. The Committee seeks to expedite the first step. With findings of the survey data, the Committee expects to gain support and commitments that then merit proceeding into the second step of market research in 2023.

The proposed scope that follows outlines Visible City’s approach to deliver research products that support decision making by the Committee and the organizational members of the collaboration in a data-driven and people-centered fashion.



*Proposed Scope of Services*

Our mission-driven team proposes to deliver value in two forms: Direct market survey research, and comprehensive and localized market and spatial analysis. This approach will combine feedback collected directly from households and individuals in the trade area, with dynamic analytics of market activity. While distinct, these two lanes of effort are expected to be undertaken in quick sequence, and our team will ensure that insights from each lane are carried through to the conclusion of the project. For this proposal, we are describing the two lanes as Survey Research and Market Analysis.

Each lane will allow us together to address critical questions. We view the treatment of these questions in each lane as follows:

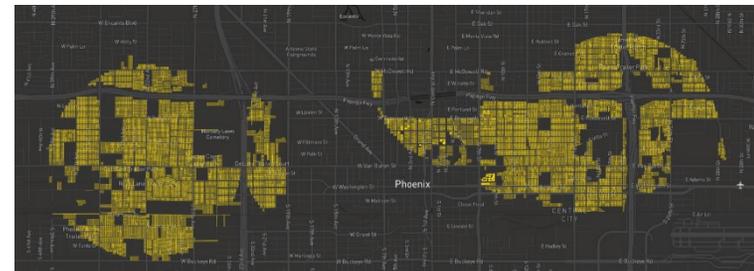
| Survey Research (Nov. 2022 – end of Jan. 2023)   | Market Analysis (60 days, 2023 dates TBD)   |
|--|---|
| <ul style="list-style-type: none"> <li>• To what extent do community members currently engage in organized wellness activities?</li> <li>• What patterns emerge regarding characteristics of individual and household interest or unmet needs in this space?</li> <li>• What do community members view as competition or substitutes for the activity center? Where are these competitors located in relation to the Cambridge Medical Center?</li> <li>• How do consumers view the value and attributes of the activity center when stacked against each of these potential substitutes?</li> </ul> | <ul style="list-style-type: none"> <li>• Based on demography, travel and other relevant data, what is a likely trade area for the activity center?</li> <li>• What demographic, market and other characteristics across the trade area can influence the offering of the activity center?</li> <li>• How can the facility, programs, and partners of the activity center most effectively meet the needs of specific subgroups such as youth and seniors, within the trade area?</li> </ul> |

To clearly articulate and address each of the core areas of inquiry, our team will collect a wide range of data layers to inform decision making by the Committee and its partner organizations. The categories of data to be examined include:

- Household Survey Research (November 2022 – end of January 2023): On the front end of our work together, we will work with the Committee’s leadership to develop a questionnaire that will maximize

the value of responses, handle survey layout and design, and manage the fielding of a survey via available media such as web-based and phone/text messages. While the specific format of the survey is in development, we anticipate conducting online surveys with community members residing in Isanti County and surrounding areas, with the possibility of mailed surveys linking to the online version. The survey development is likely to extend through December, and be “in the field” in January, with interpretation and insights available by the end of the month. We will share raw data, cross tabulations, findings and recommendations emerging from the survey research, in our reporting to the Committee.

- Usage: To the extent it is relevant and consistent with Allina policy and Visible City’s data privacy policy, our team proposes to examine and interpret anonymized patterns of a sample of Cambridge Medical Center usage, and how engagement is associated with demographics, approximated home location, and other characteristics.
- Demography: We will conduct an evaluation of where area residents live and work, including patterns by occupation, age, income, race and ethnicity. We will also examine measures of equity including area residents’ food security and assistance, housing stress, and educational attainment.
- Market: Our team will evaluate competition in market segments most closely related to the activity center, to inform both facility and program decisions.



Our team has undertaken projects similar in nature. Still, no two projects are identical and our core emphasis is on developing a process that is unique to your market and organizational objectives. We start from a project flow generally following this sequence:

- Scoping Meeting: Confirmation of Needs
- Study Design
- Data Collection

- Iterative Analysis
- Review of Results
- Interpretation of Results
- Visualization
- Final Presentation

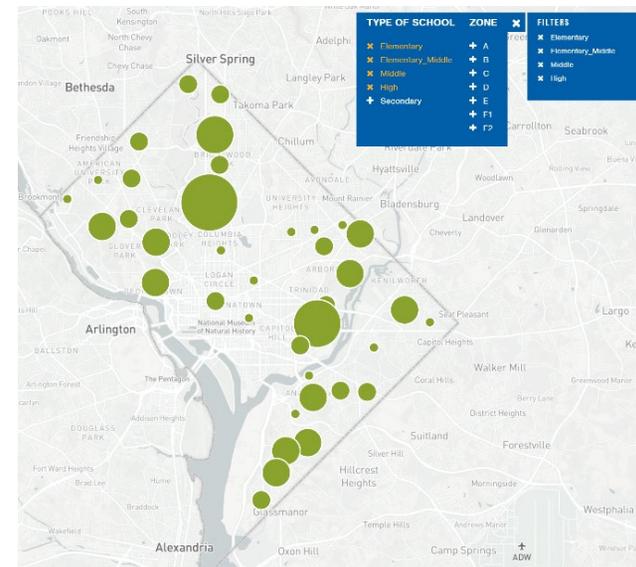
Based on project experience, we are also committed to ongoing communication with our clients, including sharing preliminary findings and ideas for feedback and critique, and to confirm priorities and outcomes. Often, themes such as new prospective partnerships or new internal or external data sources, arise during exchanges with our clients, further adding value to the analysis, interpretation and findings.

Findings will be delivered in multiple forms, with an eye toward continued development of funding and program partnerships for the activity center:

- A graphic document outlining the process, findings, and interpretation of the evaluation, to be shared with community stakeholders, elected leaders, or other prospective partners; and
- A narrative presentation of the graphic document to the Committee, questions and discussion, and strategic planning about next steps.

These products will be developed and shared for the first lane of survey research. Presuming a second lane of market analysis follows, the products will be expanded and edited to incorporate both lanes of study, in an integrated, compelling format.

Like every aspect of our projects, the form and sequence of delivered products is customized to each client's needs. As you consider the proposed scope, we look forward to



further conversation about how an evaluation and resulting findings can best inform and guide your leadership team and stakeholders.

*Related References*

Our model is to serve clients with holistic analyses that inform both their immediate needs and their long-term strategies. Clients for whom we have delivered services and findings related to this inquiry, include the following. Any of these individuals would be pleased to discuss our work in service of their needs and missions.

**YMCA OF THE NORTH**

Location and Facility Analysis / Association Portfolio Studies / Web Tool Development

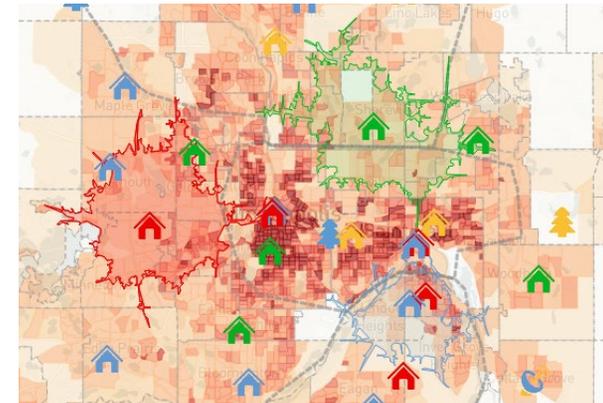
Amanda Novak, Vice President of Real Estate  
 651 Nicollet Mall Ste. 300  
 Minneapolis, MN 55402  
 E. amanda.novak@ymcamn.org  
 Ph. (651) 210-3794

*Synopsis of services provided and results achieved:* The YMCA of the North has engaged Visible City on location evaluation and visualization regularly since 2016, when our initial scope comprised a rigorous analysis of the downtown St. Paul submarket and the Association’s location in the submarket since the 1980s. Through an evaluation of pedestrian, transit and other mobility data, swipe and membership household data, building permits, social media and employment dynamics, Visible City provided concrete location recommendations that the Association has translated to action. Recently, the Association hired Visible City to develop a web-based tool to support leaders’ decision making for managing an extensive portfolio of facilities and programs.

**CITY OF SAINT PAUL**

Parks and Recreation System Plan Development

Andy Rodriguez, Director of Parks and Recreation  
 15 Kellogg Boulevard West  
 Saint Paul, MN 55102  
 E. andy.rodriguez@ci.stpaul.mn.us  
 Ph. (651) 266-6400



*Synopsis of services provided and results achieved:* Since 2018, Visible City has supported the City of Saint Paul’s parks and recreation department with thorough analysis of facility (and outdoor field) locations and usage, program



registration and utilization, across all sites and neighborhoods. The initial scope of work included development of recommendations for where and how to share facilities and fields with Saint Paul Public Schools. Over the last year, Visible City has been immersed in collection (including multiple forms of survey), analysis and visualization of facility, amenity, program, demographic, market, transportation and other data of significance to the portfolio of 175 park spaces.

### **YMCA OF MIDDLE TENNESSEE**

#### Location and Facility Analysis / Colocation Evaluation

Jessica Fain, Senior Vice President & Chief Strategy Officer

Bob Knestrick, Executive Vice President & Chief Operating Officer

1000 Church Street

Nashville, TN 37203

E. [jfain@ymcamidtn.org](mailto:jfain@ymcamidtn.org)

Phone (615) 259-9622

*Synopsis of services provided and results achieved:* The YMCA of Middle Tennessee engaged Visible City in a scope that included evaluation of the usage and redevelopment potential of the downtown branch, now located across the street from the new east headquarters of Amazon.com, Inc. and positioned in a rapidly growing area of downtown Nashville. The scope also included evaluation of co-location and redevelopment with a public housing agency partner. The Association is using Visible City's recommendations in both settings, as they plan for their downtown location, and have elected not to proceed with the option to co-locate with the public housing agency.

### **DESTINATION MEDICAL CENTER EDA**

#### Affordable Housing and Transportation Hub Analysis

Kevin Bright, Director of Housing and Sustainability

195 South Broadway

Rochester, MN 55904

E. [kevinbright@dmceda.org](mailto:kevinbright@dmceda.org)

Phone (507) 216-9720



*Synopsis of services provided and results achieved:* Visible City supported the DMC EDA in an intensive examination of the area surrounding the Mayo Clinic, to identify the need and prospective development sites for affordable housing to accommodate rapid growth. Our team also evaluated numerous locations surrounding the DMC geography, for suitability as transportation hubs to facilitate the inflow and outflow of people working within the DMC area. The DMC EDA used the findings of the Visible City research to select and finalize transportation hubs, and to reach out directly to affordable housing developers about specific sites and market segments to be served.

The range of budgets for these related projects is \$40,000-\$97,000.

*Investment and Timeline*

The Visible City team is prepared to produce the above-described location and facility analysis for the following fees:

| Proposed Project Component                                | Fee      |
|---|----------|
| Survey Research (November 2022 – January 2023, inclusive) | \$27,000 |
| Market Analysis (60 days, 2023 dates TBD)                 | \$25,000 |
| Total Proposal  | \$52,000 |

For the Survey Research element, the proposed schedule of payment is: \$9,000 due on project commencement, on December 15, and on delivery of final projects. ACH instructions are included in the engagement letter attached below. Execution of the engagement letter commits the client to the Survey Research element, but does not represent a commitment to proceed with the Market Analysis element, unless Visible City is directed to proceed. Travel is not contemplated for either component of the engagement given the regional location.

*Conclusion*

We believe the mix of spatial data analytics, real estate market experience and understanding, and sensitivity to the needs of the Committee’s capital planning, are all reflected fully in our approach and our work plan. We are enthused to support the Committee and member organizations in gauging the opportunity of launching the activity center within the Cambridge Medical Center. More information about the Visible City team follows, as well as our contact information. Thank you for the opportunity to submit this proposed scope of service.

###

## Team

Visible City began in 2015, from a foundational insight that dramatic growth in data collection could strengthen organizations' decision making – if the data was made decipherable for decision makers. From inception, Visible City has focused on intensive exploration of market opportunities in the areas of real estate development, public policy, facilities operations, and program evaluation.

Today, we work with clients ranging from long-term to individual projects, to help them navigate high-priority choices about where, how, when, and why to be involved in various city spaces. Our company's model is built around providing analysis in highly visual ways, and our emphasis on customized interpretation and recommendations sets us apart from rivals. At Visible City, we integrate work in software development with work on analytic projects, as we help clients derive answers that are comprehensive, accurate, and future-focused.

Cities are dynamic networks of people and activity, and urban areas are home to more than half of the world's population – a proportion that continues to grow. As we grow together with our clients, the Visible City team looks forward to continuing to stretch the value of data for our clients and our world.

The Visible City team combines demonstrated experience in real estate investment and development, urban economics, public administration, geography and planning, data science, and software development. Our collective expertise allows us to support clients in a uniquely integrated way, in pursuit of their objectives.

**Jon Commers** is Visible City's Managing Principal, and he calls on more than twenty years of experience working in the market and policy environment of urban America. As Visible City's founder, Jon is engaged with the team and with our clients throughout the day on priorities ranging from strategy to data interpretation.

In addition to his focus at Visible City, Jon serves as an adjunct instructor of urban studies at the University of Minnesota. He previously taught economics at the College of Saint Catherine, and was a policy fellow at the Humphrey Institute of Public Affairs at the University of Minnesota. He regularly addresses business, civic and conference audiences on urban economics, governance and history.



Jon has also been invested in public decision making over many years, including service of two terms on the Metropolitan Council, the regional governance body for the Minneapolis Saint Paul metropolitan area. Previously, Jon served two terms on the Saint Paul Planning Commission, where he was elected chair, and participated through numerous other community and civic roles.

**Carly Anderson**'s work runs the gamut at Visible City as our Lead Cartographer and Project Manager. Depending on the client and project, Carly is involved in software development, data gathering, analysis and interpretation, as well as client engagement and special projects. Her work also gets her out in the marketplace: Carly's recent projects have engaged her in Visible City's home market in Minneapolis/Saint Paul, as well as the San Francisco Bay Area, Nashville, Chicago, Boston, Tulsa and elsewhere. Carly finds purpose in combining geospatial tools and design thinking on projects focused on advancing equity in all kinds of urban settings.



Prior to joining Visible City in 2019, Carly worked for various city governments and university departments, most recently contributing web GIS and cartography skills to several academic and community outreach projects at the Minnesota Design Center. She's a graduate of the University of Minnesota's Master's of GIS and undergraduate Urban Studies programs.

**Greg Robillard**'s take: Software can and should make a difference. Based in Portland, Oregon, Greg is a Software Engineer at Visible City and helps drive both our internal processes to serve clients, as well as outward-facing efforts when chops are required in application architecture, ongoing improvements in our stack, and high volume data collection and processing. Thanks to his work, Visible City's internal and external tools are as simple and easily used as possible.



Since joining in 2018, Greg has also called on years of experience in technology to advise Visible City's strategic direction. Since his start in technology 25 years ago as a GIS analyst focused on water resources issues, Greg has worked and consulted with start-ups, non-profits, small business, and large corporations in a variety of sectors. His experience, creativity, and commitment to the greater good are evident in each project in which he's involved.

**JJ Paul** joined Visible City in 2021 as a Geospatial Analyst and Project Manager. His driving interest in combining GIS, spatial analysis and urban development led to a role on our team engaging with public and private sector clients. Based in Portland, Maine, JJ also brings a passion for analyzing and visualizing human-environment interactions to Visible City client projects.



JJ has worked as a solutions architect, coordinating data flow between platforms, as well as managing planning and analysis for broadband infrastructure projects. He also worked with a national cohort of communities to promote STEM mentor programs for underserved populations. JJ is currently pursuing a Ph.D. in Spatial Information Science and Engineering at the University of Maine. He holds a Master's degree in Geographic Information Science for Development and Engineering from Clark University, and a Bachelor's degree in Mathematics.

**Kharme Mahamed** joined Visible City as a summer intern and continues on as a Junior Software Developer. Kharme brings skills and interest in programming, photography, and videography to the team. He's excited that with Visible City, he has the opportunity to be involved in all three areas, while helping contribute to projects that benefit clients in cities across the country.



More specifically, Kharme is working on community engagement and on technical approaches to defining trade areas for clients, and on web-based policy mapping tools. Kharme is a sophomore at Saint Paul College, majoring in Computer Science.



*Contact Information*



Jon Commers, Managing Principal  
Visible City LLC  
501 Lynnhurst Avenue West, Suite 200  
Saint Paul, Minnesota 55104  
*Ph.* 651.645.4644  
*Email* [discover@visible.city](mailto:discover@visible.city)  
*Web* [www.visible.city](http://www.visible.city)  
*Join our network on* [LinkedIn](#) and [Twitter](#)

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### Approval and Acceptance of Agreement

Our contract consists of the attached cover letter and scope of services, this approval and acceptance page, and the general terms and conditions. Please sign and return a copy of this page as confirmation of your indication to proceed.

Project: Survey, Needs Assessment and Market Analysis (Survey Research Component Only)  
The Cambridge Isanti Regional Activity Center Organizing Committee

THE UNDERSIGNED, HAVING THE AUTHORITY TO ENTER INTO THIS AGREEMENT ON BEHALF OF THE ENTITY NAMED BELOW, HEREBY ACKNOWLEDGES AND AGREES TO THIS LETTER AGREEMENT, AND THE INCORPORATED ATTACHMENTS.

PRINTED NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

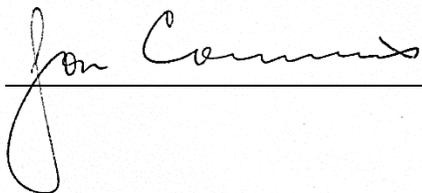
COMPANY/ENTITY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

ACCEPTED BY:

Jon Commers, Managing Principal  
Visible City  
501 Lynnhurst Avenue West, Suite 200  
St. Paul, MN 55104

SIGNATURE:  \_\_\_\_\_ DATE: November 15, 2022

VISIBLE CITY ACH:

Name: Visible City  
Institution: Sunrise Banks, N.A.  
Routing/ABA: 096001013  
Account Number: 12000081281



## GENERAL TERMS AND CONDITIONS

**THE FOLLOWING TERMS AND CONDITIONS** ("Terms") are incorporated into and made a part of the attached Agreement Letter ("Agreement") for location, market and facility analysis services between the Client and Visible City, LLC ("Visible City").

**1. Services.** The services to be provided by Visible City are as set forth in the Agreement, consists of the attached letter, the approval and acceptance page, and these general terms and conditions, which may be modified only in a writing executed by Visible City and Client.

**2. Due Diligence.** Visible City is not engaged to conduct and has not conducted any due diligence or feasibility analysis with respect to any of the Sites to be analyzed, including, with respect to title or condition of such Sites. Visible City has no responsibility for hazardous materials, defects or other conditions or encumbrances that may be on or relate to any Site.

**3. "Intellectual Property."** All documents and information prepared or provided by Visible City (including all reports and graphics) pursuant to the Agreement (the "Work") are the property of and owned by Visible City. Visible City retains all common law, statutory and other rights in such Work, including intellectual property and copyright. The Client shall be permitted to retain copies of such Work for the Client's internal reference and use. Client is also permitted to reproduce and distribute the Work as Client chooses, for outreach to potential or existing investors or other project and community partners. Client will not otherwise modify, reproduce, sell, distribute, transfer, license or permit any other party to use the Work. Any use of the Work by Client will be at the Client's sole risk without any liability or legal exposure to Visible City.

**4. Compensation.** Fees are due on a schedule outlined in the attached scope and proposal.

**5. Dispute Resolution.** In the event of any dispute, controversy or claim arising out of or in connection with this Agreement, a party will give the other party written notice thereof and the parties will meet and confer in good faith to attempt to resolve such dispute, controversy or claim. If a resolution is not reached within ten (10) business days of the notice date, the dispute may be submitted to binding arbitration conducted in Minneapolis, Minnesota, by a single arbitrator selected by the parties in accordance with the then effective arbitration rules of the American Arbitration Association for fast-track arbitration. Judgment upon the award rendered pursuant to such arbitration may be entered in any court having jurisdiction thereof. The fees and

expenses of the arbitration shall be borne by the non-prevailing party. The decision of the arbitrator shall be binding and may be confirmed and enforced in any court having proper jurisdiction. The prevailing party in any action for a breach of, or to enforce this Agreement, will be awarded its costs, including its reasonable attorneys' fees.

**6. Limitation of Liability.** The parties acknowledge and agree that they will not hold the other liable or assert claims for incidental, consequential or other special damages, including lost profits, arising from or relating to this Agreement or the services provided hereunder, even if a party was advised of the possibility of such damages. The parties agree that Visible City's liability and the Client's sole remedy for all claims arising under or relating to this Agreement is limited to claims for monetary damages, and that Visible City's cumulative liability arising out of or relating to this Agreement shall not exceed the total amount actually paid by Client for services provided by Visible City under this Agreement.

**7. Entire Agreement.** This Agreement, including Visible City's proposal letter and these Terms, constitute the entire agreement between the parties and supersedes all prior agreements or oral understandings. No modification or waiver of this Agreement or its terms shall be binding unless in writing and executed by both parties. In the event of any conflict between these Terms and the Agreement Letter, the Agreement Letter will control.

**8. Assignment.** Neither party may assign their rights under this Agreement without the prior written consent of the other party. This Agreement shall be binding upon the parties and their permitted successors and assigns.

**9. Governing Law.** This Agreement shall be governed by and interpreted pursuant to the laws of the State of Minnesota, with any dispute or claim relating to this Agreement venued or heard only in the State of Minnesota, Ramsey County.

**10. Acknowledgment.** The parties acknowledge that these Terms are incorporated by reference into the attached Agreement Letter, that the parties have had an opportunity to read and understand these Terms, discuss such Terms with legal counsel, and understand the significance of this



Agreement.

**11. Independent Contractor.** Visible City will perform its services hereunder as an independent contractor, and nothing in this Agreement will in any way be construed to constitute Visible City as the agent, employee or representative of the Client. Neither party will enter into any agreement or incur any obligations on the other party's behalf or hold itself as having any authority whatsoever to bind the other party without such party's prior written consent.

**12. Survival.** The obligation to pay the Fees set forth in the Agreement, as well as Sections 2, 3, 4, 5, 6, 8 and 9 of these Terms, shall survive termination of the Agreement.

**13. Counterparts.** This Agreement may be executed in any number of counterparts, each of which when executed shall be deemed an original with all such counterparts taken together shall constitute one and the same instrument. Facsimile or email (PDF format) signatures shall be deemed and treated as originals.



RESOLUTION OF SUPPORT BETWEEN COMMUNITY PARTNERS

WHEREAS, the purpose of a newly formed leadership alliance is to research and explore the viability of a regional activity/wellness center in our area.

WHEREAS, the importance of connectedness and wellbeing is central to a healthy and prospering community.

WHEREAS, we recognize and commit to providing opportunities and meeting the needs of people of all ages in our region.

WHEREAS, the leadership alliance commits to being purposeful and intentional in its work to engage and collect feedback from our community members.

WHEREAS, we value and support the current and future partnerships that capitalize on the synergy between organizations focused on supporting healthy, connected, and engaged communities.

NOW, THEREFORE, BE IT RESOLVED that those who represent the City of Cambridge, County of Isanti, Cambridge Medical Center, and School District of Cambridge-Isanti agree to collaborate in the best interest of the residents of our region to research and explore the viability of a regional activity/wellness center.

COUNTY OF ISANTI

By: Terry Turnquist, Board Chair

Date: \_\_\_\_\_

CAMBRIDGE-ISANTI SCHOOLS

By: Timothy Hitchings, Board Chair

Date: \_\_\_\_\_

CAMBRIDGE MEDICAL CENTER

By:

Date: \_\_\_\_\_

CITY OF CAMBRIDGE

By: Jim Godfrey, Mayor

Date: \_\_\_\_\_

**Core Strategies**

- #2 - Deliver Exceptional Public Services
- #4 - Be responsible and Flexible in managing the City's Administrative Functions
- #5 - Foster engaged, informed, and involved citizens and community
- #6 - Enhance the City's presence as a regional hub
- #7 - Provide diverse amenities for a high quality of life
- #8 - Highlight and capitalize on natural resources

**Background**

In 2022, Cambridge Parks put on 4 kid’s events, 4 movies, 5 concerts in the park, and 2 street dances (1 street dance cancelled due to inclement weather)

| Date                        | 2022 Events         |   | Attendance |
|-----------------------------|---------------------|---|------------|
| Thursday, May 26, 2022      | Kids Event          | Teddy Bear Band                                       | 100        |
| Friday, June 3, 2022        | Concert in the Park | Seth Doud   | 110        |
| Saturday, June 4, 2022      | Movie in the Park   | Space Jam   | 25         |
| Thursday, June 16, 2022     | Third Thursday      | Shirts and Skins                                      | 200        |
| Thursday, June 23, 2022     | Kids Event          | Little Blues Traveling Zoo                            | 300        |
| Thursday, June 30, 2022     | Concert in the Park | SongBlast   | 140        |
| Saturday, July 2, 2022      | Movie in the Park   | Tom and Jerry   | 60         |
| Friday, July 15, 2022       | Concert in the Park | Hillbilly INC   | 160        |
| Thursday, July 21, 2022     | Third Thursday      | Verge   | 300        |
| Thursday, July 28, 2022     | Kids Event          | Inflatables   | 200        |
| Friday, August 5, 2022      | Concert in the Park | Flying Train Wreck                                    | 93         |
| Saturday, August 6, 2022    | Movie in the Park   | A Beautiful Day in the Neighborhood                   | 4          |
| Thursday, August 18, 2022   | Third Thursday      | Good For Gary   | Cancelled  |
| Thursday, August 25, 2022   | Kids Event          | Mini Magic 4 Munchkins and animal balloons (kids 3-5) | 120        |
| Saturday, September 3, 2022 | Movie in the Park   | Think like a dog                                      | 8          |
| Thursday, September 8, 2022 | Concert in the Park | Uncle Chunk   | 150        |

Moving forward, we are no longer planning Parks Programming for *just* the summer months. We will offer Programming throughout the year to help distribute the events so our community won’t be inundated with events in the summer, and we won’t compete with other summer events. This was based on feedback we have received from the community, the PTRC, and Community Education. City staff created a community calendar and worked with multiple associations to include the annual events we have nearby. This will reduce competition and ensure well-rounded programming.

**Returning events** include Concerts in the Park, Discover Downtown concerts, and the kid’s events. We see such low attendance on the Movies in the Parks in 2022, that we will not be hosting any in 2023. The City of Isanti is also removing Movies in the Park from their parks programming next year. For the summer months, events now have a schedule: Street Dances will be the Third Thursdays (as usual), the Kids events will be the fourth Thursdays, and the concerts in the Parks will now be on the last Fridays of the month.

**New events** include the Snowman competition, Winter Festival, and the Scarecrow competition. The Snowman competition will invite residents to build snowmen or snow-sculptures in their yard or city parks and submit pictures to us. Winners of each category will be selected during the Winter Festival. The Winter Festival will be held in conjunction with Hockey Days Minnesota. There will be ice skating, s’mores, small and large bonfires, hot cocoa, music, food to purchase, a family photo booth, and sledding. The Scarecrow competition is a development of the scarecrow competition held by the Chamber of Commerce for their members during the Customer Appreciation Event. But now

we will be inviting residents to build scarecrows on their properties, and submit a picture to us. A winner will be selected at the Discover Downtown Trick or Treating event.

**New events in conjunction with the City of Isanti** include a Disc Golf Competition, a River Run, and a 5K on our Cambridge-Isanti Bike Path. The PTRC also received input that the community wants to see Cambridge and Isanti work in conjunction on some events. The River Run will invite residents to bring watercraft to the boat landing on the Cambridge River, then ride the river down to Martin’s Landing in Isanti. We will coordinate a bus back to Cambridge so that residents may go get their vehicles and bring them back to load up their watercraft, which will be monitored while they are driving. The 5K will begin at the Cambridge-Isanti Bike Trail start (near the ambulance garage) and go 5k to the Isanti Soccer Fields. Shuttle busses will be going back to the start on a set schedule. Vendors will be invited to set up on either side. The Disc Golf Competition will be open registration and use the Cambridge City Park disc golf field and the disc golf field at Isanti Elementary School.

| Date                        | 2023 Events                               | Location           | Time        |
|-----------------------------|---|--------------------|-------------|
| January 5th-January 28th    | Snowman Build Competition                 | NA                 | NA          |
| Saturday, January 28, 2023  | Winter Festival                           | Central Green      | 2-6pm       |
| Saturday, May 20, 2023      | Disc Golf Competition                     | Cambridge & Isanti | All day     |
| Thursday, June 15, 2023     | Street Dance                              | Downtown           | 6:30-8:30pm |
| Thursday, June 29, 2023     | Kids Event 1 – Petting Zoo                | City Park          | 10-2pm      |
| Friday, June 30, 2023       | Concert in Park 1                         | City Park          | 6:30-8:30pm |
| Thursday, July 20, 2023     | Street Dance                              | Downtown           |             |
| Thursday, July 27, 2023     | Kids Event 2                              | City Park          | 10-2pm      |
| Friday, July 28, 2023       | Concert in Park 2                         | City Park          | 6:30-8:30pm |
| Saturday, August 5, 2023    | River Run                                 | Cambridge & Isanti |             |
| Thursday, August 17, 2023   | Street Dance                              | Downtown           | 6:30-8:30pm |
| Saturday, August 19, 2023   | Annual Art Fair                           | Downtown           |             |
| Friday, August 25, 2023     | Concert in Park 3                         | City Park          | 6:30-8:30pm |
| Thursday, August 31, 2023   | Kids event 3                              | City Park          | 10-2pm      |
| Saturday, September 9, 2023 | 5k Fun Run                                | Cambridge & Isanti |             |
| Sept 15th-October 30th      | Scarecrow Build Competition for residents | NA                 | NA          |

**Fiscal Note:**

The 2023 budget includes \$30,000 for Parks Programming events.

**City Council Action:**

No Action needed, for information purposes only.

**Attachments**

1. 2023 Preliminary Events Calendar
2. Snowman/Snow-Sculpture Contest Teaser
3. Art Fair Flyer - draft



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# Snowman and Snow-Sculpture Contest



The City of Cambridge would like to bring a little extra joy to those cold Minnesota winter days. What better way to do that than with a free Snowman and Snow-Sculpture Contest! Residents of all ages can participate from the comfort of their yard or a nearby park, no travel necessary!

**Contest will begin January 1  
and end January 27 at 4 p.m.**

**143 Watch for more details coming soon!**

# CAMBRIDGE, MN

# ARTS & CRAFTS FAIR

Saturday,  
August 19<sup>th</sup>,  
2023

10am-3pm

Downtown Cambridge

2<sup>nd</sup> Ave SW & Ashland St SW

Food trucks, vendors, Chalk Art Contest

