

**Employee Recognition Ceremony**  
**November 20, 2023 at 5:30 pm**  
**COUNCIL CHAMBERS**

**Cambridge City Council Meeting Announcement and Agenda**  
**Monday, November 20, 2023 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
6:00 pm	<b>1. Call to Order and Pledge of Allegiance</b>
6:02 pm	<b>2. Citizens Forum</b>
	<b>3. Approval of Agenda</b>
	<b>4. Consent Agenda</b>
	A. Approval of Regular City Council Meeting Minutes for November 6, 2023 (p. 3)
	B. Warrants #127361 - #127673 and ACH/Wire items totaling \$2,014,194.31 (p. 9)
	D. Revised Pricing to CPD Vehicle Purchases from Tenvoorde Ford (handout)
	<b>5. Work Session</b>
	A. Parking Concern at Roosevelt St. S. (Parkwood Townhomes) (p. 59)
	B. Personnel Policy Changes (p. 63)
	<b>6. Unfinished Business</b>
	A. Summary of Administrator Vogel's Performance Review (p. 64)
	B. Discussion of Time Clock use for Law Enforcement (p. 65)
	<b>7. New Business</b>
	A. VOTER Account Agreement with Isanti County (p. 66)
	B. Approve Ordinance No. 775 to include Native Landscaping (p. 69)
	C. Approve Ordinance No. 776 to include sacred settlements at Places of Worship (p. 83)
	D. Approve Parks Master Plan Agreement with SHE (p. 87)
	E. Downtown Grant Application for 117 Main Street S (p. 93)
	<b>8. Commission Minutes and Committee Reports</b>
	A. Planning Commission meeting DRAFT minutes from November 7, 2023 (p. 99)
	B. Parks, Trails, and Recreation Commission DRAFT minutes from October 9, 2023 (p. 103)
	<b>9. Mayor's Report</b>
	A. Snowflake Parade Summary

	<b>10. Council Concerns</b>
	<b>11. City Attorney's Report</b>
	<b>12. City Administrator's Report</b>
	<b>13. 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>
December 4, 2023	6:00 pm	City Council
December 5, 2023	7:00 pm	Planning Commission
December 18, 2023	5:45 pm	EDA
December 18, 2023	6:00 pm	City Council
January 2, 2024	6:00 pm	City Council – NOTE Tuesday date
January 3, 2024	7:00 pm	Planning Commission – NOTE Wednesday date
January 8, 2024	7:00 pm	Parks, Trails, and Recreation Committee
January 16, 2024	5:45 pm	EDA – NOTE Tuesday date
January 16, 2024	6:00 pm	City Council – NOTE Tuesday date
February 5, 2024	6:00 pm	City Council
February 6, 2024	7:00 pm	Planning Commission
February 20, 2024	5:45 pm	EDA – NOTE Tuesday date
February 20, 2024	6:00 pm	City Council – NOTE Tuesday date
<b>See all of our upcoming meetings at <a href="http://www.ci.cambridge.mn.us">www.ci.cambridge.mn.us</a></b>		

# Cambridge City Council Meeting Minutes

## Monday, November 6, 2023

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

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

Staff Present: City Administrator Vogel, Deputy City Administrator Smith, Police Chief Schuster, Deputy Police Chief Machin, Sergeant Saelens, Officer Baumgart, Finance Director Moe, Community Development Director Westover, Utilities/Public Works Director Schwab, and Assistant to the City Administrator Seiberlich.

### **Call to Order**

Godfrey called the meeting to order at 6:00 pm and led the Pledge of Allegiance.

### **Approval of Agenda**

Berg motioned, seconded by Shogren, to approve the agenda. All voted aye, no nays, motion passed unanimously.

### **Consent Agenda**

Iverson requested to pull Item E - Accept Retirement of Chief of Police. Godfrey requested to pull Item D - Resolution R23-096 Accept Restricted Donation—Bike Rack for Library.

Iverson moved, seconded by Shogren, to approve consent agenda Items A-C:

- A. Approval of Regular City Council Meeting Minutes for October 2, 2023
- B. Draft September 2023 Financial Statements
- C. Approval of the 2023-2024 Snow Plowing and Removal Contract for Bridge Park and Northbound Liquor with DW Companies LLC.

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

### **D Resolution R23-096 Accept Restricted Donation—Bike Rack for Library**

Godfrey commented the bike rack, which is shaped like a book worm, was perfect for the library, he thanked Parkitect for their donation.

### **E Accept Retirement of Chief of Police**

Iverson and Shogren thanked Chief Schuster for his dedication and years of service to the city.

Iverson motioned, seconded by Godfrey, to approve Items D and E. All voted aye, no nays, motion passed unanimously.

## **Work Session**

### **A Cambridge Police Department Next Steps**

With the acceptance of the retirement of Chief Schuster, Vogel expressed the importance of discussing the next steps. The city will need a Police Chief starting on June 3, 2024, there is a range of options to consider, such as promoting from within, posting the position internally, or posting the position externally.

After much thought, Vogel recommended that the Cambridge City Council appoint Deputy Chief Machin as the next Chief of Police for the Cambridge Police Department. Machin has been with the Cambridge Police Department since 2004, and has served in his current role since 2021. He has handled many complex issues, policy changes, and new initiatives very well. He has all of the experience and qualifications that are needed for this position.

Vogel continued, approving the conditional offer letter would create a corresponding vacancy for the Deputy Chief position. Vogel requested the council discuss its comfort level with providing staff the authority to review the position description for the Deputy Chief, consider changes if needed, and post the position at an appropriate time.

Shogren questioned the need for 24-hour shift employees to use a time clock, Vogel proposed discussing this topic in the next Item B: Personnel Policy Changes, or to discuss at a later time. Shogren agreed to discuss the question in the next item.

Ziebarth motioned, seconded by Iverson, to approve the conditional offer letter to Machin to become the next Chief of Police for the Cambridge Police Department, and allow the City Administrator authority to make changes to the Deputy Chief position and to post when appropriate. All voted aye, no nays, motion passed unanimously.

Machin thanked Council for the advancement opportunity. When he was promoted to Sargeant in 2008 he said his goal was to make the Council proud of their decision, he vowed to continue that goal as Chief.

### **B Personnel Policy Changes**

Vogel addressed Shogren regarding his statement on time clocks. Shogren felt law enforcement should not need to punch in using a time clock, instead they should be able to fill out a timesheet manually to submit. He requested time clock to be taken out of the personnel policy for law enforcement. Godfrey proposed staff research the topic to present at a future meeting. Shogren asked if the information could be presented at the next meeting, Vogel said that was possible.

Vogel said the recent legislative session brought many changes, including Earned Sick and Safe Time (ESST). ESST was established to provide an employee who has worked more than 80 hours for an employer the ability to earn one hour of ESST per 30 hours worked, with a maximum of 48 hours earned per year. This can be built into an existing leave policy. The city has more a robust sick leave policy, but has areas the criteria will need to be expanded, such as possibly including seasonal employees, paid on call firefighters and Council. Staff are working the League of Minnesota Cities to get clarity on those that are not true employee/employer relationships.

Vogel continued, the proposed policy changes incorporate the new laws into the city's existing sick leave policy. As an example, if an employee works 80 hours, they will accrue 2.67 hours of ESST and 1.02 hours of sick leave. For full time employees this will take 17 pay periods to earn the maximum of 48 hours ESST annually. After that, the accrual would be 3.69 hours of traditional sick leave. This policy mandates that ESST must be used first, which helps eliminate the possibility of abuse of sick time if an employee goes above the 48-hour threshold.

Shogren asked why the city was not already in compliance since it currently offers 3.69 hours of sick leave to full time employees, Vogel noted the accrual amount is acceptable but the new law mandates ESST must be tracked separately and its use is dramatically different than sick leave granted from the city.

All Council members were in agreement to this policy being presented at a future meeting.

Vogel said the Dress for your Day Policy was part of a continued push to establish the city as an "employer of choice". It is important for eligible employees to feel comfortable in their work place, and to be allowed, without concern for discipline, to dress appropriately for their day. This is a straight forward policy stating that employees may dress more comfortably, especially on days they know they will not be interacting with the public. This policy would not apply to specific departments, such as public works or the police department, but generally it is attractive to office staff.

Iverson said she struggled with this policy and would rather see staff looking professional every day. It would be considered a bonus to some, but doesn't feel right.

Council agreed 4 / 1, with Iverson being opposed, to have the policy presented at a future meeting.

### **Unfinished Business**

No unfinished business

### **New Business**

#### **A Downtown Grant Application for 120 Main St N**

Smith presented a downtown grant request from Micah Melander, the owner of 120 Main St. N which is currently leased by Cambridge Floral and has an upstairs residential. Melander requested to receive the maximum award amount of \$15,000.00 to be used for tuck pointing, window replacement, awning repair, and signage. This amount is 50% of the over \$30,000 total cost they have been quoted by Ben Hentges Masonry for the work.

Smith noted the current Downtown Grant Program guidelines authorize Council to award a 50% match up to \$15,000 for eligible façade improvement costs. The Downtown Grant Fund has sufficient funding to approve the request of \$15,000.

Berg motioned, seconded by Iverson, to approve the Downtown Grant request for 120 Main St N. All voted aye, no nays, motion passed unanimously.

#### **B Downtown Grant Application for 219 Main St S**

Smith presented the application by Karen Chilson, the owner of Chilson Jewelers at 219 Main St. S. Chilson requested to receive \$12,375.00 in assistance to be used for replacing six windows and removing and replacing siding on the back half of the building in order to better match the front half. This amount is 50% of the \$24,750.00 total cost they have been quoted by C&H Siding and Remodeling for the work. The current Downtown Grant Program guidelines authorize City Council to award a 50% match, up to \$15,000, for eligible façade improvement costs. Smith noted siding is not listed in the grant, however painting and external brick is listed. Approval of this request would be up to Council's discretion.

Berg motioned, seconded by Ziebarth, to approve the Downtown Grant request for 219 Main St. S. All voted aye, no nays, motion passed unanimously.

### C Discussion of Street Lights in Alleys of Taft Loop Area

Vogel said staff had been asked to obtain pricing to install street lights in the alleys in the Taft Loop area due to safety concerns from citizens. Staff received an estimate of \$14,400 from East Central Energy to install six street lights in the area. Vogel noted there is an additional frost charge for work done after November 1 and recommended waiting until next spring to avoid the extra charge. This would not affect the levy and could be funded out of the street light utility fund.

Godfrey asked if there was a policy for residents to request street lights in their neighborhood, Schwab said there have been requests for lights at intersections but not often for alleys, and only about one-quarter of alleys have lighting. Godfrey wondered if this would generate requests in the future, Schwab stated approving this request could set a precedence. Godfrey asked if the Taft Loop area had a higher crime rate, Vogel stated a resident in the area felt their pet may have been poisoned, but staff could not confirm.

Iverson said many residents are elderly women that get together to ensure others make it home safely because it is so dark in the alley. She felt citizens should not be afraid to walk in the evening.

Shogren said a majority of residents are elderly or retired and felt this was not an unreasonable request.

Ziebarth agreed and asked why lights were not planned when the development was approved. Shogren noted at the time of the development the neighborhood was an HOA and the alleys were privately owned until this past year.

Berg asked if benefiting properties could be assessed for the funds, Schwab noted many of the properties are already paying into the street light fund because they are within the radius of a current street light.

Godfrey requested a policy or criteria to help determine approval of future requests.

Shogren motioned, seconded by Iverson, to install lighting in the spring to avoid frost charge. Godfrey requested to add to direct staff to create criteria to help determine approval of future requests. Shogren and Iverson agreed to amend their motion. All voted aye, no nays, motion passed unanimously.

#### D Municipal H2O Risk Management Compliance Agreement

Schwab said staff had solicited Municipal H2O (MHC) to conduct an audit of the current Chlorine Risk Management program. The cost of the audit was a one-time fee of \$3,000 and was conducted on October 3<sup>rd</sup>, 2023. The audit brought light to several deficiencies in the current plan, all of which were the result of new rules recently enacted by OSHA. MHC supplied staff with a list of deficiencies and the resources needed to reconcile them.

Schwab noted that rules updated monthly and are hard for staff to keep current with. MHC offers an ongoing service, costing \$4,800 annually, that helps assure the city is in full compliance with the EPA Chlorine Risk Management program as well as all OSHA Process Safety Management program requirements.

Godfrey noted the cost of the annual audit is \$3,000 and the contract cost is \$4,800, why not do an audit annually, Schwab said the ongoing service tracks the many changes in between yearly audits.

Ziebarth motioned, seconded by Berg, to authorize staff to enter into agreement with AssureCo Risk Management and Regulatory Compliance LLC dba Municipal H2O to supply chlorine compliance services. All voted aye, no nays, motion passed unanimously.

#### **Mayor's Report**

Godfrey noted the Snowflake Parade was on November 18<sup>th</sup>, the tree lighting is at 5:00 pm, the parade kicks off at 5:30 pm. Iverson stepped up to be one judge, Godfrey noted one more judge was still needed.

#### **Council Concerns**

No Council concerns

#### **City Attorney's Report**

No City Attorney's report

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

Vogel provided Council with an update on park bathroom vandalism, there were only a few incidents of minor tagging and a significant reduction in damage following decision to limit the open hours. He felt it was an effective change to make.

Vogel said in 2023 the city held its first Winter Fest. Preparations have begun for 2024 to be held on February 24<sup>th</sup>. The later date will hopefully bring warmer weather and allow more time to build a snowman or snow sculpture for the contest. Last year the main attraction was dog sled rides which were a hit with the kids. The dog sleds will be back again this year, and there will also be horse carriage rides. City staff and family will be in the Snowflake Parade advertising the event.

#### **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 November 20<sup>th</sup>, 2023.

Shogren motioned, seconded by Ziebarth, to enter a closed session. All voted aye, no nays, motion passed unanimously. Godfrey closed the session at 6:49 pm.

**Adjournment of Council Meeting**

Being no further business before the City Council, Ziebarth moved, seconded by Shogren, to adjourn the regular meeting at 8:19 pm. All voted aye, no nays, motion passed unanimously.

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

ATTEST:

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



CAMBRIDGE CITY COUNCIL MEETING  
 November 20, 2023  
 BILLS LIST

	<b>Date</b>	<b>Check #s</b>	<b>Submitted For Approval</b>
Prepaid Checks	10/12/2023	127361 - 127431	398,511.51
Prepaid Checks	10/18/2023	127432 - 127476	146,876.67
Prepaid Checks	10/26/2023	127477 - 127539	308,636.55
Prepaid Checks	11/1/2023	127540 - 127606	249,410.00
Prepaid Checks	11/7/2023	127607 - 127673	293,551.11
Total Checks			1,396,985.84
<b>PAID THROUGH ACH or WIRE October 2023:</b>			
Payroll			267,023.69
Federal Payroll Tax Withholding			79,731.69
State Payroll Tax Withholding			17,268.90
PERA Withholdings			72,912.06
Deferred Comp Premiums			3,790.00
Self Insurance & Flex & Select Account Admin Fee			3,933.53
ECE			48,399.58
Sales & Use Tax Payments to State of MN			58,736.00
Centerpoint			1,785.43
LePage			1,716.31
Wright Express (City wide fuel cards)			11,089.59
Connexus			1,134.77
Midcontinent			4,156.34
Reliance Life Insurance ACH			1,389.76
AFLAC			133.74
Health Care Saving Plan			44,007.08
Total Paid through ACH or Wire			617,208.47
<b>TOTAL SUBMITTED FOR APPROVAL</b>			<b>\$2,014,194.31</b>

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of City check disbursements from 10/5/2023-11/7/2023 and all other disbursements for October 2023.

Caroline Moe 11/13/23  
 Caroline Moe, Director of Finance signature & date

Linda Gerlach 11/13/23  
 Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
129	Air Conditioning Associates, I	HVAC Maint Inspection Agreement - Library	1,287.08
Total 129:			1,287.08
165	Allina Health	Collection, Health History, Physical, Questionnaire	165.50
165	Allina Health	Hepatitis B Vaccination	95.75
165	Allina Health	Collection, Health History, Physical, Questionnaire	165.50
Total 165:			426.75
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	66.96
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Fire	472.50
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Fire	89.99
175	Amazon Capital Services, Inc.	Office Supplies - Wastewater	15.79
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	105.96
Total 175:			751.20
211	American Test Center, Inc.	Annual Safety Inspection - Fire Truck and Ground Lad	1,760.00
Total 211:			1,760.00
341	Aspen Mills	Uniform Allowance - D. Gregorich	21.85
341	Aspen Mills	Uniform Allowance - A. Braun	1,298.95
Total 341:			1,320.80
381	Auto Value Cambridge	Repair & Maint Supplies Veh/Eq - Streets	74.75
Total 381:			74.75
491	North Risk Partners	Aviation Policy Renewal - 10/01/23 - 10/01/2024	1,450.00
Total 491:			1,450.00
521	Bellboy Corporation	Liquor Store Merchandise	84.10
521	Bellboy Corporation	Liquor Store Merchandise	2,026.15
Total 521:			2,110.25
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,806.50
551	Chas A. Bernick Inc.	Liquor Store Merchandise	207.76
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	51.96
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	7.56
Total 551:			3,954.74
766	Bureau of Criminal Apprehens	CJDN Access Fee (State GF & BCA)	1,080.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 766:			1,080.00
972	Carlos Creek Winery	Liquor Store Merchandise	600.00
Total 972:			600.00
1140	Cintas Corporation	Rug & Towel Rentals - Liquor Store	120.49
1140	Cintas Corporation	Rug Rentals - Police Dept	20.74
1140	Cintas Corporation	Rug Rentals - City Hall	10.11
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	24.13
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	147.28
1140	Cintas Corporation	Uniform Rental - Parks	10.60
1140	Cintas Corporation	Uniform Rental - Maintenance	4.59
1140	Cintas Corporation	Uniform Rental - Parks	8.45
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	177.86
Total 1140:			524.25
1170	City Laundering Co.	Rugs - Fire Hall	15.90
Total 1170:			15.90
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Streets	77.09
Total 1316:			77.09
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	3,452.60
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	748.50
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	30,250.02
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	288.00
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	144.00
Total 1396:			33,098.12
1427	Darling, Julie	Refund Overpayment Final Water Bill 1-3120	21.57
Total 1427:			21.57
1595	Douglas-Kerr Underground, L	2023 2nd Ave SW Ext - Pay App No 4	39,923.01
Total 1595:			39,923.01
1631	Earl F. Andersen, Inc.	Street Signs	1,577.01
1631	Earl F. Andersen, Inc.	Street Signs	554.30
Total 1631:			2,131.31
1681	ECM Publishers, Inc.	Advertising - Hydrant Flushing	195.46

Vendor	Vendor Name	Description	Net Invoice Amount
1681	ECM Publishers, Inc.	Advertising - Hydrant Flushing	74.33
1681	ECM Publishers, Inc.	Advertising - Fire Dept Open House	240.00
1681	ECM Publishers, Inc.	Legal Notice - 2024 Street Improvements	27.86
1681	ECM Publishers, Inc.	Advertising - Hydrant Flushing	195.46
Total 1681:			733.11
1826	ESS Brothers & Sons, Inc.	Repairs & Maint - Storm Sewer	567.60
Total 1826:			567.60
1895	Fauskee, Pam	Refund Overpayment Final Water Bill 1-6771	56.23
Total 1895:			56.23
1906	Federated Co-ops, Inc.	Propane - Street Dept	78.99
1906	Federated Co-ops, Inc.	Finance Charge	2.38
Total 1906:			81.37
2070	GearGrid Corporation	Small Tools & Equipment - Fire	2,576.00
Total 2070:			2,576.00
2146	Gopher State One-Call Inc.	FTP Tickets	115.43
2146	Gopher State One-Call Inc.	FTP Tickets	115.42
Total 2146:			230.85
2182	Winebow	Liquor Store Merchandise	2,457.00
2182	Winebow	Freight Charges	20.00
2182	Winebow	Credit Liquor Store Merchandise	108.00-
2182	Winebow	Credit Freight	1.00-
Total 2182:			2,368.00
2188	Gratitude Farms	Animal Control Services	400.00
Total 2188:			400.00
2189	Great Northern Environmental	Repair & Maint - Wastewater Plant	7,469.15
Total 2189:			7,469.15
2592	Isanti Fire District	Bounce House Rental - CFD Open House	50.00
Total 2592:			50.00
2701	Isanti Rental, Inc.	Repair and Maint Labor Veh/Eq - Fire	8.00

Vendor	Vendor Name	Description	Net Invoice Amount
2701	Isanti Rental, Inc.	Rental - Parks	118.45
	Total 2701:		126.45
2742	Jefferson Fire & Safety	Misc Operating Supplies - Fire	646.40
	Total 2742:		646.40
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,393.00
2796	Johnson Brothers Liquor Co	Delivery Charge	10.92
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	949.06
2796	Johnson Brothers Liquor Co	Delivery Charge	32.76
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	825.50
2796	Johnson Brothers Liquor Co	Delivery Charge	7.28
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,016.00
2796	Johnson Brothers Liquor Co	Delivery Charge	18.20
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	6,107.00
2796	Johnson Brothers Liquor Co	Delivery Charge	194.74
	Total 2796:		10,554.46
3113	Larson, Kevin	Refund Overpayment Final Water Bill 1-5719	2.06
	Total 3113:		2.06
3201	Lexipol, LLC	Annual Law Enforcement Policy Updates	3,404.00
3201	Lexipol, LLC	Annual Law Enforcement Policy Updates	680.80
	Total 3201:		4,084.80
3246	Little Falls Machine, Inc.	Repair & Maint Supplies Veh/Eq - Streets	2,472.03
	Total 3246:		2,472.03
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	11,360.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	1,349.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	1,278.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	71.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	71.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	71.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	1,420.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	8,520.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	3,524.40
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	3,204.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	4,806.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	4,005.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	801.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	30,438.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	1,602.00

Vendor	Vendor Name	Description	Net Invoice Amount
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	2,419.02
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	801.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	240.30
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	3,460.32
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	3,492.36
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November	8,010.00
Total 3258:			90,943.40
3416	Marudas Graphics, Inc.	Laser Vouchers	772.89
Total 3416:			772.89
3461	McDonald Distributing Compa	Liquor Store Merchandise	3,499.00
3461	McDonald Distributing Compa	Keg Deposit	30.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	111.40
3461	McDonald Distributing Compa	Liquor Store Merchandise	5,157.60
3461	McDonald Distributing Compa	Credit Liquor Merchandise	54.30-
3461	McDonald Distributing Compa	Keg Return	30.00-
Total 3461:			8,713.70
3521	Menards	Misc Operating Supplies - Streets	52.56
3521	Menards	Small Tools & Equipment - Streets	52.96
3521	Menards	Misc Operating Supplies - Streets	34.99
3521	Menards	Repair & Maint Supplies Infrast - Airport	113.00
3521	Menards	Misc Operating Supplies - Wastewater	16.03
3521	Menards	Misc Operating Supplies - Wastewater	112.77
3521	Menards	Misc Operating Supplies - Fire	32.12
3521	Menards	Repair & Maint - Water System	121.95
3521	Menards	Misc Operating Supplies - Wastewater	42.42
3521	Menards	Misc Operating Supplies - Streets	48.96
3521	Menards	Misc Operating Supplies - Streets	16.17
3521	Menards	Misc Operating Supplies - Streets	18.47
3521	Menards	Misc Operating Supplies - Streets	16.94
3521	Menards	Misc Operating Supplies - Shop	95.24
3521	Menards	Small Tools & Equipment - Shop	47.46
3521	Menards	Maintenance Supplies - City Hall	40.50
3521	Menards	Misc Operating Supplies - Streets	16.03
Total 3521:			878.57
3542	Metro Payroll Inc.	eKlock Enterprise - August	387.00
Total 3542:			387.00
3543	Metro Sales, Inc.	Ricoh IM C6000 Color Copier Rental - City Hall	687.59

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3543:			687.59
3676	MCSI Minnesota Computer S	Contract Base Rate Charge - Tosh/Estudio 850	10.00
Total 3676:			10.00
3698	Minnesota Hoist Inspection, In	Standard Automotive Lift Inspection	1,313.85
Total 3698:			1,313.85
3776	Minnesota Unemployment Ins	Unemployment Benefits - Quarter 3 2023	157.83
Total 3776:			157.83
3988	MunicipalH2O	EPA Risk Mgmt Program Compliance Audit - Wastewat	3,000.00
Total 3988:			3,000.00
4001	MVTL Laboratories Inc.	Testing - Water	81.40
Total 4001:			81.40
4011	NAC Mechanical & Electrical	Repairs & Maint Labor Bldgs Library	2,253.10
Total 4011:			2,253.10
4066	North Central Laboratories	Lab Supplies- Wastewater	487.90
Total 4066:			487.90
4091	New France Wine	Liquor Store Merchandise	402.00
4091	New France Wine	Shipping	6.00
4091	New France Wine	Liquor Store Merchandise	224.00
4091	New France Wine	Shipping	6.00
Total 4091:			638.00
4177	Northern Hollow Winery LLC	Liquor Store Merchandise	445.20
Total 4177:			445.20
4321	O'Reilly Automotive, Inc.	Misc Operating Supplies - PD	19.74
Total 4321:			19.74
4426	Paustis Wine Company	Liquor Store Merchandise	1,826.00
4426	Paustis Wine Company	Freight Charge	23.75

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4426:			1,849.75
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	48.73-
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	16.04-
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	28.24-
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,250.55
4476	Phillips Wine & Spirits	Delivery Charge	29.43
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,388.15
4476	Phillips Wine & Spirits	Delivery Charge	58.24
Total 4476:			2,633.36
4701	Railroad Management Compa	License Fees - 21" Storm Drain Pipeline Encroachmen	1,263.19
Total 4701:			1,263.19
4724	Ray's Garage	Storage Unit Rental - Liquor Store	715.00
Total 4724:			715.00
5066	Sensus USA, Inc.	Autoread Software Support 12/27/23 - 12/26/24	429.00
5066	Sensus USA, Inc.	Autoread Software Support 12/27/23 - 12/26/24	1,286.95
Total 5066:			1,715.95
5181	Southern Glazer's of MN	Liquor Store Merchandise	4,373.41
5181	Southern Glazer's of MN	Delivery Charge	49.60
5181	Southern Glazer's of MN	Liquor Store Merchandise	670.03
5181	Southern Glazer's of MN	Delivery Charge	17.31
Total 5181:			5,110.35
5251	Star	Advertising Liquor Store	330.00
Total 5251:			330.00
5446	The American Bottling Compa	Liquor Store Merchandise	357.22
Total 5446:			357.22
5491	The Wine Company	Liquor Store Merchandise	1,984.00
5491	The Wine Company	Shipping and Handling	67.50
Total 5491:			2,051.50
5509	Thomsen, Dean A	Window Cleaning Liquor Store - Cooler Doors & Entry	140.24



Vendor	Vendor Name	Description	Net Invoice Amount
Total 5509:			140.24
5625	Traut Companies	2023 Well No. 9 Contract A - Pay App No 2	126,483.00
Total 5625:			126,483.00
5648	Tritech Software Systems	LETG Software Maintenance - Annual Maint Fee	9,643.79
Total 5648:			9,643.79
5813	VIA Actuarial Solutions	Completion FYE2023 GASB 75 Roll-forward Valuation	1,900.00
Total 5813:			1,900.00
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	436.15
Total 5816:			436.15
5831	Vinocopia	Liquor Store Merchandise	408.00
5831	Vinocopia	Delivery Charge	12.50
5831	Vinocopia	Liquor Store Merchandise	720.00
5831	Vinocopia	Delivery Charge	12.00
Total 5831:			1,152.50
5843	Vue, Mai Yeng	Refund Overpayment Final Water Bill 1-3523	490.70
Total 5843:			490.70
5886	Watson Co., Inc.	Liquor Store Merchandise	3,228.35
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	326.35
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			3,560.70
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	88.00
5891	Breakthru Beverage Minnesot	Freight Charge	2.30
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	212.00
5891	Breakthru Beverage Minnesot	Freight Charge	3.45
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	4,407.36
5891	Breakthru Beverage Minnesot	Freight Charge	48.30
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	38.90
5891	Breakthru Beverage Minnesot	Freight Charge	3.45
5891	Breakthru Beverage Minnesot	Credit Liquor Merchandise	163.89-
5891	Breakthru Beverage Minnesot	Credit Freight Charge	1.15-
Total 5891:			4,638.72

Vendor	Vendor Name	Description	Net Invoice Amount
6001	Wine Merchants	Liquor Store Merchandise	208.00
6001	Wine Merchants	Delivery Charge	1.82
Total 6001:			209.82
6030	Wolff, Blake & Amber	Refund Overpayment Final Water Bill 1-843	14.07
Total 6030:			14.07
Grand Totals:			398,511.51

Dated: 10/12/2023

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/23	10/12/2023	127361	129	Air Conditioning Associates, Inc.	101-20100	1,287.08
10/23	10/12/2023	127362	165	Allina Health	101-20100	426.75
10/23	10/12/2023	127363	175	Amazon Capital Services, Inc.	101-20100	751.20
10/23	10/12/2023	127364	211	American Test Center, Inc.	101-20100	1,760.00
10/23	10/12/2023	127365	341	Aspen Mills	101-20100	1,320.80
10/23	10/12/2023	127366	381	Auto Value Cambridge	101-20100	74.75
10/23	10/12/2023	127367	521	Bellboy Corporation	610-20100	2,110.25
10/23	10/12/2023	127368	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	4,638.72
10/23	10/12/2023	127369	766	Bureau of Criminal Apprehension	101-20100	1,080.00
10/23	10/12/2023	127370	972	Carlos Creek Winery	610-20100	600.00
10/23	10/12/2023	127371	551	Bernick's	610-20100	3,954.74
10/23	10/12/2023	127372	1140	Cintas Corporation	601-20100	524.25
10/23	10/12/2023	127373	1170	City Laundering Co.	101-20100	15.90
10/23	10/12/2023	127374	1316	Crawford's Equipment, Inc.	101-20100	77.09
10/23	10/12/2023	127375	1396	Dahlheimer Beverage, LLC	610-20100	33,098.12
10/23	10/12/2023	127376	1427	Julie Darling	601-20100	21.57
10/23	10/12/2023	127377	1595	Douglas-Kerr, Underground, LLC	443-20100	39,923.01
10/23	10/12/2023	127378	1631	Earl F. Andersen, Inc.	101-20100	2,131.31
10/23	10/12/2023	127379	1681	ECM Publishers, Inc.	601-20100	733.11
10/23	10/12/2023	127380	1826	ESS Brothers & Sons, Inc.	603-20100	567.60
10/23	10/12/2023	127382	1895	Pam Fauskee	601-20100	56.23
10/23	10/12/2023	127383	1906	Federated Co-ops, Inc.	101-20100	81.37
10/23	10/12/2023	127384	2070	GearGrid Corporation	101-20100	2,576.00
10/23	10/12/2023	127385	2146	Gopher State One Call	602-20100	230.85
10/23	10/12/2023	127386	2188	Gratitude Farms	101-20100	400.00
10/23	10/12/2023	127387	2189	Great Northern Environmental	602-20100	7,469.15
10/23	10/12/2023	127388	3258	I.U.O.E. Local 49 Fringe Benefit Fund	610-20100	90,943.40
10/23	10/12/2023	127389	2592	Isanti Fire District	101-20100	50.00
10/23	10/12/2023	127390	2701	Isanti Rental, Inc.	101-20100	126.45
10/23	10/12/2023	127391	2742	Jefferson Fire & Safety	101-20100	646.40
10/23	10/12/2023	127392	2796	Johnson Bros - St Paul	610-20100	10,554.46
10/23	10/12/2023	127393	3113	Kevin Larson	601-20100	2.06
10/23	10/12/2023	127394	3201	Lexipol, LLC	101-20100	4,084.80
10/23	10/12/2023	127395	3246	Little Falls Machine, Inc.	101-20100	2,472.03
10/23	10/12/2023	127396	3416	Marudas Graphics, Inc.	101-20100	772.89
10/23	10/12/2023	127397	3461	McDonald Distributing Company	610-20100	8,713.70
10/23	10/12/2023	127398	3676	MCSI Minnesota Computer Systems Inc	101-20100	10.00
10/23	10/12/2023	127399	3521	Menards	101-20100	878.57
10/23	10/12/2023	127400	3542	Metro Payroll Inc.	101-20100	387.00
10/23	10/12/2023	127401	3543	Metro Sales, Inc.	101-20100	687.59
10/23	10/12/2023	127402	3698	Minnesota Hoist Inspection, Inc.	602-20100	1,313.85
10/23	10/12/2023	127403	3776	Minnesota Unemployment Insurance	610-20100	157.83
10/23	10/12/2023	127404	3988	MunicipalH2O	602-20100	3,000.00
10/23	10/12/2023	127405	4001	Minnesota Valley Testing Labs	601-20100	81.40
10/23	10/12/2023	127406	4011	NAC Mechanical & Electrical Services	101-20100	2,253.10
10/23	10/12/2023	127407	4091	New France Wine	610-20100	638.00
10/23	10/12/2023	127408	4066	NCL of Wisconsin, Inc.	602-20100	487.90
10/23	10/12/2023	127409	491	North Risk Partners	211-20100	1,450.00
10/23	10/12/2023	127410	4177	Northern Hollow Winery LLC	610-20100	445.20
10/23	10/12/2023	127411	4321	O'Reilly Automotive, Inc.	101-20100	19.74
10/23	10/12/2023	127412	4426	Paustis Wine Company	610-20100	1,849.75
10/23	10/12/2023	127413	4476	Phillips St Paul	610-20100	2,633.36
10/23	10/12/2023	127414	4701	Railroad Management Company III, LLC	603-20100	1,263.19
10/23	10/12/2023	127415	4724	TNT Truck & Auto	610-20100	715.00
10/23	10/12/2023	127416	5066	Sensus USA, Inc.	602-20100	1,715.95
10/23	10/12/2023	127417	5181	Southern Glazer's of MN	610-20100	5,110.35
10/23	10/12/2023	127418	5251	Star	610-20100	330.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/23	10/12/2023	127419	5446	The American Bottling Company	610-20100	357.22
10/23	10/12/2023	127420	5491	The Wine Company	610-20100	2,051.50
10/23	10/12/2023	127421	5509	Dean Thomsen	610-20100	140.24
10/23	10/12/2023	127422	5625	Traut Companies	601-20100	126,483.00
10/23	10/12/2023	127423	5648	Tritech Software Systems	101-20100	9,643.79
10/23	10/12/2023	127424	5813	VIA Actuarial Solutions	101-20100	1,900.00
10/23	10/12/2023	127425	5816	Viking Coca-Cola Bottling Co	610-20100	436.15
10/23	10/12/2023	127426	5831	Vinocopia	610-20100	1,152.50
10/23	10/12/2023	127427	5843	Mai Yeng Vue	601-20100	490.70
10/23	10/12/2023	127428	5886	Watson Co., Inc.	610-20100	3,560.70
10/23	10/12/2023	127429	6001	Wine Merchants	610-20100	209.82
10/23	10/12/2023	127430	2182	Winebow	610-20100	2,368.00
10/23	10/12/2023	127431	6030	Blake & Amber Wolff	601-20100	14.07
Grand Totals:						398,511.51

Vendor	Vendor Name	Description	Net Invoice Amount
129	Air Conditioning Associates, I	Service Cambridge Library	472.92
	Total 129:		472.92
175	Amazon Capital Services, Inc.	Small Tools & Equipment - City Hall	165.66
	Total 175:		165.66
317	Artz, Corey	Refund Double Payment Final Water Bill 1-5489	52.89
	Total 317:		52.89
319	Artisan Beer Company	Liquor Store Merchandise	461.25
	Total 319:		461.25
341	Aspen Mills	Uniform Allowance - D. Gregorich	1,307.80
341	Aspen Mills	Uniform Allowance - A. Braun	21.85
341	Aspen Mills	Uniform Allowance - A. Braun	124.80
	Total 341:		1,454.45
521	Bellboy Corporation	Liquor Store Merchandise	130.00
521	Bellboy Corporation	Liquor Store Merchandise	2,604.05
	Total 521:		2,734.05
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,082.40
551	Chas A. Bernick Inc.	Liquor Store Merchandise	204.94
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	12.36-
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	7.84-
	Total 551:		3,267.14
851	Cambridge Competitive Curlin	Advertising Liquor Store - Floor Level Sponsor	200.00
	Total 851:		200.00
1140	Cintas Corporation	Rug Rentals - Liquor Store	112.83
	Total 1140:		112.83
1336	Crystal Springs Ice	Liquor Store Merchandise	264.00
1336	Crystal Springs Ice	Delivery Charge	4.00
	Total 1336:		268.00
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	52.00-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	2,919.75

Vendor	Vendor Name	Description	Net Invoice Amount
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	17,781.58
1396	Dahlheimer Beverage, LLC	Keg Deposit	60.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	199.00
Total 1396:			20,908.33
1406	Dalco	Misc Operating Supplies - Fire	480.84
Total 1406:			480.84
1658	East Central Regional Library	CA Building Maintenance Library 3rd Qtr 2023	1,666.74
1658	East Central Regional Library	CA Building Maintenance Library 3rd Qtr 2023	360.50
1658	East Central Regional Library	CA Building Maintenance Library 3rd Qtr 2023	10,396.51
Total 1658:			12,423.75
1681	ECM Publishers, Inc.	Advertising - Liquor Store	780.28
1681	ECM Publishers, Inc.	Legal Notice - City Council Meeting Minutes	9.95
Total 1681:			790.23
2742	Jefferson Fire & Safety	Small Tools and Equipment - Fire	2,764.90
Total 2742:			2,764.90
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,107.20
2796	Johnson Brothers Liquor Co	Delivery Charge	43.68
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,141.06
2796	Johnson Brothers Liquor Co	Delivery Charge	43.68
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,320.61
2796	Johnson Brothers Liquor Co	Delivery Charge	14.56
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,245.10
2796	Johnson Brothers Liquor Co	Delivery Charge	19.11
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,261.71
2796	Johnson Brothers Liquor Co	Delivery Charge	107.38
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	36.35-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	6.00-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	21.04-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	12.00-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	29.34-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	14.33-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	48.00-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	.50-
Total 2796:			10,136.53
3238	Liljedahl, Benjamin	Refund Overpayment Water Bill 1-137	324.51

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3238:			324.51
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance November - New Hire	1,602.00
Total 3258:			1,602.00
3321	MacQueen Equipment, LLC	Repair & Maint Supplies Veh/Eq - Fire	476.86
3321	MacQueen Equipment, LLC	Repair & Maint Labor Veh/Eq - Fire	1,729.22
Total 3321:			2,206.08
3461	McDonald Distributing Compa	Liquor Store Merchandise	1,303.90
3461	McDonald Distributing Compa	Liquor Store Merchandise	5,813.85
3461	McDonald Distributing Compa	Credit Liquor Merchandise	135.07-
3461	McDonald Distributing Compa	Keg Return	60.00-
Total 3461:			6,922.68
3946	Motorola Solutions Inc.	Service - Police Dept	956.25
3946	Motorola Solutions Inc.	Service - Police Dept	318.75
Total 3946:			1,275.00
4011	NAC Mechanical & Electrical	Fall Mechanical Maintenance	1,445.00
Total 4011:			1,445.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	851.95
4476	Phillips Wine & Spirits	Delivery Charge	9.10
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,379.45
4476	Phillips Wine & Spirits	Delivery Charge	50.96
Total 4476:			2,291.46
4626	Purchase Power	Postage Meter Refill	500.00
Total 4626:			500.00
4640	Q Media Properties LLC	Advertising - Liquor Store	324.00
4640	Q Media Properties LLC	Advertising - Liquor Store	240.00
4640	Q Media Properties LLC	Advertising - Liquor Store	225.00
Total 4640:			789.00
4749	Red Bull Distribution Compan	Liquor Store Merchandise	134.40
Total 4749:			134.40

Vendor	Vendor Name	Description	Net Invoice Amount
5116	Short, Elliott, Hendrickson Inc	CAMBR City Eng. Services	974.00
5116	Short, Elliott, Hendrickson Inc	CAMBR Cambridge Cove Const	21,486.70
5116	Short, Elliott, Hendrickson Inc	CAMBR Family Apt Utl Const Svc	2,457.75
5116	Short, Elliott, Hendrickson Inc	CAMBR 2024 Street Feasibility	21,976.10
5116	Short, Elliott, Hendrickson Inc	CAMBR TH 95 City Uti Replace	13,261.25
5116	Short, Elliott, Hendrickson Inc	CAMBR Central Dr NE Trail Imp	3,046.70
5116	Short, Elliott, Hendrickson Inc	CAMBR Downtown Study	1,032.50
Total 5116:			64,235.00
5181	Southern Glazer's of MN	Liquor Store Merchandise	295.96
5181	Southern Glazer's of MN	Delivery Charge	6.20
5181	Southern Glazer's of MN	Liquor Store Merchandise	102.90
5181	Southern Glazer's of MN	Delivery Charge	3.10
Total 5181:			408.16
5251	Star	Advertising Liquor Store	545.00
Total 5251:			545.00
5271	North Folk Winery	Liquor Store Merchandise	348.00
Total 5271:			348.00
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	706.81
Total 5516:			706.81
5523	Thryv, Inc.	Advertising Yellow Pages - Liquor Store	85.39
Total 5523:			85.39
5692	Uncommon Loon Brewing Co	Liquor Store Merchandise	154.00
Total 5692:			154.00
5694	ULINE	Office Supplies - PD	88.91
Total 5694:			88.91
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	439.45
Total 5816:			439.45
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	14.02
5886	Watson Co., Inc.	Credit Misc Operating Supplies - Liquor Store	27.00
5886	Watson Co., Inc.	Liquor Store Merchandise	1,689.26
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	215.74



Vendor	Vendor Name	Description	Net Invoice Amount
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			1,898.02
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	512.00
5891	Breakthru Beverage Minnesot	Freight Charge	5.85
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	2,916.09
5891	Breakthru Beverage Minnesot	Freight Charge	26.45
Total 5891:			3,460.39
6001	Wine Merchants	Liquor Store Merchandise	320.00
6001	Wine Merchants	Delivery Charge	3.64
Total 6001:			323.64
Grand Totals:			146,876.67

Dated: 10/18/2023

City Treasurer: Caroline Mue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/23	10/18/2023	127432	129	Air Conditioning Associates, Inc.	101-20100	472.92
10/23	10/18/2023	127433	175	Amazon Capital Services, Inc.	101-20100	165.66
10/23	10/18/2023	127434	319	Artisan	610-20100	461.25
10/23	10/18/2023	127435	317	Corey Artz	601-20100	52.89
10/23	10/18/2023	127436	341	Aspen Mills	101-20100	1,454.45
10/23	10/18/2023	127437	521	Bellboy Corporation	610-20100	2,734.05
10/23	10/18/2023	127438	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	3,460.39
10/23	10/18/2023	127439	851	Cambridge Competitive Curling Club Inc	610-20100	200.00
10/23	10/18/2023	127440	5516	Capitol Beverage Sales L.P.	610-20100	706.81
10/23	10/18/2023	127441	551	Bernick's	610-20100	3,267.14
10/23	10/18/2023	127442	1140	Cintas Corporation	610-20100	112.83
10/23	10/18/2023	127443	1336	Crystal Springs Ice	610-20100	268.00
10/23	10/18/2023	127444	1396	Dahlheimer Beverage, LLC	610-20100	20,908.33
10/23	10/18/2023	127445	1406	Dalco	101-20100	480.84
10/23	10/18/2023	127446	1658	East Central Regional Library	101-20100	12,423.75
10/23	10/18/2023	127447	1681	ECM Publishers, Inc.	101-20100	790.23
10/23	10/18/2023	127449	3258	I.U.O.E. Local 49 Fringe Benefit Fund	101-20100	1,602.00
10/23	10/18/2023	127450	2742	Jefferson Fire & Safety	101-20100	2,764.90
10/23	10/18/2023	127451	2796	Johnson Bros - St Paul	610-20100	10,136.53
10/23	10/18/2023	127454	3238	Benjamin Liljedahl	601-20100	324.51
10/23	10/18/2023	127456	3321	MacQueen Emergency	101-20100	2,206.08
10/23	10/18/2023	127457	3461	McDonald Distributing Company	610-20100	6,922.68
10/23	10/18/2023	127459	3946	Motorola Solutions Inc.	101-20100	1,275.00
10/23	10/18/2023	127460	4011	NAC Mechanical & Electrical Services	101-20100	1,445.00
10/23	10/18/2023	127461	5271	North Folk Winery	610-20100	348.00
10/23	10/18/2023	127463	4476	Phillips St Paul	610-20100	2,291.46
10/23	10/18/2023	127464	4626	Purchase Power	101-20100	500.00
10/23	10/18/2023	127465	4640	Q Media Properties LLC	610-20100	789.00
10/23	10/18/2023	127466	4749	Red Bull Distribution Company, Inc.	610-20100	134.40
10/23	10/18/2023	127467	5116	Short, Elliott, Hendrickson Inc	499-20100	64,235.00
10/23	10/18/2023	127468	5181	Southern Glazer's of MN	610-20100	408.16
10/23	10/18/2023	127469	5251	Star	610-20100	545.00
10/23	10/18/2023	127471	5523	Thryv	610-20100	85.39
10/23	10/18/2023	127472	5694	ULINE	101-20100	88.91
10/23	10/18/2023	127473	5692	Uncommon Loon Brewing Company	610-20100	154.00
10/23	10/18/2023	127474	5816	Viking Coca-Cola Bottling Co	610-20100	439.45
10/23	10/18/2023	127475	5886	Watson Co., Inc.	610-20100	1,898.02
10/23	10/18/2023	127476	6001	Wine Merchants	610-20100	323.64
Grand Totals:						146,876.67

Vendor	Vendor Name	Description	Net Invoice Amount
265	Ann River Winery	Liquor Store Merchandise	138.00
Total 265:			138.00
306	ARC Irrigation, LLC	Fertilization - N Main St	196.00
306	ARC Irrigation, LLC	Fertilization - City Hall	173.00
306	ARC Irrigation, LLC	Winterization - Heritage Greens	550.00
306	ARC Irrigation, LLC	Fertilization - Water Tower Park	70.00
306	ARC Irrigation, LLC	Fertilization - East River Park	835.00
306	ARC Irrigation, LLC	Fertilization - 2nd Ave SW	244.00
Total 306:			2,068.00
381	Auto Value Cambridge	Repair & Maint Supplies - Police Dept	80.54
381	Auto Value Cambridge	Repair & Maint Supplies - Fire Dept	80.54
381	Auto Value Cambridge	Repair & Maint Supplies - Streets	80.54
381	Auto Value Cambridge	Repair & Maint Supplies - Water	80.56
381	Auto Value Cambridge	Repair & Maint Supplies - Wastewater	80.54
Total 381:			402.72
525	Bent Brewstillery	Liquor Store Merchandise	133.20
Total 525:			133.20
551	Chas A. Bernick Inc.	Liquor Merchandise	2,144.00
551	Chas A. Bernick Inc.	Liquor Store Merchandise	145.94
Total 551:			2,289.94
586	Bjorklund Companies LLC	Black Dirt	193.50
Total 586:			193.50
651	Boyer Ford Trucks Inc	Repair & Maint Supplies - Streets	2,266.08
Total 651:			2,266.08
661	Boyle, Eugene G.	Electrical Billing 11-01-2023	3,474.80
Total 661:			3,474.80
728	Brown, Nathaniel	Refund for overpayment of final water bill 1-20682	174.65
Total 728:			174.65
969	Cardmember Service	Meals - Safety Committee Meeting	82.60
969	Cardmember Service	Dropbox Subscription	19.99
969	Cardmember Service	Zoom Video Standard Pro Monthly	17.25

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Postage - Water	11.15
969	Cardmember Service	Postage - Wastewater	10.20
969	Cardmember Service	Copy Paper	79.98
969	Cardmember Service	Training - C. Moe	135.00
969	Cardmember Service	Training - C. Moe	634.50
969	Cardmember Service	Training - B. Berends	597.00
969	Cardmember Service	Misc Operating Supplies - Fire	385.00
969	Cardmember Service	Food for Fire Dept Open House Participants	857.43
969	Cardmember Service	Misc Operating Supplies - Parks	2,023.50
969	Cardmember Service	Misc Operating Supplies - Parks	275.35
969	Cardmember Service	Misc Operating Supplies - Airport	1,316.74
969	Cardmember Service	Training - B. Berends	275.00
969	Cardmember Service	Zoom Video Standard Pro Monthly	17.25
Total 969:			6,737.94
1140	Cintas Corporation	Rug Rentals - Street Dept	15.68
1140	Cintas Corporation	Uniform Rental - Maintenance	4.59
1140	Cintas Corporation	Uniform Rental - Parks	8.45
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	177.86
1140	Cintas Corporation	Uniform Rental - Streets	174.40
1140	Cintas Corporation	Uniform Rental - Parks	10.60
1140	Cintas Corporation	Rug, Towel, and Table Cover Rentals - Liquor Store	248.17
1140	Cintas Corporation	Rug Rentals - Street Dept	24.13
1140	Cintas Corporation	Uniform Rental - Maintenance	4.59
1140	Cintas Corporation	Uniform Rental - Parks	8.45
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	177.86
1140	Cintas Corporation	Uniform Rental - Streets	147.28
1140	Cintas Corporation	Uniform Rental - Parks	10.60
1140	Cintas Corporation	First Aid Supplies - City Hall	136.64
1140	Cintas Corporation	First Aid Supplies - Police Dept	165.52
1140	Cintas Corporation	First Aid Supplies - Fire Dept	44.37
1140	Cintas Corporation	First Aid Supplies - Street Dept	367.61
1140	Cintas Corporation	First Aid Supplies - Wastewater	195.46
1140	Cintas Corporation	First Aid Supplies - Liquor Store	49.22
Total 1140:			1,971.48
1170	City Laundering Co.	Rugs - Fire Hall	15.90
Total 1170:			15.90
1251	Community GIS Services, Inc.	Hosting ArcGIS SQL Geodatabase and Mapping Applic	1,250.00
1251	Community GIS Services, Inc.	Hosting ArcGIS SQL Geodatabase and Mapping Applic	1,250.00
Total 1251:			2,500.00
1308	Cox, Alecia	Refund for overpay final water bill 1-20412	6.13

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1308:			6.13
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Parks	126.48
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Parks	61.30
Total 1316:			187.78
1396	Dahlheimer Beverage, LLC	Liquor - Merchandise	3,194.00
1396	Dahlheimer Beverage, LLC	Liquor - Merchandise	16,842.81
1396	Dahlheimer Beverage, LLC	Keg Deposit	60.00
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	422.00
Total 1396:			19,674.81
1553	DW Companies LLC	Paver Installation	13,700.00
1553	DW Companies LLC	Fire Suppression Water Line-Happy Production	49,990.00
1553	DW Companies LLC	Sidewalk Repairs	700.00
1553	DW Companies LLC	Fire Suppression Water Line-Camb Bar & Grill	49,300.00
1553	DW Companies LLC	Fire Suppression Water Line-Thistle & Ivory	49,950.00
Total 1553:			163,640.00
1631	Earl F. Andersen, Inc.	Signs - Streets	387.45
Total 1631:			387.45
1646	East Central Energy	Street Light Install-Downtown Parking Lot Rehab	5,380.81
Total 1646:			5,380.81
1844	Exel Electric LLC	Refund Permit 2023-00600 - Only One Inspection	40.00
1844	Exel Electric LLC	Refund Permit 2023-00600 - Only One Inspection	10.00
Total 1844:			50.00
1891	Fastenal Company	Misc Operating Supplies - Parks	45.16
1891	Fastenal Company	Small Tools & Equipment - Streets	167.12
1891	Fastenal Company	Repair & Maint Supplies Veh/Eq - Streets	93.37
1891	Fastenal Company	Misc Operating Supplies - Parks	230.59
Total 1891:			536.24
1921	Ferguson Waterworks	Automatic Meter Read	2,296.64
1921	Ferguson Waterworks	Meters & Repairs	57.99
1921	Ferguson Waterworks	Meters & Repairs	712.45
Total 1921:			3,067.08

Vendor	Vendor Name	Description	Net Invoice Amount
1949	First Advantage	Pre-Employment Drug Test - Fire	60.81
1949	First Advantage	Annual Enrollment - WWTF	36.71
1949	First Advantage	Pre-Employment Drug Test - LS	121.62
Total 1949:			219.14
2341	Hawkins, Inc.	Chemicals - Wastewater	17,998.80
2341	Hawkins, Inc.	Chemicals - Wastewater	1,971.00
2341	Hawkins, Inc.	Chemicals - Water	1,914.46
Total 2341:			21,884.26
2407	Hill, Rebecca	Refund Overpayment Final Water Bill 1-24980	70.00
Total 2407:			70.00
2411	Hillyard Inc.	Maintenance Supplies - City Hall	126.89
Total 2411:			126.89
2415	Hinton Properties	Refund overpayment of final bill 1-33570	43.99
Total 2415:			43.99
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	2,709.17
2796	Johnson Brothers Liquor Co	Freight Charge	23.81
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	2,364.25
2796	Johnson Brothers Liquor Co	Freight Charge	50.05
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	1,419.06
2796	Johnson Brothers Liquor Co	Freight Charge	50.96
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	12,000.00
2796	Johnson Brothers Liquor Co	Freight Charge	182.00
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	503.50
2796	Johnson Brothers Liquor Co	Freight Charge	9.10
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	1,599.64
2796	Johnson Brothers Liquor Co	Freight Charge	45.50
Total 2796:			20,957.04
2798	Johnson Controls Fire Protect	Annual CO2 Water Treatment Plant	688.54
Total 2798:			688.54
3461	McDonald Distributing Compa	Liquor - Merchandise	232.00
3461	McDonald Distributing Compa	Keg Deposit	60.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	321.60
3461	McDonald Distributing Compa	Liquor - Merchandise	11,529.55
3461	McDonald Distributing Compa	Keg Deposit	60.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3461:			12,203.15
3521	Menards	Misc Operating Supplies - Water	43.28
3521	Menards	Repair & Maint Supplies Bldg/Inf - Parks	241.16
3521	Menards	Misc Operating Supplies - Streets	11.00
3521	Menards	Weed Control and Fertilizer - Parks	370.30
3521	Menards	Misc Operating Supplies - Streets	15.17
3521	Menards	Misc Operating Supplies - Parks	21.87
3521	Menards	Misc Operating Supplies - Streets	59.99
3521	Menards	Small Tools & Equipment - Streets	104.92
3521	Menards	Repair & Maint Supplies Bldg/Inf - Parks	143.48
3521	Menards	Misc Operating Supplies - Wastewater	3.38
3521	Menards	Misc Operating Supplies - Parks	17.98
3521	Menards	Repair & Maint Supplies Bldg/Inf - Parks	144.92
3521	Menards	Small Tools & Equipment - Parks	7.29
3521	Menards	Misc Operating Supplies - Water	5.97
3521	Menards	Repair & Maint - Water Plant	41.99
3521	Menards	Misc Operating Supplies - Parks	65.52
3521	Menards	Misc Operating Supplies - Parks	9.96
3521	Menards	Signs	42.78
3521	Menards	Misc Operating Supplies - Water	33.47
3521	Menards	Maintenance Supplies - City Hall	2.70
3521	Menards	Small Tools & Equipment - City Hall	26.97
3521	Menards	Repair & Maint Supplies Bldg/Inf - Library	11.99
3521	Menards	Misc Operating Supplies - Streets	22.74
3521	Menards	Lab Supplies	127.96
3521	Menards	Small Tools & Equipment - Wastewater	27.97
3521	Menards	Misc Operating Supplies - Wastewater	12.38
Total 3521:			1,617.14
3821	MN Dept of Commerce	Unclaimed Property 7-1-2019 to 6-30-2020	70.00
3821	MN Dept of Commerce	Unclaimed Property 7-1-2019 to 6-30-2020	50.00
3821	MN Dept of Commerce	Unclaimed Property 7-1-2019 to 6-30-2020	35.00
3821	MN Dept of Commerce	Unclaimed Property 7-1-2019 to 6-30-2020	286.20
Total 3821:			441.20
3876	Minnesota Pollution Control A	Certification Fee - N Carlson	45.00
Total 3876:			45.00
3929	Moose Lake Brewing Co. LLC	Liquor Store Merchandise	72.00
Total 3929:			72.00
3963	MRI Software LLC	Background Basic Report - NBL	39.95

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3963:			39.95
3994	Munson, Michael & Lanessa	Refund overpayment final water bill #1-13372	201.19
Total 3994:			201.19
4001	MVTL Laboratories Inc.	Testing - Wastewater	133.10
4001	MVTL Laboratories Inc.	Testing - Water	108.90
Total 4001:			242.00
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - PD	17.98
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - Streets	17.98
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - Parks	17.98
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - Water	17.98
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - Wastewater	17.96
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - Streets	10.61
Total 4321:			100.49
4426	Paustis Wine Company	Liquor - Merchandise	1,083.00
4426	Paustis Wine Company	Freight Charge	15.00
Total 4426:			1,098.00
4435	Pearson, David	Refund for overpayment of final util bill 1-10600	70.44
Total 4435:			70.44
4472	Peterson, Pamela	Refund overpayment of final util bill 1-17782	64.59
Total 4472:			64.59
4476	Phillips Wine & Spirits	Liquor - Merchandise	4,387.50
4476	Phillips Wine & Spirits	Freight Chg	109.20
4476	Phillips Wine & Spirits	Liquor - Merchandise	1,666.45
4476	Phillips Wine & Spirits	Freight Charge	25.48
4476	Phillips Wine & Spirits	Liquor - Merchandise	1,298.80
4476	Phillips Wine & Spirits	Freight Charge	38.22
Total 4476:			7,525.65
4506	Pitney Bowes	Ink Cartridge	132.79
Total 4506:			132.79
4686	RS Alarms LLC	Replace and update alarm control panel	561.09



Vendor	Vendor Name	Description	Net Invoice Amount
Total 4686:			561.09
4931	Innovative Office Solutions LL	Office Supplies - Police	311.44
Total 4931:			311.44
5181	Southern Glazer's of MN	Merchandise-Liquor Store	4,489.44
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	51.15
5181	Southern Glazer's of MN	Merchandise-Liquor Store	27.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	1.55
5181	Southern Glazer's of MN	Merchandise-Liquor Store	623.41
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	12.53
5181	Southern Glazer's of MN	Merchandise-Liquor Store	380.59
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	3.62
Total 5181:			5,589.29
5301	Steve's Tire Inc	Repairs and Maint Supplies - Planning	407.12
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Plannng	199.95
Total 5301:			607.07
5338	Summit Companies	Fire Alarm Service Call - Library	438.75
Total 5338:			438.75
5509	Thomsen, Dean A	Window Cleaning Liquor Store - Cooler Doors & Entry	140.24
Total 5509:			140.24
5541	Titan Machinery	Repair & Maint Supplies Veh/Eq - Streets	4,761.97
Total 5541:			4,761.97
5755	Utecht, Kaylyn	Refund overpayment of final util bill #1-30625	210.59
Total 5755:			210.59
5801	Verizon Wireless	wireless phone service - Fire Dept	75.02
5801	Verizon Wireless	wireless phone service - Water	20.01
5801	Verizon Wireless	wireless phone service - WWTP	20.00
5801	Verizon Wireless	wireless phone service - LS	41.23
5801	Verizon Wireless	wireless phone service - Building	40.01
5801	Verizon Wireless	wireless phone service - Maintenance Dept	20.62
5801	Verizon Wireless	wireless phone service - Street Dept	35.01
5801	Verizon Wireless	wireless phone service - Water	35.01
5801	Verizon Wireless	wireless phone service - Wastewater	100.92
5801	Verizon Wireless	wireless phone service - WWTP	35.01


Vendor	Vendor Name	Description	Net Invoice Amount
Total 5801:			422.84
5831	Vinocopia	Liquor Merchandise	1,480.00
5831	Vinocopia	Freight Charge	19.50
5831	Vinocopia	Liquor Merchandise	672.00
5831	Vinocopia	Freight Charge	12.00
Total 5831:			2,183.50
5886	Watson Co., Inc.	LS Merchandise	2,441.66
5886	Watson Co., Inc.	Misc Operating Supplies - LS	394.39
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			2,842.05
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	224.00
5891	Breakthru Beverage Minnesot	Freight Charge	2.30
5891	Breakthru Beverage Minnesot	Liquor - Merchandise	4,038.43
5891	Breakthru Beverage Minnesot	Freight Charge	37.66
5891	Breakthru Beverage Minnesot	Liquor - Merchandise	97.25
5891	Breakthru Beverage Minnesot	Freight Charge	5.75
5891	Breakthru Beverage Minnesot	Liquor - Merchandise	519.00
5891	Breakthru Beverage Minnesot	Freight Charge	5.75
Total 5891:			4,930.14
6001	Wine Merchants	Liquor - Merchandise	628.22
6001	Wine Merchants	Freight Charge	11.22
Total 6001:			639.44
6011	Winter Equipment Co, Inc.	Repair & Maint Supplies Veh/Eq - Streets	848.90
Total 6011:			848.90
6032	Woehl, Kim	Refund overpayment final util bill #1-21930	100.25
Total 6032:			100.25
6076	Zep Sales and Service	Repair and Maint Supplies - Streets	909.03
Total 6076:			909.03
Grand Totals:			308,636.55

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Vendor	Vendor Name	Description	Net Invoice Amount
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Dated: 10/26/23

City Treasurer: 

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/23	10/26/2023	127477	265	Ann River Winery	610-20100	138.00
10/23	10/26/2023	127478	306	ARC Irrigation, LLC	101-20100	2,068.00
10/23	10/26/2023	127479	381	Auto Value Cambridge	101-20100	402.72
10/23	10/26/2023	127480	525	Bent Brewstillery	610-20100	133.20
10/23	10/26/2023	127481	586	Bjorklund Companies LLC	101-20100	193.50
10/23	10/26/2023	127482	651	Boyer Trucks - Lauderdale	101-20100	2,266.08
10/23	10/26/2023	127483	661	Eugene G. Boyle	101-20100	3,474.80
10/23	10/26/2023	127484	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	4,930.14
10/23	10/26/2023	127485	728	Nathaniel Brown	601-20100	174.65
10/23	10/26/2023	127486	969	Elan Financial Services	101-20100	6,737.94
10/23	10/26/2023	127487	551	Bernick's	610-20100	2,289.94
10/23	10/26/2023	127488	1140	Cintas	101-20100	958.82
10/23	10/26/2023	127489	1140	Cintas Corporation	101-20100	1,012.66
10/23	10/26/2023	127490	1170	City Laundering Co.	101-20100	15.90
10/23	10/26/2023	127491	1251	Bismarck Map Company	602-20100	2,500.00
10/23	10/26/2023	127492	1308	Alecia Cox	601-20100	6.13
10/23	10/26/2023	127493	1316	Crawford's Equipment, Inc.	101-20100	187.78
10/23	10/26/2023	127494	1396	Dahlheimer Beverage, LLC	610-20100	19,674.81
10/23	10/26/2023	127495	1553	DW Companies LLC	601-20100	163,640.00
10/23	10/26/2023	127496	1631	Earl F. Andersen, Inc.	101-20100	387.45
10/23	10/26/2023	127497	1646	East Central Energy	443-20100	5,380.81
10/23	10/26/2023	127498	1844	Exel Electric LLC	101-20100	50.00
10/23	10/26/2023	127499	1891	Fastenal Company	101-20100	536.24
10/23	10/26/2023	127500	1921	Ferguson Waterworks #2518	601-20100	3,067.08
10/23	10/26/2023	127501	1949	First Advantage	101-20100	219.14
10/23	10/26/2023	127502	2341	Hawkins, Inc.	601-20100	21,884.26
10/23	10/26/2023	127504	2407	Rebecca Hill	601-20100	70.00
10/23	10/26/2023	127505	2411	Hillyard / Minneapolis	101-20100	126.89
10/23	10/26/2023	127506	2415	Hinton Properties	601-20100	43.99
10/23	10/26/2023	127507	4931	Innovative Office Solutions LLC	101-20100	311.44
10/23	10/26/2023	127508	2796	Johnson Bros - St Paul	610-20100	20,957.04
10/23	10/26/2023	127509	2798	Johnson Controls Fire Protection LP	601-20100	688.54
10/23	10/26/2023	127511	3461	McDonald Distributing Company	610-20100	12,203.15
10/23	10/26/2023	127512	3521	Menards	602-20100	1,617.14
10/23	10/26/2023	127513	3876	Minnesota Pollution Control Agency	602-20100	45.00
10/23	10/26/2023	127514	3821	Minnesota Department of Commerce	101-20100	441.20
10/23	10/26/2023	127515	3929	Moose Lake Brewing Co. LLC	610-20100	72.00
10/23	10/26/2023	127516	3963	MRI Software LLC	610-20100	39.95
10/23	10/26/2023	127517	3994	Michael & Lanessa Munson	601-20100	201.19
10/23	10/26/2023	127518	4001	Minnesota Valley Testing Labs	601-20100	242.00
10/23	10/26/2023	127519	4321	O'Reilly Automotive, Inc.	101-20100	100.49
10/23	10/26/2023	127520	4426	Paustis Wine Company	610-20100	1,098.00
10/23	10/26/2023	127521	4435	David Pearson	601-20100	70.44
10/23	10/26/2023	127522	4472	Pamela Peterson	601-20100	64.59
10/23	10/26/2023	127523	4476	Phillips St Paul	610-20100	7,525.65
10/23	10/26/2023	127524	4506	Pitney Bowes Inc	101-20100	132.79
10/23	10/26/2023	127525	4686	RS Alarms LLC	610-20100	561.09
10/23	10/26/2023	127527	5181	Southern Glazer's of MN	610-20100	5,589.29
10/23	10/26/2023	127528	5301	Steve's Tire Inc	101-20100	607.07
10/23	10/26/2023	127529	5338	Summit Fire Protection	101-20100	438.75
10/23	10/26/2023	127530	5509	Dean Thomsen	610-20100	140.24
10/23	10/26/2023	127531	5541	Titan Machinery	101-20100	4,761.97
10/23	10/26/2023	127532	5755	Kaylyn Utecht	601-20100	210.59
10/23	10/26/2023	127533	5801	Verizon Wireless	602-20100	422.84
10/23	10/26/2023	127534	5831	Vinocopia	610-20100	2,183.50
10/23	10/26/2023	127535	5886	Watson Co., Inc.	610-20100	2,842.05
10/23	10/26/2023	127536	6001	Wine Merchants	610-20100	639.44

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
10/23	10/26/2023	127537	6011	Winter Equipment Co, Inc.	101-20100	848.90
10/23	10/26/2023	127538	6032	Kim Woehl	601-20100	100.25
10/23	10/26/2023	127539	6076	Zep Sales and Service	101-20100	909.03
Grand Totals:						<u>308,636.55</u>

Vendor	Vendor Name	Description	Net Invoice Amount
44	Absolute Portable Restrooms	Handicap & Regular Unit - Parks	255.00
44	Absolute Portable Restrooms	Handicap Unit - Parks	95.00
44	Absolute Portable Restrooms	Handicap Unit - Parks	95.00
44	Absolute Portable Restrooms	Handicap Unit - Parks	95.00
44	Absolute Portable Restrooms	Handicap Unit - Parks	95.00
Total 44:			635.00
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Planning	113.69
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Fire	313.59
175	Amazon Capital Services, Inc.	Office Supplies - Building	67.92
Total 175:			495.20
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
258	Andres, Jeffrey G.	Parks, Trails, & Rec Comm Mtgs - 4th Qtr 2023	35.00
Total 258:			35.00
297	Aquarius Home Services	Refund Permit Fee 2022-01234	54.00
Total 297:			54.00
306	ARC Irrigation, LLC	Winterization - Library	260.00
306	ARC Irrigation, LLC	Winterization - City Hall	90.00
306	ARC Irrigation, LLC	Weed Control and Fertilizer - Parks	1,625.60
306	ARC Irrigation, LLC	Winterization - Waste Treatment Plant	130.00
306	ARC Irrigation, LLC	Winterization - Parkwood Park	160.00
306	ARC Irrigation, LLC	Winterization - City Park	90.00
306	ARC Irrigation, LLC	Winterization - City Park	90.00
306	ARC Irrigation, LLC	Winterization - Water Treatment Plant	130.00
306	ARC Irrigation, LLC	Fertilization - City Trees	676.00
306	ARC Irrigation, LLC	Winterization - Sandquist Park	1,150.00
Total 306:			4,401.60
341	Aspen Mills	Uniform Allowance - R. Benzen	996.19
341	Aspen Mills	Uniform Allowance - R. Benzen	70.84
Total 341:			1,067.03
521	Bellboy Corporation	Liquor Store Merchandise	249.70
521	Bellboy Corporation	Liquor Store Merchandise	1,415.40
521	Bellboy Corporation	Liquor Store Merchandise	1,592.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 521:			3,257.10
551	Chas A. Bernick Inc.	Liquor Store Merchandise	5,603.80
551	Chas A. Bernick Inc.	Liquor Store Merchandise	1,022.98
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	6.00-
Total 551:			6,620.78
586	Bjorklund Companies LLC	Class 5 Gravel	273.46
Total 586:			273.46
596	Bloomquist Electric Inc	Repairs - Library	130.00
Total 596:			130.00
628	Boese, Robert	Planning Comm Mtgs - 3rd Qtr 2023	70.00
Total 628:			70.00
958	Capital One	Misc Operating Supplies - Police	25.06
958	Capital One	Office Supplies - Liquor Store	63.65
958	Capital One	Office Supplies - Liquor Store	145.59
958	Capital One	Misc Operating Supplies - Liquor Store	136.20
Total 958:			370.50
1140	Cintas Corporation	Rug Rentals - Liquor Store	112.83
1140	Cintas Corporation	Rug Rentals - Street Dept	15.68
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	174.40
1140	Cintas Corporation	Uniform Rental - Parks	10.60
1140	Cintas Corporation	Uniform Rental - Maintenance	4.59
1140	Cintas Corporation	Uniform Rental - Parks	8.45
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	177.86
Total 1140:			504.41
1316	Crawford's Equipment, Inc.	Equipment Rental - Parks	200.00
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Streets	1,080.65
Total 1316:			1,280.65
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	3,006.85
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	359.20-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	15,551.17
1396	Dahlheimer Beverage, LLC	Keg Return	90.00-

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1396:			18,108.82
1481	Department of Human Servic	Sept Cleaning - Northbound Liquor	320.00
Total 1481:			320.00
1553	DW Companies LLC	Asphalt Paving - RR Crossing 11th Ave & Main St S	14,949.00
Total 1553:			14,949.00
1681	ECM Publishers, Inc.	Legal Notice - Ordinance No 774	6.97
1681	ECM Publishers, Inc.	Legal Notice - City Council Meeting Minutes	12.94
1681	ECM Publishers, Inc.	Legal Notice - Planning Commission Meeting	12.94
Total 1681:			32.85
1891	Fastenal Company	Repair & Maint Supplies Bldg/Inf - Parks	11.88
1891	Fastenal Company	Repair & Maint Supplies Bldg/Inf - Parks	3.44
Total 1891:			15.32
2067	GDO Law	Prosecution Matters - Monthly Contract Rate	4,166.67
Total 2067:			4,166.67
2102	Global Specialty Contractors,	Low Tension GR Post Replacement	5,000.00
Total 2102:			5,000.00
2170	Granicus SAAS	govAccess - Maintenance, Hosting, & Licensing Fee -	5,677.20
2170	Granicus SAAS	govAccess - Maintenance, Hosting, & Licensing Fee -	516.10
Total 2170:			6,193.30
2171	Granite Electronics/DSC Com	Repair & Maint Labor Veh/Eq - Fire	15.00
Total 2171:			15.00
2189	Great Northern Environmental	Repair & Maint Labor Veh/Eq - Wastewater Plant	748.00
Total 2189:			748.00
2416	John Hirsch's Cambridge Mot	Repair & Maint Supplies Veh/Eq - Fire	122.85
2416	John Hirsch's Cambridge Mot	Repair & Maint Labor Veh/Eq - Fire	75.60
Total 2416:			198.45
2518	Immel, Julie	Planning Comm Mtgs - 3rd Qtr 2023	70.00



Vendor	Vendor Name	Description	Net Invoice Amount
Total 2518:			70.00
2573	IUOE Local #49	October Union Dues - Maintenance	350.00
2573	IUOE Local #49	October Union Dues - Wastewater	245.00
Total 2573:			595.00
2588	Invictus Brewing Co.	Liquor Store Merchandise	328.00
Total 2588:			328.00
2681	Isanti County Sheriff's Office	RMS Monthly Maintenance - November	168.24
Total 2681:			168.24
2742	Jefferson Fire & Safety	Small Tools and Equipment - Fire	290.52
2742	Jefferson Fire & Safety	Equipment - Fire Dept	1,877.13
Total 2742:			2,167.65
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	6,264.13
2796	Johnson Brothers Liquor Co	Delivery Charge	58.24
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,251.40
2796	Johnson Brothers Liquor Co	Delivery Charge	111.33
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,606.56
2796	Johnson Brothers Liquor Co	Delivery Charge	45.65
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	540.00
2796	Johnson Brothers Liquor Co	Delivery Charge	9.10
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,544.00
2796	Johnson Brothers Liquor Co	Delivery Charge	80.08
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,882.53
2796	Johnson Brothers Liquor Co	Delivery Charge	78.26
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	780.00
2796	Johnson Brothers Liquor Co	Delivery Charge	29.12
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	108.00
2796	Johnson Brothers Liquor Co	Delivery Charge	3.64
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,780.00
2796	Johnson Brothers Liquor Co	Delivery Charge	83.72
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,587.50
2796	Johnson Brothers Liquor Co	Delivery Charge	49.14
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	565.00
2796	Johnson Brothers Liquor Co	Delivery Charge	9.10
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,703.50
2796	Johnson Brothers Liquor Co	Delivery Charge	58.24
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	15.50-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	6.67-

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2796:			28,206.07
2866	Kawalek Trucking	Freight Charges Liquor Store	1,007.00
Total 2866:			1,007.00
2953	Kluck, Jessica	Planning Comm Mtgs - 3rd Qtr 2023	35.00
Total 2953:			35.00
2961	Knife River Corporation	Repair & Maint Supp Bldg/ Inf - Parks	748.75
2961	Knife River Corporation	Repairs & Maint Infrastructure	121.44
Total 2961:			870.19
3025	Kurita America Inc.	Chemicals - Wastewater	9,549.30
Total 3025:			9,549.30
3176	LELS	Union Dues 183 - October	810.00
3176	LELS	Union Dues 449 - October	135.00
3176	LELS	Union Dues 511 - October	67.50
Total 3176:			1,012.50
3212	Liddy, Michael Thomas	Planning Comm Mtgs - 3rd Qtr 2023	35.00
Total 3212:			35.00
3461	McDonald Distributing Compa	Credit Liquor Merchandise	48.63-
3461	McDonald Distributing Compa	Credit Liquor Merchandise	50.40-
3461	McDonald Distributing Compa	Liquor Store Merchandise	1,020.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	19,050.15
3461	McDonald Distributing Compa	Credit Liquor Merchandise	648.04-
3461	McDonald Distributing Compa	Liquor Store Merchandise	144.00
Total 3461:			19,467.08
3501	MEI Total Elevator Solutions	November Monthly Service - Library	161.26
Total 3501:			161.26
3521	Menards	Repair & Maint Supplies Bldg/Inf - Parks	1,809.70
3521	Menards	Repair & Maint Supplies Bldg/Inf - Parks	64.45
3521	Menards	Misc Operating Supplies - Wastewater	66.36
3521	Menards	Maintenance Supplies - City Hall	2.85
3521	Menards	Small Tools & Equipment - City Hall	14.34
3521	Menards	Repair & Maint Supplies Bldg/Inf - Parks	1.88

Vendor	Vendor Name	Description	Net Invoice Amount
3521	Menards	Repair & Maint Supplies Bldg/Inf - Parks	551.09
3521	Menards	Misc Operating Supplies - Wastewater	26.32
3521	Menards	Misc Operating Supplies - Streets	28.27
3521	Menards	Repair & Maint - Storm Sewer	54.42
3521	Menards	Misc Operating Supplies - Parks	5.98
Total 3521:			2,625.66
3543	Metro Sales, Inc.	Ricoh IM C2500 Color Copier Rental - Public Works	149.53
3543	Metro Sales, Inc.	Ricoh IM C2500 & 2500 Copier Rental - Police	273.16
Total 3543:			422.69
3686	Minnesota Department of Hea	Certification Fee - B. Putzke	23.00
Total 3686:			23.00
3816	Minnesota Department of Agri	2024 Tree Care Registry Renewal	25.00
Total 3816:			25.00
3935	Morin, Joseph	Planning Comm Mtgs - 3rd Qtr 2023	70.00
Total 3935:			70.00
4071	NCPERS Group Life Ins.	Group Vol Life Ins - PERA	304.00
Total 4071:			304.00
4221	Northland Landscape Nursery	Downtown Paver Repair	5,357.08
4221	Northland Landscape Nursery	Downtown Paver Repair	376.00
Total 4221:			5,733.08
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - Streets	15.99
Total 4321:			15.99
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,873.86
4476	Phillips Wine & Spirits	Delivery Charge	65.11
4476	Phillips Wine & Spirits	Liquor Store Merchandise	3,974.62
4476	Phillips Wine & Spirits	Delivery Charge	141.96
Total 4476:			7,055.55
4567	Precision Property Mainten	Lawn Care - Abatement	150.00
4567	Precision Property Mainten	Garbage - Abatement	90.00
4567	Precision Property Mainten	Lawn Care - Abatement	80.00
4567	Precision Property Mainten	Garbage - Abatement	97.20

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4567:			417.20
4754	Redfield, David Timothy	Planning Comm Mtgs - 3rd Qtr 2023	70.00
Total 4754:			70.00
4935	Ryberg, Joshua	Parks, Trails, & Rec Comm Mtgs - 4th Qtr 2023	35.00
Total 4935:			35.00
5043	SealTech, Inc.	Poly Flex Patch Existing Cracks	5,000.00
5043	SealTech, Inc.	Crack Repair	35,000.00
5043	SealTech, Inc.	Crack Repair	20,000.00
Total 5043:			60,000.00
5181	Southern Glazer's of MN	Liquor Store Merchandise	556.55
5181	Southern Glazer's of MN	Delivery Charge	9.30
5181	Southern Glazer's of MN	Liquor Store Merchandise	8,701.23
5181	Southern Glazer's of MN	Delivery Charge	144.92
5181	Southern Glazer's of MN	Liquor Store Merchandise	734.12
5181	Southern Glazer's of MN	Delivery Charge	18.22
5181	Southern Glazer's of MN	Liquor Store Merchandise	7,507.40
5181	Southern Glazer's of MN	Delivery Charge	75.95
5181	Southern Glazer's of MN	Liquor Store Merchandise	1,667.08
5181	Southern Glazer's of MN	Delivery Charge	15.50
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	210.92-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	22.65-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	756.00-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	94.50-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	152.97-
Total 5181:			18,193.23
5442	Thayer Anderson, Christina El	Parks, Trails, & Rec Comm Mtgs - 4th Qtr 2023	35.00
Total 5442:			35.00
5491	The Wine Company	Liquor Store Merchandise	1,100.00
5491	The Wine Company	Shipping and Handling	28.80
Total 5491:			1,128.80
5516	Capitol Beverage Sales L.P.	Credit Liquor Store Merchandise	54.00-
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	827.60
Total 5516:			773.60

Vendor	Vendor Name	Description	Net Invoice Amount
5556	T-Mobile	Cellular Services - Police Dept	770.04
	Total 5556:		770.04
5661	True Brands	Liquor Store Merchandise	405.70
	Total 5661:		405.70
5686	U.S. Postal Service	Postage - Permit #25	2,000.00
5686	U.S. Postal Service	Postage - Permit #25	2,000.00
	Total 5686:		4,000.00
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	902.75
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	551.35
	Total 5816:		1,454.10
5886	Watson Co., Inc.	Credit Misc Operating Supplies - Liquor Store	27.00
5886	Watson Co., Inc.	Liquor Store Merchandise	2,395.43
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	504.35
5886	Watson Co., Inc.	Fuel Charge	6.00
	Total 5886:		2,878.78
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	2,825.01
5891	Breakthru Beverage Minnesot	Freight Charge	41.59
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	644.00
5891	Breakthru Beverage Minnesot	Freight Charge	10.35
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	386.40
5891	Breakthru Beverage Minnesot	Freight Charge	2.30
	Total 5891:		3,909.65
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	458.25
5965	White Bear IT Solutions LLC	Microsoft 365 Business Premium	176.00
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	458.25
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	458.25
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	458.25
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	2,062.25
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	458.25
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	458.25
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	458.25
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	458.25
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint Protecti	458.25
	Total 5965:		6,362.50

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Vendor	Vendor Name	Description	Net Invoice Amount
Grand Totals:			<u>249,410.00</u>

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Dated: 11/1/2023

City Treasurer: Caroline Dine

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/23	11/01/2023	127540	44	Absolute Portable Restrooms	101-20100	635.00
11/23	11/01/2023	127542	175	Amazon Capital Services, Inc.	101-20100	495.20
11/23	11/01/2023	127543	196	American Payment Centers	602-20100	87.00
11/23	11/01/2023	127544	258	Jeff Andres	101-20100	35.00
11/23	11/01/2023	127545	297	Aquarius Home Services	101-20100	54.00
11/23	11/01/2023	127546	306	ARC Irrigation, LLC	101-20100	4,401.60
11/23	11/01/2023	127547	341	Aspen Mills	101-20100	1,067.03
11/23	11/01/2023	127548	521	Bellboy Corporation	610-20100	3,257.10
11/23	11/01/2023	127549	586	Bjorklund Companies LLC	101-20100	273.46
11/23	11/01/2023	127550	596	Bloomquist Electric Inc	101-20100	130.00
11/23	11/01/2023	127551	628	Robert Boese	101-20100	70.00
11/23	11/01/2023	127552	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	3,909.65
11/23	11/01/2023	127553	958	Capital One	101-20100	370.50
11/23	11/01/2023	127554	5516	Capitol Beverage Sales L.P.	610-20100	773.60
11/23	11/01/2023	127555	551	Bernick's	610-20100	6,620.78
11/23	11/01/2023	127556	1140	Cintas Corporation	601-20100	504.41
11/23	11/01/2023	127557	1316	Crawford's Equipment, Inc.	101-20100	1,280.65
11/23	11/01/2023	127558	1396	Dahlheimer Beverage, LLC	610-20100	18,108.82
11/23	11/01/2023	127559	1481	Department of Human Services	610-20100	320.00
11/23	11/01/2023	127560	1553	DW Companies LLC	443-20100	14,949.00
11/23	11/01/2023	127561	1681	ECM Publishers, Inc.	101-20100	32.85
11/23	11/01/2023	127562	1891	Fastenal Company	101-20100	15.32
11/23	11/01/2023	127563	2067	GDO Law	101-20100	4,166.67
11/23	11/01/2023	127564	2102	Global Specialty Contractors, Inc.	101-20100	5,000.00
11/23	11/01/2023	127565	2170	Granicus	101-20100	6,193.30
11/23	11/01/2023	127566	2171	DSC Communications	101-20100	15.00
11/23	11/01/2023	127567	2189	Great Northern Environmental	602-20100	748.00
11/23	11/01/2023	127569	2518	Julie Immel	101-20100	70.00
11/23	11/01/2023	127570	2588	Invictus Brewing Co.	610-20100	328.00
11/23	11/01/2023	127571	2681	Isanti County Sheriff's Office	101-20100	168.24
11/23	11/01/2023	127572	2573	IUOE Local #49	101-20100	595.00
11/23	11/01/2023	127573	2742	Jefferson Fire & Safety	420-20100	2,167.65
11/23	11/01/2023	127574	2416	John Hirsch's Cambridge Motors	101-20100	198.45
11/23	11/01/2023	127575	2796	Johnson Bros - St Paul	610-20100	28,206.07
11/23	11/01/2023	127576	2866	Kawalek Trucking	610-20100	1,007.00
11/23	11/01/2023	127577	2953	Jessica Kluck	101-20100	35.00
11/23	11/01/2023	127578	2961	Knife River - North Central	101-20100	870.19
11/23	11/01/2023	127579	3025	Kurita America Inc.	602-20100	9,549.30
11/23	11/01/2023	127580	3176	LELS	101-20100	1,012.50
11/23	11/01/2023	127581	3212	Mike Liddy	101-20100	35.00
11/23	11/01/2023	127583	3461	McDonald Distributing Company	610-20100	19,467.08
11/23	11/01/2023	127584	3501	MEI Total Elevator Solutions	101-20100	161.26
11/23	11/01/2023	127585	3521	Menards	101-20100	2,625.66
11/23	11/01/2023	127586	3543	Metro Sales, Inc.	101-20100	422.69
11/23	11/01/2023	127587	3816	Minnesota Department of Agriculture	101-20100	25.00
11/23	11/01/2023	127588	3886	Minnesota Department of Health	601-20100	23.00
11/23	11/01/2023	127589	3935	Joe Morin	101-20100	70.00
11/23	11/01/2023	127590	4071	NCPERS Group Life Ins.	101-20100	304.00
11/23	11/01/2023	127591	4221	Northland Landscape Nursery	443-20100	5,733.08
11/23	11/01/2023	127592	4321	O'Reilly Automotive, Inc.	101-20100	15.99
11/23	11/01/2023	127593	4476	Phillips St Paul	610-20100	7,055.55
11/23	11/01/2023	127594	4567	Precision Property Maintenance	101-20100	417.20
11/23	11/01/2023	127595	4754	David Redfield	101-20100	70.00
11/23	11/01/2023	127596	4935	Joshua Ryberg	101-20100	35.00
11/23	11/01/2023	127597	5043	SealTech, Inc.	443-20100	60,000.00
11/23	11/01/2023	127598	5181	Southern Glazer's of MN	610-20100	18,193.23
11/23	11/01/2023	127599	5442	Christina Thayer Anderson	101-20100	35.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/23	11/01/2023	127600	5491	The Wine Company	610-20100	1,128.80
11/23	11/01/2023	127601	5556	T-Mobile	101-20100	770.04
11/23	11/01/2023	127602	5661	True Fabrications, Inc.	610-20100	405.70
11/23	11/01/2023	127603	5686	U.S. Postal Service	602-20100	4,000.00
11/23	11/01/2023	127604	5816	Viking Coca-Cola Bottling Co	610-20100	1,454.10
11/23	11/01/2023	127605	5886	Watson Co., Inc.	610-20100	2,878.78
11/23	11/01/2023	127606	5965	White Bear IT Solutions LLC	101-20100	6,362.50
Grand Totals:						<u>249,410.00</u>



Vendor	Vendor Name	Description	Net Invoice Amount
70	Adam's Pest Control, Inc.	Pest Control - Liquor Store	80.91
	Total 70:		80.91
168	All State Communications	Fobs for Card Reader System	230.00
168	All State Communications	Fobs for Card Reader System	230.00
	Total 168:		460.00
175	Amazon Capital Services, Inc.	Repair & Maint Supplies Veh/Eq - Water	124.80
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Wastewater	27.99
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Wastewater	91.90-
	Total 175:		60.89
319	Artisan Beer Company	Liquor Store Merchandise	364.80
	Total 319:		364.80
341	Aspen Mills	Uniform Allowance - R. Benzen	23.85
	Total 341:		23.85
381	Auto Value Cambridge	Repair & Maint Supplies Veh/Eq - Streets	25.99
	Total 381:		25.99
521	Bellboy Corporation	Liquor Store Merchandise	258.40
521	Bellboy Corporation	Liquor Store Merchandise	2,776.45
	Total 521:		3,034.85
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,404.05
551	Chas A. Bernick Inc.	Liquor Store Merchandise	77.76
	Total 551:		2,481.81
555	Business Essentials	Office Supplies	34.28
555	Business Essentials	Office Supplies - Finance	208.47
	Total 555:		242.75
651	Boyer Ford Trucks Inc	Repair & Maint Supplies Veh/Eq - Airport	1,872.49
	Total 651:		1,872.49
768	Burtis, Robert J.	Kids Summer Events - July 25, 2024	500.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 768:			500.00
826	North 65 Chamber of Comme	Chamber Luncheon - Admin	54.00
826	North 65 Chamber of Comme	Chamber Luncheon - Finance	72.00
Total 826:			126.00
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Police	226.99
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Fire	593.58
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Streets	1,412.48
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Parks	822.11
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Wastewater	152.37
Total 906:			3,207.53
1140	Cintas Corporation	Rug & Towel Rentals - Liquor Store	142.34
1140	Cintas Corporation	Rug Rentals - Police Dept	30.00
1140	Cintas Corporation	Rug Rentals - City Hall	10.11
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	24.13
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	147.28
1140	Cintas Corporation	Uniform Rental - Parks	10.60
1140	Cintas Corporation	Uniform Rental - Maintenance	4.59
1140	Cintas Corporation	Uniform Rental - Parks	8.45
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	177.86
Total 1140:			555.36
1145	City of Braham	TZD Reimbursement	1,612.09
Total 1145:			1,612.09
1236	Comm of MMB, Treasury Div	Admin Traffic Citation Fines - October	40.00
Total 1236:			40.00
1273	Compass Minerals America In	Bulk Highway Coarse Salt	1,962.69
Total 1273:			1,962.69
1316	Crawford's Equipment, Inc.	Equipment Rental - Parks	40.00
1316	Crawford's Equipment, Inc.	Equipment Rental - Tree Trimming	150.00
1316	Crawford's Equipment, Inc.	Equipment Rental - Tree Trimming	50.00
1316	Crawford's Equipment, Inc.	Oil Stnth Blend	50.32
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Streets	1,692.89
Total 1316:			1,803.21
1336	Crystal Springs Ice	Liquor Store Merchandise	563.20

Vendor	Vendor Name	Description	Net Invoice Amount
1336	Crystal Springs Ice	Delivery Charge	4.00
Total 1336:			567.20
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	172.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	4,124.85
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	23,454.63
1396	Dahlheimer Beverage, LLC	Keg Return	30.00-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	160.00-
Total 1396:			27,561.48
1681	ECM Publishers, Inc.	Advertising - Liquor Store	1,750.84
Total 1681:			1,750.84
1891	Fastenal Company	Misc Operating Supplies - Parks	40.12
Total 1891:			40.12
1921	Ferguson Waterworks	Automatic Meter Read	3,519.12
Total 1921:			3,519.12
2059	Synchrony Bank	Misc Operating Supplies - Streets	218.74
2059	Synchrony Bank	Misc Operating Supplies - Streets	133.74
Total 2059:			352.48
2146	Gopher State One-Call Inc.	FTP Tickets	164.70
2146	Gopher State One-Call Inc.	FTP Tickets	164.70
Total 2146:			329.40
2166	Grainger	Small Tools & Equipment - Wastewater Dept	427.28
Total 2166:			427.28
2572	IUOE Central Pension Fund	October Contribution - Mechanics / Maintenance Divisi	5,440.00
2572	IUOE Central Pension Fund	October Contribution - Wastewater and Water Operator	3,808.00
Total 2572:			9,248.00
2573	IUOE Local #49	October Working Dues Assessment - Wastewater	112.00
2573	IUOE Local #49	October Working Dues Assessment - Maintenance	160.00
Total 2573:			272.00
2696	Isanti Ready-Mix, Inc.	Repairs & Maint - Storm sewer	337.00

Vendor	Vendor Name	Description	Net Invoice Amount
2696	Isanti Ready-Mix, Inc.	Repairs & Maint - Storm sewer	378.00
Total 2696:			715.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	247.45
2796	Johnson Brothers Liquor Co	Freight Charge	1.82
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,900.00
2796	Johnson Brothers Liquor Co	Delivery Charge	56.42
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,529.44
2796	Johnson Brothers Liquor Co	Delivery Charge	70.07
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,350.00
2796	Johnson Brothers Liquor Co	Delivery Charge	9.10
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,277.75
2796	Johnson Brothers Liquor Co	Delivery Charge	29.73
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,153.50
2796	Johnson Brothers Liquor Co	Delivery Charge	34.58
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,852.70
2796	Johnson Brothers Liquor Co	Delivery Charge	34.59
Total 2796:			12,547.15
3146	League of Minnesota Cities In	Property/Casualty Coverage Premium	57,661.00
Total 3146:			57,661.00
3164	Lee's Pro Shop, Inc	Employee Recognition	100.00
3164	Lee's Pro Shop, Inc	City Apparel	757.00
Total 3164:			857.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	1,349.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	11,360.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	71.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	1,278.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	71.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	71.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	1,420.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	8,520.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	3,524.40
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	3,204.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	4,806.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	4,005.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	801.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	30,438.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	3,204.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	2,419.02
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	801.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	240.30
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	3,460.32

Vendor	Vendor Name	Description	Net Invoice Amount
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	3,492.36
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance December	8,010.00
Total 3258:			92,545.40
3267	Lompian Wines, LLC	Liquor Store Merchandise	104.04
3267	Lompian Wines, LLC	Delivery Fee	5.00
Total 3267:			109.04
3461	McDonald Distributing Compa	Liquor Store Merchandise	55.70
3461	McDonald Distributing Compa	Liquor Store Merchandise	7,984.70
3461	McDonald Distributing Compa	Credit Liquor Merchandise	109.30-
Total 3461:			7,931.10
3521	Menards	Small Tools & Equipment - Fire	36.63
3521	Menards	Small Tools & Equipment - City Hall	83.45
3521	Menards	Small Tools & Equipment - Library	83.45
3521	Menards	Misc Operating Supplies - Wastewater	19.99
3521	Menards	Small Tools & Equipment - Fire	119.97
3521	Menards	Misc Operating Supplies - Parks	95.54
3521	Menards	Misc Operating Supplies - Airport	25.32
3521	Menards	Misc Operating Supplies - Wastewater	42.99
3521	Menards	Misc Operating Supplies - Parks	18.45
3521	Menards	Misc Operating Supplies - Fire	45.52
3521	Menards	Misc Operating Supplies - Streets	12.78
3521	Menards	Misc Operating Supplies - Parks	2.49
3521	Menards	Misc Operating Supplies - Wastewater	22.03
3521	Menards	Misc Operating Supplies - Parks	90.44
3521	Menards	Small Tools & Equipment - Wastewater	79.96
3521	Menards	Repair & Maint Supplies - Bldg/Inf - Parks	332.60
3521	Menards	Small Tools & Equipment - Streets	26.44
3521	Menards	Misc Operating Supplies - Wastewater	254.52
3521	Menards	Small Tools & Equipment - Wastewater	29.99
3521	Menards	Misc Operating Supplies - Parks	35.13
3521	Menards	Maintenance Supplies - City Hall	53.40
3521	Menards	Small Tools & Equipment - Wastewater	150.71
3521	Menards	Winter Festival Supplies	10.00
3521	Menards	Misc Operating Supplies - Shop	60.40
Total 3521:			1,732.20
3543	Metro Sales, Inc.	Ricoh IM C6000 Color Copier Rental - City Hall	663.10
Total 3543:			663.10
3659	Minnesota BCA	Training - E. Baumgart	75.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3659:			75.00
3676	MCSI Minnesota Computer S	Contract Base Rate Charge - Tosh/Estudio 850	10.00
Total 3676:			10.00
3755	Minuteman Press	Winter Festival Banners	401.00
Total 3755:			401.00
3963	MRI Software LLC	Background Basic Report - NBL	39.95
Total 3963:			39.95
4011	NAC Mechanical & Electrical	Repairs & Maint Labor Bldgs - Work Id 327913	1,876.59
4011	NAC Mechanical & Electrical	Repairs & Maint Labor Bldgs - Work Id 328417	908.00
Total 4011:			2,784.59
4091	New France Wine	Liquor Store Merchandise	448.00
4091	New France Wine	Shipping	9.00
Total 4091:			457.00
4426	Paustis Wine Company	Liquor Store Merchandise	1,977.00
4426	Paustis Wine Company	Freight Charge	26.25
4426	Paustis Wine Company	Liquor Store Merchandise	144.00
4426	Paustis Wine Company	Freight Charge	1.25
4426	Paustis Wine Company	Liquor Store Merchandise	128.00
4426	Paustis Wine Company	Freight Charge	1.25
Total 4426:			2,277.75
4476	Phillips Wine & Spirits	Liquor Store Merchandise	3,662.45
4476	Phillips Wine & Spirits	Delivery Charge	50.96
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,071.00
4476	Phillips Wine & Spirits	Delivery Charge	43.68
Total 4476:			4,828.09
4479	Pink's Tree Service	Trim Tree - Library	863.00
Total 4479:			863.00
4570	Premier Machine Farm & Carr	Horse Drawn Sleigh Ride - Snowflake Parade	800.00
Total 4570:			800.00

Vendor	Vendor Name	Description	Net Invoice Amount
4585	Pritchard, Stephen	Concerts in the Park - August 30, 2024	720.00
Total 4585:			720.00
4640	Q Media Properties LLC	Advertising - Liquor Store	84.00
4640	Q Media Properties LLC	Advertising - Liquor Store	144.00
4640	Q Media Properties LLC	Advertising - Liquor Store	375.00
4640	Q Media Properties LLC	Advertising - Liquor Store	48.00
Total 4640:			651.00
5181	Southern Glazer's of MN	Liquor Store Merchandise	17,134.28
5181	Southern Glazer's of MN	Delivery Charge	163.26
5181	Southern Glazer's of MN	Liquor Store Merchandise	6,747.20
5181	Southern Glazer's of MN	Delivery Charge	98.04
5181	Southern Glazer's of MN	Liquor Store Merchandise	703.39
5181	Southern Glazer's of MN	Delivery Charge	13.95
5181	Southern Glazer's of MN	Liquor Store Merchandise	449.95
5181	Southern Glazer's of MN	Delivery Charge	1.55
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,317.13
5181	Southern Glazer's of MN	Delivery Charge	32.81
Total 5181:			27,661.56
5251	Star	Advertising Liquor Store	72.00
Total 5251:			72.00
5446	The American Bottling Compa	Liquor Store Merchandise	336.80
Total 5446:			336.80
5509	Thomsen, Dean A	Window Cleaning Liquor Store - Cooler Doors & Entry	140.24
Total 5509:			140.24
5525	Tidal Wave Auto Spa	Car Washes - Police Dept	70.00
Total 5525:			70.00
5541	Titan Machinery	Repair & Maint Supplies Veh/Eq - Streets	215.00
5541	Titan Machinery	Repair & Maint Supplies Veh/Eq - Streets	109.52
Total 5541:			324.52
5624	TransUnion Risk & Alternative	TLOxp Transactional	75.00
Total 5624:			75.00

Vendor	Vendor Name	Description	Net Invoice Amount
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	173.60
Total 5816:			173.60
5831	Vinocopia	Liquor Store Merchandise	2,382.00
5831	Vinocopia	Delivery Charge	26.25
Total 5831:			2,408.25
5886	Watson Co., Inc.	Credit Liquor Merchandise	26.85-
5886	Watson Co., Inc.	Credit Misc Operating Supplies - Liquor Store	13.50-
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	14.02
5886	Watson Co., Inc.	Liquor Store Merchandise	3,207.38
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	99.21
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			3,286.26
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	160.00
5891	Breakthru Beverage Minnesot	Freight Charge	3.45
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	7,129.78
5891	Breakthru Beverage Minnesot	Freight Charge	39.10
5891	Breakthru Beverage Minnesot	Credit Liquor Merchandise	72.00-
5891	Breakthru Beverage Minnesot	Credit Freight Charge	1.15-
Total 5891:			7,259.18
6001	Wine Merchants	Liquor Store Merchandise	544.00
6001	Wine Merchants	Delivery Charge	8.19
Total 6001:			552.19
Grand Totals:			293,551.11

Dated: 11/8/2023

City Treasurer: Caroline Inoué



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/23	11/07/2023	127607	70	Adams Pest Control - Main	610-20100	80.91
11/23	11/07/2023	127608	168	All State Communications	101-20100	460.00
11/23	11/07/2023	127609	175	Amazon Capital Services, Inc.	602-20100	60.89
11/23	11/07/2023	127610	319	Artisan	610-20100	364.80
11/23	11/07/2023	127611	341	Aspen Mills	101-20100	23.85
11/23	11/07/2023	127612	381	Auto Value Cambridge	101-20100	25.99
11/23	11/07/2023	127613	521	Bellboy Corporation	610-20100	3,034.85
11/23	11/07/2023	127614	651	Boyer Trucks - Lauderdale	211-20100	1,872.49
11/23	11/07/2023	127615	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	7,259.18
11/23	11/07/2023	127616	768	Robert J. Burtis	101-20100	500.00
11/23	11/07/2023	127617	555	Business Essentials	101-20100	242.75
11/23	11/07/2023	127618	551	Bernick's	610-20100	2,481.81
11/23	11/07/2023	127619	1140	Cintas Corporation	601-20100	555.36
11/23	11/07/2023	127620	1145	City of Braham	101-20100	1,612.09
11/23	11/07/2023	127621	1236	Comm of MMB, Treasury Div	213-20100	40.00
11/23	11/07/2023	127622	1273	Compass Minerals America	101-20100	1,962.69
11/23	11/07/2023	127623	1316	Crawford's Equipment, Inc.	101-20100	1,803.21
11/23	11/07/2023	127624	1336	Crystal Springs Ice	610-20100	567.20
11/23	11/07/2023	127625	1396	Dahlheimer Beverage, LLC	610-20100	27,561.48
11/23	11/07/2023	127626	1681	ECM Publishers, Inc.	610-20100	1,750.84
11/23	11/07/2023	127627	1891	Fastenal Company	101-20100	40.12
11/23	11/07/2023	127628	1921	Ferguson Waterworks #2518	601-20100	3,519.12
11/23	11/07/2023	127629	2146	Gopher State One Call	602-20100	329.40
11/23	11/07/2023	127630	2166	Grainger	602-20100	427.28
11/23	11/07/2023	127632	3258	I.U.O.E. Local 49 Fringe Benefit Fund	610-20100	92,545.40
11/23	11/07/2023	127633	2696	Isanti Ready-Mix, Inc.	603-20100	715.00
11/23	11/07/2023	127634	2572	Central Pension Fund	101-20100	9,248.00
11/23	11/07/2023	127635	2573	IUOE Local #49	101-20100	272.00
11/23	11/07/2023	127636	2796	Johnson Bros - St Paul	610-20100	12,547.15
11/23	11/07/2023	127638	3146	League of MN Cities Ins Trust P&C	101-20100	57,661.00
11/23	11/07/2023	127639	3164	Lee's Pro Shop, Inc	101-20100	857.00
11/23	11/07/2023	127640	3267	Lompian Wines, LLC	610-20100	109.04
11/23	11/07/2023	127641	3461	McDonald Distributing Company	610-20100	7,931.10
11/23	11/07/2023	127642	3676	MCSI Minnesota Computer Systems Inc	101-20100	10.00
11/23	11/07/2023	127644	3521	Menards	101-20100	1,732.20
11/23	11/07/2023	127646	3543	Metro Sales, Inc.	101-20100	663.10
11/23	11/07/2023	127647	3659	Minnesota Bureau Criminal Apprehensio	101-20100	75.00
11/23	11/07/2023	127648	3755	Minuteman Press	101-20100	401.00
11/23	11/07/2023	127649	3963	MRI Software LLC	610-20100	39.95
11/23	11/07/2023	127650	4011	NAC Mechanical & Electrical Services	101-20100	2,784.59
11/23	11/07/2023	127651	906	NAPA Central MN	101-20100	3,207.53
11/23	11/07/2023	127652	4091	New France Wine	610-20100	457.00
11/23	11/07/2023	127653	826	North 65 Chamber of Commerce	101-20100	126.00
11/23	11/07/2023	127655	4426	Paustis Wine Company	610-20100	2,277.75
11/23	11/07/2023	127656	4476	Phillips St Paul	610-20100	4,828.09
11/23	11/07/2023	127657	4479	Pink's Tree Service	101-20100	863.00
11/23	11/07/2023	127659	4570	Premier Machine Farm & Carriage, LLC	101-20100	800.00
11/23	11/07/2023	127660	4585	Stephen Pritchard	101-20100	720.00
11/23	11/07/2023	127661	4640	Q Media Properties LLC	610-20100	651.00
11/23	11/07/2023	127662	5181	Southern Glazer's of MN	610-20100	27,661.56
11/23	11/07/2023	127663	5251	Star	610-20100	72.00
11/23	11/07/2023	127664	2059	Synchrony Bank	101-20100	352.48
11/23	11/07/2023	127665	5446	The American Bottling Company	610-20100	336.80
11/23	11/07/2023	127666	5509	Dean Thomsen	610-20100	140.24
11/23	11/07/2023	127667	5525	Tidal Wave Auto Spa	101-20100	70.00
11/23	11/07/2023	127668	5541	Titan Machinery	101-20100	324.52
11/23	11/07/2023	127669	5624	TransUnion Risk & Alternative	101-20100	75.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/23	11/07/2023	127670	5816	Viking Coca-Cola Bottling Co	610-20100	173.60
11/23	11/07/2023	127671	5831	Vinocopia	610-20100	2,408.25
11/23	11/07/2023	127672	5886	Watson Co., Inc.	610-20100	3,286.26
11/23	11/07/2023	127673	6001	Wine Merchants	610-20100	552.19
Grand Totals:						<u>293,551.11</u>

Prepared by: Marcia Westover, Community Development Director

**Background**

Aliencia Larson, 345 Roosevelt St. S., Cambridge, MN, 55008 has addressed Council during two Citizen Forum meetings to express concerns about parking. The minutes from those meetings are attached. The main concern is there is not adequate parking at the townhomes and she would like to be allowed to park on the street year-round, or on the Menards lot (PIN 15.304.0020).

Ms. Larson has noted many people in her neighborhood park on the public street because the driveways are small. She has three children that drive and all the vehicles do not fit on her driveway. They had been parking on the near-by unimproved lot owned by Menards but the city will not allow it.

Ultimately, Ms. Larson would like to park on the street or park on the unimproved lot with permission of Menards.

**Staff Recommendation**

The winter parking restrictions should stay in place (No parking on any public street from November 1 to March 31 between the hours of 10:00pm and 7:00am). Any changes to this ordinance would add extreme pressure on staff to a level that would never meet the public's demand for clean streets. Additional cost to the taxpayers would incur if changes were made (thousands of dollars in new signage, additional staff to help enforce parking, etc.). The winter parking restrictions offer the most efficient snow removal process for Cambridge.

Parking on the lot owned by Menards creates city code violations. To begin with, it is unimproved. City code requires new parking lots to be paved with curb and gutter, and striped to size requirements. These requirements create a neat and orderly parking lot, promote safe and efficient storage and circulation, and promote safe stormwater drainage by collecting and treating any vehicle run-off. Secondly, city code requires all vehicles to be parked on an improved surface. Lastly, all residential parking lots must be located on the lot it is intended to serve.

The Menards lot was planned and is intended for additional townhomes. Building a parking lot here reduces taxable land value. However, in this case, it might be a good option for the area. Staff has witnessed a noticeable amount of parking violations over the years. It would be a good option to resolve this issue. Ultimately, City Council would need to approve the change of use from residential to a stand-alone parking lot. Parkwood Townhomes and Menards would need to work out a plan and agreement for city staff to review and bring forward to Council for approval.

The Parkwood Townhomes development meets the city's parking requirements of two (2) spaces per unit. This is a typical residential parking requirement across Minnesota. Parking is a debatable subject and can be attributed to lessening the affordability of housing. It is difficult to accommodate every family's precise needs when it comes to parking codes. The City's parking requirements are meant to allow adequate minimum parking standards without overbearing our stormwater system. No change in the current parking regulations is recommended.

**City Council Action**

Confirm no change to the current winter parking restrictions and discuss whether or not changing the Menards parcel into a parking lot is a viable option.

**Attachments**

1. Minutes from previous Council meetings-Citizen’s Forum



## Cambridge City Council Meeting Minutes Monday, October 16, 2023

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

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

Staff Present: City Administrator Vogel, Deputy City Administrator Smith, Police Chief Schuster, Finance Director Moe, Community Development Director Westover, City Engineer Blank, City Engineer Schmitz, Housing Supervisor Barrett, and Assistant to the City Administrator Seiberlich.

### **Call to Order**

Godfrey called the meeting to order at 6:00 pm and led the Pledge of Allegiance.

### **Citizens Forum**

Bill Stickels III, 534 South Fern Street, editor of the Isanti-Chisago County STAR Newspaper. Stickels said the results of the 4<sup>th</sup> Annual Readers' Choice have been released. This year there were 125 different categories, with 48,000 votes cast, this is three times as many votes as in prior years. The Cambridge Arts & Crafts Fair won Best Craft/Art Show; Cambridge Customer Appreciation was a finalist in Best Outdoor Event and Best Celebration/Festival; Cambridge City Park was a finalist for Best Local Park, Best Scenic Spot, and Best Place to Take a Visitor; and the Cambridge Public Library was a finalist in Best Public Restrooms. Stickels presented Council with the Reader's Choice Best of Certificates.

Alicia Larson, 345 Roosevelt Street South, Unit H. Larson expressed concern over the upcoming winter parking restrictions, which leave her neighborhood struggling to find overnight parking. She asked if Council knew of other resources to help alleviate the parking issues.

Duke Weisbrod, 2730 Davis Street South. Weisbrod stated he appreciated the investment and support from the city on the development of Sandquist Family Park. He noted many teams come from out of state for the tournaments and leagues, he often hears comments on how beautiful the park is. It has been called the nicest park in the nation. The weekly leagues are around 100 teams, including local teams, local and surrounding area church teams, and teams from out of state. Many teams come from Illinois because they cannot find a well-structured tournament with five fields and a lot of events. Weisbrod asked Council to install lights on fields One and Five in the future, and asked if the city would help communicate with the township to keep the lights on past 10:15 pm during summer events. Godfrey noted Councilmembers attended a park dedication before the meeting and learned there were 60 volunteers that helped build the park and saved city \$35,000 or more. He thanked those that volunteered.

### **Approval of Agenda**

Ziebarth moved, seconded by Iverson, to approve the agenda. All voted aye, no nays, motion passed unanimously.

## Cambridge City Council Meeting Minutes Monday, September 18, 2023

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

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

Staff Present: City Administrator Vogel, Police Chief Schuster, Finance Director Moe, City Attorney Squires, Development Director Westover, Utilities/Public Works Director Schwab, Assistant Public Works Director Milz, City Engineer Schmitz, and Assistant to the City Administrator Seiberlich.

### Closed Session

Godfrey called the meeting to order at 6:20 pm and led the Pledge of Allegiance.

### Citizens Forum

Aliesha Larson, 345 Rosevelt St. S, Unit H, spoke on parking issues cause by winter parking restrictions. She said many people in her neighborhood park on the streets because their driveways are small. She has three children that drive and all the vehicles do not fit into her driveway. Previously, they were able to park on a nearby dirt cul-de-sac, but recently lost that ability leaving them with nowhere to park once winter parking restrictions go into effect on October 31<sup>st</sup>. Larson provided photos for staff to review.

### Approval of Agenda

Iverson moved, seconded by Shogren, to approve the agenda.

Ziebarth requested to add 10A Service Delivery League Update under Council Concerns. Iverson and Shogren agreed to approve amended agenda.

All voted aye, no nays, motion passed unanimously.

### Consent Agenda

Ziebarth moved, seconded by Berg, to approve consent agenda Items A-K:

- A. Approval of Regular City Council Meeting Minutes for September 5, 2023
- B. Warrants # 126865 - # 127117 and ACH/Wire items totaling \$2,290,716.19
- C. Resolution R23-079 Accept Restricted Donations
- D. Approve Amended Development Contract for Cambridge Cove
- E. Resolution R23-080 Accept Restricted Donation for Fire Dept
- F. Resolution R23-081 Application for Payment #3 from Douglas-Kerr Underground, LLC for 2nd Ave SW Street Improvements
- G. Resolution R23-082 Application for Payment #3 from Douglas-Kerr Underground, LLC for Well #9-Contract B Improvements
- H. Resolution R23-083 Application for Payment #3 from Douglas-Kerr Underground, LLC for City Parking Lot Improvements

Prepared by: Evan C Vogel, City Administrator

**Background:**

As has become practice we will begin talking about one to two personnel policy items per meeting before the final meeting in December. I will ask that Council give a thumbs up or down on whether or not they support the specific item or not, and all supported items will be placed on a slate for approval at the final meeting in December. Any that are more contentious can be discussed further at that final meeting.

The only item for discussion today is the creation of a “summer hours” policy trial. I will summarize this immediately below.

**Summer Hours Trial Policy:**

In continued efforts to establish Cambridge as an employer of choice, I would like the council to consider authorizing a two-year trial of a summer hours policy. Broadly what this would entail would be:

- A change in hours for City Hall staff, public works staff, water/wastewater staff, and administrative police staff in June, July and August instead of 5- 8 hour days we would schedule 4- 9 hour days, and 1- 4 hour day. Broadly speaking this would have “open hours” of the City as 8-5:30 on Monday through Thursday, and 8-12 on Fridays. The City would still be open for the exact same amount of time in a week and providing service to the public appropriately, and possibly even better, while then allowing staff an opportunity to have a half day on Friday, to better schedule appointments, run errands, or head up to the cabin.
- I have spoken with department heads of each group, and we believe that this is workable for the above-mentioned groups, with only minor changes to work schedules, clear public communication, and practice.
- I believe that by starting this as a trial we are sending the clear message to staff that we believe this could be workable, but are not committed to the long-term implementation of this if we see abuse of the program

**Recommendation:**

Discuss this idea, and determine whether or not it fits the Council’s desired level of service delivery.

Prepared by: Evan C Vogel, City Administrator

On November 6, the Cabridge City Council conducted its annual review of City Administrator Evan Vogel. In all ranked categories, which include interactions with the City Council, Organizational Leadership and Management, Community Relations, Fiscal Management, Professional Involvement and Development, Advocacy for the Organization, and "Intangibles", Administrator Vogel was rated either a 4 or 5 out of 5 possible points, with 5 being "outstanding".

Each Council member also submitted a narrative of their perception of the Administrator's performance which can be summarized as follows:

The Council felt that Administrator Vogel continues to show growth in the position. Several Council Members noted marked improvements in communication with them, both in frequency and variety of communication. Additionally, Council is very happy with the work being done internally to ensure continued high levels of service delivery and to establish the City as an employer of choice. Lastly, several council members expressed support for, and appreciation of, Administrator Vogel's efforts to involve the City more in legislative advocacy at the state level, and with our member organizations.



Prepared by: Evan C Vogel, City Administrator

**Background:**

At the November 6, 2023 meeting, Councilmember Shogren asked to discuss the usage of E-clock as the necessary method for timekeeping, particularly as it related to the deputy chief position. Councilmember Shogren explained that the initial implementation resulted from time theft by a specific employee, who is no longer with the organization, and that this mechanism may be unnecessary now.

I think that Councilmember Shogren has accurately characterized the origin of the system with the City, and to provide an answer to his question, and a recommendation to Council at large I would add the following:

While this started as an accountability measure in response to one specific scenario this system has become fully integrated into our work process and continues to provide a strong measure of public accountability. Because individuals need to use a biometric scanner, we can confirm when individuals clock in, or out, that they are at a specific location. Additionally, this auto populates the employee's timesheet, removing a time consuming, and time sensitive activity from their responsibilities. Adjustments can still be made if needed, and employees still have to submit time-off requests, but the overall process runs much more smoothly. Lastly, once submitted and approved the system then communicates directly with our payroll system so that we can issue payroll checks with minimal data entry of payroll information.

**Recommendation:**

Discuss the E-clock Timekeeping system, if needed ask questions of staff.

Staff recommendation is simply to take no action and continue the practice of using E-clocks for timekeeping and payroll purposes.

Prepared by: Evan C Vogel, City Administrator

**Background:**

From Angie Larson, the County Auditor-Treasurer:

In the 2023 session, the legislature approved a dedicated stream of state funding for county and municipal election administration called the VOTER Account. The portion of funding that is allocated to Isanti County is \$10,427.25. This amount will be distributed to the county annually until the law is amended by the legislature. The VOTER Account funds must be used for purposes directly related to election administration.

Enclosed is a VOTER Account agreement between Isanti County and the City of Cambridge. The intent of this agreement states the municipality agrees to allow the county to keep the funds, but acknowledges that a portion of the funds is for the municipality's expense. Examples the county would utilize the funds for are printing and publications, postage, cybersecurity, etc.

**Recommendation:**

Approve the VOTER account agreement with Isanti County

**STATE OF MINNESOTA  
VOTING OPERATIONS, TECHNOLOGY & ELECTION RESOURCES (VOTER) ACCOUNT  
COUNTY – MUNICIPALITY AGREEMENT**

This Agreement (hereinafter “Agreement”) is made between Isanti County (“County”), and the City of Cambridge (“Municipality”).

**Recitals**

1. Under Minnesota Laws 2023, Chapter 62, Article 4, section 6, the Voting Operations, Technology, and Election Resources (VOTER) Account was established requiring the Office of the Secretary of State, hereinafter the OSS, to distribute funds to each county as prescribed.
2. Total allocation to Isanti County is approximately \$10,427.25 annually.
3. Upon receipt of funds, County and Municipality must agree on a distribution plan for allocating funds from the account, which must be used for expenditures directly related to election administration.
4. County is responsible for elections within its county and Municipality operates polling places within its jurisdiction.

**Agreement**

**1. Effectiveness of Agreement**

- 1.1. **Effective date.** September 30, 2023, or the date all required signatures have been affixed to the agreement by County and Municipality, whichever is later.
- 1.2. **Annual renewal.** This agreement shall remain in effect and renew annually until such time that the County or the Municipality notifies the other party in writing of its desire to terminate the agreement. The termination will be effective December 31 of the year of notice, for the following year’s allocation.
- 1.3. **Application of terms.** Municipality agrees to be subject to the obligations applicable to County in the Agreement set forth in said agreement.

**2. Allocation of VOTER Account Funds**

- 2.1. **Allocation determination.** The Municipality agrees to receive no direct allocation under this agreement. The Municipality’s default allocation amount as provided by the OSS will instead be retained by the County for qualifying expenditures of the County and the Municipality as referenced in this Agreement.
- 2.2. **Allocation methodology.** The County will utilize the provided OSS default allocation as a consistent and equitable distribution of VOTER account funds for qualifying expenditures for all municipalities.
- 2.3. **Maximum available amount.** Based on the OSS default allocation, Municipality is allocated no more than \$577.29 for qualifying expenditures described in the Agreement and in accordance with all federal and state laws authorizing these expenditures.

**3. Use and Maintenance of VOTER Account Funds**

- 3.1. **Municipality authorization.** Municipality agrees to authorize County to expend the allocated amount for authorized purposes on behalf of Municipality.
- 3.2. **Segregation of funds.** County must segregate all funds in an election funding account.
- 3.3. **Maintenance of funds.** County must maintain the funds in the segregated account until spent for any authorized purposes described in the agreement.
- 3.4. **Authorized purposes.** County may use the funds provided under the agreement for expenditures directly related to election administration as defined in Minnesota Statutes section 5.305.
- 3.5. **Reporting requirements.** County agrees to provide any required information to OSS to meet reporting requirements outlined in statute for all funds expended for each calendar year by December 31 annually.

**4. Authorized Representatives**

County’s Authorized Representative is:

Name: Angie Larson  
Title: Isanti County Auditor-Treasurer  
Address: 555 18<sup>th</sup> Ave SW, Cambridge, MN 55008  
Phone: 763-689-1644  
Email: angie.larson@co.isanti.mn.us

Municipality’s Authorized Representative is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

If either Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended, parties must notify each other of the change.

**5. Signatures and Certification**

*County and Municipality certify that the appropriate person(s) have executed the agreement on behalf of County and Municipality as required by applicable resolutions or ordinances.*

**COUNTY**

**MUNICIPALITY**

By: \_\_\_\_\_  
Signed: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Jurisdiction: \_\_\_\_\_  
By: \_\_\_\_\_  
Signed: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Prepared by: Jacob Nosbush, City Planner

**Request**

A request by the City of Cambridge, 300 3rd Ave NE, Cambridge, MN 55008, to amend Title IX General Regulations, Chapter 92 Nuisances, Section 92.16 Nuisances Affecting Health, Safety, Comfort or Repose to change the maximum height of grass and weeds to eight (8) inches to follow State Statute; and Title XV Land Use, Chapter 156 Zoning, Sections 156.007 Definitions and 156.065 Landscaping & Screening; to allow portions of certain properties to be designated as managed natural landscapes.

**Overview**

This Ordinance Amendment is in response to a newly adopted State Statute requiring Cities to allow “Managed Natural Landscapes”, which are defined as dedicated areas of natural plantings.

**Changes**

The proposed changes outline conditions which must be met to allow residents to submit a site plan to request areas be designated as “Managed Natural Landscapes” as outlined in State Statute. We will require up to 30% be left as sod, setback buffers to property lines and right of ways, and annual mowing and upkeep so to not cause a nuisance.

**Planning Commission Action**

The Planning Commission made a unanimous motion (7/0) to recommend approval of the Ordinance with an additional recommendation that the Council consider proposing a site plan review fee for the Managed Natural Landscape areas.

**City Council Action**

Motion to recommend approval of the draft Ordinance as presented and allow for Summary Publication.

**Attachments**

1. Draft Ordinance ORD 775

## ORDINANCE NO. 775

*An Ordinance to Amend Cambridge City Code to amend Title IX General Regulations, Chapter 92 Nuisances, Section 92.16 Nuisances Affecting Health, Safety, Comfort or Repose; and Title XV Land Use, Chapter 156 Zoning, Sections 156.007 Definitions and 156.065 Landscaping & Screening; to allow portions of certain properties to be designated as managed natural landscapes.*

The Cambridge City Council hereby amends and adds the following language in Title IX General Regulations, Chapter 92 Nuisances, Section 92.16 Nuisances Affecting Health, Safety, Comfort or Repose; and Title XV Land Use, Chapter 156 Zoning, Sections 156.007 & 156.065:

### **§ 92.16 NUISANCES AFFECTING HEALTH, SAFETY, COMFORT OR REPOSE**

(C) Weeds: All noxious weeds are prohibited. Tall grasses, nuisance weeds and rank vegetative growth shall be maintained at a height of ~~twelve~~ eight (8) inches or less.

(1) Noxious weeds and rank vegetation shall include but not be limited to: alum (allium), Buckthorn, Bur Cucumber, Canada Thistle, Corncockle, Cressleaf Groundsel, Curly Dock, Dodder, Field Bindweed, French Weed, Hairy Whitetop, Hedge Bindweed, Hoary Cress, Horsenettle, Johnson grass, Leafy Spurge, Mile-A-Minute Weed, Musk Thistle, Oxeye Daisy, Perennial Sow thistle, Poison Hemlock, Purple Loosestrife, Quack grass, Russian Knapweed, Russian Thistle, Serrated Tussock, Shatter Cane, Sorghum, Wild Carrot, Wild Garlic, Wild Mustard, Wild Onion, Wild Parsnip;

(2) Grapevines when growing in groups of 100 or more and not pruned, sprayed, cultivated, or otherwise maintained for two consecutive years;

(3) Bushes of the species of tall, common, or European barberry, further known as berberis vulgaris or its horticultural varieties;

(4) Any weeds, grass, or plants, other than trees, bushes, flowers, or other ornamental plants, growing to a height exceeding ~~12~~ eight (8) inches.

(5) Rank vegetation includes the uncontrolled, uncultivated growth of annuals and perennial plants.

(6) The term Weeds does not include shrubs, trees, cultivated plants or crops.

(7) In no event shall cultivated plants or crops include plants which have been defined by state statute or administrative rule as being noxious or detrimental plants.

## § 156.007 DEFINITIONS

### **Managed Natural Landscape.**

A planned, intentional and maintained planting area of native or non-native but adapted grasses, wildflowers, forbs, ferns, shrubs or trees, including but not limited to rain gardens, meadow vegetation, and ornamental plantings. Managed natural landscapes does not include turf-grass lawns left unattended for the purpose of returning to a natural state.

## § 156.065 LANDSCAPING AND SCREENING

(A) **Applicability.** The provisions of this section shall apply to all uses except for agricultural uses or as otherwise indicated herein.

(B) **Minimum landscaping.**

(1) All exposed ground areas on a lot or parcel surrounding a principal or accessory structure that are not devoted to drives, sidewalks, patios, ~~and~~ parking lots, or Managed Natural Landscape shall have a minimum of three inches of topsoil and be covered with commercially grown sod, or professional hydroseed with in-ground sprinkler installation and other landscape materials as required or allowed herein.

(2) Other landscaped materials and forms of ground cover ~~Ground cover exceptions~~ may be permitted in an approved site plan for:

(a) Seeding of future expansion areas as shown on approved site plans. Manual seeding shall only be allowed in areas not typical of a standard size lot (i.e., atypical lots of more than one acre in size where sodding isn't conducive, abnormal ponding or drainage and utility easements, industrial or commercial areas where future expansion is proposed);

(b) Undisturbed areas containing existing viable natural vegetation that can be maintained free of foreign and noxious plant material;

~~(c) Areas designated as open space on an approved site plan if properly planted and maintained with prairie grass or other cover;~~

~~(cd)~~ Use of mulch materials such as wood chips or rocks in support of shrubs and foundations plantings.

~~(de) Professional hydroseeding with in-ground sprinkler installation.~~

(3) Managed Natural Landscapes. Managed Natural Landscapes may be allowed on improved lots with an approved site plan submitted to the city. Managed Natural Landscapes

must meet the following performance standards:

(a) A site plan for the area to be converted must be submitted to the Zoning Administrator at least 3 weeks prior to onset of work. The scale of plan should be 1" =30' and include all adjacent properties and public streets and alleys;

(b) The site plan shall include the location of all Managed Natural Landscapes and their sizes, the location and percentage of all planted areas, a general description of the border used, a general description of the vegetation types, plants and plant succession to be used; the estimated transition period before full growth; a maintenance plan to prevent non-native, invasive or noxious weeds from the area; and the location of all sod required as buffer strips in setback areas from lot lines, streets or sidewalks.

(c) A minimum of 30% of the entire yard not devoted to sidewalks, driveways, or structures must be commercially grown sod, or professional hydroseed with in-ground sprinkler installation. This 30% must be primarily concentrated in the front yard and along perimeter of the primary structure.

(d) Boulevard areas between the sidewalk and street or a strip not less than fifteen feet (15') adjacent to the street where there is no sidewalk and ten feet (10') where there is a sidewalk must be established lawn, commercially grown sod, or professional hydroseed with professional in-ground sprinkler installation.

(e) A buffer strip of not less than six feet (6') adjacent to neighboring property lines and rights-of-way must be commercially grown sod, or professional hydroseed with in-ground sprinklers unless these areas have a slope of 3:1 or greater; abut a wetland, pond, lake, raingarden, or area where mowing is prohibited by easement or law; or unless otherwise approved by the Zoning Administrator.

(f) Overgrowth of any plantings is prohibited and all Managed Natural Landscapes must be kept free of weeds. The plantings must be intentionally placed and appear maintained.

(g) Violations are subject to inspection by the City and enforcement in accordance with Cambridge City Code Chapter 38- Administrative Citations for Enforcement of the City Code. Managed Natural Landscapes may be required to be removed and restored to sod meeting this Code section if found to be in violation of City Code.

~~(24)~~ *Minimum percentage of landscape area.* The minimum percentage of landscaped area for a site shall be:

(a) Industrial Districts: I-1 - 15% I-2 - 10% I-3 - 5%



(b) All other, except B-1: 20%

(35) *Planting requirements.*

(a) ~~One and Two Family~~One- and Two-Family Dwellings: There shall be a minimum of two overstory, deciduous trees located in the front yard per dwelling unit. If the area of the front yard is not capable of allowing two trees, the Zoning Administrator will assess and may allow/require the second tree in the rear yard.

(b) All other Zoning Districts.

1. There shall be a minimum tree planting, except in the B-1 District, as follows:

Commercial, Professional Medical, and I-1 Districts; Multiple Family Dwellings 1 tree per 500 sq. ft. of total building footprint or 1 tree per 40 ft. of site perimeter, whichever is greater.

I-2 District 1 tree per 750 sq. ft. of total building footprint or 1 tree per 45 ft. of site perimeter, whichever is greater.

I-3 District 1 tree per 1000 sq. ft. of total building footprint or 1 tree per 50 ft. of site perimeter, whichever is greater; and

2. Existing properties may not need to comply with the regulations of this chapter as determined by the Zoning Administrator if the existing landscaping is satisfactory for the new intended use of the property.

3. The compliment of trees fulfilling this requirement shall not be less than 25% overstory deciduous and not less than 25% coniferous. The remainder may be a combination of overstory, ornamental, deciduous and/or coniferous; and

4. There shall be a minimum shrub planting, except in the B-1 District, as follows:

Commercial, Professional, Medical, I-1 Districts and Multiple Family Dwellings	1 shrub per 350 sq. ft. of total building footprint or 1 shrub per 75 ft. of site perimeter, whichever is greater
I-2 District	1 shrub per 450 sq. ft. of total building footprint or 1 shrub per 95 ft. of site perimeter, whichever is greater.

I-3 District	1 shrub per 550 sq. ft. of total building footprint or 1 shrub per 115 ft. of site perimeter, whichever is greater; <del>and</del>
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5. Other trees, shrubs, flowers, berms and ground covers deemed appropriate for a complete quality landscape treatment of the site may be required in addition to the minimum standards of this section. Planting requirement reductions may be proposed for buildings in excess of 100,000 sq. ft. in size or sites with a disproportionate amount of undisturbed, undeveloped, or planned future expansion area. The Zoning Administrator shall approve planting requirement reductions only upon review and approval of a landscape plan that has been prepared by a Registered Landscape Architect and meets the design criteria of this chapter.

6. Industrial Districts: Planting requirements may be reduced if the landscape plan shows an adequate number of trees to screen the perimeter of the site, and an adequate number of shrubs to enhance the site as determined by the Zoning Administrator.

**(C) Maintenance.**

(1) All yards, open spaces and landscaped areas on developed or undeveloped lots or parcels must be kept free from accumulations of garbage, trash, refuse, debris and other unsightly or nuisance creating materials.

(2) All landscaping shall be continually maintained by the owner or other person responsible for maintenance of the premises, and all planting areas shall be kept free of weeds and debris.

(3) All required landscaping shall be replaced if vegetation dies or is otherwise removed.

**(D) Species.** The following shall apply to all landscaping materials used to satisfy the minimum requirements of this policy:

(1) All planting material shall be of good quality, of species normally grown in Minnesota and capable of withstanding the extremes of individual site microclimates.

(2) All overstory deciduous trees shall be ~~Maple, Ash, White Oak, Linden, Red Oak, Poplar, Green Ash (seedless) and/or Birch.~~ native to Isanti County and not weak-wooded as listed in subpart D(3) of this code. Other species of trees may be approved by the Zoning Administrator. Ornamental and fruit trees are allowed, but may not count as one of the required overstory trees.

(3) The use of Silver Maples, Box Elders, Russian Olives, Tree of Heaven, Mulberry, Ash (any type), Norway Maple, Amur Maple, Siberian Elm, Common Buckthorn, Glossy Buckthorn, Black Locust, Siberian pea shrub, and other weak wooded species are prohibited.

(4) Trees that can cause a public nuisance, such as cotton producing trees, or can be a public hazard, such as bug infestation or weak bark, are prohibited.

(5) All specifications for measurement, quality and installation of trees and shrubs where not otherwise specified herein shall be in accordance with the American Standards for Nursery Stock, published by the American Association of Nurserymen.

**(E) *Plant size.*** Minimum plant size for required plantings used to satisfy the minimum requirements of this policy shall be as follows:

(1) Overstory deciduous trees shall be at least two inches in diameter for ~~one and two-family~~one- and two-family dwellings and two and one-half inches in diameter for all other uses as measured four feet from the base at the time of planting.

(2) Coniferous trees must have a minimum height of six (6) feet.

(3) Any shrubs used to meet screening requirements set forth in this section shall be at least three (3) feet in height at planting and have a minimum spread of twenty-four (24) inches.

(4) Trees may be bare root in season, but shall be balled and burlapped if not in season.

(5) Any potted shrubs used to meet landscaping requirements shall be in a ~~five gallon~~five (5) gallon pot or larger.

**(F) *Location.***

(1) Landscaping and screening required by this section shall be interrupted only by access drives and sidewalks. All landscaping and screening required by this section shall be so designed and maintained as to preserve unobstructed vision of the street and sidewalk at points of access.

(2) Landscaping may be located within a standard utility and drainage easement but not within larger easements. ~~†~~The owner of the property shall be responsible for any cost associated with removing and replacing such landscaping if work within the easement areas requires removal of the landscaping.

(3) Landscaping shall not be located within any public right-of-way, except existing plant material that does not create any site line issues or block views as determined by the

Zoning Administrator, or in accordance with subpart (H) as determined by the Zoning Administrator. Future work within the right of way may result in the removal of the landscaping at the owner's expense.

(4) Trees shall be planted in a location that when full grown will not interfere with adjacent properties, sidewalks, or streets.

**(G) Landscape plans.**

(1) *Applicability.* A landscaping plan, and the implementation and maintenance of the plan, shall be required for all uses, except for ~~one and two family~~ one- and two-family dwellings (unless requesting a Managed Natural Landscape or other alternative landscape materials). In lieu of a landscape plan, ~~one and two family~~ one- and two-family residential developments shall follow all other applicable provisions of this section as well as (G)(2) below.

(2) *Certificate of occupancy requirements.* Wherever the submission and approval of a landscape plan is required by this chapter, the landscape plan and its maintenance shall be part of the certificate of occupancy. No certificate of occupancy shall be issued without approval of a landscape plan. In the event that weather conditions prohibit the installation of such landscaping, an ~~cash~~-escrow deposit in the amount to be determined by the city shall be submitted to the city as security for completion of the improvements. Following completion of the landscaping improvements the city shall refund the amount of the deposit. The city reserves the right to expend such funds to insure completion of the improvements. Failure to implement the approved landscape plan by the date specified on the escrow deposit agreement shall be cause for revocation of the certificate of occupancy.

(3) *Content of landscape plan.* All landscape plans submitted for approval shall contain or have attached thereto the following information:

(a) The location and dimensions of all existing and proposed structures, parking lots and drives, roadways and right of ways, sidewalks, bicycle paths, ground signs, lighting, refuse disposal areas, bicycle parking areas, fences, freestanding electrical equipment, tot lots and other recreational facilities and other freestanding structural features as determined necessary by the Zoning Administrator.

(b) The location, quantity, size and name, both botanical and common names, of all proposed planting materials.

(c) The location of existing buildings, structures and plant materials on adjacent properties within 100 feet of the site.

(d) Existing and proposed grading of the site, including proposed berming,

indicating contours, at ~~one foot~~one-foot intervals.

- (e) Specification of the type and boundaries of all proposed ground cover.
- (f) Elevations of all fences proposed for location on the site.
- (g) Irrigation plan.
- (h) Elevations, cross sections and other details as determined necessary by the Zoning Administrator.
- (i) Location, size and name of existing trees, if any, and any unique or special areas of existing vegetation.

(4) *Design criteria.* Landscaping plans described above shall be prepared based on the following design criteria. The evaluation and approval of landscape plans shall also be based on these design criteria.

(a) *Scale and nature of landscaping material.* The scale and nature of landscaping materials shall be appropriate to the size of the structures. Large scaled buildings for example shall generally be complemented by larger scaled plants. Landscaping of larger areas, such as required yards, shall be accomplished by both horizontal landscaping elements, such as planting beds, and vertical landscaping elements, such as trees, berms and fences.

(b) *Selection of plant material.* Plant material shall be selected for its form, texture, color and concern for its ultimate growth.

(c) *Softening of walls and fences.* Plant material shall be placed intermittently against long expanses of building walls, fences and other barriers to create a softening effect.

(d) *Planting bed.* Planting beds shall be mulched with bark chips or living ground cover.

(e) *Detention/retention basins and ponds.* Detention/retention basins and ponds shall be landscaped. The landscaping shall include shade and ornamental trees, evergreens, shrubbery, hedges and/or other planting materials.

(f) *Watering plant material.* A permanent means of watering plant material shall be provided. Installation of an underground irrigation system is recommended.

(g) *Energy conservation.*

1. Deciduous trees shall be placed on the south and west sides of

buildings where possible and parking lots to provide shade from the summer sun.

2. Evergreens and other similar plant materials shall be concentrated on the north side of buildings where possible to dissipate the effect of winter winds.

**(H) *Preservation of existing plant material.*** Existing plant material wherever practical as determined by the Zoning Administrator, shall be incorporated into the landscape treatment of a site. Credit for the retention of existing trees which are of acceptable species, size and location may be given to satisfy the minimum requirements set forth in this policy.

**(I) *Slopes and berms.***

(1) Final slope grades steeper than a ratio of 3:1 will not be permitted without special landscaping treatment such as terracing, retaining walls, or ground covers approved by the City.

(2) Earthen berms and existing topography, whenever determined practical by the Zoning Administrator, shall be incorporated into the landscape treatment of a site, particularly when combined with plant material to facilitate screening from adjacent residential or other uses.

(3) Berms shall be designed to allow for maintenance, mowing and adequate drainage.

(4) The elevation and horizontal ground location of any berms shall be varied in order to mimic a natural topographical feature.

**(J) *Parking lot landscaping and screening.*** In addition to the other landscaping requirements of this section, the following requirements shall apply to off-street parking areas:

(1) *Setbacks and perimeter landscaping.* Off-street parking areas with four or more stalls, except for ~~one and two family~~ one- and two-family dwellings, shall be setback and buffered by perimeter landscaping as follows:

(a) Front yard setback/landscape area:

1. Protected residential areas: 20 feet

2. All other, except B-1: 10 feet

1. B-1: None, except 5 feet for Automobile Sales lots

(b) Side and rear yard setback/landscape area:

1. All districts except B-1: 10 feet if adjoining any protected residential area, otherwise five feet
2. B-1 District: None unless adjoining any protected residential area, then five feet

(c) Setback/landscape area from principal building:

1. Protected residential areas: 10 feet
2. All other, except B-1: 5 feet

(d) Such landscaping shall consist of a combination of ground cover, trees, shrubs and appropriate screening devices.

(e) Area devoted to parking lot perimeter landscaping may count toward the overall site landscaping requirements in § 56.065(B).

(2) *Interior landscaping.* Off-street parking areas that contain 50 or more stalls shall provide interior landscaping of either landscape islands or raingardens, except in the B-1 District, as follows:

(a) The interior landscaping shall constitute at least 5% of the area of the parking lot. Area devoted to perimeter landscaping is not considered as any part of interior landscaping.

(b) The minimum width of landscape islands or raingardens is 4 feet and the minimum area is 160 square feet.

(c) Landscape islands shall be bounded by concrete curbing.

(d) Islands shall be spaced throughout the parking lot as appropriate to the overall size of the lot.

(e) There shall be one overstory or evergreen tree per 160 square feet of interior landscaped island area.

(f) Islands and raingardens shall be covered with sod or other approved ground cover consistent with this section § 156.065(B)(1). Rocks, wood chips or similar materials may only be used in support of trees or shrubs and must be contained in such a way so as to not spill outside of ~~off~~ the island area.

(g) Interior landscaping may include landscape islands or landscape

raingardens.

(3) *Screening when adjacent to residential property.* When adjacent to a protected residential area as defined herein, all off-street parking areas with four or more stalls shall be screened from all sides adjacent to said property by a wall, fencing, berm or landscaping to create an all-seasons screen that is 90% opaque to a height of at least four but not greater than eight feet.

(K) *Off-street loading areas.* Except as used in conjunction with a ~~one or two family~~one- or two-family dwelling, every off-street loading area visible from a protected residential area as defined herein or visible from any public street shall be screened on all sides visible from such lot or street by an opaque fence, wall, berm or landscape screen of not less than six feet in height, except at drive aisles.

(L) *Tower and antennas compounds.* Tower facilities shall be buffered with a landscape screen that effectively screens the view of the tower compound from property used for residences. The standards buffer shall consist of a landscaped strip at least four feet wide outside the perimeter of the compound. Existing mature tree growth and natural land forms shall be preserved to the maximum extent possible. In some cases, such as towers sited on large, wooded lots, natural growth around the property perimeter may be sufficient buffer.

(M) *Roof-top and ground-level mechanical equipment.* The ground level view of all mechanical utilities shall be completely screened from contiguous properties and adjacent streets by a parapet wall or other screening structure constructed of similar materials as the principal structure, or be designed or painted to be compatible with the architectural treatment of the principal structure, except as provided below.

(1) Exceptions:

- a. When used in conjunction with a one or two-family dwelling.
- b. When the subject property is located in an industrial zoning district and the equipment units are not visible from the ground level of adjacent residential or commercial properties.

(N) *Outdoor storage areas.* Outdoor storage shall meet the requirements of '§§ 156.085 and 156.062. Screening of outdoor storage may be required through the conditional use permit where such permit is required.

(O) *Essential service structures.* When adjacent to a protected residential area as defined herein, essential service structures shall be screened from all sides adjacent to said property by a wall, fencing, berm or landscaping to create an all-seasons screen that is 90% opaque to a height sufficient to completely screen such areas from view said property, or ten feet, whichever is less.

(P) *Business buffering and screening.*



(1) Except in the B-1 District, where a business development is adjacent to a protected residential area as defined herein, there shall be a protective strip of not less than 25 feet in width established as a buffer zone in the yard that is adjacent to the protected residential area. Where the yard of the business property that is adjacent to the protected residential area is the front yard, this requirement shall not apply. Where the business development is separated by the protected residential area by a street, the protective strip may be reduced to 15 feet.

(2) The buffer zone shall contain no structures and shall not be used for off-street loading or outdoor storage, but may be used for parking in accordance with the parking setback and screening requirements of this section. The business shall be screened by a fence, wall, berm or landscape screen of not less than six feet in height to create an all-seasons screen that is 90% opaque.

**(Q) *Industrial buffering and screening.***

(1) Where an industrial development is adjacent to a protected residential area as defined herein, there shall be a protective strip of not less than 50 feet in width established as a buffer zone in the yard that is adjacent to the protected residential area. Where the yard of the industrial property that is adjacent to the protected residential area is the front yard, this requirement shall not apply. Where the industrial development is separated by the protected residential area by a street, the protective strip may be reduced to 20 feet.

(2) The buffer zone shall contain no structures and shall not be used for off-street loading or outdoor storage, but may be used for parking in accordance with the parking setback and screening requirements of this section. The business shall be screened by a fence, wall, berm or landscape screen of not less than six feet in height to create an all-seasons screen that is 90% opaque.

**(R) *Fences, walls and landscape screens.*** Any fence, wall or landscape screen used to meet the screening requirements of this section shall meet the following requirements:

(1) Any fence or wall shall have an exterior finish that is similar to the material found on the exterior walls of the main building on the property or other approved material as determined by the Zoning Administrator. The exterior finish of those used to enclose outdoor storage areas may be determined through the conditional use process where a conditional use permit is required.

(2) Screens shall not extend within 15 feet of any street or driveway. The screening shall be placed along property lines or, in the case of screening along a street, 15 feet from the street right-of-way with landscaping between the screening and the pavement.

(3) The outside base of a wall or fence shall be landscaped if the wall or fence fronts

on a public street or is adjacent to a protected residential area as defined herein.

(4) No fence, wall, landscape screen or other screening device shall be permitted to encroach on any public right of way or infringe on any vision triangle.

(5) Any landscaping used to meet the screening requirements of this section shall provide a year-round opacity. The required minimum opacity must be achieved within three years.

All other sections and subsections of this Chapter shall remain as written and previously adopted by the City Council. This ordinance shall become effective upon publication.

Adopted by the Cambridge City Council this 20<sup>th</sup> day of November, 2023.

Date of publication: November 30<sup>th</sup>, 2023

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James A. Godfrey, Mayor

ATTEST:

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Evan C. Vogel, City Administrator

**Summary Publication**

Ordinance 775 amended Sections 156.007 Definitions and 156.065 Landscaping & Screening to allow “Managed Natural Landscapes”, where property owners may have certain portions of their property in native plantings. A complete copy of the ordinance is available at City Hall, 300 3rd Avenue NE, Cambridge for inspection.

ATTEST:

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Evan C. Vogel  
City Administrator

Prepared by: Jacob Nosbush, City Planner

**Request**

A request by the City of Cambridge, 300 3rd Ave NE, Cambridge, MN 55008, to amend Title XV Land Usage, Chapter 156 Zoning, Section 156.092 Places of Worship; to allow sacred settlements on church properties under certain conditions.

**Overview**

This Ordinance Amendment is in response to a recently adopted State Statute requiring Cities to allow “Sacred Communities”, defined (in part) as living quarters of less than 400 sq. ft. on temporary axles, on religious institution properties.

**Changes**

The Proposed Changes outline conditions which would need to be met to approve the placement of Sacred Settlement units. The approval required is not whether these units should be allowed, but rather the conditions required for them to be approved.

**Planning Commission Action**

The Planning Commission made a unanimous motion (7/0) to recommend approval of the Ordinance with a change of terms from “Sacred Settlements” to “Sacred Communities” to better align with State Statute.

**City Council Action**

Motion to recommend approval of the draft Ordinance as presented and allow for Summary Publication.

**Attachments**

1. Draft Ordinance ORD 776

## ORDINANCE NO. 776

### *An Ordinance to Amend Cambridge City Code Title XV: Land Use, Chapter 156 Zoning; Section 156.092 Places of Worship*

The Cambridge City Council hereby amends and adds the following language in Title XV Land Use, Chapter 156 Zoning, Section 156.092 Places of Worship:

#### **§ 156.092 PLACES OF WORSHIP**

- (A)** Places of Worship shall be considered a commercial use for the purposes of exterior materials allowed and must adhere to the commercial exterior materials as provided in Section 156.088.
- (B)** Signage provided for a place of worship must adhere to the specific zoning district sign regulations in which the place of worship is located.
- (C)** Lot Coverage and impervious surface coverage must adhere to the specific zoning district in which the place of worship is located.
- (D)** Height of the structures must conform to the specific zoning district in which the place of worship is located. Steeples may exceed the height limitation and will be reviewed by the city's Zoning Administrator and Building Official to determine acceptability. The Planning Commission and City Council may review and make a determination if the height is not determined acceptable by the Zoning Administrator and Building Official.
- (E)** Accessory structures/uses are allowed for places of worship. Lot coverage, impervious surface coverage, exterior materials, height, and any other building code and/or zoning codes must be met. The number of structures is not necessarily limited but will be determined by lot coverage and/or impervious surface coverage.
- (F)** Temporary overnight shelters may be allowed in places of worship as an accessory use provided the following conditions are met:
  - (1)** No more than six families, with a maximum of 24 persons, may be housed at any one time.
  - (2)** Any given place of worship shall be able to provide shelter for families with children experiencing homelessness for up to eight weeks a year. These weeks may run consecutive for up to four weeks.

(3) The shelter shall operate only between the hours of 5:00 p.m. and 9:00 a.m. daily.

(4) Shelter guests shall be provided with an enclosed waiting area one hour prior to opening evening.

(5) Shelters shall meet state building codes and fire codes.

(G) Sacred Communities as defined in Minnesota Statute 327.30 are subject to the following regulations:

(1) All sacred Communities must have a Conditional Use Permit approved by the City of Cambridge prior to commencement of use.

(2) Appropriate insurance coverage for the religious institution must be provided.

(3) Between one-third and 40% of the micro units are occupied by volunteers.

(4) All units must be connected to electric service.

(5) All units must be less than 400 square feet and be built on a permanent chassis and anchored to pin foundations with engineered fasteners.

(6) A plan provided to the city outlining disposal of water and sewage if units are not plumbed, parking and emergency vehicle access, and severe weather protocols.

(7) Units must be built in accordance with the ANSI Code 119.5 which includes standards for heating, electrical systems, and fire and life safety.

(8) Compliance with all City of Cambridge setback requirements consistent with manufactured homes per §156.064 and must be placed in the least conspicuous feasible location as determined by the Zoning Administrator, including not being placed in easements, sight triangles, or in parking spaces otherwise required for the site.

(9) Sacred Communities must be placed on the primary site of the church which operates them.

(10) Annual certification that residents of the micro units meet the eligibility requirements as a designated volunteer, chronically homeless individual, or individual with extremely low income.

(11) No Sacred Community occupant, unit, or site may constitute a nuisance of any type as outlined in City Code, including §156.073-075.

(12) All units must either be connected to City services and provide the following services in-unit; or have 24-hour access to shared facilities connected to City services- to include kitchens, laundry, toilet, and bathing facilities. Shared facilities must be within 100 feet door to door of all units. The required number of these facilities shall be regulated by Minnesota Rules, part 1305.2902. No individual unit or shared facility may be connected to a septic system or holding tank.

- (13) Placement of Sacred Community units may not cause the site to become noncompliant with any City Code, including but not limited to Landscaping (§156.065), lot coverage (§156.040), and parking (§156.061).
- (14) For the safety of occupants, volunteers, and visitors, all access paths to units, entrances to units, and common facilities shall be well lit at all times.
- (15) All units must be clad in a material which is compliant with residential exterior material codes of the City (§156.088)
- (16) One (1) parking space per volunteer unit shall be provided on site (May not count on-street parking) and may not make the remainder of the site non-compliant with parking requirements of this Code.

All other sections and subsections of this Chapter shall remain as written and previously adopted by the City Council. This ordinance shall become effective upon publication.

Adopted by the Cambridge City Council this 20<sup>th</sup> day of November 2023.

Date of publication: November 30, 2023

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James A. Godfrey, Mayor

ATTEST:

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Evan C. Vogel, City Administrator

**Summary Publication**

Ordinance 776 amended Chapter 156 Zoning, Section 156.093 Places of Worship to include Sacred Community requirements. A complete copy of the ordinance is available at City Hall, 300 3rd Avenue NE, Cambridge for inspection.

ATTEST:

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Evan C. Vogel  
City Administrator

Prepared by: Evan C Vogel, City Administrator

**Background:**

The City has Officially executed, and recorded, a land option agreement on several parcels of land on the shores of Lake Fannie. This provides the City exclusive right to purchase the property for the next 12 to 18 months, and also provides the City the ability to conduct an due diligence, or entitlement work that will be necessary as it explores a large park concept, and single family residential development.

A Critical step in understanding the scope, cost, and the amount of land that will be needed for this project is to conduct a Parks Master Plan. This will provide the City with much needed information for its own use, as well as information to share with prospective developers. It is also a necessary step as the City considers whether or not to pursue regional designation of the land to try and secure Legacy Funding as one mechanism to help fund the ultimate build out of the Park, and all of its amenities.

SEH has provided the attached proposal for a Parks Master Plan. The first deliverable would come by December 18, 2023, with the final plan delivered no later than July 31, 2024.

**Fiscal Note:**

There is a local organization that has expressed interest in participating in a City Parks Project for some time. The City should be prepared to approve this proposal in an amount not to exceed \$40,840 out of the Redevelopment Fund, but may ultimately be reimbursed for this cost should the community organization decide to participate.

**Recommendation:**

Approve the SEH Proposal to provide Parks Master Plan



Building a Better World  
for All of Us®

November 13, 2023

RE: Letter Proposal  
Fannie Lake Park Master Planning

Evan C. Vogel  
City Administrator, City of Cambridge  
300 NE 3rd Avenue  
Cambridge, MN 55008

Dear Evan,

Short Elliott Hendrickson (SEH) is pleased to submit this proposal for the Fannie Lake Park Master Planning. This proposal is based on recent conversations with City staff, the review of documents provided by the City, and our knowledge of the City and this area from previous work. Our goal is to develop a park master plan, including site layout, graphic renderings, and estimated costs. This work will help the City determine how much land is needed as they partner with a developer for the overall site. It may also be utilized to apply for regional status with the Greater Minnesota Regional Parks and Trails Commission (GMRPTC) who assists communities with state Legacy funding for parks.

We understand the City of Cambridge is seeking consulting services to create a park master plan for a portion of the 125-acre parcel, most of which is currently used as farmland. The City is seeking advice for how much land to set aside to create a potentially regional park and the remaining land would then be sold to a developer for housing.

Fannie Lake is a 354-acre lake located in Isanti County and the lake currently has two public water access locations on the north and east sides. The proposed park location is on the west side of the lake, adjacent to the entrance to Mud Lake. The City hopes for the park to become a regional draw, with a potential opportunity to achieve regional status from the GMRPTC.

The proposed scope of work includes the following elements:

- Analysis of existing conditions, site visit, survey, and consideration of the existing burial mound.
- Evaluation and refinement of a range of potential site facilities into an agreed upon Program specific for the proposed Fannie Lake Park.
- Development of site Fit Tests and Preliminary Concept Plans, to be revised and developed into a Final Concept Plan graphic.
- Park Programming Elements are expected to include:

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 10650 Red Circle Drive, Suite 500, Minnetonka, MN 55343-9229

952.912.2600 | 800.734.6757 | 888.908.8166 fax | [sehinc.com](http://sehinc.com)

SEH is 100% employee-owned | Affirmative Action—Equal Opportunity Employer



- Public Beach: Analysis of shore edge to determine best access to the water and the construction of a sand beach. ADA compliant trail from the parking lot to the beach. A bathroom and administration building located near the beach with capabilities for boat and kayak rentals from the building.
- Pavilion/ Events Center: Envisioned as a major draw for larger events, versions of this building will be evaluated for best fit on the site. Modeled after the Como Park Pavilion in St Paul, this structure would be able to accommodate 200-500 people for events such as weddings. Restroom facilities for the park would be housed in the pavilion. Other considerations with the pavilion are food service access and requirements, both within the building and food truck pull-up locations, and indoor-outdoor event spaces. This facility is envisioned as an all-season venue however outdoor concert-type spaces should be considered.
- Public Access Boat Launch: Evaluate best location for vehicular boat launch site with topographic considerations.
- Parking: Provide adequate parking for pavilion events, beach, and boat launch.
- Trail System: Walking trail within the park site, along Mud Lake and connections to the existing trail network off site. Evaluate grade changes to accommodate ADA accessible trails. Evaluate site for mature trees to be preserved for a 'nature walk'.
- Access Road: Work in conjunction with Developer to layout roadway and utility infrastructure to the site.
- Other site elements: Other elements to be included on the site are lighting, seating, open park space, picnic space, and a playground.

We understand the need to move quickly on this project, and we are ready to respond. Our intent is to start work immediately with a Project Team Kick-off Meeting with the City and designated stakeholders upon successful execution of a contract. This meeting will set the stage for the course of the project and ensure mutual understanding of project objectives, core values, and any issues or concerns. We will prioritize determining the site size requirements and anticipate that Tasks 1 – Site Analysis through Fit Test Task 2.1 can be completed by December 18, 2023. The full scope of tasks, including the Final Park Master Plan, can be completed by July 31, 2024. This would allow the City of Cambridge to proceed with future funding applications.

The primary tasks and deliverables are outlined in the following pages of Proposed Scope of Work. We are proposing an hourly not to exceed fee of \$40,840 inclusive of expenses for this project based on the tasks, meetings, and deliverables outlined herein. Our proposed fee is broken down by task so you can see our proposed level of effort based on our best understanding of your project.

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

Our Project Team is excited to partner with the City of Cambridge to fulfill your vision of the Fannie Lake Park. Please contact either of us with any questions.

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

Sincerely,



Karl Weissenborn, PLA (MN)  
Project Manager  
651.318.0348 direct | 612.723.1764 mobile



Todd M. Blank, PE (MN)  
Principal  
651.490.2017 direct | 651.755.8943 mobile

Accepted this \_\_\_ day of \_\_\_, 2023.

**City of Cambridge, Minnesota**

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

Attest: \_\_\_\_\_  
James Godfrey, Mayor

c: Virginia Torzewski

x:\ae\cambr\common\p# 175595 lake fannie park master planning\letter agreement\_lake fannie park 11-13-23.docx

## **Proposed Scope of Work**

### **Task 1 – Site Context Analysis**

**Task 1.1 – Project Team Kick-off Meeting and Site Visit:** The Project Team will have an in-person meeting with City representatives to kick-off the work. The purpose of this meeting is to understand and confirm project objectives, core values, and special issues or concerns. This discussion will include confirmation of a “wish-list” of potential recreational facilities, site features, and supporting infrastructure. The site visit will allow our team to gain a better understanding of site characteristics including quality of existing waterfront, condition of site trees, understand the topography of the site better, take photos for documentation, and to better understand the feeling of the site as a whole.

**Task 1.2 – Data Collection and Base Mapping:** Assemble pertinent site GIS, aerial, and satellite base map information from existing sources. This task will create a baseline of mapping and a database of information that will be used throughout the project.

**Task 1.3 – Site Analysis:** Evaluate existing site conditions and how these elements could influence functional use patterns of the park layout. This evaluation will include an examination of natural features (topography, drainage patterns, vegetation, etc.) and existing features (burial mound).

### **Task 2 – Preliminary Concept Development:**

**Fit Test 2.1 –** Evaluate potential “wish list” of programmed activities and facilities against a broader, long-term analysis. New features are anticipated to include a park pavilion with restroom, parking, boat launch, sand beach, administration building, playground, park lighting, picnic areas and seating, open green spaces, walking trails, and connection to surrounding neighborhoods. Create up to three Fit Test Concepts.

**Preliminary Concept 2.2 –** Create a Preliminary Concept of proposed park components to determine best-fit spacing relationships. The Preliminary Concept will address long-term strategic space and footprint needs and areas for potential growth.

**Preliminary Cost Opinion 2.3 –** Create Preliminary Cost Opinion estimate for review with the City.

**Task 3 – Small Group Meeting:** Bring the Project Team together with City leadership to collaboratively evaluate the Preliminary Concept and formulate an agreed upon program and layout for the site.

**Task 4 – Master Plan:** Prepare a Draft Master Plan, review with City and incorporate the City review comments into a Final Master Plan. This plan will illustrate the proposed features and recreation uses for the park including Cost Opinions. The Master Plan may be presented to the City or given as a final document.

### **Deliverables:**

- Task 2 - Preliminary Concept Plan
- Task 4 – Draft and Final Master Plan and Cost Opinions

### **Additional Services:**

If needed, additional work can be prepared for the City of Cambridge as an additional service upon mutual agreement:

- **Phasing and Implementation Strategy:** Establish a potential phased program and corresponding plan for staging the implementation of the overall Final Concept Plan vision. The Project Team could identify financial resources available for implementation of various plan components.
- **Design Visualizations:** Create and prepare presentation style illustrations and visualizations of selected design concepts. Illustrations could include detailed plans, sections, and perspectives. Visualizations may be prepared as three-dimensional renderings or multi-media photo collages. Total number would be as determined with the client.
- **GMRPTC Grant Submission:** Develop documents for and aid in the submission process for the Greater Minnesota Regional Parks and Trails Commission, with the aim to gain a 'Regional' designation.

### **Assumptions**

The following assumptions have been applied in the development of this Scope of Work:

- Site field surveying is not included in this work.
- City of Cambridge will manage all stakeholder engagement and outreach activities beyond the scope presented here.
- City of Cambridge will provide all previous or existing studies, base maps surveying data and/or studies.

Prepared by: Alex Smith, Deputy City Administrator

**Background:**

Bethany Haugen of Haugen Real Estate, the owner of 117 Main St. S (Thistle & Ivory), has applied for the Downtown Grant requesting to receive the award amount of \$3,445.00 in assistance to be used for painting, flashing, and siding. This amount is 50% of the \$6,890.00 total cost they have been quoted by Archway Contracting and Bucket Painting for the work.

The current Downtown Grant Program guidelines authorize City Council to award a 50% match up to \$15,000 for eligible façade improvement costs.

The project includes:

Painting	\$ 2,650.00
Standing seam, flashing, and siding	\$ 4,240.00
<b>Total</b>	<b>\$ 6,890.00</b>

**Fiscal Note:**

There is sufficient funding to approve the request of \$3,445.00

**Council Action:**

Review application and vote to approve the Downtown Grant request for 117 Main St S.

**Attachments:**

1. Haugen Downtown Grant Application
2. Archway Contracting Estimate
3. Bucket Painting Estimate

## Downtown Grant Fund Application

General Business Information			
Business Name			
Business Address			
City, State Zip			
Property Address			
Trade Name or DBA			
Contact Person			
Telephone		Email	
Type of Business			
Corporation (list type)			
<input type="radio"/> Sole Owner <input type="radio"/> Partnership <input type="radio"/> Other			
This is a <input type="radio"/> New Business / Startup <input type="radio"/> Existing Business ( <i>How many years in business?</i> _____)			
Description of business			
Number of Employees                Full Time _____                Part Time _____			



Sources of Funds (the City will pay 50% match, up to \$15,000 but you need to identify where your other funds are coming from. Grant proceeds are paid after proof of payment to contractor and project is 100% complete.)	
<b>Personal/Business Cash</b>	\$
<b>Bank Loan Amount</b>	\$
<b>Grant Request (maximum \$15,000)</b>	\$
<b>Total Funds</b>	\$

Proposed Project Start Date \_\_\_\_\_

Proposed Project Completion Date \_\_\_\_\_

*Please note that grant guidelines require the project to be fully completed within one year.*

  
 \_\_\_\_\_  
 Signature of Company Official

\_\_\_\_\_  
 Date

*By signing this form, I am assuring the City of Cambridge that I have the legal right to bind my company to a legal agreement.*

Please return the completed form to: Alex Smith  
 Deputy City Administrator  
 300 3<sup>rd</sup> Avenue NE  
 Cambridge, MN 55008





**Archway Contracting, Inc.**  
 13326 Highway 65 NE Ham Lake, MN 55304  
 Phone: 612-558-6367  
 Fax: 888-506-2767

**Company Representative:**  
 Elijah Phillips  
 (612) 201-1495  
 elijah@archwaycontracting.com  
**Job Number:** N/A

**Customer Info:**

Job #: N/A  
 Haugen, Bethany  
 117 Main Street South,  
 Cambridge, MN, 55008  
 (763) 213-7931-home

**Board/Batten**

Description
Custom Bend and wrap the existing 2x6 awning board
Custom Bend and install corner flashing strips along cut brick edge
Install Perling strips over the brick for a solid backer for the R panel
Install Black R-Panel metal siding on 4x24 area below the metal beam
Cut in And install a metal riglet flashing in the brick above the steel beam to cap off the top of the metal R panel
Install New aluminum soffit above the entryway door

Total for all sections: \$4,240.00

Total: \$4,240.00

Archway accepts Visa, Mastercard and Discover. A 4% processing fee will be applied to any credit card payments. Thank you!

_____ Company Authorized Signature	_____ Date	 _____ Customer Signature	10/16/2023 _____ Date
_____ Customer Signature	_____ Date		

This estimate was last edited by Elijah Phillips ((612) 201-1495, elijah@archwaycontracting.com) on October 16, 2023. The estimate may be withdrawn if not accepted within \_\_\_\_ days.

**Bucket Painting**  
**7159 North shore trail N**  
**Forest Lake MN 55025**

Thistle and Ivory / Cambridge location - Exterior Invoice

- 
1. Soft Pressure wash
  2. Apply Loxon primer to Brick.
  3. Apply Bonding primer to Metal windows.
  4. Two coats Iron ore Satin finish on Brick and windows.
  5. Price includes labor and material stated above
  6. Total: \$2650.00

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Home # 763-552-0794      Cell #763-227-9887

Anything not listed, will be okayed by customer, and charged on separate bid sheets. Please sign below. Thank you for your business!

Customer: \_\_\_\_\_

# Cambridge Planning Commission Meeting Minutes

## Wednesday November 8, 2023

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Planning Commission was held at Cambridge City Hall, 300 3rd Avenue NE, Cambridge, Minnesota.

Members Present: Commissioners Jessica Kluck (Chair), Robert Boese (Vice Chair), Joe Morin, Michael Liddy, Julie Immel, David Redfield, and Aaron Berg (City Council Representative)

Staff Present: Community Development Director Marcia Westover,  
City Planner Jacob Nosbush

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

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

### **Approval of Agenda**

Boese moved, seconded by Redfield, to approve the agenda. Upon roll call, all voted aye, no nays. Motion carried unanimously.

### **Approval of Minutes**

Morin moved, seconded by Boese, to approve the October 3, 2023 meeting minutes. All voted aye, no nays, motion passed unanimously.

### **Public Comment**

No public comment

### **New Business**

#### **Public Hearing – Ordinance 775 Amendment - Natural Landscaping**

Nosbush presented the amendment to Section 92.16 Nuisances Affecting Health, Safety, Comfort or Repose to change the maximum height of grass and weeds from 12 inches to eight inches to follow State Statute. The second amendment to the city zoning code Sections 156.007 Definitions and 156.065 Landscaping & Screening; to allow portions of certain properties to be designated as managed natural landscapes. These amendments are a response to a newly adopted State Statute requiring cities to allow managed natural landscapes, which are defined as dedicated areas of natural plantings.

Nosbush continued; the proposed changes define conditions which must be met to allow residents to submit a site plan to request areas be designated as managed natural landscapes as outlined in State Statute. Staff will require up to 30% be left as sod with setback buffers to property lines and right of ways, and annual mowing and upkeep so to not cause a nuisance.

Commissioners asked for clarification on sprinkler requirements noted in the ordinance, Nosbush said the code currently allows for sod or professionally applied hydroseed with underground sprinkler system. Sprinklers are required for hydroseed lawns, but optional for sod. It was requested to add a comma after the word 'sod' in Section 156.065 (B) Minimum Landscaping Item (1), Item (3) (c), (d), and (e) for clarification. It was also requested to replace 'seed' with 'professional hydroseed' in Item (3) (d) to be consistent with previous language.

Berg asked if there was a site plan review fee for residential homes, and noted on the fee schedule the site plan review fee applies to multi-family, industrial, or commercial, but not existing single-family homes. Westover said it could be added.

Immel asked why two deciduous trees were required to be planted in the front yard, as noted in Item (5) (a) Planting Requirement. Nosbush said trees planted in the front yard added character that benefited the street as well as the home.

Boese asked why the nuisance weed height was being amended from 12 inches down to eight inches. Nosbush stated that was a recent change in the State Statute and a requirement for the city to change.

#### Public Hearing

Kluck opened the public hearing at 7:18 pm

Charles Bayton, 1145 Deer Run SW. Bayton asked for clarification on Section (B) Minimum Landscaping Item (3) (e) that requires a minimum six-foot buffer between property lines, making a total of 12 feet between properties. Nosbush said the intention was not require change of existing vegetation, but to prevent higher growth areas from abutting an adjacent property line. Westover noted this requirement applied only to Item (3) managed natural landscapes, and was not a general requirement.

Kluck closed the public hearing at 7:23 pm.

Liddy motioned, seconded by Morin, to recommend approval of Ordinance 775 as amended and allow for Summary Publication. All voted aye, no nays, motion passed unanimously.

#### B Public Hearing – Ordinance 776 Amendment - Sacred Settlements

A request to amend Section 156.092 Places of Worship to allow sacred settlements on church properties under certain conditions. This change is in response to a recently adopted State Statute requiring cities to allow sacred communities, defined as living quarters of less than 400 sq. ft. and on temporary axles, on religious institution properties. Nosbush noted the wording 'sacred settlement' should be amended to reflect the State Statute language of 'sacred communities.' The proposed changes outline conditions which must be met to approve the placement of those units. The approval required is not whether these units should be allowed, but rather the conditions required for them to be approved.

Nosbush noted Section (F) should not be struck out and would remain in the code. The proposed change is the addition to Section (G). Sections (A) through (F) would remain as-is.

Boese stated he spoke with a representative from Family Pathways who said the churches could continue to operate as they do currently through Path to Home, no more than six families and a maximum of 24 people. Path to Home works only with families that have children, while sacred communities would be cater towards helping individuals. Nosbush said, to his understanding, they would be for one or two individuals, or possibly a small family of up to four.

Berg asked if portable toilets would be considered a shared facility for Item (G) (12), Nosbush said they would not meet the requirement as listed and are considered a holding tank.

Liddy asked if limiting 33% to 40% of units to be occupied by volunteers, as noted in Item (G) (3), was restrictive, Nosbush said that was taken directly from State Statute.

#### Public Hearing

Kluck opened the public hearing at 7:31 pm

Kluck closed the public hearing at 7:32 pm

Boese motioned, seconded by Immel, to recommend approval of Ordinance 776 as amended and allow for Summary Publication. All voted aye, no nays, motion passed unanimously.

#### Other Business/Miscellaneous

##### A City Council Update

Berg summarized the actions of Council since the last Planning Commission meeting: it passed resolutions regarding 2024 street improvements to the Goldenwood neighborhood; approved lighting and tree plantings through the Hwy 95 corridor during reconstruction; approved the preliminary and final plat of Hayden Estates; approved a resolution for the vacation of drainage and utility easements for the Cornerstone Development; approved Ordinance 774 amending Chapter 156 of the Zoning code; accepted the resignation of the city's Police Chief who will be retiring in June; approved the conditional offer of Deputy Chief Machin to become the new Chief of Police in June; approved Downtown Grant applications for façade improvements for Chilson Jewelers and Cambridge Floral; approved installing lighting in the Taft Loop alley area in the spring; and held a closed session for the review of the City Administrator, to be published in the upcoming Council packet.

##### B Parks, Trails, and Recreation Commission (PTRC) Update

Westover said the second annual Winter Festival planning has begun. Last year it was held in January and staff felt it was too cold, so this year it will be held on Saturday, February 24<sup>th</sup> in hopes it will be warmer and have more snow. There will be a snowman building contest throughout the community starting in January with awards for a variety of categories. In addition to the dog sledding that was a big attraction last year there will be horse drawn carriage rides. In addition, new this year will be a snowman mascot for the festival which will make its debut in the Snowflake Parade on November 18<sup>th</sup> to advertise for Winter Fest.

Berg mentioned Mayor Godfrey was seeking one volunteer judge for the Snowflake Parade on November 18th, and encouraged anyone interested to reach out to him. Tree lighting starts at 5:00 pm and parade starts at 5:30 pm.

**Adjournment of Planning Commission Meeting**

Being no further business before the Commission, Boese moved, seconded by Liddy, to adjourn the regular meeting at 7:30 pm. All voted aye, no nays. Motion carried unanimously.

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Jessica Kluck, Chair  
Cambridge Planning Commissioner

ATTEST:

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Marcia Westover  
City Planner

DRAFT

## Cambridge Parks, Trails, and Recreation Commission Meeting Minutes Tuesday, October 9, 2023

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Planning Commission was held at Cambridge City Hall, 300 3rd Avenue NE, Cambridge, Minnesota.

Commissioners Present: Jeff Andres (Chair), Kriste Ericsson, Christina Thayer-Anderson (Community Education Representative), Josh Ryberg (Youth Representative), and Lisa Iverson (Council Representative)

Commissioners Absent: Commissioners Jeff Soderquist (Vice Chair), and Lindsay Rassmann

Staff Present: Community Development Specialist Amy Norling

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

Andres called the meeting to order at 7:03 pm and led the Pledge of Allegiance.

### **Approval of Agenda**

Iverson moved, seconded by Ryberg, to approve the agenda. All voted aye, no nays, motion carried.

### **Approval of Minutes**

Thayer-Anderson moved, seconded by Ryberg, to approve the April 10, 2023 meeting minutes. All voted aye, no nays. Motion carried.

### **Public Comment**

No public comment

### **New Business**

#### **A 2023 Summer Programming Review**

In 2023, Norling summarized, the Cambridge Park Programming hosted three kids' events, three concerts in the park, three street dances, an art fair, a snowman/snow sculpture contest, and a winter festival.

Norling continued, attendance has been growing for the kids' events, and the street dance with Jonah and the Whales brought 600 people which was the best attended event in 2 years. The snowman/snow sculpture contest and Winter Fest were new this year. Approximately 150 people attended the Winter fest, which was held on an extremely cold day. There were only 15 submittals for the snowman/snow sculpture contest. Next year more banners, direct marketing, and extra advertising will be used to help grow the events.

The June Third Thursday had two performers, staff felt that went well and were willing to try it again depending on Chambers directive.

Norling said she ordered the largest petting zoo package for the kids' event, but that did not help control the long lines. Next there are plans to introduce an additional event during the petting zoo, such as reptile or exotic animal exhibit, and to possibly rent a handwashing station. Madagascar Jr. was not well attended, only 30 came throughout the event. The performance was great, but the day was hot and humid. Norling asked Commissioners to consider a heat index cancel or reschedule policy. The last kids' event was five bounce houses. They used every outlet available in the park and would be difficult to add more, though those in attendance asked for more houses because the event was advertised as 'bounce house bonanza'. The houses ranged from toddler size, obstacle courses, climbers, slides and big traditional houses. Norling noted the drinking fountain was shut off due to vandalism so she bought bottled water, the events would benefit from drinking fountains being functional again.

Norling said this was the first year the city put on the Art Fair solo, previously the event was planned in conjunction with a local business. The budget was \$1,000 with a vendor's fee of \$35. Prizes were purchased for the chalk art contest yet the city profited from the event. Next year they could consider a smaller vendor fee. Norling conducted a poll after the event asking vendors if they felt it was beneficial for connection, financially, or both. The results were positive with no negative reports. It was a well-attended event that won Best Craft Show the County Star Readers' Choice Awards.

Norling noted Concerts in the Park still not well attended. Michael Carluccio had a wonderful lineup but only 100 people attended. Doug Otto and the Getaways had even fewer. The Johnny Cash cover band had 200 people attend with great feedback from the community. Next years thoughts are to try only impersonator band that may draw better attendance, and to advertise more, such as utilizing banners downtown, to reach as many people as possible.

Andres said he appreciated Norling's hard work in organizing these events. He said he was only able to attend the downtown concert with two performers this year. He noted he was skeptical having two bands in one event but it worked really well and was a nice event. His only feedback would be to put the artist on the street instead of on the curb to gain more focus on them. He has heard a lot of positive feedback on all the events, and also heard more bouncy houses were requested for the kids' event. If the budget allowed it would be nice to get one or two more. He encouraged Norling to not lower the Art Fair vendor price, stating there was a perceived value for services. He also noted he could hear the Johnny Cash band all the way from Goldenwood. Norling said she has received comments from nearby homes that sit on their patio and listen.

Andres said the weather had a lot of impact on events this summer and would like to address the weather cancellation policy. Norling said she would present the idea to Council for directive.

Thayer-Anderson said a weather cancel policy is commonplace and in the best interest to ensure public health and safety. She noted resources that other cities use, including an air quality index that could be considered. Norling noted she wanted something set in the policy instead of relying on personal determination. Thayer-Anderson agreed stating would make it easy to predict and plan around. Andres suggested to include air quality, determine how it would be communicated, and touch on if events would be rescheduled or not. He has seen the public asking on Facebook if event was still occurring. Norling stated she would propose creating weather cancellation policy to Council.



## B Parks Update

Norling reported an update from Public Works Director Schwab:

The bike-walk trail connection Right of Entry forms have been sent out to property owners on Central Drive. Once the signed forms are received back surveying will commence. He also noted wetland delineation work has started. Norling said they expected work to be completed summer of 2024.

The irrigation systems in city parks are being blown out for the season, fall lime and fertilization will take place soon, most of the failing boards have been replaced on the bike-walk trail bridge, Water Tower Park work has been completed, the Skating Rinks are being prepped for opening, and staff are working with the high school on planning a varsity game at the rink in December.

Materials have been ordered to rebuild the damaged amphitheater in City Park, though it does not look like it will get rebuilt this year. A more extensive amphitheater, possibly in a different location, will be considered at a later date.

There is a dedication/grand opening ceremony planned for October 16th at 5:00 at the Sandquist Park Softball Complex.

Andres asked if Ivy Street would be widened with an on-street trail to connect from central to 328<sup>th</sup>. Norling wasn't sure if there would be lines painted onto Ivy, but will update Commission at the next meeting. Andres said some yards have retaining walls making a separate trail difficult. Norling was not sure if will be on-street or separate trail.

Andres asked if the amphitheater would be rebuilt as a similar structure, Norling said it would. Andres asked if staff were considering something different for future, Iverson said she was unclear on this as well, if plans were to build a more expensive structure it would be nice to have better one. Norling said Council was given the option to replace the structure with a similar one using insurance funds or seek other options, they voted to replace with a similar shelter. Andres said he would be interested to know what other locations were being considered.

Andres said he knows Russ Mann, he has done a lot of work for Sandquist Park is proud of the new field. He has arranged for the local newspapers to be at the event. Andres said he is a modest person who does not want the story to be about him, but instead all about the ballfield.

## Other Business/Miscellaneous

### A Council Update

Iverson noted staff have been addressing vandalism in the parks, this is an ongoing issue and she was interested in hearing ideas from the Commissioners. Council decided on decorative lighting, that included banner brackets and such, for the Hwy 95 reconstruction. Council restricted cannabis use in public spaces, adopted an MOU with Sheriff's Office for Sandquist Park clarifying Cambridge Police will handle all in-park calls, and the county will take the surrounding area. They discontinued lottery sales at Northbound Liquor, made changes to the SRO MOU with local schools, hired five firefighters, and ordered two new police cars, and Ross Benzen, the new Temporary Management Director, will be starting on the 16<sup>th</sup>.

**B Commissioner Concerns**

Iverson was contacted by Carrie Birch regarding a backdrop at the tennis court by the Government Center. Norling said she also received an email from Carrie, who works at Government Center, requesting a backboard at the tennis courts at Central Green Park for playing solo. Norling suggested asking Council to add a tennis backboard to the long-range park priority list. Iverson asked if Birch was a Cambridge resident, Norling said she did not know that, only that she works in Cambridge and requested the backdrop for her lunch breaks. Norling said it would be inexpensive to install.

Ryberg said many students ride bike to school and asked if a dedicated bike path could be put on Cypress. Some of his peers have expressed safety concerns.

Thayer-Anderson reminded Norling of the upcoming winter Community Education brochure deadline for the Winter Festival advertisement.

Andres asked if the vandalism at city park was still happening, Iverson said she thought it has decreased since school started. Norling noted there was recent graffiti under the Hwy 65 bridge on 16<sup>th</sup> Avenue, along with damage to the Peterson Park porta potty. Andres said that porta potty has been targeted in years past but felt it had lessened this year. Iverson said the vandalism at City Park has been major damage. Andres asked if closing the restrooms for a period of time helped, Iverson said she has not heard an update in a while. Commissioners requested a vandalism update at the next meeting.

Andres asked for an update on the Adopt-a-Park Program and asked if all parks have been adopted. Norling stated she will get more information from Administration for the Commissioners.

Andres said the agenda for the meeting was short. He would like to see more direction from Council in future that the Commission can work on. It would be nice to meet monthly again. Iverson said the city put money down on the Munkberg property, if they can complete that purchase the Commission would be busy.

**Adjournment of Council Meeting**

Being no further business before the Commission, Ryberg moved, seconded by Thayer-Anderson, to adjourn the regular meeting at 7:44 pm. All voted aye, no nays, motion carried unanimously.

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Jeff Andres, Chair, Cambridge Parks, Trails and Recreation

ATTEST:

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Amy Norling  
Community Development Specialist