

Cambridge City Council Meeting Announcement and Agenda
Tuesday, February 20, 2024 at 6:00 PM
Cambridge City Hall, 300 3rd Avenue NE

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

| Tentative Time | Agenda Item |
|----------------|---|
| 6:00 pm | 1. Call to Order and Pledge of Allegiance |
| | |
| | 2. Citizens Forum |
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| 6:02 pm | 3. Approval of Agenda |
| | |
| | 4. Consent Agenda |
| | A. Approval of Regular City Council Meeting Minutes for February 5, 2024 (p. 3) |
| | B. Approve Warrants #128137-128448 and ACH/Wire items totaling \$5,270,472.52 (p. 11) |
| | C. Resolution R24-009 Approve 2023 General Fund Budget Amendment (p. 60) |
| | D. Resolution R24-010 Approve 2023 Airport Operating Fund Budget Amendment (p. 79) |
| | E. Resolution R24-011 Approve 2024 General Fund Budget Amendment (p. 83) |
| | F. Resolution R24-012 Approve Inter-fund Transfers (p. 97) |
| | G. Resolution R24-008 Approve JPA between CPD & MN BCA Regarding MN ICAC (p. 99) |
| | H. Approve Temporary Inter-fund Borrowing (p. 105) |
| | I. Approve Administrative Hearing Officer Contract (p. 106) |
| | 5. Work Session |
| | A. Economic Development Annual Report (p. 109) |
| | B. Police Department Annual Report (p. 119) |
| | 6. Unfinished Business |
| | A. Approve Ordinance 783 Dissolving Airport Commission (p. 130) |
| | 7. New Business |
| | A. Approve Contract for the Airport Apron Construction Project (p. 134) |
| | B. Approve Ordinance 782 Zoning Code updates to Section 156.041 & 156.064 (p. 160) |
| | C. Supplemental Request for Cambridge Fire Department (p. 169) |
| | D. Update to the Downtown Grant Fund (p. 170) |
| | E. Update to the Downtown Revolving Loan (p. 174) |
| | F. Digital Marketing Opportunity for Consideration with CGI Digital (p. 179) |
| | 8. Commission Minutes and Committee Reports |
| | A. Planning Commission meeting DRAFT minutes from January 3, 2024 (p. 187) |

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| | 9. Mayor's Report |
| | A. State of the City |
| | B. Winter Fest |
| | 10. Council Concerns |
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| | 11. City Attorney's Report |
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| | 12. City Administrator's Report |
| | |
| | 13. Adjourn |

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

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

| Upcoming Meetings and Events | | |
|-------------------------------------|-------------|--|
| Date | Time | Meeting/Event |
| Saturday, February 24, 2024 | 12:00 pm | Winter Fest at Central Green Park |
| Monday, March 4, 2024 | 6:00 pm | City Council |
| Tuesday, March 5, 2024 | 7:00 am | Presidential Nominating Primary Election |
| Wednesday, March 6, 2024 | 7:00 pm | Planning Commission |
| Monday, March 18, 2024 | 5:45 pm | EDA |
| Monday, March 18, 2024 | 6:00 pm | City Council |
| Monday, April 1, 2024 | 6:00 pm | City Council |
| Tuesday, April 2, 2024 | 7:00 pm | Planning Commission |
| Monday, April 8, 2024 | 7:00 pm | Parks, Trails & Recreation Commission |
| Monday, April 15, 2024 | 5:45 pm | EDA |
| Monday, April 15, 2024 | 6:00 pm | City Council |
| Monday, May 6, 2024 | 6:00 pm | City Council |
| Tuesday, May 7, 2024 | 7:00 pm | Planning Commission |
| Monday, May 16, 2024 | 5:45 pm | EDA |
| Monday, May 16, 2024 | 6:00 pm | City Council |

Cambridge City Council Meeting Minutes February 5, 2024

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, Sargent Saelens, Detective Hagan, Deputy Chief Machin, Deputy Fire Chief Benzen, 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

Godfrey requested to add Consent Agenda Item 4H Resolution R24-007 to Appoint Election Judges, and to remove Item 5A Presentation by the Senior Activity Center.

Iverson requested to add Council Concern Item 9A Golf Carts.

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

Consent Agenda

Iverson moved, seconded by Ziebarth, to approve consent agenda Items A-H:

- A. Approval of Regular City Council Meeting Minutes for January 16, 2024 and Special Meeting Minutes for January 22, 2024
- B. Draft December 2024 Financial Statements
- C. Resolution R24-004 Approve Restricted Donation to City of Cambridge
- D. Resolution R24-005 Approve 2023 Inter-fund Transfers
- E. Declare Community Development/Public Works Equipment Surplus Property
- F. Approve 4th of July Fireworks contract with J&M Displays
- G. Approve to terminate probationary contract of Alex Braun
- H. Resolution R24-007 Appointing Election Judges

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

Work Session

B. Community Development Annual Report

Westover said the Community Development Department supports all aspects of Community and Economic Development and is the driver for all growth in the city, concentrating on commercial,

industrial and residential development. They support the health and welfare of the community as a whole and strive to improve the integrity of the residents and business owners.

Westover continued, the department includes a Director, City Planner, Community Development Specialist, Building Official, Building Inspector, Administrative Assistant, and a part-time Receptionist. Staff continually update ordinances while balancing the needs of citizens and being mindful of statutory requirements.

Westover overviewed, in 2023 the Planning Commission reviewed eight Interim Use Permits (IUPs), six were for chickens/ducks and two were zoning district reviews. There were five ordinance revisions, four preliminary plats, four variance requests, three street vacation requests, two Planned Unit Development (PUD) amendments, and one rezoning request.

Westover said that Community Development Specialist Norling is the staff liaison to the Parks, Trails, and Recreation Commission (PTRC). In 2023 she planned, coordinated, and hosted three concerts in the park, three downtown concerts in coordination with Third Thursday events, three kids events, the Cambridge Art Fair which won the 2023 Best Of Reader's Choice award, and the first Winter Festival.

Westover continued, in 2023, there was an overall decrease in code enforcement complaints. The top three complaints were vehicle parking, junk and debris, and grass and weed height. Apartment rental registrations were on the rise, but there were less residential rental registrations. Some rental registrations are still coming in for the current rental period.

Westover said in 2023 Anoka Ramsey College completed a major remodel of their nursing/testing area, Cortec added an extrusion tower, Unique Apartments opened with 48 units, Embrace Orthodontics is building near Caribou Coffee and should open in 2024, Cambridge Dental Center added an addition to include more patient rooms, Steve's Tire added on to create more car hoist stations, Mondo's Pet Store opened in City Center Mall, DHS Dental Office moved into vacant space at 140 Birch St. N, Thistle & Ivory is working through a much needed remodel of a vacant building downtown, Bridgewell Apartments will open in 2024 with 65 affordable units, The Lodge at Oak Landing will open in 2024 with 148 units, the west Kwik Trip opened, Popeye's Restaurant developed on vacant land, Tidal Wave remodeled the former Star 95 Car Wash, and Scooter's Coffee redeveloped a former gas station/auto sales use.

There was a rise in new construction of apartment units, Westover reported. This is a nationwide trend and not unique to Cambridge. Cambridge Cove is the first single-family sub division to develop in some time. Overall, there were 248 dwelling units added in 2023. The number of permits issued went down, but revenue was higher due to an increase in new construction permits.

Councilmembers thanked Westover for the work their department does to keep city safe and attractive.

C. Fire Department Annual Report

Benzen said he became Interim Deputy Fire Chief in October of 2023, and has since been learning what the needs of the department are. There are 32 firefighters with the ability to hire up to 35, with plans to hire more in 2024. Of those firefighters, 25 are paid on-call, plus three Fire Chiefs and four Captains.

Benzen continued, in 2023 the focus was on firefighter health and safety, striving to minimize health and safety risks that are posed to our firefighters. A second gear extractor was purchased as it is a lengthy process to wash gear after a structure fire. A heated gear dryer was also purchased to allow firefighters to dry their gear quickly. Truck fill lines were moved from the top of the trucks to floor level to reduce the falling risk.

Benzen continued, truck interiors were cleaned and sanitized to eliminate the carcinogens from the seats, and booster reel handlines were installed throughout the station to allow easier access to washing the inside and outside of trucks, the floors, cleaning hoses, and spraying off gear. Previously they were only on each side of the station. And lastly, the station was organized to better facilitate needs and provide safer storage.

Benzen reported Tender 3 was sent out to Custom Fire to have a PTO driven pump installed, this allows for better use of the truck for water delivery and pumping. A car blanket was purchased to extinguish a fire and cool down an electric vehicle. Electric vehicles take 50-80,000 gallons of water to cool in the event of a fire due to the batteries, the blanket will increase efficiency and reduce manpower and resources. The 2010 Command Vehicle was sold and the profits went towards the purchase of a new 2023 model.

The Chiefs discussed city growth along with other future needs, Benzen said, and Council approved expanding the Fire Department to 35 members. Donations of \$15,000 were obtained both from the Isanti County Sportsmen's Club and the Team Foundation, most of which went towards the purchase of Engine 4. New interim Deputy Chief/Emergency Manager Benzen was hired and worked on adding Allina as the departments medical director and contracted with them for future EMR training. The department did not have a medical director prior to this. Fire prevention training was provided to the community through school visits, stations visits, and the open house.

The department offers diversified services such as fire suppression, crash extrication, water rescue, farm accidents, fire safety prevention and education, medical response, hazardous materials response, and fire inspections. In 2023 the department received 348 calls for service, including fire, rescue and medical, hazardous condition, service calls, good intent calls, and false alarms.

Benzen wrapped up his report by looking ahead to 2024. Engine 4 is expected to be delivered, a lounge remodel project is planned, there will be equipment upgrades and pre-planning, buildings will continue to be added and imported into I Am Responding, Oracle from the Isanti County Sheriff's Office along with technology updates will be implemented, there will be work towards small and large grant opportunities, and the department will continue to be "budget smart."

Ziebarth expressed appreciation to Benzen on the great job he has done for the department since he has started, Councilmembers agreed.

Unfinished Business

A. Conditional Offer of Deputy Chief of Police to Tanner Hagen

Voge said Chief Schuster, Deputy Chief Machin, and himself conducted three internal candidate interviews for the Deputy Chief of Police position on January 16, each candidate did an incredible job.

Tanner Hagen, the Detective for the Cambridge Police Department, stood out. His answers were well thought out, he articulated those thoughts well, and had a great perspective on many different topics. After a long discussion all three interviewers were in agreement that a conditional offer should be made to Detective Hagen.

Berg motioned, seconded by Shogren, to approve the attached conditional offer letter to Detective Tanner Hagen for the Deputy Chief of Police Position. All voted aye, no nays, motion passed unanimously.

Hagen thanked Council for the opportunity. He said in 2019 it was a privilege to return and work for the City, he is proud of the work his fellow officers do and is excited for the future.

New Business

A. Parks, Trails, and Recreation Commission New Members

Westover said there are three seats to be filled for the Parks, Trails, and Recreation Commission (PTRC). The term for Youth Representative Joshua Ryberg expired on January 31, 2024. One application had been received, Eva Anderson, who is a resident of Cambridge and meets the grade requirements of the Youth Representative.

Westover continued, Commissioner Lindsay Rassmann resigned from her seat in January 2024, with one year remaining on her term. Two applications were received within one year of her resignation, so staff reached out to both applicants to gauge interest. One applicant withdrew, but Adam Schorer, who lives within city limits, was interested and could complete the term that expires in January 2025.

Susan Blom was nominated by the Isanti County Parks Board to be a representative from her board. Staff look forward to be able to open up communication between the city and the county parks.

Shogren motioned, seconded by Iverson, to approve all three candidates as recommended. All voted aye, no nays, motion passed unanimously.

B. Mutual Aid Agreement with North Branch for Back-Up Building Inspection Services

Westover said the City has delegation agreements with the Minnesota Department of Labor and Industry (DLI) to perform plan review and inspections for Public Buildings and State Licensed facilities. One of DLI's requirements is for Cambridge to have a back-up inspector for our Building Official for these public/state projects. The City of North Branch has agreed to enter into a Mutual Aid Agreement for building inspection services.

Iverson motioned, seconded by Ziebarth, to enter into a Mutual Aid Agreement for building inspection services with the City of North Branch.

Godfrey asked if North Branch is who was used in the past, Westover replied it was Isanti, but they recently lost their building inspector. Berends has a good working relationship with North Branch and recommended them.

Upon vote, all voted aye, no nays, motion passed unanimously.

C. RFQ For A/V System in City Council Chambers

Vogel contacted a third-party consultant from North Metro TV, based on the advice of colleagues, to get advice on a Request for Quote (RFQ) for the audio and video system upgrades for the Council Chambers. These changes would provide individual screens for Councilmembers to review the packet during the meeting, upgrade the large screens to 4k, create video capabilities whether Council would want to use that for live streaming or only for remote attendance, as well as replacing the audio recording system. The monitors at the Dias would not be capable of research or working individually, but they would display what is on the monitors directly in front of them. Project completion date would be by the end of March.

Berg noted a 6-inch screen size for the Dias might be too small. Vogel said the RFQ was drafted to fit into the budgeted amount of \$30,000. Council can explore larger screens if requested, but may go over the budget. Iverson said she thought the screen size read as 15.6-inch, Vogel felt there was a typo and it should have a space between 15 and 6, but after research it was agreed the RFQ listed the screen size as 15.6-inch.

Ziebarth motioned, seconded by Shogren, to approve the RFQ as presented. All voted aye, no nays, motion passed unanimously.

D. Resolution R24-006 Tax Forfeit Laundromat Site on Hwy 95

Vogel said the Laundromat site on highway 95 went into tax forfeit in the summer of 2023. Building Official Berends was able to secure grants through the MPCA to have an environmental assessment of the site done at no charge to the City. It was discovered that this site has significant environmental contamination due to its past use as a laundromat and an auto shop. Its not likely for a developer to come in, purchase the site at market price, and be able to afford the clean-up which is estimated to be in the high hundreds of thousands or more.

Vogel said he approached the County when the property went into tax forfeit to see if the property could be purchased for one dollar, the answer was unclear at that time. After clarification of new laws, County said they would be comfortable selling to City for less than market value with certain conditions. It was made clear the City would be interested in acquiring the property for one dollar or less, sell to a developer for market value, and obtain grants or an environmental clean-up TIF to pay for blight mitigation. The County felt this was valid use of conveyance. If the City is not interested in purchasing the property, it is likely to sit vacant for some time.

Iverson thought the City had been offered the property by owners before they closed, at that time the Council declined due to extensive amount, and unknown expense, of clean-up needed. Vogel replied through research the approximate cost and extent of cleanup is known, and it is up to the Council if it would like to take action through grants or environmental TIFs for clean-up to help facilitate a thriving business along Hwy 95.

Shogren asked if the cost of clean-up would be recovered by the sale of the property, Vogel said he felt it was not worth the cost of clean-up, but the benefit to the City would be an increase in long-term tax revenue and the aesthetic improvements by cleaning up the space. Cost could be lessened by grants, though the site may or may not qualify. Shogren asked the size of the lot, Vogel gave a rough estimate of ¼ block in size with a value of \$400,000. Shogren asked if the current zoning would allow the same lot setbacks with a new building or would it be more restrictive, Westover said it would be more restrictive.

Ziebarth asked how the Hwy 95 redevelopment would affect the property, Vogel said it would not affect the property since the improvements are on the south side of the road.

Ziebarth inquired, based on the research by MPCA, if there was a risk to the community if nothing is done and the site continued to degrade, Vogel said there is some hazard to the neighboring apartment building.

Shogren asked if the City purchased the property for one dollar and then decided the cost of clean-up was too much could they decide to walk away from the purchase, Vogel said he was unsure but believed that was possible.

Berg stated he has reservations on purchasing this property. He grew up in a city that took on a similar property and it is still a gravel parking lot to this day even though remediation has been done. He noted there are environmental hold-harmless agreements that the buyer should agree to for future liability. Vogel said with regard to long-term ownership without a potential user, one benefit of using an environmental TIF District, it would be pay as you go, so the clean-up would be done by the builder and the City would reimburse them through the TIF.

Godfrey clarified, the City could buy the site for one dollar or less and use TIF or grants to minimize cost of clean-up, or the site will remain as-is until a builder shows interest. Vogel said that was correct. Godfrey said he preferred the City take action on facilitating clean-up and walk away if cost gets to be too much.

Berg asked if the estimated clean-up cost was in the packet, Vogel said he did not put the estimate in the packet, but believed it to be between \$750,000 to one million dollars. Vogel suggested adding a stipulation stating if the City finds the clean-up cost prohibited the site could be returned to the County. This allows the City to stake claim to the property to continue responsible exploration.

Shogren questioned if the County administers the property though it is owned by state, Vogel said he thought that was correct. Shogren asked if the state owning the property would make a difference on adding the mentioned stipulation, Vogel said he would research this if Council moved forward on the interest to purchase.

Ziebarth motioned, seconded by Godfrey, to approve resolution R24-006 with stipulation stating if the City finds the clean-up cost prohibited the site could be returned to the County. Upon vote Ziebarth and Godfrey voted aye. Iverson, Berg, and Shogren voted nay. Motion failed 2/3.

Councilmembers chose no action to leave the topic open for future discussion.

E. Downtown Interest Rate Subsidy Program

Smith said in the process of evaluating the Downtown Cambridge needs and weaknesses in 2022, the local business and building owners identified that one of the greatest limitations to them completing projects or other improvements was the interest rates on financing.

Smith continued, staff researched how to help with this obstacle and created an Interest Rate Subsidy program. This program is designed to help businesses within the B1 and B1-A Districts take out a SBA

loan with an approved financial institution, and reimburse them up to 5%, on a loan up to \$150,000, and up to 10 years. This would allow businesses to take out loans through the approved financial institutions which mitigates a lot of risk on the City's part, keeps the loans with the local banks, and allows the City to provide a small buffer for the businesses. The City would not be underwriting or co-signing on any loan, and only reimbursing when the business makes the monthly payment and a receipt is provided by the bank.

Smith continued, this program has already received support from First Bank and Trust and Frandsen Bank. If approved, other local financial institutions that have shown interested would be approached to offer a broad option of loan holders for participants.

Smith clarified buildings would have to have a commercial main floor to be eligible, and priority would be given to business that offer retail, food, or beverage establishments, and projects that improve the safety or appearance of the building. Applications would be reviewed on a case-by-case basis using a rubric before being brought to Council for final review and approval.

Smith detailed the cost to fully fund an individual application at the maximum amount of 5% on a \$150,000 loan would be a little shy of \$41,000 for the 10-year period, or \$340.98 per month. If there were 10 fully funded loans, it would cost the City \$409,179.30 total over 10 years, maxing at \$3,409.83 per month.

Godfrey clarified that each individual application would come before council for approval, Smith said that was correct. Vogel noted approval would be done in cycles, rather than a first-come-first-serve basis, to ensure competitiveness.

Shogren asked where the source of funding for the program came from, Vogel said it was funded from the Redevelopment Fund which was sourced from several different forms. Shogren asked if it was the same Redevelopment Fund that would be used to expand infrastructure, Vogel replied potentially, but likely not, this is a source for one-time money used in a way to help expand the tax base.

Ziebarth motioned, seconded by Berg, to approve the implementation of the Downtown Interest Rate Subsidy Program and allocate \$409,179.30 from the redevelopment fund for its use, pending minor changes as needed as partnerships are established with financial institutions, and approval of the City Attorney and City Administrator. All voted aye, no nays, motion passed unanimously.

Mayor's Report

A. Upcoming State of the City

Godfrey noted that the State of the City was upcoming on February 21st. Check-in is at 11:30 and the presentation is at Noon.

Godfrey announced that Winter Fest was being held on February 24th. He hoped for snow since hosting the sled dogs would be hard on dirt. He said there would also be horse carriage rides. He encourage people to participate in the Snowman and Snow Sculpture Contest, and get creative with building a snowman.

Council Concerns

A. Golf Carts

Iverson said she has been seeing more and more golf carts on road. Previously they were in same category as 4-wheelers which could have tires that ruin the road. She requested more information on the effect golf carts have on roads.

City Attorney’s Report

No City Attorney’s report

City Administrator’s Report

A. Update on NLX Project

Vogel said at the recent Alliance Board meeting an award given in late November was discussed. The award was a \$500,000 grant under the Corridor ID program for the pre-construction work and is step-one into the State Federal Partnership grant which would fund the entire project. It is unknown whether the project has to reapply for the grant in the next cycle now that the Corridor ID has been approved or if the application at that time stands. More information should be known within the next year. There is still forward progress on the project, which is currently in a research phase.

B. Update on upcoming Winter Festival

Vogel stated snow or no snow, Winter Fest will still be held. At this time, staff are still anticipating dog sledding, horse carriage rides, a chain saw artist, and a touch-a-truck element with city fleet vehicles such as plows, police and fire vehicles, and potentially larger equipment from DW. There are volunteer opportunities for the event. He expressed appreciation to businesses that have donated to gift baskets and to those citizens that have found alternative to snowmen made of snow. Donation have been made by Connexus, Minuteman Press, Gamer’s Den, GTI Theaters, Jayda Belle Boutique, and DW Companies.

Vogel added that today he received the bill as drafted from Representative Johnson’s LA, the City’s bond request will be submitted for introduction for the Hwy 95 project in the near future. Vogel thanked Representative Johnson and Senator Koran for their willingness to author this legislation on behalf of the City.

Adjournment of Council Meeting

Being no further business before the City Council, Berg moved, seconded by Iverson, to adjourn the regular meeting at 7:07 pm. All voted aye, no nays, motion passed unanimously.

James A. Godfrey, Mayor

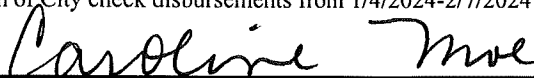
ATTEST:

Evan Vogel, City Administrator

CAMBRIDGE CITY COUNCIL MEETING
February 20, 2024
BILLS LIST

| | | | Submitted For Approval |
|---|-----------|-----------------|---------------------------------------|
| Prepaid Checks | 1/10/2024 | 128137 - 128191 | 3,618,217.70 |
| Prepaid Checks | 1/17/2024 | 128192 - 128253 | 183,399.60 |
| Prepaid Checks | 1/19/2024 | 128254 | 8,877.20 |
| Prepaid Checks | 1/24/2024 | 128255 - 128307 | 131,118.09 |
| Prepaid Checks | 1/31/2024 | 128308 - 128373 | 444,974.84 |
| Prepaid Checks | 2/7/2024 | 128374 - 128448 | 237,271.49 |
| Total Checks | | | 4,623,858.92 |
| PAID THROUGH ACH or WIRE January 2024: | | | |
| Payroll | | | 294,287.22 |
| Federal Payroll Tax Withholding | | | 89,062.12 |
| State Payroll Tax Withholding | | | 18,349.37 |
| PERA Withholdings | | | 80,320.57 |
| Deferred Comp Premiums | | | 4,340.00 |
| Self Insurance & Flex & Select Account Admin Fee | | | 11,596.54 |
| ECE | | | 52,775.91 |
| Sales & Use Tax Payments to State of MN | | | 71,780.00 |
| Centerpoint | | | 7,010.39 |
| LePage | | | 1,510.17 |
| Wright Express (City wide fuel cards) | | | 8,778.50 |
| Connexus | | | 1,178.52 |
| Midcontinent | | | 4,174.67 |
| Reliance Life Insurance ACH | | | 1,390.92 |
| AFLAC | | | 58.70 |
| Total Paid through ACH or Wire | | | 646,613.60 |
| TOTAL SUBMITTED FOR APPROVAL | | | \$5,270,472.52 |

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of City check disbursements from 1/4/2024-2/7/2024 and all other disbursements for January 2024.

 2/8/24

Caroline Moe, Director of Finance signature & date

 2/9/24

Linda Gerlach, Finance Clerk signature & date

| Vendor | Vendor Name | Description | Net Invoice Amount |
|------------|-------------------------------|---|--------------------|
| 44 | Absolute Portable Restrooms | Handicap Unit - Ice Rink | 270.00 |
| Total 44: | | | 270.00 |
| 175 | Amazon Capital Services, Inc. | Office Supplies | 30.98 |
| 175 | Amazon Capital Services, Inc. | Office Supplies - Planning | 19.75 |
| 175 | Amazon Capital Services, Inc. | Misc Operating Supplies - Wastewater | 244.35 |
| Total 175: | | | 295.08 |
| 348 | Association Minnesota Buildin | Assoc of MN Building Officials Membership - B. Berend | 25.00 |
| Total 348: | | | 25.00 |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 560.90 |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 1,601.67 |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 3,125.94 |
| Total 521: | | | 5,288.51 |
| 551 | Chas A. Bernick Inc. | Liquor Store Merchandise | 2,019.60 |
| 551 | Chas A. Bernick Inc. | Liquor Store Merchandise | 33.60 |
| Total 551: | | | 2,053.20 |
| 618 | Blue Peak Consulting, LLC | PAR360 Annual Subscription | 2,800.00 |
| Total 618: | | | 2,800.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2014A | 110,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2014A | 2,603.13 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2014A | 2,299.65 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2014A | 11,450.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2014A | 490,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2014A | 99,444.44 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2014A | 1,040.63 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2014A | 45,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2014A | 1,169.10 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2014A | 50,555.56 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 140,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 6,500.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 130,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 4,650.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 3,941.29 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 3,474.39 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 84,537.90 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 97,078.65 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 2,400.81 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 1,563.42 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-------------------------------|---|--------------------|
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 51,495.68 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 43,683.71 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 2,282.90 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 1,762.20 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 48,966.42 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2016A | 49,237.63 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2018A | 195,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2018A | 18,825.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2018A | 5,400.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2018A | 55,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2018A | 1,875.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2018A | 20,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2018A | 7,125.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2018A | 75,000.00 |
| 626 | Bond Trust Services Corporati | GO Water Revenue Bonds, Series 2019A | 32,975.00 |
| 626 | Bond Trust Services Corporati | GO Water Revenue Bonds, Series 2019A | 95,000.00 |
| 626 | Bond Trust Services Corporati | GO Sales Tax Revenue Bonds, Series 2019B | 305,000.00 |
| 626 | Bond Trust Services Corporati | GO Sales Tax Revenue Bonds, Series 2019B | 77,428.13 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 30,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 7,306.25 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 240,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 35,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 26,300.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 4,300.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 5,125.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 40,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 5,250.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 45,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 10,300.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2020A | 85,000.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2022A | 264,191.89 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2022A | 65,808.11 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2022A | 44,985.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2022A | 11,715.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2022A | 3,450.00 |
| 626 | Bond Trust Services Corporati | GO Bonds, Series 2022A | 20,000.00 |
| 626 | Bond Trust Services Corporati | Paying Agent Fees - GO Bonds, Series 2014A | 475.00 |
| 626 | Bond Trust Services Corporati | Paying Agent Fees - GO Bonds, Series 2016A | 475.00 |
| 626 | Bond Trust Services Corporati | Paying Agent Fees - GO Bonds, Series 2018A | 475.00 |
| 626 | Bond Trust Services Corporati | Paying Agent Fees - GO Water Revenue Bonds, | 475.00 |
| 626 | Bond Trust Services Corporati | Paying Agent Fees - GO Bonds, Series 2020A | 475.00 |
| 626 | Bond Trust Services Corporati | Paying Agent Fees - GO Bonds, Series 2022A | 475.00 |
| Total 626: | | | 3,320,346.89 |
| 1083 | CES Imaging | Ink Cartridge - Canon Printer | 396.38 |
| Total 1083: | | | 396.38 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|--------------------------|--|--------------------|
| 1107 | Cheney, Dean & Audrey | Refund Overpayment Final Water Bill 1-29990 | 13.51 |
| Total 1107: | | | 13.51 |
| 1140 | Cintas Corporation | Rug & Towel Rentals - Liquor Store | 142.34 |
| 1140 | Cintas Corporation | Rug Rentals - Liquor Store | 132.96 |
| 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: | | | 666.88 |
| 1170 | City Laundering Co. | Rugs - Fire Hall | 15.90 |
| Total 1170: | | | 15.90 |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 21,481.43 |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 3,701.80 |
| 1396 | Dahlheimer Beverage, LLC | Credit Liquor Merchandise | 212.18 |
| Total 1396: | | | 24,971.05 |
| 1529 | Deyo, Jason & Kristina | Refund Overpayment Final Water Bill 1-13424 | 107.58 |
| Total 1529: | | | 107.58 |
| 1553 | DW Companies LLC | Salting Parking Lot - Liquor Store | 300.00 |
| 1553 | DW Companies LLC | Salting Parking Lot - Liquor Store | 600.00 |
| Total 1553: | | | 900.00 |
| 1631 | Earl F. Andersen, Inc. | Street Signs | 246.30 |
| 1631 | Earl F. Andersen, Inc. | Street Signs | 195.95 |
| Total 1631: | | | 442.25 |
| 1681 | ECM Publishers, Inc. | Advertising - Liquor Store | 825.28 |
| Total 1681: | | | 825.28 |
| 1921 | Ferguson Waterworks | Automatic Meter Read | 41,910.00 |
| Total 1921: | | | 41,910.00 |
| 1922 | Ferrellgas | Liquefied Petroleum Gas - Ice Rink | 55.43 |
| 1922 | Ferrellgas | Liquefied Petroleum Gas - Ice Rink | 90.38 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|---------------------------------|--|--------------------|
| 1922 | Ferrellgas | Cylinder Rental - Ice Rink | 36.00 |
| 1922 | Ferrellgas | Cylinder Rental - Ice Rink | 36.00 |
| Total 1922: | | | 217.81 |
| 2059 | Synchrony Bank | Misc Operating Supplies - Parks | 189.95 |
| Total 2059: | | | 189.95 |
| 2188 | Gratitude Farms | Animal Control Services | 400.00 |
| Total 2188: | | | 400.00 |
| 2245 | Guardian Fleet Safety, LLC | Police Vehicle - 2023 Ford Interceptor Utility | 45,615.00 |
| Total 2245: | | | 45,615.00 |
| 2411 | Hillyard Inc. | Maintenance Supplies - City Hall | 87.53 |
| 2411 | Hillyard Inc. | Maintenance Supplies - City Hall | 122.25 |
| 2411 | Hillyard Inc. | Maintenance Supplies - City Hall | 41.78 |
| Total 2411: | | | 168.00 |
| 2561 | Initiative Foundation | 2024 Economic Development Support | 2,075.00 |
| Total 2561: | | | 2,075.00 |
| 2661 | Isanti County Historical Societ | 2024 Support | 1,500.00 |
| Total 2661: | | | 1,500.00 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 4,319.06 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 90.71 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 2,368.00 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 69.16 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 3,213.27 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 29.12 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 2,128.96 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 51.14 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 1,542.70 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 40.04 |
| Total 2796: | | | 13,852.16 |
| 2866 | Kawalek Trucking | Freight Charges Liquor Store | 281.00 |
| Total 2866: | | | 281.00 |
| 3151 | League of Minnesota Cities | MN Cities Stormwater Coalition Contributions | 1,070.00 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|--------------------------------|--|--------------------|
| Total 3151: | | | 1,070.00 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 1,290.50 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 17,239.43 |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 524.28- |
| 3461 | McDonald Distributing Compa | Keg Return | 30.00- |
| Total 3461: | | | 17,975.65 |
| 3521 | Menards | Misc Operating Supplies - Wastewater | 52.35 |
| 3521 | Menards | Misc Operating Supplies - Wastewater | 17.99 |
| 3521 | Menards | Misc Operating Supplies - Wastewater | 33.95 |
| 3521 | Menards | Small Tools & Equipment - Water | 288.19 |
| 3521 | Menards | Misc Operating Supplies - Wastewater | 54.72 |
| 3521 | Menards | Misc Operating Supplies - Water | 194.98 |
| 3521 | Menards | Misc Operating Supplies - Airport | 49.08 |
| 3521 | Menards | Repair & Maint Supplies Bldg - Fire | 13.93 |
| Total 3521: | | | 705.19 |
| 3542 | Metro Payroll Inc. | eKlock Enterprise - November | 333.00 |
| Total 3542: | | | 333.00 |
| 3553 | Michael P Keller | Professional Services - Police Dept | 650.00 |
| Total 3553: | | | 650.00 |
| 3608 | Miller Auto Center, Inc. | Repair & Maint Supplies Veh/Eq - Streets | 1,254.19 |
| Total 3608: | | | 1,254.19 |
| 3676 | MCSI Minnesota Computer S | Contract Base Rate Charge - Tosh/Estudio 850 | 10.00 |
| Total 3676: | | | 10.00 |
| 3829 | Minnesota Dept of Labor and | Quarterly Building Permit Surcharge - DECEMBER | 3,438.91 |
| 3829 | Minnesota Dept of Labor and | Quarterly Building Permit Surcharge - DECEMBER | 137.56- |
| Total 3829: | | | 3,301.35 |
| 4042 | National Fire Sprinkler Associ | 2024 Individual Membership Government - B. Berends | 50.00 |
| Total 4042: | | | 50.00 |
| 4321 | O'Reilly Automotive, Inc. | Repair & Maint Supplies Veh/Eq - PD | 8.99 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|---------------------------------|---|--------------------|
| Total 4321: | | | 8.99 |
| 4426 | Paustis Wine Company | Liquor Store Merchandise | 4,206.00 |
| 4426 | Paustis Wine Company | Freight Charge | 47.50 |
| Total 4426: | | | 4,253.50 |
| 4476 | Phillips Wine & Spirits | Credit Liquor Merchandise | 2.24 |
| 4476 | Phillips Wine & Spirits | Credit Liquor Merchandise | 10.50 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 3,573.43 |
| 4476 | Phillips Wine & Spirits | Delivery Charge | 52.93 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 3,310.72 |
| 4476 | Phillips Wine & Spirits | Delivery Charge | 63.70 |
| Total 4476: | | | 6,988.04 |
| 4626 | Purchase Power | Postage Meter Refill | 500.00 |
| Total 4626: | | | 500.00 |
| 4661 | Quill Corporation | Copy Paper - City Hall | 80.15 |
| 4661 | Quill Corporation | Tax Forms - Finance | 65.39 |
| 4661 | Quill Corporation | Tax Forms - Finance | 93.21 |
| Total 4661: | | | 238.75 |
| 4824 | RITE Enterprises Inc | Cloud Retailer, CardDefender and Cloud Retailer Mobil | 2,564.12 |
| Total 4824: | | | 2,564.12 |
| 4844 | Robert C. Roby | Hearing Officer Services | 75.00 |
| Total 4844: | | | 75.00 |
| 4864 | Rodman, Scott | Refund Overpayment Final Water Bill 1-7483 | 430.93 |
| Total 4864: | | | 430.93 |
| 4947 | Sage Cleaning LLC | Carpet Cleaning - Liquor Store | 134.84 |
| Total 4947: | | | 134.84 |
| 5116 | Short, Elliott, Hendrickson Inc | CAMBR City Eng. Services | 1,280.00 |
| 5116 | Short, Elliott, Hendrickson Inc | CAMBR TH 95 City Uti Replace | 12,421.75 |
| 5116 | Short, Elliott, Hendrickson Inc | CAMBR Central Dr NE Trail Imp | 2,058.50 |
| 5116 | Short, Elliott, Hendrickson Inc | CAMBR 2024 St Imps Design/Bid | 46,329.40 |
| 5116 | Short, Elliott, Hendrickson Inc | CAMBR Downtown Study | 3,633.25 |
| 5116 | Short, Elliott, Hendrickson Inc | CAMBR Lk Fanny Prk Master Plan | 9,420.00 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-----------------------------|---|--------------------|
| Total 5116: | | | 75,142.90 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 7,595.79 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 106.17 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 27.00 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 1.55 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 1,180.49 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 20.15 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 240.00 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 9.30 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 80.00 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 3.10 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 5,287.50 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 44.95 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 80.00 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 3.10 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 15.50 |
| Total 5181: | | | 14,694.60 |
| 5251 | Star | Advertising Liquor Store | 25.00 |
| Total 5251: | | | 25.00 |
| 5525 | Tidal Wave Auto Spa | Car Washes - Police Dept | 50.00 |
| Total 5525: | | | 50.00 |
| 5686 | U.S. Postal Service | Postage Paid Envelopes - PD | 378.20 |
| Total 5686: | | | 378.20 |
| 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. | Misc Operating Supplies - Wastewater | 80.94 |
| 5886 | Watson Co., Inc. | Liquor Store Merchandise | 172.44 |
| 5886 | Watson Co., Inc. | Liquor Store Merchandise | 4,737.30 |
| 5886 | Watson Co., Inc. | Misc Operating Supplies - Liquor Store | 266.35 |
| 5886 | Watson Co., Inc. | Fuel Charge | 6.00 |
| Total 5886: | | | 5,263.55 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 12,848.20 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 85.10 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 189.80 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 5.75 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 76.29 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 2.40 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|---------------|-----------------------------|--------------------------|--------------------|
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 136.00 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 3.45 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 2,901.24 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 27.60 |
| Total 5891: | | | 16,275.83 |
| 6001 | Wine Merchants | Liquor Store Merchandise | 214.00 |
| 6001 | Wine Merchants | Delivery Charge | 3.64 |
| Total 6001: | | | 217.64 |
| Grand Totals: | | | 3,618,217.70 |

Dated: 1/10/24

City Treasurer: Caroline Mord

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|-----------|------------------|--------------|---------------|--|------------------|--------------|
| 01/24 | 01/10/2024 | 128137 | 44 | Absolute Portable Restrooms | 101-20100 | 270.00 |
| 01/24 | 01/10/2024 | 128139 | 175 | Amazon Capital Services, Inc. | 602-20100 | 295.08 |
| 01/24 | 01/10/2024 | 128140 | 348 | AMBO | 101-20100 | 25.00 |
| 01/24 | 01/10/2024 | 128141 | 521 | Bellboy Corporation | 610-20100 | 5,288.51 |
| 01/24 | 01/10/2024 | 128142 | 618 | Blue Peak Consulting, LLC | 101-20100 | 2,800.00 |
| 01/24 | 01/10/2024 | 128143 | 626 | Bond Trust Services Corporation | 392-20100 | 3,320,346.89 |
| 01/24 | 01/10/2024 | 128144 | 5891 | Breakthru Beverage MN Wine & Spirits I | 610-20100 | 16,275.83 |
| 01/24 | 01/10/2024 | 128145 | 1083 | CES Imaging | 101-20100 | 396.38 |
| 01/24 | 01/10/2024 | 128146 | 551 | Bernick's | 610-20100 | 2,053.20 |
| 01/24 | 01/10/2024 | 128147 | 1107 | Dean & Audrey Cheney | 601-20100 | 13.51 |
| 01/24 | 01/10/2024 | 128148 | 1140 | Cintas Corporation | 601-20100 | 666.88 |
| 01/24 | 01/10/2024 | 128149 | 1170 | City Laundering Co. | 101-20100 | 15.90 |
| 01/24 | 01/10/2024 | 128151 | 1396 | Dahlheimer Beverage, LLC | 610-20100 | 24,971.05 |
| 01/24 | 01/10/2024 | 128152 | 1529 | Jason & Kristina Deyo | 601-20100 | 107.58 |
| 01/24 | 01/10/2024 | 128153 | 1553 | DW Companies LLC | 610-20100 | 900.00 |
| 01/24 | 01/10/2024 | 128154 | 1631 | Earl F. Andersen, Inc. | 101-20100 | 442.25 |
| 01/24 | 01/10/2024 | 128155 | 1681 | ECM Publishers, Inc. | 610-20100 | 825.28 |
| 01/24 | 01/10/2024 | 128156 | 1921 | Ferguson Waterworks #2518 | 601-20100 | 41,910.00 |
| 01/24 | 01/10/2024 | 128157 | 1922 | Ferrellgas | 101-20100 | 217.81 |
| 01/24 | 01/10/2024 | 128158 | 2188 | Gratitude Farms | 101-20100 | 400.00 |
| 01/24 | 01/10/2024 | 128159 | 2245 | Guardian Fleet Safety | 417-20100 | 45,615.00 |
| 01/24 | 01/10/2024 | 128160 | 2411 | Hillyard / Minneapolis | 101-20100 | 168.00 |
| 01/24 | 01/10/2024 | 128161 | 2561 | Initiative Foundation | 101-20100 | 2,075.00 |
| 01/24 | 01/10/2024 | 128162 | 2661 | Isanti County Historical Society | 101-20100 | 1,500.00 |
| 01/24 | 01/10/2024 | 128163 | 2796 | Johnson Bros - St Paul | 610-20100 | 13,852.16 |
| 01/24 | 01/10/2024 | 128164 | 2866 | Kawalek Trucking | 610-20100 | 281.00 |
| 01/24 | 01/10/2024 | 128165 | 3151 | League of Minnesota Cities | 603-20100 | 1,070.00 |
| 01/24 | 01/10/2024 | 128166 | 3461 | McDonald Distributing Company | 610-20100 | 17,975.65 |
| 01/24 | 01/10/2024 | 128167 | 3676 | MCSI Minnesota Computer Systems Inc | 101-20100 | 10.00 |
| 01/24 | 01/10/2024 | 128168 | 3521 | Menards | 101-20100 | 705.19 |
| 01/24 | 01/10/2024 | 128169 | 3542 | Metro Payroll Inc. | 101-20100 | 333.00 |
| 01/24 | 01/10/2024 | 128170 | 3553 | Michael P Keller, Ph.D. | 101-20100 | 650.00 |
| 01/24 | 01/10/2024 | 128171 | 3608 | Miller Auto Center, Inc. | 101-20100 | 1,254.19 |
| 01/24 | 01/10/2024 | 128172 | 3829 | Minnesota Dept of Labor and Industry | 101-20100 | 3,301.35 |
| 01/24 | 01/10/2024 | 128173 | 4042 | NFSA | 101-20100 | 50.00 |
| 01/24 | 01/10/2024 | 128174 | 4321 | O'Reilly Automotive, Inc. | 101-20100 | 8.99 |
| 01/24 | 01/10/2024 | 128175 | 4426 | Paustis Wine Company | 610-20100 | 4,253.50 |
| 01/24 | 01/10/2024 | 128176 | 4476 | Phillips St Paul | 610-20100 | 6,988.04 |
| 01/24 | 01/10/2024 | 128177 | 4626 | Purchase Power | 101-20100 | 500.00 |
| 01/24 | 01/10/2024 | 128178 | 4661 | Quill Corporation | 101-20100 | 238.75 |
| 01/24 | 01/10/2024 | 128179 | 4824 | RITE | 610-20100 | 2,564.12 |
| 01/24 | 01/10/2024 | 128180 | 4844 | Minnesota Mediation Services, LLC | 101-20100 | 75.00 |
| 01/24 | 01/10/2024 | 128181 | 4864 | Scott Rodman | 601-20100 | 430.93 |
| 01/24 | 01/10/2024 | 128182 | 4947 | Sage Cleaning LLC | 610-20100 | 134.84 |
| 01/24 | 01/10/2024 | 128183 | 5116 | Short, Elliott, Hendrickson Inc | 499-20100 | 75,142.90 |
| 01/24 | 01/10/2024 | 128184 | 5181 | Southern Glazer's of MN | 610-20100 | 14,694.60 |
| 01/24 | 01/10/2024 | 128185 | 5251 | Star | 610-20100 | 25.00 |
| 01/24 | 01/10/2024 | 128186 | 2059 | Synchrony Bank | 101-20100 | 189.95 |
| 01/24 | 01/10/2024 | 128187 | 5525 | Tidal Wave Auto Spa | 101-20100 | 50.00 |
| 01/24 | 01/10/2024 | 128189 | 5686 | U.S. Postal Service | 101-20100 | 378.20 |
| 01/24 | 01/10/2024 | 128190 | 5886 | Watson Co., Inc. | 610-20100 | 5,263.55 |
| 01/24 | 01/10/2024 | 128191 | 6001 | Wine Merchants | 610-20100 | 217.64 |

Grand Totals:

3,618,217.70

| Vendor | Vendor Name | Description | Net Invoice Amount |
|--------|------------------------------|--|--------------------|
| 18 | A & B Welding & Construction | Repair & Maint - Wastewater Plant | 2,416.50 |
| | Total 18: | | 2,416.50 |
| 95 | Advanced Power Services, In | Generator Inspection & Battery Replacement - City Hal | 780.00 |
| 95 | Advanced Power Services, In | Full Inspection/Service Backup Generator - Water Plan | 2,053.00 |
| 95 | Advanced Power Services, In | Full Inspection/Service Backup Generator - Wastewater | 1,790.00 |
| | Total 95: | | 4,623.00 |
| 165 | Allina Health | Health History, Physical, Questionnaire - Parks Season | 139.50 |
| | Total 165: | | 139.50 |
| 341 | Aspen Mills | Uniform Allowance - S. Machin | 70.80 |
| | Total 341: | | 70.80 |
| 381 | Auto Value Cambridge | Repair & Maint Supplies Veh/Eq - Shop | 10.99 |
| | Total 381: | | 10.99 |
| 521 | Bellboy Corporation | Credit Liquor Merchandise | 122.50 |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 261.30 |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 1,871.00 |
| | Total 521: | | 2,009.80 |
| 551 | Chas A. Bernick Inc. | Liquor Store Merchandise | 3,030.30 |
| 551 | Chas A. Bernick Inc. | Liquor Store Merchandise | 111.52 |
| 551 | Chas A. Bernick Inc. | Credit Liquor Merchandise | 75.18 |
| | Total 551: | | 3,066.64 |
| 1140 | Cintas Corporation | Rug & Towel Rentals - Liquor Store | 288.71 |
| | Total 1140: | | 288.71 |
| 1170 | City Laundering Co. | Rugs - Fire Hall | 15.90 |
| | Total 1170: | | 15.90 |
| 1316 | Crawford's Equipment, Inc. | Repair & Maint Supplies Veh/Eq - Streets | 69.48 |
| 1316 | Crawford's Equipment, Inc. | Repair & Maint Supplies Veh/Eq - Streets | 210.51 |
| 1316 | Crawford's Equipment, Inc. | Repair & Maint Supplies Veh/Eq - Streets | 108.52 |
| | Total 1316: | | 171.47 |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 24,235.57 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|----------------------------|---|--------------------|
| 1396 | Dahlheimer Beverage, LLC | Credit Liquor Merchandise | 13.25- |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 1,481.25 |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 12,162.21 |
| 1396 | Dahlheimer Beverage, LLC | Credit Liquor Merchandise | 157.68- |
| Total 1396: | | | 37,708.10 |
| 1481 | Department of Human Servic | December Cleaning - Northbound Liquor | 310.00 |
| Total 1481: | | | 310.00 |
| 1506 | Deputy Registrar #90 | License Tabs - 90 HMDE - PLate 192922 | 21.25 |
| 1506 | Deputy Registrar #90 | Squad Car Title - 2023 Ford Explorer | 28.00 |
| 1506 | Deputy Registrar #90 | License Tabs - 15 Towm - Plate 6690CZT | 19.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 15 Towm - Plate 6691CZT | 32.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 02 STRG - Plate 909608 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 02 Chev - Plate 909615 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 03 Chev - Plate 912702 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 04 STRG - Plate #915014 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 04 STRG - Plate #915015 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 05 Chev - Plate 918109 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 05 Chev - Plate 918110 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 06 STRG - Plate 918121 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 06 Chev - Plate 918123 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 06 Chevy - Plate 924525 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 08 Chev - Plate 928392 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 09 Ford - Plate 929915 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 09 Chev - Plate 933360 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 09 Chev - Plate 933361 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 11 GMC - Plate 936951 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 11 GMC - Plate 936974 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 11 GMC - Plate 936975 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 05 Ford - Plate 941023 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 14 Intl - Plate 941026 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 16 INTL - Plate 946121 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 16 RAM - Plate 946494 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 15 Chev - Plate 951385 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 20 INTL - Plate 952334 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 16 Ford - Plate 953500 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 18 Chev - Plate 956350 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 16 FRHT - Plate 956765 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 18 Chev - Plate 958274 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 07 Chev - Plate 959755 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 14 Chev - Plate 959763 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 21 RAM - Plate 959782 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 12 Ford F Super - Plate 959786 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 19 Chev - Plate 959939 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 02 PEQU - Plate 962085 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 20 GMC - Plate 963175 | 21.25 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|---------------------------------|---|--------------------|
| 1506 | Deputy Registrar #90 | License Tabs - 21 INTL - Plate 965623 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 22 Ford F150 - Plate 974393 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 19 PJ - Plate 9772CTP | 43.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 23 Frht 114SD - Plate 978102 | 21.25 |
| 1506 | Deputy Registrar #90 | License Tabs - 99 M&S - Plate CDT9958 | 32.25 |
| Total 1506: | | | 962.50 |
| 1922 | Ferrellgas | Liquefied Petroleum Gas - Ice Rink | 56.15 |
| Total 1922: | | | 56.15 |
| 1949 | First Advantage | Annual Enrollment - Streets | 36.71 |
| 1949 | First Advantage | Drug Test - Parks | 60.81 |
| Total 1949: | | | 97.52 |
| 2166 | Grainger | Repair & Maint - Water Plant | 229.00 |
| Total 2166: | | | 229.00 |
| 2182 | Winebow | Liquor Store Merchandise | 1,157.00 |
| 2182 | Winebow | Freight Charges | 20.00 |
| Total 2182: | | | 1,177.00 |
| 2341 | Hawkins, Inc. | Chemicals - Wastewater | 10.00 |
| Total 2341: | | | 10.00 |
| 2543 | Industrial Organizational Solut | NFSI SG Online | 36.00 |
| Total 2543: | | | 36.00 |
| 2742 | Jefferson Fire & Safety | Small Tools and Equipment - Fire | 149.50 |
| Total 2742: | | | 149.50 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 5,049.00 |
| 2796 | Johnson Brothers Liquor Co | Freight Charge | 100.10 |
| 2796 | Johnson Brothers Liquor Co | Freight Charge | 10.92 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 6,053.70 |
| 2796 | Johnson Brothers Liquor Co | Freight Charge | 81.90 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 3,404.00 |
| 2796 | Johnson Brothers Liquor Co | Freight Charge | 134.68 |
| 2796 | Johnson Brothers Liquor Co | Freight Charge | 3.64 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 21,712.85 |
| 2796 | Johnson Brothers Liquor Co | Freight Charge | 353.08 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 630.00 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-----------------------------|--|--------------------|
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 27.30 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 1,604.50 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 18.20 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 720.00 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 12.74 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 1,918.00 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 43.68 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 1,447.00 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 34.58 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 7,157.50 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 178.36 |
| 2796 | Johnson Brothers Liquor Co | Credit Liquor Merchandise | 8.00- |
| Total 2796: | | | 50,687.73 |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 204.00- |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 13.60- |
| 3461 | McDonald Distributing Compa | Keg Return | 60.00- |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 15,497.35 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 1,356.00 |
| 3461 | McDonald Distributing Compa | Keg Deposit | 360.00 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 1,020.00 |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 180.58- |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 204.00 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 13,936.20 |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 68.86- |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 530.00 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 1,315.50 |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 1,495.50- |
| Total 3461: | | | 32,196.51 |
| 3521 | Menards | Misc Operating Supplies - Wastewater | 19.74 |
| Total 3521: | | | 19.74 |
| 3543 | Metro Sales, Inc. | Ricoh IM C6000 Color Copier Rental - City Hall | 785.55 |
| Total 3543: | | | 785.55 |
| 3755 | Minuteman Press | Winter Festival Banners | 325.00 |
| Total 3755: | | | 325.00 |
| 3929 | Moose Lake Brewing Co. LLC | Liquor Store Merchandise | 54.00 |
| Total 3929: | | | 54.00 |
| 4001 | MVTL Laboratories Inc. | Testing - Water | 84.40 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|--------------------------------|--|--------------------|
| Total 4001: | | | 84.40 |
| 4071 | NCPERS Group Life Ins. | Group Vol Life Ins - PERA | 336.00 |
| Total 4071: | | | 336.00 |
| 4426 | Paustis Wine Company | Liquor Store Merchandise | 822.00 |
| 4426 | Paustis Wine Company | Freight Charge | 12.50 |
| Total 4426: | | | 834.50 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 3,795.23 |
| 4476 | Phillips Wine & Spirits | Delivery Charge | 78.26 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 5,298.15 |
| 4476 | Phillips Wine & Spirits | Delivery Charge | 225.68 |
| Total 4476: | | | 9,397.32 |
| 4539 | Pomp's Tire Service, Inc. | Repair & Maint Supplies Veh/Eq - Streets | 26.00 |
| 4539 | Pomp's Tire Service, Inc. | Repair & Maint Labor Veh/Eq - Streets | 1,118.56 |
| Total 4539: | | | 1,144.56 |
| 4626 | Purchase Power | Finance Charges | 57.25 |
| 4626 | Purchase Power | Postage Meter Refill | 500.00 |
| Total 4626: | | | 557.25 |
| 4640 | Q Media Properties LLC | Advertising - Liquor Store | 300.00 |
| 4640 | Q Media Properties LLC | Advertising - Liquor Store | 240.00 |
| Total 4640: | | | 540.00 |
| 4749 | Red Bull Distribution Compan | Liquor Store Merchandise | 229.51 |
| Total 4749: | | | 229.51 |
| 4931 | Innovative Office Solutions LL | Office Supplies - Police | 95.82 |
| Total 4931: | | | 95.82 |
| 5181 | Southern Glazer's of MN | Credit Liquor Store Merchandise | 256.25- |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 234.00 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 1.55 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 7,392.60 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 114.84 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 296.49 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 6.20 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|------------------------------|---|--------------------|
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 3,036.50 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 45.72 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 3,036.50 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 45.72 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 768.00 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 10.85 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 3,232.91 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 40.30 |
| Total 5181: | | | 18,005.93 |
| 5251 | Star | Advertising 2024 Winter Fest | 406.37 |
| 5251 | Star | Advertising Liquor Store | 545.00 |
| 5251 | Star | Public Notice Council Meeting Minutes | 5.36 |
| Total 5251: | | | 956.73 |
| 5301 | Steve's Tire Inc | Repairs and Maint Labor Veh/Eq - Police | 116.00 |
| Total 5301: | | | 116.00 |
| 5336 | Sunshine Printing | Printing on Envelopes - PD | 95.00 |
| Total 5336: | | | 95.00 |
| 5509 | Thomsen, Dean A | Window Cleaning Liquor Store - Cooler Doors & Entry | 140.24 |
| Total 5509: | | | 140.24 |
| 5516 | Capitol Beverage Sales L.P. | Credit Liquor Store Merchandise | 70.35- |
| 5516 | Capitol Beverage Sales L.P. | Liquor Store Merchandise | 779.60 |
| Total 5516: | | | 709.25 |
| 5524 | Thunder Brothers Brewery, In | Liquor Store Merchandise | 144.00 |
| Total 5524: | | | 144.00 |
| 5634 | Tri State Surplus Co. | Upright, Beam, Wire Decking | 1,158.46 |
| Total 5634: | | | 1,158.46 |
| 5816 | Viking Coca-Cola Bottling Co | Liquor Store Merchandise | 258.45 |
| 5816 | Viking Coca-Cola Bottling Co | Liquor Store Merchandise | 268.75 |
| Total 5816: | | | 527.20 |
| 5831 | Vinocopia | Liquor Store Merchandise | 972.00 |
| 5831 | Vinocopia | Delivery Charge | 18.00 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|---------------|-----------------------------|---|--------------------|
| 5831 | Vinocopia | Liquor Store Merchandise | 373.33 |
| 5831 | Vinocopia | Delivery Charge | 8.00 |
| Total 5831: | | | 1,371.33 |
| 5886 | Watson Co., Inc. | Credit Misc Operating Supplies - Liquor Store | 27.00- |
| 5886 | Watson Co., Inc. | Liquor Store Merchandise | 278.58 |
| 5886 | Watson Co., Inc. | Liquor Store Merchandise | 3,160.09 |
| 5886 | Watson Co., Inc. | Misc Operating Supplies - Liquor Store | 179.85 |
| 5886 | Watson Co., Inc. | Fuel Charge | 6.00 |
| Total 5886: | | | 3,597.52 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 4,281.07 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 49.55 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 1,448.00 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 11.50 |
| 5891 | Breakthru Beverage Minnesot | Credit Liquor Merchandise | 48.00- |
| 5891 | Breakthru Beverage Minnesot | Credit Freight Charge | 1.15- |
| Total 5891: | | | 5,740.97 |
| Grand Totals: | | | 183,399.60 |

Dated: 1/17/2024

City Treasurer: Caroline Moe

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|-----------|------------------|--------------|---------------|--|------------------|-----------|
| 01/24 | 01/17/2024 | 128192 | 18 | A & B Welding & Construction Inc. | 602-20100 | 2,416.50 |
| 01/24 | 01/17/2024 | 128193 | 95 | Advanced Power Services, Inc. | 101-20100 | 4,623.00 |
| 01/24 | 01/17/2024 | 128194 | 165 | Allina Health | 101-20100 | 139.50 |
| 01/24 | 01/17/2024 | 128195 | 341 | Aspen Mills | 101-20100 | 70.80 |
| 01/24 | 01/17/2024 | 128196 | 381 | Auto Value Cambridge | 101-20100 | 10.99 |
| 01/24 | 01/17/2024 | 128197 | 521 | Bellboy Corporation | 610-20100 | 2,009.80 |
| 01/24 | 01/17/2024 | 128198 | 5891 | Breakthru Beverage MN Wine & Spirits I | 610-20100 | 5,740.97 |
| 01/24 | 01/17/2024 | 128200 | 5516 | Capitol Beverage Sales L.P. | 610-20100 | 709.25 |
| 01/24 | 01/17/2024 | 128201 | 551 | Bernick's | 610-20100 | 3,066.64 |
| 01/24 | 01/17/2024 | 128202 | 1140 | Cintas Corporation | 610-20100 | 288.71 |
| 01/24 | 01/17/2024 | 128203 | 1170 | City Laundering Co. | 101-20100 | 15.90 |
| 01/24 | 01/17/2024 | 128204 | 1316 | Crawford's Equipment, Inc. | 101-20100 | 171.47 |
| 01/24 | 01/17/2024 | 128205 | 1396 | Dahlheimer Beverage, LLC | 610-20100 | 37,708.10 |
| 01/24 | 01/17/2024 | 128206 | 1481 | Department of Human Services | 610-20100 | 310.00 |
| 01/24 | 01/17/2024 | 128207 | 1506 | Deputy Registrar #90 | 101-20100 | 169.50 |
| 01/24 | 01/17/2024 | 128208 | 1506 | Deputy Registrar #90 | 101-20100 | 28.00 |
| 01/24 | 01/17/2024 | 128209 | 1506 | Deputy Registrar #90 | 101-20100 | 85.00 |
| 01/24 | 01/17/2024 | 128210 | 1506 | Deputy Registrar #90 | 602-20100 | 127.50 |
| 01/24 | 01/17/2024 | 128211 | 1506 | Deputy Registrar #90 | 101-20100 | 127.50 |
| 01/24 | 01/17/2024 | 128212 | 1506 | Deputy Registrar #90 | 601-20100 | 106.25 |
| 01/24 | 01/17/2024 | 128213 | 1506 | Deputy Registrar #90 | 101-20100 | 42.50 |
| 01/24 | 01/17/2024 | 128214 | 1506 | Deputy Registrar #90 | 101-20100 | 148.75 |
| 01/24 | 01/17/2024 | 128215 | 1506 | Deputy Registrar #90 | 101-20100 | 42.50 |
| 01/24 | 01/17/2024 | 128216 | 1506 | Deputy Registrar #90 | 601-20100 | 21.25 |
| 01/24 | 01/17/2024 | 128217 | 1506 | Deputy Registrar #90 | 602-20100 | 63.75 |
| 01/24 | 01/17/2024 | 128218 | 1922 | Ferrellgas | 101-20100 | 56.15 |
| 01/24 | 01/17/2024 | 128219 | 1949 | First Advantage | 101-20100 | 97.52 |
| 01/24 | 01/17/2024 | 128220 | 2166 | Grainger | 601-20100 | 229.00 |
| 01/24 | 01/17/2024 | 128221 | 2341 | Hawkins, Inc. | 602-20100 | 10.00 |
| 01/24 | 01/17/2024 | 128222 | 2543 | I/O Solutions, Inc. | 101-20100 | 36.00 |
| 01/24 | 01/17/2024 | 128223 | 4931 | Innovative Office Solutions LLC | 101-20100 | 95.82 |
| 01/24 | 01/17/2024 | 128224 | 2742 | Jefferson Fire & Safety | 101-20100 | 149.50 |
| 01/24 | 01/17/2024 | 128225 | 2796 | Johnson Bros - St Paul | 610-20100 | 50,687.73 |
| 01/24 | 01/17/2024 | 128227 | 3461 | McDonald Distributing Company | 610-20100 | 32,196.51 |
| 01/24 | 01/17/2024 | 128228 | 3521 | Menards | 602-20100 | 19.74 |
| 01/24 | 01/17/2024 | 128229 | 3543 | Metro Sales, Inc. | 101-20100 | 785.55 |
| 01/24 | 01/17/2024 | 128230 | 3755 | Minuteman Press | 101-20100 | 325.00 |
| 01/24 | 01/17/2024 | 128231 | 3929 | Moose Lake Brewing Co. LLC | 610-20100 | 54.00 |
| 01/24 | 01/17/2024 | 128232 | 4001 | Minnesota Valley Testing Labs | 601-20100 | 84.40 |
| 01/24 | 01/17/2024 | 128233 | 4071 | NCPERS Group Life Ins. | 101-20100 | 336.00 |
| 01/24 | 01/17/2024 | 128235 | 4426 | Paustis Wine Company | 610-20100 | 834.50 |
| 01/24 | 01/17/2024 | 128236 | 4476 | Phillips St Paul | 610-20100 | 9,397.32 |
| 01/24 | 01/17/2024 | 128237 | 4539 | Pomp's Tire Service, Inc. | 101-20100 | 1,144.56 |
| 01/24 | 01/17/2024 | 128238 | 4626 | Purchase Power | 101-20100 | 557.25 |
| 01/24 | 01/17/2024 | 128239 | 4640 | Q Media Properties LLC | 610-20100 | 540.00 |
| 01/24 | 01/17/2024 | 128240 | 4749 | Red Bull Distribution Company, Inc. | 610-20100 | 229.51 |
| 01/24 | 01/17/2024 | 128242 | 5181 | Southern Glazer's of MN | 610-20100 | 18,005.93 |
| 01/24 | 01/17/2024 | 128243 | 5251 | Star | 101-20100 | 956.73 |
| 01/24 | 01/17/2024 | 128245 | 5301 | Steve's Tire Inc | 101-20100 | 116.00 |
| 01/24 | 01/17/2024 | 128246 | 5336 | Sunshine Printing | 101-20100 | 95.00 |
| 01/24 | 01/17/2024 | 128247 | 5509 | Dean Thomsen | 610-20100 | 140.24 |
| 01/24 | 01/17/2024 | 128248 | 5524 | Thunder Brothers Brewery, Inc | 610-20100 | 144.00 |
| 01/24 | 01/17/2024 | 128249 | 5634 | Tri State Surplus Co. | 101-20100 | 1,158.46 |
| 01/24 | 01/17/2024 | 128250 | 5816 | Viking Coca-Cola Bottling Co | 610-20100 | 527.20 |
| 01/24 | 01/17/2024 | 128251 | 5831 | Vinocopia | 610-20100 | 1,371.33 |
| 01/24 | 01/17/2024 | 128252 | 5886 | Watson Co., Inc. | 610-20100 | 3,597.52 |
| 01/24 | 01/17/2024 | 128253 | 2182 | Winebow | 610-20100 | 1,177.00 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|---------------|------------------|--------------|---------------|-------|------------------|------------|
| Grand Totals: | | | | | | 183,399.60 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|---------------|--------------------|--|--------------------|
| 969 | Cardmember Service | Meals - Fire Dept Meeting | 41.02 |
| 969 | Cardmember Service | DNR Water Permits Fees | 6,212.20 |
| 969 | Cardmember Service | Boiler License - N. Carlson | 20.00 |
| 969 | Cardmember Service | Boiler License - J. Forliti | 20.00 |
| 969 | Cardmember Service | Boiler License - L. Fedor | 20.00 |
| 969 | Cardmember Service | Misc Operating Supplies - Streets | 250.00 |
| 969 | Cardmember Service | Small Tools & Equipment - Streets | 64.71 |
| 969 | Cardmember Service | Registration Boat Trailer - Fire Dept | 72.02 |
| 969 | Cardmember Service | Zoom Video Standard Pro Monthly | 17.25 |
| 969 | Cardmember Service | Membership 10,000 Lakes Chapter of ICC | 180.00 |
| 969 | Cardmember Service | Training - M. Bruss, M. Carrigan | 1,260.00 |
| 969 | Cardmember Service | Training - B. Berends | 180.00 |
| 969 | Cardmember Service | Training - A. Norling | 180.00 |
| 969 | Cardmember Service | Training - R. Benzen | 360.00 |
| Total 969: | | | 8,877.20 |
| Grand Totals: | | | 8,877.20 |

Dated: 1/19/24

City Treasurer: Caroline Noel

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|---------------|------------------|--------------|---------------|-------------------------|------------------|-----------------|
| 01/24 | 01/19/2024 | 128254 | 969 | Elan Financial Services | 101-20100 | 8,877.20 |
| Grand Totals: | | | | | | <u>8,877.20</u> |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-------------------------------|--|--------------------|
| 70 | Adam's Pest Control, Inc. | Pest Control - Liquor Store | 80.91 |
| Total 70: | | | 80.91 |
| 175 | Amazon Capital Services, Inc. | Small Tools & Equipment - Admin | 104.74 |
| Total 175: | | | 104.74 |
| 439 | Barnum Gate Services, Inc. | Repair & Maint Labor - Airport Gate | 295.00 |
| Total 439: | | | 295.00 |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 191.80 |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 129.95 |
| 521 | Bellboy Corporation | Credit Liquor Merchandise | 14.00- |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 2,740.57 |
| Total 521: | | | 3,048.32 |
| 551 | Chas A. Bernick Inc. | Liquor Store Merchandise | 1,469.95 |
| 551 | Chas A. Bernick Inc. | Liquor Store Merchandise | 74.40 |
| 551 | Chas A. Bernick Inc. | Credit Liquor Merchandise | 23.76- |
| Total 551: | | | 1,520.59 |
| 941 | Cambridge Township | PIN 03.028.3100,3400,3402,3900,4300,4400 | 1,175.12 |
| 941 | Cambridge Township | PIN 03.028.3100,3400,3402,3900,4300,4400 | 1,175.12 |
| Total 941: | | | 2,350.24 |
| 969 | Cardmember Service | Elected Leaders Institute - A. Berg | 350.00 |
| 969 | Cardmember Service | Zoom Video One Pro Monthly | 17.25 |
| 969 | Cardmember Service | Dropbox Subscription | 19.99 |
| 969 | Cardmember Service | MCMA Winter Workshop - E. Vogel | 125.00 |
| Total 969: | | | 512.24 |
| 972 | Carlos Creek Winery | Liquor Store Merchandise | 462.00 |
| Total 972: | | | 462.00 |
| 1251 | Community GIS Services, Inc. | GIS Services - December | 1,250.00 |
| 1251 | Community GIS Services, Inc. | GIS Services - December | 1,250.00 |
| Total 1251: | | | 2,500.00 |
| 1316 | Crawford's Equipment, Inc. | Repair & Maint Supplies Veh/Eq - Streets | 248.46 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-------------------------------|--|--------------------|
| Total 1316: | | | 248.46 |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 1,916.30 |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 24,321.73 |
| 1396 | Dahlheimer Beverage, LLC | Keg Deposit | 30.00 |
| 1396 | Dahlheimer Beverage, LLC | Credit Liquor Merchandise | 272.85- |
| Total 1396: | | | 25,995.18 |
| 1481 | Department of Human Servic | October Cleaning - Northbound Liquor | 310.00 |
| Total 1481: | | | 310.00 |
| 1553 | DW Companies LLC | Tractor Recovery - Airport | 500.00 |
| 1553 | DW Companies LLC | Skidsteer Recovery - Storm Sewer | 350.00 |
| Total 1553: | | | 850.00 |
| 1658 | East Central Regional Library | CA Building Maintenance Library 4th Qtr 2023 | 1,096.15 |
| 1658 | East Central Regional Library | CA Building Maintenance Library 4th Qtr 2023 | 193.50 |
| 1658 | East Central Regional Library | CA Building Maintenance Library 4th Qtr 2023 | 10,074.66 |
| Total 1658: | | | 11,364.31 |
| 1666 | East Central Solid Waste Co | Mixed Solid Waste | 20.01 |
| Total 1666: | | | 20.01 |
| 1764 | Emergency Services Marketin | IamResponding - Year 1 of 5 Subscription | 305.00 |
| Total 1764: | | | 305.00 |
| 1794 | ERA | Wastewater Lab Supplies | 915.67 |
| Total 1794: | | | 915.67 |
| 1922 | Ferrellgas | Liquefied Petroleum Gas - Ice Rink | 55.83 |
| 1922 | Ferrellgas | Liquefied Petroleum Gas - Ice Rink | 56.87 |
| Total 1922: | | | 112.70 |
| 2341 | Hawkins, Inc. | Chemicals - Wastewater | 17,971.85 |
| Total 2341: | | | 17,971.85 |
| 2539 | Indian Island Winery | Liquor Store Merchandise | 602.88 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-----------------------------|---|--------------------|
| Total 2539: | | | 602.88 |
| 2573 | IUOE Local #49 | January Union Dues - Maintenance | 350.00 |
| 2573 | IUOE Local #49 | January Union Dues - Wastewater | 245.00 |
| Total 2573: | | | 595.00 |
| 2588 | Invictus Brewing Co. | Liquor Store Merchandise | 313.00 |
| Total 2588: | | | 313.00 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 2,741.58 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 25.48 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 1,668.25 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 53.69 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 757.50 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 23.66 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 135.00 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 1,326.75 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 21.84 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 2,461.50 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 79.17 |
| Total 2796: | | | 9,294.42 |
| 2941 | Kirvida Fire, Inc. | Repair & Maint Supplies Veh/Eq - Engine #1 Fire | 19.98 |
| 2941 | Kirvida Fire, Inc. | Repair & Maint Labor Veh/Eq - Engine #1 Fire | 298.00 |
| Total 2941: | | | 317.98 |
| 3176 | LELS | Union Dues 183 - January | 846.00 |
| 3176 | LELS | Union Dues 449 - January | 141.00 |
| 3176 | LELS | Union Dues 511 - January | 70.50 |
| Total 3176: | | | 1,057.50 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 1,290.50 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 18,365.95 |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 963.20 |
| Total 3461: | | | 18,693.25 |
| 3521 | Menards | Misc Operating Supplies - Water | 10.58 |
| 3521 | Menards | Maintenance Supplies - City Hall | 5.94 |
| 3521 | Menards | Small Tools & Equipment - City Hall | 11.88 |
| 3521 | Menards | Misc Operating Supplies - Parks | 7.88 |
| 3521 | Menards | Misc Operating Supplies - Shop | 47.23 |
| 3521 | Menards | Small Tools & Equipment - Shop | 23.99 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-----------------------------|--------------------------------------|--------------------|
| 3521 | Menards | Repair & Maint Supplies Bldg - Fire | 129.46 |
| 3521 | Menards | Small Tools & Equipment - Streets | 10.48 |
| 3521 | Menards | Misc Operating Supplies - Wastewater | 87.90 |
| 3521 | Menards | Small Tools & Equipment - City Hall | 3.82 |
| 3521 | Menards | Repair & Maint Supplies Bldg - Fire | 30.87 |
| 3521 | Menards | Misc Operating Supplies - Airport | 14.22 |
| 3521 | Menards | Repair & Maint Supplies Bldg - Fire | 35.46- |
| 3521 | Menards | Repair & Maint Supplies Bldg - Fire | 17.28- |
| 3521 | Menards | Repair & Maint Supplies Bldg - Fire | 30.97 |
| 3521 | Menards | Small Tools & Equipment - Water | 44.94 |
| 3521 | Menards | Misc Operating Supplies - Parks | 17.99 |
| 3521 | Menards | Misc Operating Supplies - Wastewater | 43.98 |
| 3521 | Menards | Small Tools & Equipment - Streets | 189.92 |
| Total 3521: | | | 659.31 |
| 3929 | Moose Lake Brewing Co. LLC | Liquor Store Merchandise | 36.00 |
| Total 3929: | | | 36.00 |
| 4001 | MVTL Laboratories Inc. | Testing - Wastewater | 135.00 |
| Total 4001: | | | 135.00 |
| 4011 | NAC Mechanical & Electrical | Winter Mechanical Maintenance | 1,475.00 |
| Total 4011: | | | 1,475.00 |
| 4066 | North Central Laboratories | Lab Supplies- Wastewater | 530.05 |
| Total 4066: | | | 530.05 |
| 4091 | New France Wine | Liquor Store Merchandise | 1,656.00 |
| 4091 | New France Wine | Shipping | 42.00 |
| 4091 | New France Wine | Liquor Store Merchandise | 262.50 |
| 4091 | New France Wine | Shipping | 6.00 |
| Total 4091: | | | 1,966.50 |
| 4177 | Northern Hollow Winery LLC | Liquor Store Merchandise | 320.40 |
| Total 4177: | | | 320.40 |
| 4426 | Paustis Wine Company | Liquor Store Merchandise | 1,320.00 |
| 4426 | Paustis Wine Company | Freight Charge | 12.50 |
| 4426 | Paustis Wine Company | Liquor Store Merchandise | 624.00 |
| 4426 | Paustis Wine Company | Freight Charge | 7.50 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|------------------------------|--|--------------------|
| Total 4426: | | | 1,964.00 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 3,403.70 |
| 4476 | Phillips Wine & Spirits | Delivery Charge | 67.34 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 1,424.45 |
| 4476 | Phillips Wine & Spirits | Delivery Charge | 50.96 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 176.00 |
| Total 4476: | | | 5,122.45 |
| 4591 | Pro Cal Corporation | Clean & Calibrate Ohaus Lab Balance w/Certification | 102.00 |
| Total 4591: | | | 102.00 |
| 4686 | RS Alarms LLC | Monitoring of Fire/Intrusion Security - Liquor Store | 323.63 |
| Total 4686: | | | 323.63 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 1,113.06 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 17.44 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 6,097.12 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 63.55 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 174.50 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 1.04 |
| Total 5181: | | | 7,466.71 |
| 5516 | Capitol Beverage Sales L.P. | Liquor Store Merchandise | 179.00 |
| Total 5516: | | | 179.00 |
| 5692 | Uncommon Loon Brewing Co | Liquor Store Merchandise | 56.00 |
| Total 5692: | | | 56.00 |
| 5694 | ULINE | Office Supplies - Liquor Store | 529.19 |
| Total 5694: | | | 529.19 |
| 5801 | Verizon Wireless | wireless phone service - Fire Dept | 115.07 |
| 5801 | Verizon Wireless | wireless phone service - Water | 20.01 |
| 5801 | Verizon Wireless | wireless phone service - Wastewater | 20.00 |
| 5801 | Verizon Wireless | wireless phone service - Liquor Store | 41.24 |
| Total 5801: | | | 196.32 |
| 5816 | Viking Coca-Cola Bottling Co | Liquor Store Merchandise | 317.00 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|---------------|-----------------------------|--|--------------------|
| Total 5816: | | | 317.00 |
| 5886 | Watson Co., Inc. | Liquor Store Merchandise | 3,466.20 |
| 5886 | Watson Co., Inc. | Misc Operating Supplies - Liquor Store | 119.51 |
| 5886 | Watson Co., Inc. | Fuel Charge | 6.00 |
| Total 5886: | | | 3,591.71 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 376.00 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 4.60 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 2,683.62 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 46.33 |
| Total 5891: | | | 3,110.55 |
| 6001 | Wine Merchants | Liquor Store Merchandise | 66.10 |
| 6001 | Wine Merchants | Delivery Charge | 1.82 |
| Total 6001: | | | 67.92 |
| 6022 | Woodlake Medical Manageme | Professional Services | 2,952.50 |
| Total 6022: | | | 2,952.50 |
| 6086 | Ziegler Inc. | Repair & Maint Supplies Veh/Eq - Streets | 25.00- |
| 6086 | Ziegler Inc. | Repair & Maint Supplies Veh/Eq - Streets | 200.60 |
| Total 6086: | | | 175.60 |
| Grand Totals: | | | 131,118.09 |

Dated: 1/24/24

City Treasurer: Caroline Nove

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|---------------|------------------|--------------|---------------|--|------------------|------------|
| 01/24 | 01/24/2024 | 128255 | 70 | Adams Pest Control - Main | 610-20100 | 80.91 |
| 01/24 | 01/24/2024 | 128257 | 175 | Amazon Capital Services, Inc. | 101-20100 | 104.74 |
| 01/24 | 01/24/2024 | 128258 | 439 | Barnum Companies, Inc. | 211-20100 | 295.00 |
| 01/24 | 01/24/2024 | 128259 | 521 | Bellboy Corporation | 610-20100 | 3,048.32 |
| 01/24 | 01/24/2024 | 128260 | 5891 | Breakthru Beverage MN Wine & Spirits I | 610-20100 | 3,110.55 |
| 01/24 | 01/24/2024 | 128261 | 941 | Cambridge Township | 101-20100 | 2,350.24 |
| 01/24 | 01/24/2024 | 128262 | 5516 | Capitol Beverage Sales L.P. | 610-20100 | 179.00 |
| 01/24 | 01/24/2024 | 128263 | 969 | Elan Financial Services | 101-20100 | 512.24 |
| 01/24 | 01/24/2024 | 128264 | 972 | Carlos Creek Winery | 610-20100 | 462.00 |
| 01/24 | 01/24/2024 | 128265 | 551 | Bernick's | 610-20100 | 1,520.59 |
| 01/24 | 01/24/2024 | 128266 | 1251 | Bismarck Map Company | 602-20100 | 2,500.00 |
| 01/24 | 01/24/2024 | 128267 | 1316 | Crawford's Equipment, Inc. | 101-20100 | 248.46 |
| 01/24 | 01/24/2024 | 128268 | 1396 | Dahlheimer Beverage, LLC | 610-20100 | 25,995.18 |
| 01/24 | 01/24/2024 | 128269 | 1481 | Department of Human Services | 610-20100 | 310.00 |
| 01/24 | 01/24/2024 | 128270 | 1553 | DW Companies LLC | 603-20100 | 850.00 |
| 01/24 | 01/24/2024 | 128271 | 1658 | East Central Regional Library | 101-20100 | 11,364.31 |
| 01/24 | 01/24/2024 | 128272 | 1666 | East Central Solid Waste Commission | 101-20100 | 20.01 |
| 01/24 | 01/24/2024 | 128273 | 1764 | Emergency Services Marketing Corp Inc | 101-20100 | 305.00 |
| 01/24 | 01/24/2024 | 128274 | 1794 | Environmental Resource Associates | 602-20100 | 915.67 |
| 01/24 | 01/24/2024 | 128275 | 1922 | Ferrellgas | 101-20100 | 112.70 |
| 01/24 | 01/24/2024 | 128276 | 2341 | Hawkins, Inc. | 602-20100 | 17,971.85 |
| 01/24 | 01/24/2024 | 128277 | 2539 | Indian Island Winery | 610-20100 | 602.88 |
| 01/24 | 01/24/2024 | 128278 | 2588 | Invictus Brewing Co. | 610-20100 | 313.00 |
| 01/24 | 01/24/2024 | 128280 | 2573 | IUOE Local #49 | 101-20100 | 595.00 |
| 01/24 | 01/24/2024 | 128281 | 2796 | Johnson Bros - St Paul | 610-20100 | 9,294.42 |
| 01/24 | 01/24/2024 | 128282 | 2941 | Kirvida Fire, Inc. | 101-20100 | 317.98 |
| 01/24 | 01/24/2024 | 128283 | 3176 | LELS | 101-20100 | 1,057.50 |
| 01/24 | 01/24/2024 | 128284 | 3461 | McDonald Distributing Company | 610-20100 | 18,693.25 |
| 01/24 | 01/24/2024 | 128285 | 3521 | Menards | 101-20100 | 659.31 |
| 01/24 | 01/24/2024 | 128287 | 3929 | Moose Lake Brewing Co. LLC | 610-20100 | 36.00 |
| 01/24 | 01/24/2024 | 128288 | 4001 | Minnesota Valley Testing Labs | 602-20100 | 135.00 |
| 01/24 | 01/24/2024 | 128289 | 4011 | NAC Mechanical & Electrical Services | 101-20100 | 1,475.00 |
| 01/24 | 01/24/2024 | 128290 | 4091 | New France Wine | 610-20100 | 1,966.50 |
| 01/24 | 01/24/2024 | 128291 | 4066 | NCL of Wisconsin, Inc. | 602-20100 | 530.05 |
| 01/24 | 01/24/2024 | 128293 | 4177 | Northern Hollow Winery LLC | 610-20100 | 320.40 |
| 01/24 | 01/24/2024 | 128294 | 4426 | Paustis Wine Company | 610-20100 | 1,964.00 |
| 01/24 | 01/24/2024 | 128295 | 4476 | Phillips St Paul | 610-20100 | 5,122.45 |
| 01/24 | 01/24/2024 | 128296 | 4591 | Pro Cal Corporation | 602-20100 | 102.00 |
| 01/24 | 01/24/2024 | 128298 | 4686 | RS Alarms LLC | 610-20100 | 323.63 |
| 01/24 | 01/24/2024 | 128299 | 5181 | Southern Glazer's of MN | 610-20100 | 7,466.71 |
| 01/24 | 01/24/2024 | 128300 | 5694 | ULINE | 610-20100 | 529.19 |
| 01/24 | 01/24/2024 | 128301 | 5692 | Uncommon Loon Brewing Company | 610-20100 | 56.00 |
| 01/24 | 01/24/2024 | 128302 | 5801 | Verizon Wireless | 602-20100 | 196.32 |
| 01/24 | 01/24/2024 | 128303 | 5816 | Viking Coca-Cola Bottling Co | 610-20100 | 317.00 |
| 01/24 | 01/24/2024 | 128304 | 5886 | Watson Co., Inc. | 610-20100 | 3,591.71 |
| 01/24 | 01/24/2024 | 128305 | 6001 | Wine Merchants | 610-20100 | 67.92 |
| 01/24 | 01/24/2024 | 128306 | 6022 | Woodlake Medical Management, Inc. | 101-20100 | 2,952.50 |
| 01/24 | 01/24/2024 | 128307 | 6086 | Ziegler Inc. | 101-20100 | 175.60 |
| Grand Totals: | | | | | | 131,118.09 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|------------|-------------------------------|--|--------------------|
| 175 | Amazon Capital Services, Inc. | Small Tools & Equipment - Police | 97.61 |
| 175 | Amazon Capital Services, Inc. | Small Tools & Equipment - Police | 236.74 |
| 175 | Amazon Capital Services, Inc. | Repair & Maint - Wastewater Plant | 376.54 |
| 175 | Amazon Capital Services, Inc. | Small Tools & Equipment - Police | 39.99 |
| 175 | Amazon Capital Services, Inc. | Office Supplies - Planning | 139.99 |
| Total 175: | | | 890.87 |
| 319 | Artisan Beer Company | Liquor Store Merchandise | 40.00 |
| Total 319: | | | 40.00 |
| 323 | ASCAP | License Fee - Account Number 500806408 | 434.00 |
| Total 323: | | | 434.00 |
| 525 | Bent Brewstillery | Liquor Store Merchandise | 133.20 |
| Total 525: | | | 133.20 |
| 551 | Chas A. Bernick Inc. | Liquor Store Merchandise | 2,793.70 |
| 551 | Chas A. Bernick Inc. | Liquor Store Merchandise | 151.88 |
| 551 | Chas A. Bernick Inc. | Credit Liquor Merchandise | 26.88- |
| Total 551: | | | 2,918.70 |
| 555 | Business Essentials | Copy Paper | 251.94 |
| Total 555: | | | 251.94 |
| 616 | BNSF Railway Company | Crossing Surface Installation (Project-Type-7) | 72,000.00 |
| Total 616: | | | 72,000.00 |
| 826 | North 65 Chamber of Comme | New Resident Mailing | 30.00 |
| Total 826: | | | 30.00 |
| 958 | Capital One | Office Supplies - Liquor Store | 138.15 |
| 958 | Capital One | Office Supplies - Liquor Store | 29.36 |
| Total 958: | | | 167.51 |
| 969 | Cardmember Service | Offset | 349.59- |
| 969 | Cardmember Service | Misc Operating Supplies - Police | 92.88 |
| 969 | Cardmember Service | Lodging - C. Rosa | 138.51 |
| 969 | Cardmember Service | Training - T. Hagen | 1,250.00 |
| 969 | Cardmember Service | Training - C. Rosa | 300.00 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-----------------------------|--|--------------------|
| Total 969: | | | 1,431.80 |
| 1140 | Cintas Corporation | Uniform, Rug, Towel Rentals - Street Dept | 147.28 |
| 1140 | Cintas Corporation | Uniform Rental - Parks | 10.60 |
| 1140 | Cintas Corporation | Rug & Towel 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 | Rug Rentals - Liquor Store | 132.96 |
| 1140 | Cintas Corporation | Rug Rentals - Police Dept | 30.00 |
| 1140 | Cintas Corporation | First Aid Supplies - City Hall | 130.92 |
| 1140 | Cintas Corporation | First Aid Supplies - Police Dept | 43.69 |
| 1140 | Cintas Corporation | First Aid Supplies - Fire Dept | 31.51 |
| 1140 | Cintas Corporation | First Aid Supplies - Street Dept | 464.79 |
| 1140 | Cintas Corporation | First Aid Supplies - Water | 9.45 |
| 1140 | Cintas Corporation | First Aid Supplies - Wastewater | 215.54 |
| 1140 | Cintas Corporation | First Aid Supplies - Liquor Store | 129.15 |
| Total 1140: | | | 1,560.92 |
| 1336 | Crystal Springs Ice | Liquor Store Merchandise | 340.80 |
| 1336 | Crystal Springs Ice | Delivery Charge | 4.00 |
| Total 1336: | | | 344.80 |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 110.00 |
| 1396 | Dahlheimer Beverage, LLC | Keg Deposit | 60.00 |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 8,423.30 |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 17,745.80 |
| Total 1396: | | | 26,339.10 |
| 1666 | East Central Solid Waste Co | Disposal of Tires | 20.00 |
| Total 1666: | | | 20.00 |
| 1906 | Federated Co-ops, Inc. | Repair & Maint Supplies Veh/Eq - Streets | 19.27 |
| 1906 | Federated Co-ops, Inc. | Repair & Maint Supplies Veh/Eq - Parks | 5.36 |
| Total 1906: | | | 24.63 |
| 1921 | Ferguson Waterworks | Automatic Meter Read | 1,461.30 |
| Total 1921: | | | 1,461.30 |
| 1922 | Ferrellgas | Liquefied Petroleum Gas - Ice Rink | 56.71 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|--------|-----------------------------|---|--------------------|
| | Total 1922: | | 56.71 |
| 1937 | Fink, Jeffrey William | Winter Fest 2024 Hot Cocoa | 300.00 |
| | Total 1937: | | 300.00 |
| 1976 | FlailMaster | Repair & Maint Supplies Veh/Eq - Streets | 819.73 |
| | Total 1976: | | 819.73 |
| 2067 | GDO Law | Prosecution Matters - Monthly Contract Rate | 4,166.67 |
| | Total 2067: | | 4,166.67 |
| 2330 | Happy Productions Company, | Winter Fest 2024 DJ Services | 750.00 |
| | Total 2330: | | 750.00 |
| 2346 | Hayford Ford | Repair & Maint Supplies Veh/Eq - Police | 14.05 |
| | Total 2346: | | 14.05 |
| 2416 | John Hirsch's Cambridge Mot | Repair & Maint Supplies Veh/Eq - Streets | 391.63 |
| 2416 | John Hirsch's Cambridge Mot | Repair & Maint Labor Veh/Eq - Streets | 339.66 |
| | Total 2416: | | 731.29 |
| 2451 | Hotsy Minnesota | Misc Operating Supplies - Mech Shop | 98.59 |
| | Total 2451: | | 98.59 |
| 2572 | IUOE Central Pension Fund | January Contribution - Mechanics / Maintenance Divisi | 5,440.00 |
| 2572 | IUOE Central Pension Fund | January Contribution - Wastewater and Water Operator | 3,808.00 |
| | Total 2572: | | 9,248.00 |
| 2573 | IUOE Local #49 | January Working Dues Assessment - Maintenance | 160.00 |
| 2573 | IUOE Local #49 | January Working Dues Assessment - Wastewater | 112.00 |
| | Total 2573: | | 272.00 |
| 2636 | Minnesota Equipment | Repair & Maint Supplies Veh/Eq - Street Dept | 630.65 |
| | Total 2636: | | 630.65 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 5,135.42 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 55.51 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 3,507.64 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-------------------------------|--|--------------------|
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 112.84 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 1,670.50 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 36.40 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 2,590.00 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 67.34 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 4,128.50 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 114.36 |
| Total 2796: | | | 17,418.51 |
| 2928 | Kiesler Police Supply | Small Tools & Equipment - Police Dept | 871.35 |
| 2928 | Kiesler Police Supply | Small Tools & Equipment - Police Dept | 38.31 |
| 2928 | Kiesler Police Supply | Small Tools & Equipment - Police Dept | 2,195.55 |
| 2928 | Kiesler Police Supply | Small Tools & Equipment - Police Dept | 5,087.52 |
| 2928 | Kiesler Police Supply | Small Tools & Equipment - Police Dept | 127.46 |
| 2928 | Kiesler Police Supply | Small Tools & Equipment - Police Dept | 7,696.00 |
| Total 2928: | | | 16,016.19 |
| 3151 | League of Minnesota Cities | Workshop - S. Machin, M. Giese, T. Hagen | 60.00 |
| Total 3151: | | | 60.00 |
| 3201 | Lexipol, LLC | Annual Fire Policy Manual & Daily Training Bulletins | 2,533.58 |
| Total 3201: | | | 2,533.58 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 1,401.25 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 11,800.00 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 73.75 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 73.75 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 73.75 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 1,327.50 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 1,475.00 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 8,850.00 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 3,700.40 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 3,364.00 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 5,046.00 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 4,205.00 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 841.00 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 31,958.00 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 3,364.00 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 2,539.82 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 841.00 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 252.30 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 3,633.12 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 3,666.76 |
| 3258 | I.U.O.E. Local 49 Fringe Bene | Health Insurance March | 8,410.00 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|--------------------------------|---|--------------------|
| Total 3258: | | | 96,896.40 |
| 3321 | MacQueen Equipment, LLC | SCBA Flow Test and Supplies -Fire | 1,700.00 |
| 3321 | MacQueen Equipment, LLC | Repair & Maint Labor Veh/Eq - Fire | 170.00 |
| Total 3321: | | | 1,870.00 |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 61.70- |
| 3461 | McDonald Distributing Compa | Keg Return | 60.00- |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 4,166.40 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 3,092.00 |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 1,020.00- |
| Total 3461: | | | 6,116.70 |
| 3493 | MDHA | MDHA Sponsor - Northbound Liquor | 75.00 |
| Total 3493: | | | 75.00 |
| 3543 | Metro Sales, Inc. | Ricoh IM C2500 Color Copier Rental - Public Works | 166.06 |
| 3543 | Metro Sales, Inc. | Ricoh IM C2500 & 2500 Copier Rental - Police | 265.49 |
| Total 3543: | | | 431.55 |
| 3557 | Meuser, Yackley & Rowland, | Settlement Approved by City Council 1/22/24 | 100,000.00 |
| Total 3557: | | | 100,000.00 |
| 3608 | Miller Auto Center, Inc. | Repair & Maint Supplies Veh/Eq - Streets | 111.72 |
| 3608 | Miller Auto Center, Inc. | Repair & Maint Labor Veh/Eq - Streets | 511.68 |
| Total 3608: | | | 623.40 |
| 3609 | Milk and Honey Ciders | Liquor Store Merchandise | 637.00 |
| Total 3609: | | | 637.00 |
| 3888 | Minnesota Public Facilities Au | Interest Payment on PFA Loan - WWTP | 28,885.00 |
| Total 3888: | | | 28,885.00 |
| 4001 | MVTL Laboratories Inc. | Testing - Water | 109.40 |
| Total 4001: | | | 109.40 |
| 4426 | Paustis Wine Company | Liquor Store Merchandise | 2,911.00 |
| 4426 | Paustis Wine Company | Freight Charge | 32.50 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|--------------------------------|---|--------------------|
| Total 4426: | | | 2,943.50 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 3,959.15 |
| 4476 | Phillips Wine & Spirits | Delivery Charge | 70.07 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 2,783.65 |
| 4476 | Phillips Wine & Spirits | Delivery Charge | 103.74 |
| Total 4476: | | | 6,916.61 |
| 4772 | Reliable Tree Service Inc | Silt Sock - Storm Sewer | 1,024.00 |
| Total 4772: | | | 1,024.00 |
| 4824 | RITE Enterprises Inc | Misc Operating Supplies - Liquor Store | 134.00 |
| Total 4824: | | | 134.00 |
| 4931 | Innovative Office Solutions LL | Office Supplies - Police | 32.88 |
| Total 4931: | | | 32.88 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 6,352.55 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 105.52 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 1,454.86 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 17.70 |
| Total 5181: | | | 7,930.63 |
| 5251 | Star | Public Notice Ordinance 779,780,781 | 7.81 |
| 5251 | Star | Public Notice Council Meeting Minutes | 11.21 |
| 5251 | Star | Public Notice Planning Commission Meeting | 8.29 |
| Total 5251: | | | 27.31 |
| 5271 | North Folk Winery | Liquor Store Merchandise | 1,224.00 |
| Total 5271: | | | 1,224.00 |
| 5301 | Steve's Tire Inc | Repairs and Maint Supplies Veh/Eq - Police | 610.80 |
| 5301 | Steve's Tire Inc | Repairs and Maint Labor Veh/Eq - Police | 215.95 |
| 5301 | Steve's Tire Inc | Repairs and Maint Labor Veh/Eq - Police | 49.00 |
| 5301 | Steve's Tire Inc | Repairs and Maint Supplies Veh/Eq - Streets | 568.00 |
| 5301 | Steve's Tire Inc | Repairs and Maint Labor Veh/Eq - Streets | 150.00 |
| Total 5301: | | | 1,593.75 |
| 5446 | The American Bottling Compa | Liquor Store Merchandise | 343.64 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-----------------------------|---|--------------------|
| Total 5446: | | | 343.64 |
| 5509 | Thomsen, Dean A | Window Cleaning Liquor Store - Cooler Doors & Entry | 140.24 |
| Total 5509: | | | 140.24 |
| 5523 | Thryv, Inc. | Advertising - Liquor Store | 85.00 |
| Total 5523: | | | 85.00 |
| 5541 | Titan Machinery | Repair & Maint Supplies Veh/Eq - Streets | 414.55 |
| Total 5541: | | | 414.55 |
| 5556 | T-Mobile | Cellular Services - Police Dept | 770.04 |
| Total 5556: | | | 770.04 |
| 5581 | Total Control Systems, Inc. | Repair & Maint - Lift Stations | 2,250.77 |
| Total 5581: | | | 2,250.77 |
| 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 |
| 5801 | Verizon Wireless | wireless phone service - Streets | 35.01 |
| 5801 | Verizon Wireless | wireless phone service - Water | 35.01 |
| 5801 | Verizon Wireless | wireless phone service - Wastewater | 35.01 |
| 5801 | Verizon Wireless | wireless phone service - Wastewater | 100.71 |
| Total 5801: | | | 205.74 |
| 5811 | Vessco, Inc. | Repair & Maint Labor Veh/Eq - Wastewater Plant | 700.00 |
| 5811 | Vessco, Inc. | Repair & Maint - Wastewater Plant | 1,386.88 |
| Total 5811: | | | 2,086.88 |
| 5831 | Vinocopia | Liquor Store Merchandise | 2,164.55 |
| 5831 | Vinocopia | Delivery Charge | 28.75 |
| Total 5831: | | | 2,193.30 |
| 5886 | Watson Co., Inc. | Misc Operating Supplies - Liquor Store | 62.70 |
| 5886 | Watson Co., Inc. | Liquor Store Merchandise | 88.49 |
| 5886 | Watson Co., Inc. | Liquor Store Merchandise | 2,054.96 |
| 5886 | Watson Co., Inc. | Misc Operating Supplies - Liquor Store | 328.41 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|---------------|-----------------------------|--|--------------------|
| 5886 | Watson Co., Inc. | Fuel Charge | 6.00 |
| Total 5886: | | | 2,540.56 |
| 5889 | Wausau Equipment Company | Repair & Maint Supplies Veh/Eq - Streets | 1,200.98 |
| Total 5889: | | | 1,200.98 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 97.25 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 5.75 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 8,185.28 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 101.49 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 512.00 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 5.75 |
| Total 5891: | | | 8,907.52 |
| 6001 | Wine Merchants | Liquor Store Merchandise | 1,181.24 |
| 6001 | Wine Merchants | Delivery Charge | 18.51 |
| Total 6001: | | | 1,199.75 |
| Grand Totals: | | | 444,974.84 |

Dated: 1/31/24

City Treasurer: Carolise Mee

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|-----------|------------------|--------------|---------------|--|------------------|------------|
| 01/24 | 01/31/2024 | 128308 | 175 | Amazon Capital Services, Inc. | 101-20100 | 890.87 |
| 01/24 | 01/31/2024 | 128309 | 319 | Artisan | 610-20100 | 40.00 |
| 01/24 | 01/31/2024 | 128310 | 323 | ASCAP | 101-20100 | 434.00 |
| 01/24 | 01/31/2024 | 128311 | 525 | Bent Brewstillery | 610-20100 | 133.20 |
| 01/24 | 01/31/2024 | 128312 | 616 | BNSF Railway Company | 443-20100 | 72,000.00 |
| 01/24 | 01/31/2024 | 128313 | 5891 | Breakthru Beverage MN Wine & Spirits I | 610-20100 | 8,907.52 |
| 01/24 | 01/31/2024 | 128314 | 555 | Business Essentials | 101-20100 | 251.94 |
| 01/24 | 01/31/2024 | 128315 | 958 | Capital One | 610-20100 | 167.51 |
| 01/24 | 01/31/2024 | 128316 | 969 | Elan Financial Services | 101-20100 | 1,431.80 |
| 01/24 | 01/31/2024 | 128317 | 551 | Bernick's | 610-20100 | 2,918.70 |
| 01/24 | 01/31/2024 | 128318 | 1140 | Cintas Corporation | 601-20100 | 1,025.05 |
| 01/24 | 01/31/2024 | 128319 | 1140 | Cintas Corporation | 101-20100 | 535.87 |
| 01/24 | 01/31/2024 | 128320 | 1336 | Crystal Springs Ice | 610-20100 | 344.80 |
| 01/24 | 01/31/2024 | 128321 | 1396 | Dahlheimer Beverage, LLC | 610-20100 | 26,339.10 |
| 01/24 | 01/31/2024 | 128322 | 1666 | East Central Solid Waste Commission | 101-20100 | 20.00 |
| 01/24 | 01/31/2024 | 128323 | 1906 | Federated Co-ops, Inc. | 101-20100 | 24.63 |
| 01/24 | 01/31/2024 | 128324 | 1921 | Ferguson Waterworks #2518 | 601-20100 | 1,461.30 |
| 01/24 | 01/31/2024 | 128325 | 1922 | Ferrellgas | 101-20100 | 56.71 |
| 01/24 | 01/31/2024 | 128326 | 1937 | Jeffrey William Fink | 101-20100 | 300.00 |
| 01/24 | 01/31/2024 | 128327 | 1976 | FlailMaster | 101-20100 | 819.73 |
| 01/24 | 01/31/2024 | 128328 | 2067 | GDO Law | 101-20100 | 4,166.67 |
| 01/24 | 01/31/2024 | 128329 | 2330 | Happy Productions Company, LLC | 101-20100 | 750.00 |
| 01/24 | 01/31/2024 | 128330 | 2346 | Hayford Ford | 101-20100 | 14.05 |
| 01/24 | 01/31/2024 | 128331 | 2451 | Hotsy Minnesota | 101-20100 | 98.59 |
| 01/24 | 01/31/2024 | 128332 | 3258 | I.U.O.E. Local 49 Fringe Benefit Fund | 610-20100 | 96,896.40 |
| 01/24 | 01/31/2024 | 128333 | 4931 | Innovative Office Solutions LLC | 101-20100 | 32.88 |
| 01/24 | 01/31/2024 | 128334 | 2572 | Central Pension Fund | 101-20100 | 5,440.00 |
| 01/24 | 01/31/2024 | 128335 | 2572 | Central Pension Fund | 101-20100 | 3,808.00 |
| 01/24 | 01/31/2024 | 128336 | 2573 | IUOE Local #49 | 101-20100 | 272.00 |
| 01/24 | 01/31/2024 | 128337 | 2416 | John Hirsch's Cambridge Motors | 101-20100 | 731.29 |
| 01/24 | 01/31/2024 | 128338 | 2796 | Johnson Bros - St Paul | 610-20100 | 17,418.51 |
| 01/24 | 01/31/2024 | 128339 | 3151 | League of Minnesota Cities | 101-20100 | 60.00 |
| 01/24 | 01/31/2024 | 128340 | 3201 | Lexipol, LLC | 101-20100 | 2,533.58 |
| 01/24 | 01/31/2024 | 128341 | 3321 | MacQueen Emergency | 101-20100 | 1,870.00 |
| 01/24 | 01/31/2024 | 128342 | 3461 | McDonald Distributing Company | 610-20100 | 6,116.70 |
| 01/24 | 01/31/2024 | 128343 | 3493 | MDHA | 610-20100 | 75.00 |
| 01/24 | 01/31/2024 | 128344 | 3543 | Metro Sales, Inc. | 101-20100 | 431.55 |
| 01/24 | 01/31/2024 | 128345 | 3557 | Meuser, Yackley & Rowland, P.A. | 704-20100 | 100,000.00 |
| 01/24 | 01/31/2024 | 128346 | 3609 | Milk and Honey Ciders | 610-20100 | 637.00 |
| 01/24 | 01/31/2024 | 128347 | 3608 | Miller Auto Center, Inc. | 101-20100 | 623.40 |
| 01/24 | 01/31/2024 | 128348 | 2636 | Minnesota Equipment | 101-20100 | 630.65 |
| 01/24 | 01/31/2024 | 128349 | 3888 | MN Public Facilities Authority | 602-20100 | 28,885.00 |
| 01/24 | 01/31/2024 | 128350 | 4001 | Minnesota Valley Testing Labs | 601-20100 | 109.40 |
| 01/24 | 01/31/2024 | 128351 | 826 | North 65 Chamber of Commerce | 101-20100 | 30.00 |
| 01/24 | 01/31/2024 | 128352 | 5271 | North Folk Winery | 610-20100 | 1,224.00 |
| 01/24 | 01/31/2024 | 128353 | 4426 | Paustis Wine Company | 610-20100 | 2,943.50 |
| 01/24 | 01/31/2024 | 128354 | 4476 | Phillips St Paul | 610-20100 | 6,916.61 |
| 01/24 | 01/31/2024 | 128355 | 4772 | Reliable Tree Service Inc | 603-20100 | 1,024.00 |
| 01/24 | 01/31/2024 | 128356 | 4824 | RITE | 610-20100 | 134.00 |
| 01/24 | 01/31/2024 | 128357 | 5181 | Southern Glazer's of MN | 610-20100 | 7,930.63 |
| 01/24 | 01/31/2024 | 128358 | 5251 | Star | 101-20100 | 27.31 |
| 01/24 | 01/31/2024 | 128359 | 5301 | Steve's Tire Inc | 101-20100 | 1,593.75 |
| 01/24 | 01/31/2024 | 128360 | 5446 | The American Bottling Company | 610-20100 | 343.64 |
| 01/24 | 01/31/2024 | 128361 | 5509 | Dean Thomsen | 610-20100 | 140.24 |
| 01/24 | 01/31/2024 | 128362 | 5523 | Thryv | 610-20100 | 85.00 |
| 01/24 | 01/31/2024 | 128363 | 5541 | Titan Machinery | 101-20100 | 414.55 |
| 01/24 | 01/31/2024 | 128364 | 5556 | T-Mobile | 101-20100 | 770.04 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|---------------|------------------|--------------|---------------|-----------------------------|------------------|------------|
| 01/24 | 01/31/2024 | 128365 | 5581 | Total Control Systems, Inc. | 602-20100 | 2,250.77 |
| 01/24 | 01/31/2024 | 128366 | 5686 | U.S. Postal Service | 602-20100 | 4,000.00 |
| 01/24 | 01/31/2024 | 128367 | 5801 | Verizon Wireless | 602-20100 | 205.74 |
| 01/24 | 01/31/2024 | 128368 | 5811 | Vessco, Inc. | 602-20100 | 2,086.88 |
| 01/24 | 01/31/2024 | 128369 | 5831 | Vinocopia | 610-20100 | 2,193.30 |
| 01/24 | 01/31/2024 | 128370 | 5886 | Watson Co., Inc. | 610-20100 | 2,540.56 |
| 01/24 | 01/31/2024 | 128371 | 5889 | Wausau Equipment Company | 101-20100 | 1,200.98 |
| 01/24 | 01/31/2024 | 128372 | 6001 | Wine Merchants | 610-20100 | 1,199.75 |
| 01/24 | 01/31/2024 | 128373 | 2928 | Kiesler Police Supply | 101-20100 | 16,016.19 |
| Grand Totals: | | | | | | 444,974.84 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|------------|--------------------------------|--|--------------------|
| 44 | Absolute Portable Restrooms | Handicap Unit - Ice Rink | 95.00 |
| Total 44: | | | 95.00 |
| 129 | Air Conditioning Associates, I | Service Cambridge Library | 465.00 |
| Total 129: | | | 465.00 |
| 165 | Allina Health | Heartsafe Package - Library | 1,875.00 |
| Total 165: | | | 1,875.00 |
| 175 | Amazon Capital Services, Inc. | Small Tools & Equipment - Streets | 68.06 |
| 175 | Amazon Capital Services, Inc. | Office Supplies - Wastewater | 33.83 |
| 175 | Amazon Capital Services, Inc. | Misc Operating Supplies - Wastewater | 43.95 |
| 175 | Amazon Capital Services, Inc. | Office Supplies | 35.62 |
| 175 | Amazon Capital Services, Inc. | Office Supplies - Water | 5.40 |
| 175 | Amazon Capital Services, Inc. | Misc Operating Supplies - Water | 71.25 |
| 175 | Amazon Capital Services, Inc. | Small Tools & Equipment - Water | 29.99 |
| Total 175: | | | 288.10 |
| 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 |
| 226 | AMSOIL INC | Fuel Additives - Police | 361.10 |
| 226 | AMSOIL INC | Fuel Additives - Streets | 361.29 |
| 226 | AMSOIL INC | Fuel Additives - Parks | 361.10 |
| 226 | AMSOIL INC | Fuel Additives - Water | 361.10 |
| 226 | AMSOIL INC | Fuel Additives - Wastewater | 361.10 |
| Total 226: | | | 1,805.69 |
| 351 | Astleford International Trucks | Repair & Maint Supplies Veh/Eq - Streets | 170.24 |
| 351 | Astleford International Trucks | Repair & Maint Supplies Veh/Eq - Streets | 161.44- |
| Total 351: | | | 8.80 |
| 381 | Auto Value Cambridge | Small Tools - Shop | 45.99 |
| 381 | Auto Value Cambridge | Small Tools - Shop | 137.97 |
| Total 381: | | | 183.96 |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 168.00 |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 141.00 |
| 521 | Bellboy Corporation | Liquor Store Merchandise | 2,989.75 |
| 521 | Bellboy Corporation | Credit Liquor Merchandise | 161.60- |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|------------|-----------------------|--|--------------------|
| Total 521: | | | 3,137.15 |
| 525 | Bent Brewstillery | Liquor Store Merchandise | 71.00 |
| Total 525: | | | 71.00 |
| 551 | Chas A. Bernick Inc. | Liquor Store Merchandise | 2,533.90 |
| 551 | Chas A. Bernick Inc. | Liquor Store Merchandise | 141.28 |
| 551 | Chas A. Bernick Inc. | Credit Liquor Merchandise | 20.00- |
| 551 | Chas A. Bernick Inc. | Credit Liquor Merchandise | 23.50- |
| Total 551: | | | 2,631.68 |
| 555 | Business Essentials | Office Supplies | 46.02 |
| Total 555: | | | 46.02 |
| 721 | Brown & Bigelow, Inc. | Advertising Calendars - LS | 1,830.74 |
| Total 721: | | | 1,830.74 |
| 906 | NAPA Central MN | Repair & Maint Supplies Veh/Eq - City Hall | 181.77 |
| 906 | NAPA Central MN | Repair & Maint Supplies Veh/Eq - Police | 275.19 |
| 906 | NAPA Central MN | Repair & Maint Supplies Veh/Eq - Fire | 10.66 |
| 906 | NAPA Central MN | Repair & Maint Supplies Veh/Eq - Streets | 997.23 |
| 906 | NAPA Central MN | Repair & Maint Supplies Veh/Eq - Parks | 23.27 |
| 906 | NAPA Central MN | Repair & Maint Supplies Veh/Eq - Wastewater | 115.37 |
| Total 906: | | | 1,603.49 |
| 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 |
| 1140 | Cintas Corporation | Rug & Towel Rentals - Street Dept | 24.13 |
| 1140 | Cintas Corporation | Uniform, Rug, Towel Rentals - Street Dept | 164.14 |
| 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 |
| 1140 | Cintas Corporation | Rug Rentals - City Hall | 10.11 |
| 1140 | Cintas Corporation | Rug Rentals - Street Dept | 15.68 |
| 1140 | Cintas Corporation | Uniform, Rug, Towel Rentals - Street Dept | 179.26 |
| 1140 | Cintas Corporation | Uniform Rental - Parks | 10.60 |
| 1140 | Cintas Corporation | Uniform Rental - Maintenance | 4.59 |
| 1140 | Cintas Corporation | Uniform Rental - Parks | 8.45 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|--------|-----------------------------|--|--------------------|
| 1140 | Cintas Corporation | Uniform, Rug, Towel Rentals - Water/Wastewater | 177.86 |
| | Total 1140: | | 1,187.90 |
| 1170 | City Laundering Co. | Rugs - Fire Hall | 15.90 |
| | Total 1170: | | 15.90 |
| 1236 | Comm of MMB, Treasury Div | Admin Traffic Citation Fines - January | 160.00 |
| | Total 1236: | | 160.00 |
| 1273 | Compass Minerals America In | Bulk Highway Coarse Salt | 12,134.72 |
| 1273 | Compass Minerals America In | Bulk Highway Coarse Salt | 13,245.44 |
| 1273 | Compass Minerals America In | Thawrox - Treated Salt TNR | 2,833.85 |
| 1273 | Compass Minerals America In | Thawrox - Treated Salt TNR | 2,718.86 |
| | Total 1273: | | 30,932.87 |
| 1275 | Core & Main LP | Repairs & Maintenance - Hydrants | 331.89 |
| | Total 1275: | | 331.89 |
| 1316 | Crawford's Equipment, Inc. | Monthly Equipment Rental Skid Loader - Street Dept | 1,400.00 |
| 1316 | Crawford's Equipment, Inc. | Repair & Maint Supplies Veh/Eq - Streets | 101.99 |
| 1316 | Crawford's Equipment, Inc. | Repair & Maint Supplies Veh/Eq - Streets | 62.93 |
| | Total 1316: | | 1,564.92 |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 3,201.25 |
| 1396 | Dahlheimer Beverage, LLC | Keg Return | 30.00- |
| 1396 | Dahlheimer Beverage, LLC | Liquor Store Merchandise | 20,551.03 |
| 1396 | Dahlheimer Beverage, LLC | Credit Liquor Merchandise | 347.00- |
| 1396 | Dahlheimer Beverage, LLC | Credit Liquor Merchandise | 6.00- |
| | Total 1396: | | 23,369.28 |
| 1681 | ECM Publishers, Inc. | Advertising - Liquor Store | 1,317.00 |
| | Total 1681: | | 1,317.00 |
| 1921 | Ferguson Waterworks | Meters & Repairs | 372.00 |
| | Total 1921: | | 372.00 |
| 1922 | Ferrellgas | Liquefied Petroleum Gas - Ice Rink | 93.10 |
| | Total 1922: | | 93.10 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|--------------------------------|---|--------------------|
| 2146 | Gopher State One-Call Inc. | Annual Facility Operator Fee | 25.00 |
| 2146 | Gopher State One-Call Inc. | FTP Tickets | 20.92 |
| 2146 | Gopher State One-Call Inc. | FTP Tickets | 20.93 |
| 2146 | Gopher State One-Call Inc. | Annual Facility Operator Fee | 25.00 |
| Total 2146: | | | 91.85 |
| 2166 | Grainger | Repair & Maint Supplies Veh/Eq - Streets | 1,070.60 |
| 2166 | Grainger | Repair & Maint Supplies Veh/Eq - Wastewater | 107.68 |
| Total 2166: | | | 1,178.28 |
| 2189 | Great Northern Environmental | Bearing Grease - Wastewater Plant | 150.00 |
| Total 2189: | | | 150.00 |
| 2341 | Hawkins, Inc. | Chemicals - Water | 7,909.85 |
| 2341 | Hawkins, Inc. | Chemicals - Wastewater | 2,920.00 |
| Total 2341: | | | 10,829.85 |
| 2346 | Hayford Ford | Repair & Maint Supplies Veh/Eq - Police | 179.00 |
| Total 2346: | | | 179.00 |
| 2411 | Hillyard Inc. | Maintenance Supplies - City Hall | 43.00 |
| Total 2411: | | | 43.00 |
| 2681 | Isanti County Sheriff's Office | RMS Monthly Maintenance - February | 168.24 |
| Total 2681: | | | 168.24 |
| 2701 | Isanti Rental, Inc. | Repair and Maint Supplies Veh/Eq - Streets | 139.98 |
| Total 2701: | | | 139.98 |
| 2716 | J.P. Cooke Company | Received Stamp | 75.55 |
| Total 2716: | | | 75.55 |
| 2742 | Jefferson Fire & Safety | Uniform Allowance - Fire | 673.05 |
| Total 2742: | | | 673.05 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 5,702.50 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 70.99 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 4,699.64 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 151.06 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-------------------------------|---|--------------------|
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 7,608.74 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 92.83 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 126.00 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 1.82 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 1,336.27 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 47.32 |
| 2796 | Johnson Brothers Liquor Co | Liquor Store Merchandise | 172.50 |
| 2796 | Johnson Brothers Liquor Co | Delivery Charge | 5.46 |
| 2796 | Johnson Brothers Liquor Co | Credit Liquor Merchandise | 74.34- |
| 2796 | Johnson Brothers Liquor Co | Credit Liquor Merchandise | 17.68- |
| Total 2796: | | | 19,923.11 |
| 2931 | Kimball Midwest | Repair & Maint Supplies Veh/Eq - Streets | 309.84 |
| Total 2931: | | | 309.84 |
| 3146 | League of Minnesota Cities In | Property/Casualty Coverage Premium | 57,661.00 |
| 3146 | League of Minnesota Cities In | Property/Casualty Coverage Premium Addl for Firewor | 225.00 |
| Total 3146: | | | 57,886.00 |
| 3151 | League of Minnesota Cities | City Day on the Hill - Council | 375.00 |
| 3151 | League of Minnesota Cities | City Day on the Hill - Admin | 125.00 |
| Total 3151: | | | 500.00 |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 40.80- |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 63.00 |
| 3461 | McDonald Distributing Compa | Keg Deposit | 30.00 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 244.00 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 800.42 |
| 3461 | McDonald Distributing Compa | Liquor Store Merchandise | 7,742.35 |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 97.10- |
| 3461 | McDonald Distributing Compa | Credit Liquor Merchandise | 204.38- |
| Total 3461: | | | 8,537.49 |
| 3496 | Med Compass | Hearing Test - Police Dept | 340.00 |
| 3496 | Med Compass | Hearing Test, Medical Exam, Fit Test - Fire Dept | 4,434.00 |
| 3496 | Med Compass | Hearing Test, Medical Exam, Fit Test - Streets | 142.00 |
| 3496 | Med Compass | Hearing Test, Medical Exam, Fit Test - Wastewater | 954.00 |
| Total 3496: | | | 5,870.00 |
| 3501 | MEI Total Elevator Solutions | February Monthly Service - Library | 169.32 |
| Total 3501: | | | 169.32 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|------------------------------|--|--------------------|
| 3521 | Menards | Repair & Maint Supplies Bldg - Fire | 267.80 |
| 3521 | Menards | Misc Operating Supplies - Water | 78.18 |
| 3521 | Menards | Misc Operating Supplies - Water | 33.11 |
| 3521 | Menards | Misc Operating Supplies - Shop | 93.20 |
| 3521 | Menards | Misc Operating Supplies - Water | 30.89 |
| 3521 | Menards | Small Tools & Equipment - Wastewater | 88.83 |
| 3521 | Menards | Misc Operating Supplies - Shop | 57.64 |
| 3521 | Menards | Small Tools & Equipment - Wastewater | 39.99 |
| 3521 | Menards | Repair & Maint Supplies Bldg - Fire | 10.00 |
| 3521 | Menards | Misc Operating Supplies - Shop | 172.32 |
| 3521 | Menards | Misc Operating Supplies - Shop | 71.88- |
| 3521 | Menards | Misc Operating Supplies - Shop | 100.44 |
| 3521 | Menards | Misc Operating Supplies - Shop | 80.83 |
| 3521 | Menards | Repair & Maint Supplies Bldg - Fire | 17.94 |
| 3521 | Menards | Misc Operating Supplies - Shop | 39.92 |
| Total 3521: | | | 1,039.21 |
| 3542 | Metro Payroll Inc. | eKlock Enterprise - January | 342.00 |
| Total 3542: | | | 342.00 |
| 3543 | Metro Sales, Inc. | Ricoh IM C6000 Color Copier Rental - City Hall | 714.78 |
| Total 3543: | | | 714.78 |
| 3676 | MCSI Minnesota Computer S | Contract Base Rate Charge - Tosh/Estudio 850 | 10.00 |
| Total 3676: | | | 10.00 |
| 3829 | Minnesota Dept of Labor and | Boiler - City Hall | 10.00 |
| Total 3829: | | | 10.00 |
| 3929 | Moose Lake Brewing Co. LLC | Liquor Store Merchandise | 66.00 |
| Total 3929: | | | 66.00 |
| 4011 | NAC Mechanical & Electrical | Repair & Maint Labor Veh/Eq - Wastewater | 3,484.00 |
| 4011 | NAC Mechanical & Electrical | Repair & Maint Plant - Wastewater | 2,528.39 |
| 4011 | NAC Mechanical & Electrical | Repair & Maint Labor Veh/Eq - Wastewater | 2,955.00 |
| Total 4011: | | | 8,967.39 |
| 4026 | National Association of Town | NATW Membership | 35.00 |
| Total 4026: | | | 35.00 |
| 4323 | OPG-3, Inc | Laserfiche Annual Renewal | 10,626.00 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|------------------------------|---|--------------------|
| Total 4323: | | | 10,626.00 |
| 4467 | Peterson's North Branch Mill | Misc Operating Supplies - Water | 284.99 |
| Total 4467: | | | 284.99 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 4,014.33 |
| 4476 | Phillips Wine & Spirits | Delivery Charge | 93.74 |
| 4476 | Phillips Wine & Spirits | Liquor Store Merchandise | 693.00 |
| 4476 | Phillips Wine & Spirits | Delivery Charge | 40.35 |
| Total 4476: | | | 4,841.42 |
| 4506 | Pitney Bowes | Postage Machine Supplies | 66.39 |
| Total 4506: | | | 66.39 |
| 4640 | Q Media Properties LLC | Advertising - Liquor Store | 75.00 |
| 4640 | Q Media Properties LLC | Advertising - Liquor Store | 192.00 |
| 4640 | Q Media Properties LLC | Advertising - Liquor Store | 120.00 |
| 4640 | Q Media Properties LLC | Advertising - Liquor Store | 120.00 |
| Total 4640: | | | 507.00 |
| 4661 | Quill Corporation | Small Tools & Equipment - Finance | 189.00 |
| Total 4661: | | | 189.00 |
| 4701 | Railroad Management Compa | License Fees - 8" Sewer Pipeline Crossing | 379.14 |
| Total 4701: | | | 379.14 |
| 4749 | Red Bull Distribution Compan | Liquor Store Merchandise | 336.92 |
| Total 4749: | | | 336.92 |
| 4943 | Safe-Fast, Inc. | Misc Operating Supplies - Water | 194.97 |
| 4943 | Safe-Fast, Inc. | Misc Operating Supplies - Wastewater | 194.98 |
| Total 4943: | | | 389.95 |
| 5032 | Scott's Tree Service, Inc. | Tree Removal - 6th Ave SW, 4th Ave NE | 4,200.00 |
| Total 5032: | | | 4,200.00 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 485.84 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 6.20 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 4,594.60 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|-------------|-------------------------------|--|--------------------|
| 5181 | Southern Glazer's of MN | Delivery Charge | 42.89 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 1,117.96 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 20.93 |
| 5181 | Southern Glazer's of MN | Liquor Store Merchandise | 1,188.00 |
| 5181 | Southern Glazer's of MN | Delivery Charge | 23.25 |
| Total 5181: | | | 7,479.67 |
| 5251 | Star | Advertising Liquor Store | 25.00 |
| Total 5251: | | | 25.00 |
| 5301 | Steve's Tire Inc | Repairs and Maint Supplies Veh/Eq - Fire | 724.52 |
| 5301 | Steve's Tire Inc | Repairs and Maint Labor Veh/Eq - Fire | 140.00 |
| Total 5301: | | | 864.52 |
| 5329 | Stryker Sales, LLC | Small Tools & Equipment - Police | 187.70 |
| Total 5329: | | | 187.70 |
| 5516 | Capitol Beverage Sales L.P. | Liquor Store Merchandise | 622.85 |
| Total 5516: | | | 622.85 |
| 5525 | Tidal Wave Auto Spa | Car Washes - Police Dept | 130.00 |
| 5525 | Tidal Wave Auto Spa | Car Washes - Building | 10.00 |
| 5525 | Tidal Wave Auto Spa | Car Washes - Fire | 20.00 |
| Total 5525: | | | 160.00 |
| 5624 | TransUnion Risk & Alternative | Transactional | 75.00 |
| Total 5624: | | | 75.00 |
| 5801 | Verizon Wireless | wireless phone service - Building | 41.24 |
| 5801 | Verizon Wireless | wireless phone service - Maintenance | 20.62 |
| Total 5801: | | | 61.86 |
| 5816 | Viking Coca-Cola Bottling Co | Liquor Store Merchandise | 468.45 |
| Total 5816: | | | 468.45 |
| 5886 | Watson Co., Inc. | Liquor Store Merchandise | 86.22 |
| 5886 | Watson Co., Inc. | Misc Operating Supplies - Liquor Store | 14.02 |
| 5886 | Watson Co., Inc. | Liquor Store Merchandise | 2,111.49 |
| 5886 | Watson Co., Inc. | Misc Operating Supplies - Liquor Store | 16.06 |
| 5886 | Watson Co., Inc. | Fuel Charge | 6.00 |

| Vendor | Vendor Name | Description | Net Invoice Amount |
|---------------|-----------------------------|--|--------------------|
| Total 5886: | | | 2,233.79 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 104.60 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | .19 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 416.00 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 4.60 |
| 5891 | Breakthru Beverage Minnesot | Liquor Store Merchandise | 4,761.60 |
| 5891 | Breakthru Beverage Minnesot | Freight Charge | 62.10 |
| Total 5891: | | | 5,349.09 |
| 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 |
| 6001 | Wine Merchants | Liquor Store Merchandise | 176.00 |
| 6001 | Wine Merchants | Delivery Charge | 1.82 |
| Total 6001: | | | 177.82 |
| Grand Totals: | | | 237,271.49 |

Dated: 2/8/2024

City Treasurer: Caroline Muel

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|-----------|------------------|--------------|---------------|--|------------------|-----------|
| 02/24 | 02/07/2024 | 128374 | 44 | Absolute Portable Restrooms | 101-20100 | 95.00 |
| 02/24 | 02/07/2024 | 128376 | 129 | Air Conditioning Associates, Inc. | 101-20100 | 465.00 |
| 02/24 | 02/07/2024 | 128377 | 165 | Allina Health System | 101-20100 | 1,875.00 |
| 02/24 | 02/07/2024 | 128378 | 175 | Amazon Capital Services, Inc. | 601-20100 | 288.10 |
| 02/24 | 02/07/2024 | 128379 | 196 | American Payment Centers | 602-20100 | 87.00 |
| 02/24 | 02/07/2024 | 128380 | 226 | AMSOIL INC | 101-20100 | 1,805.69 |
| 02/24 | 02/07/2024 | 128381 | 351 | Astleford International Trucks | 101-20100 | 8.80 |
| 02/24 | 02/07/2024 | 128382 | 381 | Auto Value Cambridge | 101-20100 | 183.96 |
| 02/24 | 02/07/2024 | 128383 | 521 | Bellboy Corporation | 610-20100 | 3,137.15 |
| 02/24 | 02/07/2024 | 128384 | 525 | Bent Brewstillery | 610-20100 | 71.00 |
| 02/24 | 02/07/2024 | 128385 | 5891 | Breakthru Beverage MN Wine & Spirits I | 610-20100 | 5,349.09 |
| 02/24 | 02/07/2024 | 128386 | 721 | Brown & Bigelow, Inc. | 610-20100 | 1,830.74 |
| 02/24 | 02/07/2024 | 128387 | 555 | Business Essentials | 101-20100 | 46.02 |
| 02/24 | 02/07/2024 | 128388 | 5516 | Capitol Beverage Sales L.P. | 610-20100 | 622.85 |
| 02/24 | 02/07/2024 | 128389 | 551 | Bernick's | 610-20100 | 2,631.68 |
| 02/24 | 02/07/2024 | 128390 | 1140 | Cintas Corporation | 601-20100 | 1,187.90 |
| 02/24 | 02/07/2024 | 128391 | 1170 | City Laundering Co. | 101-20100 | 15.90 |
| 02/24 | 02/07/2024 | 128392 | 1236 | Comm of MMB, Treasury Div | 213-20100 | 160.00 |
| 02/24 | 02/07/2024 | 128393 | 1273 | Compass Minerals America | 101-20100 | 30,932.87 |
| 02/24 | 02/07/2024 | 128394 | 1275 | Core & Main LP | 601-20100 | 331.89 |
| 02/24 | 02/07/2024 | 128395 | 1316 | Crawford's Equipment, Inc. | 101-20100 | 1,564.92 |
| 02/24 | 02/07/2024 | 128396 | 1396 | Dahlheimer Beverage, LLC | 610-20100 | 23,369.28 |
| 02/24 | 02/07/2024 | 128397 | 1681 | ECM Publishers, Inc. | 610-20100 | 1,317.00 |
| 02/24 | 02/07/2024 | 128398 | 1921 | Ferguson Waterworks #2518 | 601-20100 | 372.00 |
| 02/24 | 02/07/2024 | 128399 | 1922 | Ferrellgas | 101-20100 | 93.10 |
| 02/24 | 02/07/2024 | 128400 | 2146 | Gopher State One Call | 602-20100 | 91.85 |
| 02/24 | 02/07/2024 | 128401 | 2166 | Grainger | 602-20100 | 1,178.28 |
| 02/24 | 02/07/2024 | 128402 | 2189 | Great Northern Environmental | 602-20100 | 150.00 |
| 02/24 | 02/07/2024 | 128403 | 2341 | Hawkins, Inc. | 602-20100 | 10,829.85 |
| 02/24 | 02/07/2024 | 128404 | 2346 | Hayford Ford | 101-20100 | 179.00 |
| 02/24 | 02/07/2024 | 128405 | 2411 | Hillyard / Minneapolis | 101-20100 | 43.00 |
| 02/24 | 02/07/2024 | 128406 | 2681 | Isanti County Sheriff's Office | 101-20100 | 168.24 |
| 02/24 | 02/07/2024 | 128407 | 2701 | Isanti Rental, Inc. | 101-20100 | 139.98 |
| 02/24 | 02/07/2024 | 128408 | 2716 | J.P. Cooke Company | 101-20100 | 75.55 |
| 02/24 | 02/07/2024 | 128409 | 2742 | Jefferson Fire & Safety | 101-20100 | 673.05 |
| 02/24 | 02/07/2024 | 128410 | 2796 | Johnson Bros - St Paul | 610-20100 | 19,923.11 |
| 02/24 | 02/07/2024 | 128411 | 2931 | Kimball Midwest | 101-20100 | 309.84 |
| 02/24 | 02/07/2024 | 128413 | 3151 | League of Minnesota Cities | 101-20100 | 500.00 |
| 02/24 | 02/07/2024 | 128414 | 3146 | League of MN Cities Ins Trust P&C | 101-20100 | 57,886.00 |
| 02/24 | 02/07/2024 | 128415 | 3461 | McDonald Distributing Company | 610-20100 | 8,537.49 |
| 02/24 | 02/07/2024 | 128416 | 3676 | MCSI Minnesota Computer Systems Inc | 101-20100 | 10.00 |
| 02/24 | 02/07/2024 | 128417 | 3496 | Med Compass | 101-20100 | 5,870.00 |
| 02/24 | 02/07/2024 | 128418 | 3501 | MEI Total Elevator Solutions | 101-20100 | 169.32 |
| 02/24 | 02/07/2024 | 128419 | 3521 | Menards | 101-20100 | 1,039.21 |
| 02/24 | 02/07/2024 | 128421 | 3542 | Metro Payroll Inc. | 101-20100 | 342.00 |
| 02/24 | 02/07/2024 | 128422 | 3543 | Metro Sales, Inc. | 101-20100 | 714.78 |
| 02/24 | 02/07/2024 | 128423 | 3829 | MN Dept of Labor and Industry | 101-20100 | 10.00 |
| 02/24 | 02/07/2024 | 128424 | 3929 | Moose Lake Brewing Co. LLC | 610-20100 | 66.00 |
| 02/24 | 02/07/2024 | 128425 | 4011 | NAC Mechanical & Electrical Services | 602-20100 | 8,967.39 |
| 02/24 | 02/07/2024 | 128426 | 906 | NAPA Central MN | 101-20100 | 1,603.49 |
| 02/24 | 02/07/2024 | 128427 | 4026 | NATW | 101-20100 | 35.00 |
| 02/24 | 02/07/2024 | 128428 | 4323 | OPG-3, Inc | 101-20100 | 10,626.00 |
| 02/24 | 02/07/2024 | 128429 | 4467 | Peterson's North Branch Mill | 601-20100 | 284.99 |
| 02/24 | 02/07/2024 | 128430 | 4476 | Phillips St Paul | 610-20100 | 4,841.42 |
| 02/24 | 02/07/2024 | 128431 | 4506 | Pitney Bowes Inc | 101-20100 | 66.39 |
| 02/24 | 02/07/2024 | 128432 | 4640 | Q Media Properties LLC | 610-20100 | 507.00 |
| 02/24 | 02/07/2024 | 128433 | 4661 | Quill Corporation | 101-20100 | 189.00 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Check GL Account | Amount |
|---------------|------------------|--------------|---------------|--------------------------------------|------------------|------------|
| 02/24 | 02/07/2024 | 128434 | 4701 | Railroad Management Company III, LLC | 602-20100 | 379.14 |
| 02/24 | 02/07/2024 | 128435 | 4749 | Red Bull Distribution Company, Inc. | 610-20100 | 336.92 |
| 02/24 | 02/07/2024 | 128436 | 4943 | Safe-Fast, Inc. | 602-20100 | 389.95 |
| 02/24 | 02/07/2024 | 128437 | 5032 | Scott Nelson | 101-20100 | 4,200.00 |
| 02/24 | 02/07/2024 | 128438 | 5181 | Southern Glazer's of MN | 610-20100 | 7,479.67 |
| 02/24 | 02/07/2024 | 128439 | 5251 | Star | 610-20100 | 25.00 |
| 02/24 | 02/07/2024 | 128440 | 5301 | Steve's Tire Inc | 101-20100 | 864.52 |
| 02/24 | 02/07/2024 | 128441 | 5329 | Stryker Sales, LLC | 101-20100 | 187.70 |
| 02/24 | 02/07/2024 | 128442 | 5525 | Tidal Wave Auto Spa | 101-20100 | 160.00 |
| 02/24 | 02/07/2024 | 128443 | 5624 | TransUnion Risk & Alternative | 101-20100 | 75.00 |
| 02/24 | 02/07/2024 | 128444 | 5801 | Verizon Wireless | 101-20100 | 61.86 |
| 02/24 | 02/07/2024 | 128445 | 5816 | Viking Coca-Cola Bottling Co | 610-20100 | 468.45 |
| 02/24 | 02/07/2024 | 128446 | 5886 | Watson Co., Inc. | 610-20100 | 2,233.79 |
| 02/24 | 02/07/2024 | 128447 | 5965 | White Bear IT Solutions LLC | 101-20100 | 6,362.50 |
| 02/24 | 02/07/2024 | 128448 | 6001 | Wine Merchants | 610-20100 | 177.82 |
| Grand Totals: | | | | | | 237,271.49 |

4C 2023 General Fund Budget Amendments

February 20, 2024

Prepared by: Caroline Moe, Director of Finance

Background

We are requesting amendment to the 2023 general fund budget to reflect end of the year activity.

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

| Revenue Category Impacted | Amount of increase (decrease) | Rationale |
|----------------------------------|--------------------------------------|---|
| Taxes | \$87,382 | Adjustment to reflect actual for 2023. |
| License & Permits | 30,765 | Adjustment to reflect actual for 2023. |
| Inter-governmental Revenue | 26,425 | Adjustment to reflect actual for 2023. |
| Charges for Services | 1,480 | Adjustment to reflect actual for 2023. |
| Fines & Forfeitures | 10,599 | Adjustment to reflect actual for 2023. |
| Other Income | 125,903 | Adjustment to reflect actual for 2023. Interest income significantly higher than planned. |
| Total | \$282,554 | |

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

| Dept Impacted | Amount of increase (decrease) | Rationale |
|----------------------|--------------------------------------|---|
| General Government | (\$141,838) | Adjustment to reflect actual for 2023. |
| Public Safety | (181,717) | Adjustment to reflect actual for 2023. |
| Public Works | (49,640) | Adjustment to reflect actual for 2023. |
| Parks & Recreation | (57,531) | Adjustment to reflect actual for 2023. |
| Transfers Out | 204,117 | Additional \$200K to Pavement Mgmt to help control tax increases and future and to fund planned projects. |
| Total | (\$226,609) | |

Compatibility with Strategic Goals:

Approval of budget amendment supports core strategy #5—Foster engaged, informed, and involved citizens and community, specifically related to the strategic objective of build trust with the community by maintaining clean audits, clear communication and transparency. Approval of budget amendment is required obtain a clean audit.

Requested Council Action

Approve Resolution No. R24-009 2023 General Fund Budget Revision

Resolution No. R24-009

RESOLUTION APPROVING AMENDMENTS TO THE 2023 GENERAL FUND BUDGET

WHEREAS, the Cambridge City Council passed upon Resolution R22-102 adopting the 2023 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R23-007 amending the 2023 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R23-070 amending the 2023 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R23-097 amending the 2023 General Fund Budget; and

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

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

GENERAL FUND REVENUES AND TRANSFERS IN:

An amendment of the 2023 budget is sought from \$8,766,512 to \$9,049,066 a total net increase of \$282,554:

| Operating Revenues: | 2023 Amended Budget 11/20/2023 | 2023 Proposed Amended Budget 2/20/2024 | Increase (decrease) |
|--|---|---|-------------------------|
| Taxes | \$5,557,164 | \$5,644,546 | \$87,382 |
| Licenses & Permits | 651,297 | 682,062 | 30,765 |
| Intergovernmental | 1,625,099 | 1,651,524 | 26,425 |
| Charges for Services | 250,297 | 251,777 | 1,480 |
| Fines & Forfeitures | 46,570 | 57,169 | 10,599 |
| Other Revenue | 111,085 | 236,988 | 125,903 |
| Transfers In | <u>525,000</u> | <u>525,000</u> | <u>0</u> |
| Total Revenues & Transfers In | <u>\$8,766,512</u> | <u>\$9,049,066</u> | <u>\$282,554</u> |

GENERAL FUND EXPENDITURES AND TRANSFERS OUT:

An amendment of the 2023 budget is sought from \$8,759,098 to \$8,532,489 a total net decrease of \$226,609:

| Operating Expenditures: | 2023 Amended Budget 11/20/23 | Proposed | 2023 Amended Budget 2/20/24 | Increase (decrease) |
|-------------------------------------|---------------------------------------|----------|--------------------------------------|---------------------------|
| General Government | \$1,865,551 | | \$1,723,713 | \$(141,838) |
| Public Safety | 3,547,643 | | 3,365,926 | (181,717) |
| Public Works | 1,731,617 | | 1,681,977 | (49,640) |
| Parks and Recreation | 677,803 | | 620,272 | (57,531) |
| Transfers to Other Funds | <u>936,484</u> | | <u>1,140,601</u> | <u>204,117</u> |
| Total Operating Expenditures | <u>\$8,759,098</u> | | <u>\$8,532,489</u> | <u>(\$226,609)</u> |

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

Adopted this 20th Day of February 2024

James Godfrey, Mayor

Attest:

Evan Vogel, City Administrator

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
2/20/2024

| | Amended Budget <u>2023</u> | Amended Budget <u>2023</u> | YTD Actual 2023 12/31/2023 |
|---------------------------------------|----------------------------------|----------------------------------|----------------------------------|
| REVENUES AND TRANSFERS IN | | | |
| REVENUES | | | |
| Taxes | 5557164 | 5644546 | 5,644,547.07 |
| Licenses and Permits - | | | |
| Business | 87325 | 86481 | 86,481.35 |
| Non-Business | 563972 | 595581 | 595,581.88 |
| Intergovernmental Revenues | 1625099 | 1651524 | 1,651,527.81 |
| Charges for Services | | | |
| General Government | 7655 | 8273 | 8,273.74 |
| Public Safety | 175089 | 175651 | 175,651.15 |
| Other | 67553 | 67853 | 67,853.80 |
| Fines and Forfeitures | 46570 | 57169 | 57,170.03 |
| Other | 111085 | 236988 | 236,989.43 |
| <i>Total Revenues</i> | <u>8241512</u> | <u>8524066</u> | <u>8,524,076.26</u> |
| TRANSFERS IN | 525000 | 525000 | 525000.00 |
| TOTAL REVENUES AND | <u>8766512</u> | <u>9049066</u> | <u>9049076.26</u> |
| EXPENDITURES AND TRANSFERS OUT | | | |
| EXPENDITURES | | | |
| General Government | | | |
| Mayor and Council | 63529 | 61572 | 61566.83 |
| Administration | 428058 | 400273 | 400263.69 |
| Elections | 5000 | 4355 | 4355.00 |
| Finance | 367186 | 358043 | 358035.06 |
| Legal | 126000 | 101495 | 101493.73 |
| Community Development | 715582 | 666709 | 666688.57 |
| New City Hall Buildings | 160196 | 131266 | 131259.58 |
| Total General Governm | <u>1865551</u> | <u>1723713</u> | <u>1723662.46</u> |
| Public Safety | | | |
| Police Department | 2916161 | 2757866 | 2757851.72 |
| Fire Department | 621696 | 599896 | 599882.26 |
| Emergency Management | 4786 | 3364 | 3363.32 |
| Animal Control | 5000 | 4800 | 4800.00 |
| Total Public Safety | <u>3547643</u> | <u>3365926</u> | <u>3365897.30</u> |
| Public Works | | | |
| Street Maintenance | 1731617 | 1681977 | 1681955.70 |
| Total Public Works | <u>1731617</u> | <u>1681977</u> | <u>1681955.70</u> |
| Parks and Recreation | | | |
| Parks and Recreation | 540221 | 494373 | 494359.84 |
| Library | 137582 | 125899 | 125892.60 |
| Total Parks and Recrea | <u>677803</u> | <u>620272</u> | <u>620252.44</u> |
| <i>Total Expenditures</i> | <u>7822614</u> | <u>7391888</u> | <u>7391767.90</u> |
| TRANSFERS OUT | 936484 | 1140601 | 1140601.00 |
| TOTAL EXPENDITURES & T. | <u>8759098</u> | <u>8532489</u> | <u>8532368.90</u> |
| NET INCREASE (DECREASE) | <u>7414</u> | <u>516577</u> | <u>516707.36</u> |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
2/20/2024

| | | Amended Budget <u>2023</u> | Amended Budget <u>2023</u> | YTD Actual 2023 12/31/2023 |
|-----------------------------------|---|----------------------------------|----------------------------------|----------------------------------|
| REVENUES | | | | |
| TAXES | | | | |
| 01-31010 | Taxes - Current | 5525620 | 5614171 | 5,614,171.51 |
| 01-31020 | Taxes - Delinquent | 30000 | 28054 | 28,054.56 |
| 01-31030 | Taxes-Market Value Credit Refund | | | - |
| 01-31050 | Taxes - Excess Tax Increments | | | - |
| 01-31051 | Decert TIF District Proceeds | | | - |
| 01-31061 | Taxes & Assessments on Sale of Foreclosed Property | | | - |
| 01-31062 | Taxes Abated by Isanti Co | | | - |
| 01-31063 | Taxes & Assessments on Sale of Foreclosed Property Future | | | - |
| 01-31060 | Penalties and Interest | 1544 | 2321 | 2,321.00 |
| | TOTAL TAXES | <u>5557164</u> | <u>5644546</u> | <u>5,644,547.07</u> |
| LICENSES AND PERMITS | | | | |
| <i>Business</i> | | | | |
| 01-32110 | Liquor | 16000 | 18600 | 18,600.00 |
| 01-32111 | Beer & Setups | | | - |
| 01-32180 | Cigarettes | 4200 | 3600 | 3,600.00 |
| 01-32184 | Cable Franchise Fees | 62000 | 58581 | 58,581.35 |
| 01-32185 | Trash Franchise Fees | 2550 | 2550 | 2,550.00 |
| 01-32199 | Other Business Licenses and Permits | 2575 | 3150 | 3,150.00 |
| | <i>Total Business</i> | <u>87325</u> | <u>86481</u> | <u>86,481.35</u> |
| <i>Non-Business</i> | | | | |
| 01-32218 | City Share of Electrical Inspections | 9339 | 9782 | 9,782.00 |
| 01-32219 | Local Share of Building Surcharge | 624 | 746 | 746.31 |
| 01-32220 | Building Permits | 453251 | 465913 | 465,913.07 |
| 01-32221 | Excavating Permits | 108 | 108 | 108.00 |
| 01-32222 | Mechanical and Gas Permits | 39592 | 41719 | 41,719.50 |
| 01-32223 | Fire Protection Permits | | | - |
| 01-32225 | Investigation (Penalty Fee) | 800 | 900 | 900.00 |
| 01-32226 | Contractor Verification Fee | 20 | 20 | 20.00 |
| 01-32230 | Plumbing Permits | 36162 | 36994 | 36,994.00 |
| 01-32240 | Sign Permits | 910 | 1060 | 1,060.00 |
| 01-32298 | Rental Registration | 10000 | 24600 | 24,600.00 |
| 01-32299 | Other Non-Business Licenses and Pe | 13166 | 13739 | 13,739.00 |
| | <i>Total Non-Business</i> | <u>563972</u> | <u>595581</u> | <u>595,581.88</u> |
| | TOTAL LICENSES AND PERMIT. | <u>651297</u> | <u>682062</u> | <u>682,063.23</u> |
| INTERGOVERNMENTAL REVENUES | | | | |
| 01-33165 | Federal Grants-Other | 6538 | 6538 | 6,538.97 |
| 01-33401 | Local Government Aid (LGA) | 1111338 | 1111338 | 1,111,338.00 |
| 01-33404 | State Aid - Other | 7295 | 25256 | 25,256.73 |
| 01-33405 | PERA Aid | 0 | 0 | - |
| 01-33418 | MSA - Maintenance | 50000 | 50000 | 50,000.00 |
| 01-33420 | Fire Relief | 112395 | 112395 | 112,395.61 |
| 01-33421 | Police State Aid | 187671 | 187671 | 187,671.58 |
| 01-33422 | School District-School Officer Assist | 143000 | 151464 | 151,464.75 |
| 01-33424 | School District-School Officer Assistance--SRO#2 | | | - |
| 01-33610 | County Grants & Aids for Highways | 6862 | 6862 | 6,862.17 |
| 01-33620 | Other County Aid | | | - |
| | TOTAL INTERGOVERNMENTAL | <u>1625099</u> | <u>1651524</u> | <u>1,651,527.81</u> |

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| | Amended Budget <u>2023</u> | Amended Budget <u>2023</u> | YTD Actual 2023 12/31/2023 |
|---|---|---|---|
| 01-33610 County Grants & Aids for Highways | | | |
| <i>CHARGES FOR SERVICES</i> | | | |
| <i>General Governments</i> | | | |
| 01-34102 Filing Fees | 0 | 0 | - |
| 01-34105 Sale of Maps, Copies | 47 | 47 | 47.50 |
| 01-34106 Street Light O&M | | | - |
| 01-34110 Solar Lease Revenue | 7500 | 8118 | 8,118.24 |
| 01-34116 Inspection Fees | 108 | 108 | 108.00 |
| 01-34117 Contracted building inspection | | | - |
| <i>Total General Government</i> | 7655 | 8273 | 8,273.74 |
| <i>Public Safety</i> | | | |
| 01-34201 Police Department Reports | 555 | 665 | 665.00 |
| 01-34202 Police Department Administration Fee | 4495 | 4695 | 4,695.00 |
| 01-34205 Police Department Pawn Shop Rever | 3000 | 3250 | 3,250.00 |
| 01-34204 PD-Pay Reimb Fee | | | - |
| 01-34206 Fire Protection - Township Contracts | 163556 | 163556 | 163,556.15 |
| 01-34208 Fire Protection - Fire Runs | 0 | 0 | - |
| 01-34210 Fire Protection - Admin | 3483 | 3485 | 3,485.00 |
| <i>Total Public Safety</i> | 175089 | 175651 | 175,651.15 |
| <i>Other</i> | | | |
| 01-34951 Sale of Service and Supplies | 0 | 0 | - |
| 01-34953 Escrow Administration Fee | | | - |
| 01-34954 Plan review/administrative charge | 59233 | 59233 | 59,233.80 |
| 01-34955 Base Map updating fee | | | - |
| 01-34925 Park Activity Fees | 6205 | 6505 | 6,505.00 |
| 01-34930 Art Fair Fees | 1155 | 1155 | 1,155.00 |
| 01-34958 Ice Rink Lease Revenue | 960 | 960 | 960.00 |
| <i>Total Other</i> | 67553 | 67853 | 67,853.80 |
| TOTAL CHARGES FOR SERVICES | 250297 | 251777 | 251,778.69 |
| <i>FINES AND FORFEITURES</i> | | | |
| 01-35101 Court Fines | 40000 | 43924 | 43,924.47 |
| 01-35102 Parking Fines | 1060 | 1100 | 1,100.00 |
| 01-35104 Animal Control Fines | 1765 | 2005 | 2,005.00 |
| 01-35105 Admin Citation | 3745 | 10140 | 10,140.56 |
| TOTAL FINES AND FORFEITURES | 46570 | 57169 | 57,170.03 |
| <i>OTHER</i> | | | |
| 01-36102 Special Assessment Principal Payment | | | |
| 01-36200 Miscellaneous | 772 | 847 | 847.15 |
| 01-36210 Interest on Investments | 20000 | 145039 | 145,039.01 |
| 01-36220 Facility Rentals | 8600 | 9721 | 9,721.71 |
| 01-36230 Donations | 2000 | 800 | 800.00 |
| 01-36233 Operation Round Up Grant | | | - |
| 01-36102 Specil Assessment Interest | 101 | 162 | 162.26 |
| 01-36234 Arts Grant for Concert Series | | | - |
| 01-36235 Library Room Rental | 1671 | 1671 | 1,671.28 |
| 01-36240 Patronage Capital | 200 | 1007 | 1,007.02 |
| 01-36241 Fire Dept Private Grants | | | - |
| 01-36242 Wellness Grant | | | - |
| 01-36250 Telephone Commissions | | | - |
| 01-36501 Sale of Property | 5033 | 5033 | 5,033.00 |

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| | | Amended Budget <u>2023</u> | Amended Budget <u>2023</u> | YTD Actual 2023 12/31/2023 |
|---------------------|----------------------------------|---|---|---|
| 01-37200 | Miscellaneous | | | - |
| 01-36231 | Library Rent | 72708 | 72708 | 72,708.00 |
| | Total non-mall other revenue | 111085 | 236988 | 236989.43 |
| | TOTAL OTHER | 111085 | 236988 | 236989.43 |
| | TOTAL REVENUES | 8241512 | 8524066 | 8524076.26 |
| TRANSFERS IN | | | | |
| 01-39203 | Liquor Fund | 425000 | 425000 | 425,000.00 |
| 01-39203 | Other Funds | 100000 | 100000 | 100,000.00 |
| | TOTAL TRANSFERS IN | 525000 | 525000 | 525,000 |
| | TOTAL REVENUES AND TRANS. | 8766512 | 9049066 | 9049076.26 |

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| | | Amended Budget <u>2023</u> | Amended Budget <u>2023</u> | YTD Actual 2023 12/31/2023 |
|--------------------------------|-------------------------------------|----------------------------------|----------------------------------|----------------------------------|
| EXPENDITURES | | | | |
| GENERAL GOVERNMENT | | | | |
| <i>Council - #41110</i> | | | | |
| Personal Services | | | | |
| -41110-101 | Salaries | 29900 | 29901 | 29,900.16 |
| -41110-122 | FICA/Medicare Employer Share/Emj | 2290 | 2288 | 2,287.09 |
| -41110-151 | Worker's Comp - Ins Premiums | 170 | 111 | 110.49 |
| | Total Personal Services | <u>32360</u> | <u>32300</u> | <u>32,297.74</u> |
| Supplies | | | | |
| -41110-200 | Office Supplies - Accessories | 100 | 0 | - |
| -41110-210 | Miscellaneous Operating Supplies | 250 | 0 | - |
| -41110-213 | Citizens Academy | 0 | 0 | - |
| -41110-214 | Employee Recognition | 500 | 250 | 250.00 |
| | Total Supplies | <u>850</u> | <u>250</u> | <u>250.00</u> |
| Other Services and Charges | | | | |
| -41110-304 | Miscellaneous Professional Services | 1000 | 800 | 800.00 |
| -41110-331 | Travel/Meals/Lodging | 2711 | 2819 | 2,818.13 |
| -41110-334 | Mileage Reimbursements | 582 | 582 | 581.64 |
| -41110-340 | Advertising | 35 | 0 | - |
| -41110-360 | Insurance and Bonds | 317 | 317 | 316.20 |
| -41110-430 | Miscellaneous | 100 | 0 | - |
| -41110-433 | Dues and Subscriptions | 100 | 30 | 30.00 |
| -41110-440 | Schools and Meetings | 3000 | 3000 | 3,000.00 |
| -41110-441 | Sister City Activities | 500 | 0 | - |
| -41110-455 | Fireworks Display Expenses | 18275 | 18275 | 18,275.00 |
| -41110-456 | Art Festival | 679 | 679 | 678.12 |
| -41110-457 | Downtown Banner & Signage | 500 | 0 | - |
| -41110-458 | Downtown Flower Basket | 2520 | 2520 | 2,520.00 |
| -41110-459 | Downtown Trash Cans & Benches | | | - |
| | Total Other Services and Charges | <u>30319</u> | <u>29022</u> | <u>29,019</u> |
| | <i>Total Council</i> | <u>63529</u> | <u>61572</u> | <u>61,566.83</u> |
| <i>Administration - #41320</i> | | | | |
| Personal Services | | | | |
| -41320-101 | Salaries | 193531 | 193595 | 193,594.81 |
| -41320-102 | Overtime | | | - |
| 1320-103 | Part-time Regular | 41593 | 39161 | 39,160.74 |
| -41320-105 | Temp/Seasonal | 0 | 0 | - |
| -41320-121 | PERA Employer Share | 17635 | 17354 | 17,353.28 |
| -41320-122 | FICA/Medicare Employer Share/Emj | 17987 | 17416 | 17,415.85 |
| -41320-131 | Medical/Dental/Life Employer Share | 38154 | 37979 | 37,978.95 |
| -41320-132 | Longevity | 0 | 0 | - |
| -41320-133 | Deductible Contribution | 3300 | 1800 | 1,800.00 |
| -41320-157 | Severence due to retirement | 0 | 0 | - |
| -41320-151 | Workers' Compensation Insurance | 1937 | 1510 | 1,509.17 |
| -41320-153 | City Wide Re-employment Compens: | 2500 | 0 | - |
| -41320-154 | HRA/Flex Fees | 200 | 150 | 149.28 |
| -41320-158 | Moving Exp Reimb | 0 | 0 | - |
| | Total Personal Services | <u>316837</u> | <u>308965</u> | <u>308,962.08</u> |
| Supplies | | | | |

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| | Amended Budget 2023 | Amended Budget 2023 | YTD Actual 2023 12/31/2023 |
|---|------------------------------------|------------------------------------|---|
| -41320-201 Office Supplies - Accessories | 1500 | 1390 | 1,389.45 |
| -41320-202 Duplicating Supplies and Copy Paper | 2000 | 1469 | 1,468.29 |
| -41320-203 Newsletter Costs | 0 | 0 | - |
| -41320-204 Stationary, Forms and Envelopes | 600 | 544 | 544.00 |
| -41320-209 Software Updates | 800 | 1548 | 1,547.84 |
| -41320-210 Miscellaneous Operating Supplies | 500 | 0 | - |
| -41320-221 Repairs and Maintenance - Equipment | 200 | 0 | - |
| -41320-240 Small Tools & Minor Equipment | 3000 | 1326 | 1,325.61 |
| Total Supplies | 8600 | 6277 | 6,275.19 |
| Other Services and Charges | | | |
| -41320-304 Miscellaneous Professional Services | 32000 | 23544 | 23,543.44 |
| -41320-313 Marco IT Mgmt & Backup | 5600 | 5483 | 5,482.52 |
| -41320-321 Telephone/Cellular Phones | | | - |
| -41320-322 Postage | 5000 | 4000 | 4,000.00 |
| -41320-331 Travel/Meals/Lodging | 4000 | 1691 | 1,690.83 |
| -41320-334 Mileage Reimbursement | 600 | 684 | 683.76 |
| -41320-340 Advertising | 0 | 0 | - |
| -41320-351 Legal Notices/Ordinance Publication | 1200 | 393 | 392.19 |
| -41320-360 Insurance and Bonds | 2517 | 2517 | 2,516.20 |
| -41320-404 Repairs and Maintenance | 0 | 0 | - |
| -41320-409 Maintenance Contracts - Office Equip | 26054 | 27596 | 27,595.58 |
| -41320-430 Miscellaneous | 50 | 0 | - |
| -41320-433 Dues and Subscriptions | 1600 | 1423 | 1,422.07 |
| -41320-437 City Wide-Dues & Subscriptions | 18000 | 15978 | 15,978.00 |
| -41320-440 Schools and Meetings | 6000 | 1722 | 1,721.83 |
| -41320-441 Web Site Enhancement | | | - |
| -41320-999 Contingency | 0 | 0 | - |
| Total Other Services and Charges | 102621 | 85031 | 85,026.42 |
| <i>Total Administration</i> | 428058 | 400273 | 400,263.69 |
| Elections - #41410 | | | |
| Personal Services | | | |
| -41410-104 Salaries - Temporary Election Judges | 0 | 0 | - |
| -41410-122 FICA/Medicare Employer Share/Emj | 0 | 0 | - |
| -41410-151 Workers' Compensation Insurance | | | - |
| Total Personal Services | 0 | 0 | - |
| Supplies | | | |
| -41410-200 Miscellaneous Office Supplies | 0 | 0 | - |
| -41410-201 Office Supplies - Accessories | | | - |
| -41410-240 Small Tools | | | - |
| Total Supplies | 0 | 0 | - |
| Other Services and Charges | | | |
| -41410-331 Travel/Meals/Lodging | 0 | 0 | - |
| -41410-351 Legal Notices/Ordinance Publication | 0 | 0 | - |
| -41410-404 Repairs & Maintenance - Voting Equipment | | | - |
| -41410-408 Maintenance Contracts - Mach/Equip | 5000 | 4355 | 4,355.00 |
| -41410-412 Rentals - Buildings | | | - |
| -41410-430 Miscellaneous | | | - |
| Total Other Services and Charges | 5000 | 4355 | 4,355.00 |
| <i>Total Elections</i> | 5000 | 4355 | 4,355.00 |

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| | Amended Budget 2023 | Amended Budget 2023 | YTD Actual 2023 12/31/2023 |
|--|------------------------------------|------------------------------------|---|
| <i>Finance - #41500</i> | | | |
| Personal Services | | | |
| -41500-101 Salaries | 205278 | 206906 | 206,905.01 |
| -41500-102 Overtime | | | - |
| -41500-103 Part-time Regular | | | - |
| -41500-121 PERA Employer Share | 15396 | 15428 | 15,427.20 |
| -41500-122 FICA/Medicare Employer Share/Em | 15704 | 15299 | 15,298.18 |
| -41500-131 Medical/Dental/Life Employer Share | 34686 | 34527 | 34,526.34 |
| -41500-132 Longevity | 0 | 0 | - |
| -41500-133 Deductible Contribution | 3000 | 2888 | 2,887.42 |
| -41500-151 Workers' Compensation Insurance | 1691 | 1127 | 1,126.10 |
| -41500-154 HRA/Flex Fees | 200 | 135 | 134.80 |
| Total Personal Services | 275955 | 276310 | 276,305.05 |
| Supplies | | | |
| -41500-201 Office Supplies - Accessories | 2000 | 1765 | 1,764.39 |
| -41500-204 Stationary, Forms and Envelopes | 3500 | 3171 | 3,170.98 |
| -41500-209 Software Updates | 800 | 800 | 800.00 |
| -41500-210 Miscellaneous Operating Supplies | 300 | 0 | - |
| -41500-240 Small Tools | 3000 | 197 | 197.00 |
| Total Supplies | 9600 | 5933 | 5,932.37 |
| Other Services and Charges | | | |
| -41500-301 Auditing and Accounting | 35500 | 35500 | 35,500.00 |
| -41500-304 Miscellaneous Professional Services | 6617 | 6617 | 6,616.50 |
| -41500-308 Isanti County Special Assessment M | 691 | 691 | 691.00 |
| -41500-309 EDP Professional Services | 7000 | 6621 | 6,621.00 |
| -41500-313 IT Management | 6000 | 5483 | 5,482.52 |
| -41500-321 Telephone/Cellular Phones | 540 | 540 | 540.00 |
| -41500-331 Travel/Meals/Lodging | 500 | 87 | 87.00 |
| -41500-334 Mileage Reimbursement | 300 | 126 | 125.76 |
| -41500-340 Advertising | | | - |
| -41500-351 Legal Notices/Ordinance Publishing | 600 | 369 | 368.35 |
| -41500-360 Insurance and Bonds | 1815 | 1815 | 1,814.51 |
| -41500-409 Maintenance Contracts - Office Equi | 17068 | 16266 | 16,266.00 |
| -41500-420 Wellness | 0 | 0 | - |
| -41500-430 Miscellaneous | 250 | 0 | - |
| -41500-432 Property Finders Fee | | | - |
| -41500-433 Dues and Subscriptions | 1750 | 1242 | 1,242.00 |
| -41500-440 Schools and Meetings | 3000 | 443 | 443.00 |
| Total Other Services and Charges | 81631 | 75800 | 75,797.64 |
| <i>Total Finance</i> | 367186 | 358043 | 358,035.06 |
| <i>Legal - #41610</i> | | | |
| Other Services and Charges | | | |
| -41610-304 Legal Fees | 65000 | 50073 | 50,072.87 |
| -41610-307 Township Annexation Payments | 11000 | 1421 | 1,420.82 |
| -41610-305 Prosecution Services | 50000 | 50001 | 50,000.04 |
| Total Other Services and Charges | 126000 | 101495 | 101,493.73 |
| <i>Total Legal</i> | 126000 | 101495 | 101,493.73 |
| Community Development | | | |

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| | Amended Budget 2023 | Amended Budget 2023 | YTD Actual 2023 12/31/2023 |
|--|------------------------------------|------------------------------------|---|
| <i>Building Department - #41920</i> | | | |
| Personal Services | | | |
| -41920-101 Salaries | 214903 | 205123 | 205,122.01 |
| -41920-102 Overtime | | | - |
| -41920-103 Seasonal Temp/Salary | | | - |
| -41920-121 PERA Employer Share | 16118 | 15175 | 15,174.48 |
| -41920-122 FICA/Medicare Employer Share/Em | 16440 | 15162 | 15,161.46 |
| -41920-131 Medical/Dental/Life Employer Share | 52017 | 51776 | 51,775.59 |
| -41920-132 Longevity | 0 | 0 | - |
| -41920-133 Deductible Contribution | 4500 | 1923 | 1,922.84 |
| -41920-151 Workers' Compensation Insurance | 2098 | 1662 | 1,661.78 |
| -41920-154 HRA/Flex Fees | 300 | 203 | 202.20 |
| Total Personal Services | 306376 | 291024 | 291,020.36 |
| Supplies | | | |
| -41920-201 Office Supplies - Accessories | 1300 | 874 | 873.18 |
| -41920-204 Stationary, Forms and Envelopes | | | - |
| -41920-209 Software Updates | 500 | 754 | 753.11 |
| -41920-210 Miscellaneous Operating Supplies | 800 | 340 | 339.60 |
| -41920-212 Gasoline/Fuel/Lubricants/Additivs | 2500 | 1325 | 1,324.37 |
| -41920-221 Repair and Maintenance Supplies - V | 1000 | 812 | 811.23 |
| -41920-228 Adopt A Park Supplies | 0 | 0 | - |
| -41920-240 Small Tools and Minor Equipment | 3364 | 2056 | 2,055.36 |
| Total Supplies | 9464 | 6161 | 6,156.85 |
| Other Services and Charges | | | |
| -41920-304 Miscellaneous Professional Services | 0 | 0 | - |
| -41920-305 Contracted Building Inspection | 2421 | 2421 | 2,420.55 |
| -41920-309 EDP Professional Services | | | - |
| -41920-313 Marco IT Mgmt & Backup | 5800 | 5483 | 5,482.52 |
| -41920-321 Telephone/Cellular Phones | 1500 | 481 | 480.01 |
| -41920-331 Travel/Meals/Lodging | 300 | 0 | - |
| -41920-334 Mileage Reimbursement | 0 | 0 | - |
| -41920-340 Advertising | 0 | 0 | - |
| -41920-351 Legal Notices/Ordinance Publishing | 200 | 0 | - |
| -41920-360 Insurance | 2940 | 2940 | 2,939.03 |
| -41920-404 Repairs and Maintenance | 250 | 151 | 150.37 |
| -41920-409 Maintenance Contracts - Office Equi | 2900 | 2685 | 2,685.00 |
| -41920-430 Miscellaneous | 0 | 63 | 62.57 |
| -41920-432 Credit Card Fees | 25 | 16 | 15.95 |
| -41920-433 Dues and Subscriptions | 1000 | 700 | 700.00 |
| -41920-440 Schools and Meetings | 6000 | 5443 | 5,442.50 |
| Total Other Services and Charges | 23336 | 20383 | 20,378.50 |
| <i>Total Building Department</i> | 339176 | 317568 | 317,555.71 |
| <i>Engineering</i> | | | |
| -41925-303 Engineering Contracted Expense | 40000 | 35654 | 35,653.55 |
| <i>Planning - #41935</i> | | | |
| Personal Services | | | |
| -41935-101 Salaries | 204992 | 204993 | 204,992.81 |
| -41935-102 Overtime | | | - |
| -41935-112 Planning Commission Salaries | 2500 | 1785 | 1,785.00 |

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| | Amended Budget 2023 | Amended Budget 2023 | YTD Actual 2023 12/31/2023 |
|--|------------------------------------|------------------------------------|---|
| -41935-121 PERA Employer Share | 15374 | 15376 | 15,375.85 |
| -41935-122 FICA/Medicare Employer Share/Emj | 15684 | 15296 | 15,295.54 |
| -41935-131 Medical/Dental/Life Employer Share | 43287 | 43086 | 43,085.71 |
| -41935-132 Longevity | 0 | 0 | - |
| -41935-133 Deductible Contribution | 3750 | 2196 | 2,196.00 |
| -41935-151 Workers' Compensation Insurance | 2042 | 1758 | 1,757.62 |
| -41935-154 HRA/Flex Fees | 300 | 169 | 168.50 |
| -41935-153 Unemployment | 0 | 0 | - |
| Total Personal Services | 287929 | 284659 | 284,657.03 |
| Supplies | | | |
| -41935-201 Office Supplies - Accessories | 2100 | 1605 | 1,604.06 |
| -41935-204 Stationary, Forms and Envelopes | 150 | 0 | - |
| -41935-209 Software Updates | 1300 | 1117 | 1,116.82 |
| -41935-210 Miscellaneous Operating Supplies | 50 | 0 | - |
| -41935-212 Gasoline/Fuel/Lubricants/Additivs | 500 | 418 | 417.85 |
| -41935-221 Repair and Maintenance Supplies - V | 430 | 430 | 429.93 |
| -41935-240 Small Tools and Minor Equipment | 2500 | 806 | 805.12 |
| Total Supplies | 7030 | 4376 | 4,373.78 |
| Other Services and Charges | | | |
| -41935-301 Special Projects | 2500 | 56 | 56.00 |
| -41935-303 Comp Plan Update | | | - |
| -41935-304 Miscellaneous Professional Services | 1500 | 225 | 225.00 |
| -41935-306 Transportation Study Consulting | | | - |
| -41935-307 Rail Study | | | - |
| -41935-308 Lakes & Pines Mgmt--Smal l Cities Grant | | | - |
| -41935-309 EDP Professional Services | | | - |
| -41935-313 Marco IT Mgmt & Backup | 5330 | 5483 | 5,482.52 |
| -41935-321 Telephone/Cellular Phones | | | - |
| -41935-322 Code Enforcement Mailing | | | - |
| -41935-331 Travel/Meals/Lodging | 600 | 469 | 468.42 |
| -41935-334 Mileage Reimbursement | 250 | 31 | 30.79 |
| -41935-340 Advertising | 200 | 0 | - |
| -41935-351 Legal Notices/Ordinance Publishing | 1500 | 181 | 180.23 |
| -41935-360 Insurance | 10877 | 10877 | 10,876.92 |
| -41935-404 Repairs and Maintenance | 390 | 200 | 199.95 |
| -41935-409 Maintenance Contracts - Office Equi | 5100 | 2990 | 2,990.00 |
| -41935-430 Miscellaneous | 0 | 0 | - |
| -41935-431 Property Securing Exp | 3000 | 1167 | 1,166.41 |
| -41935-432 Abatement Costs | | | - |
| -41935-433 Dues and Subscriptions | 1300 | 771 | 771.00 |
| -41935-440 Schools and Meetings | 2700 | 2002 | 2,001.26 |
| -41935-488 Other Contracted Services--Comp Plan Update | | | - |
| -41935-489 Other Contracted Services-GIS Main | 1200 | 0 | - |
| -41935-490 Flyover Pictures--share from Isanti C | 5000 | 0 | - |
| Total Other Services and Charges | 41447 | 24452 | 24,448.50 |
| <i>Total Planning</i> | 336406 | 313487 | 313,479.31 |
| Total Community Development | 715582 | 666709 | 666,688.57 |
| <i>City Hall Buildings - #41950</i> | | | |
| Personal Services | | | |
| -41950-101 Salaries | 29905 | 29146 | 29,145.70 |

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| | Amended Budget 2023 | Amended Budget 2023 | YTD Actual 2023 12/31/2023 |
|---|------------------------------------|------------------------------------|---|
| -41950-102 Overtime | 991 | 0 | - |
| -41950-103 Part-time Salaries | | | - |
| -41950-121 PERA Employer Share | 2318 | 2248 | 2,247.87 |
| -41950-122 FICA/Medicare Employer Share/Emj | 2364 | 2150 | 2,149.64 |
| -41950-131 Medical/Dental/Life Employer Share | 8650 | 8606 | 8,605.65 |
| -41950-132 Longevity | 0 | 0 | - |
| -41950-133 Deductible Contribution | 750 | 0 | - |
| -41950-151 Workers' Compensation Insurance | 2518 | 2595 | 2,594.25 |
| -41950-154 HRA/Flex Fees | 100 | 34 | 33.70 |
| Total Personal Services | 47596 | 44779 | 44776.81 |
| -41950-210 Miscellaneous Operating Supplies | | | |
| -41950-212 Gasoline/Fuel | 200 | 0 | - |
| -41950-215 Maintenance Supplies | 6500 | 4853 | 4,852.98 |
| -41950-240 Small Tools & Equipment | 4000 | 3688 | 3,687.70 |
| Total Supplies | 10700 | 8541 | 8,540.68 |
| Other Services and Charges | | | |
| -41950-321 Telephone/Cellular Phones | 19000 | 18731 | 18,731.00 |
| -41950-360 Insurance | 3531 | 3531 | 3,530.14 |
| -41950-381 Electric Utilities | 14000 | 10536 | 10,535.71 |
| -41950-382 Water/Wastewater | 7225 | 6466 | 6,465.47 |
| -41950-383 Gas Utilities | 7500 | 4271 | 4,270.19 |
| -41950-384 Refuse and Recycling | 0 | 0 | - |
| -41950-401 Repairs and Maintenance -Buildings/ | 33214 | 21247 | 21,246.22 |
| -41950-405 Janitor Services | | | - |
| -41950-409 Maintenance Contracts - Office Equi | 4800 | 4553 | 4,553.00 |
| -41950-411 Cement Replacement | | | - |
| -41950-413 Rentals - Office Equipment [copier-n | 12000 | 7902 | 7,901.97 |
| -41950-430 Miscellaneous | 630 | 709 | 708.39 |
| Total Other Services and Charges | 101900 | 77946 | 77,942.09 |
| Total City Hall Buildings | 160196 | 131266 | 131,259.58 |
| TOTAL GENERAL GOVERNMENT | 1865551 | 1723713 | 1,723,662.46 |
| PUBLIC SAFETY | | | |
| <i>Police Department - #42100</i> | | | |
| Personal Services | | | |
| -42100-101 Salaries | 1494610 | 1466779 | 1,466,778.63 |
| -42100-102 Overtime | 140000 | 120476 | 120,475.78 |
| -42100-103 Salaries - Part-Time Regular | 0 | 0 | - |
| -42100-104 Temp/Seas Employees-Regular | 5000 | 2558 | 2,557.97 |
| -42100-110 Hours Worked Holiday | 40000 | 35590 | 35,589.78 |
| -42100-115 Call-in Pay | | | - |
| -42100-116 On Call Pay | | | - |
| -42100-117 Shift Differential | 9636 | 10615 | 10,614.81 |
| -42100-118 Severance | | | - |
| -42100-121 PERA Employer Share | 295203 | 272127 | 272,126.81 |
| -42100-122 FICA/Medicare Employer Share/Emj | 32905 | 30104 | 30,103.02 |
| -42100-131 Medical/Dental/Life Employer Share | 317000 | 314945 | 314,944.60 |
| -42100-132 Longevity | 0 | 0 | - |
| -42100-133 Deductible Contribution | 28500 | 13607 | 13,606.96 |
| -42100-151 Workers' Compensation Insurance | 193926 | 155392 | 155,391.90 |
| -42100-154 HRA/Flex Fees | 1600 | 1171 | 1,170.90 |
| Total Personal Services | 2558380 | 2423364 | 2,423,361.16 |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
2/20/2024

| | Amended Budget <u>2023</u> | Amended Budget <u>2023</u> | YTD Actual 2023 12/31/2023 |
|---|---|---|---|
| <i>Supplies</i> | | | |
| -42100-201 Office Supplies - Accessories | 2000 | 1214 | 1,213.76 |
| -42100-202 Duplicating Supplies and Copy Paper | 1500 | 303 | 302.59 |
| -42100-209 Software Updates | 3500 | 518 | 518.00 |
| -42100-210 Miscellaneous Operating Supplies | 3500 | 2492 | 2,491.75 |
| -42100-212 Gasoline/Fuel/Lubricants/Additives | 60000 | 51266 | 51,265.34 |
| -42100-213 Ammunition | 4500 | 4499 | 4,498.91 |
| -42100-214 Crime Scene Supplies | 4000 | 137 | 136.84 |
| -42100-217 Promotional Events | 4000 | 4480 | 4,479.69 |
| -42100-221 Repairs and Maintenance Supplies - I | 20000 | 23451 | 23,450.40 |
| -42100-231 Uniform Allowance | 22000 | 15469 | 15,468.58 |
| -42100-232 Uniform--Reserves | 1800 | 0 | - |
| -42100-240 Small Tools/Minor Equipment | 20800 | 27584 | 27,583.93 |
| Total Supplies | 147600 | 131413 | 131,409.79 |
| <i>Other Services and Charges</i> | | | |
| -42100-304 Miscellaneous Professional Services | 10068 | 15272 | 15,271.06 |
| -42100-305 Applicant Testing | | | - |
| -42100-313 Marco IT Mgmt & Backup | 25000 | 24425 | 24,424.28 |
| -42100-321 Telephone/Cellular Phones | 10000 | 9472 | 9,471.73 |
| -42100-322 Postage | 600 | 0 | - |
| -42100-331 Travel/Meals/Lodging | 2600 | 2685 | 2,684.05 |
| -42100-334 Mileage Reimbursement | 700 | 672 | 671.38 |
| -42100-340 Advertising | 100 | 0 | - |
| -42100-360 Insurance | 64763 | 64763 | 64,762.45 |
| -42100-381 Electric Utilities | 6800 | 5321 | 5,320.04 |
| -42100-383 Gas Utilities | 4000 | 2104 | 2,103.23 |
| -42100-404 Maintenance and Repair -Vehicles/ E | 17000 | 17962 | 17,961.24 |
| -42100-409 Maintenance Contracts-Office Equip | 26000 | 21674 | 21,673.24 |
| -42100-410 Police Reserve Program Activities | 1000 | 0 | - |
| -42100-411 Auto Pawn | 3500 | 2819 | 2,819.00 |
| -42100-430 Miscellaneous | | | - |
| -42100-432 Credit Card Fees | 50 | 0 | - |
| -42100-433 Dues and Subscriptions | 27000 | 26294 | 26,293.97 |
| -42100-440 Schools and Meetings | 11000 | 9626 | 9,625.10 |
| -42100-480 Special Response Team | 0 | 0 | - |
| -42100-489 Other Contracted Services | | | - |
| Total Other Services and Charges | 210181 | 203089 | 203,080.77 |
| <i>Total Police Department</i> | 2916161 | 2757866 | 2,757,851.72 |
| <i>Fire Department - 42200</i> | | | |
| <i>Personal Services</i> | | | |
| -42200-101 Salaries | 124510 | 122995 | 122,994.53 |
| -42200-103 Salaries | 83000 | 79790 | 79,790.00 |
| -42200-121 PERA Employer Share | 19998 | 19943 | 19,942.55 |
| -42200-122 FICA/Medicare Employer Share/Empl | 9394 | 8894 | 8,893.72 |
| -42200-131 Medical/Dental/Life Employer Share | 20165 | 20070 | 20,069.47 |
| -42200-132 Fire Longevity Pay | 0 | 0 | - |
| -42200-133 Deductible Contribution | 1500 | 0 | - |
| -42200-151 Worker's Comp - Ins Premiums | 65738 | 46937 | 46,936.59 |
| -42200-154 Flex Fees | 150 | 77 | 76.80 |
| Total Personal Services | 324455 | 298706 | 298,703.66 |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
2/20/2024

| | Amended Budget <u>2023</u> | Amended Budget <u>2023</u> | YTD Actual 2023 12/31/2023 |
|---|---|---|---|
| Supplies | | | |
| -42200-201 Office Supplies - Accessories | 139 | 443 | 442.61 |
| -42200-204 Stationary, Forms and Envelopes | 0 | 0 | - |
| -42200-210 Miscellaneous Operating Supplies | 10000 | 9888 | 9,887.57 |
| -42200-211 Grant Funded Supplies | 0 | 0 | - |
| -42200-212 Gasoline/Fuel/Lubricants/Additives | 8500 | 8212 | 8,211.76 |
| -42200-213 Operation Round Up Computer Exp | | | - |
| -42200-215 Shop Maintenance Supplies | 200 | 210 | 209.30 |
| -42200-221 Repairs and Maintenance Supplies - | 20000 | 26494 | 26,493.03 |
| -42200-223 Repairs and Maintenance Supplies -) | 2000 | 610 | 609.52 |
| -42200-231 Uniform Allowance | 32000 | 32212 | 32,211.34 |
| -42200-232 Uniform Grant Funded | | | - |
| -42200-240 Small Tools | 10172 | 10435 | 10,434.73 |
| -42200-241 Small Tools-Grant Funded | | | - |
| Total Supplies | 83011 | 88504 | 88,499.86 |
| Other Services and Charges | | | |
| -42200-301 Auditing and Accounting | | | - |
| -42200-304 Miscellaneous Professional Services | 16091 | 17204 | 17,203.81 |
| -42200-306 Fire Relief--Pension Pass Through | 112396 | 112396 | 112,395.61 |
| -42200-307 Fire Relief--Pension City Share | 10000 | 10000 | 10,000.00 |
| -42200-313 Marco IT Mgmt & Backup | 5600 | 5483 | 5,482.52 |
| -42200-321 Telephone/Cellular Phones | 1400 | 1116 | 1,115.23 |
| -42200-331 Travel/Meals/Lodging | 1822 | 1822 | 1,821.42 |
| -42200-334 Mileage Reimbursement | 380 | 361 | 360.25 |
| -42200-340 Advertising | 855 | 889 | 888.83 |
| -42200-360 Insurance | 9296 | 9296 | 9,295.53 |
| -42200-381 Electric Utilities | 15000 | 14080 | 14,079.96 |
| -42200-382 Water/Wastewater Utilities | 600 | 556 | 555.12 |
| -42200-383 Gas Utilities | 5000 | 4788 | 4,787.08 |
| -42200-401 Repairs and Maintenance - Buildings | 2500 | 872 | 871.20 |
| -42200-404 Repairs and Maintenance - Equipme | 26000 | 26523 | 26,522.36 |
| -42200-405 Janitorial | | | - |
| -42200-430 Miscellaneous | 50 | 50 | 50.00 |
| -42200-433 Dues and Subscriptions | 1700 | 1274 | 1,273.82 |
| -42200-440 Schools and Meetings | 0 | 36 | 36.00 |
| -42200-441 Schools and Meetings Grant Funded | 5540 | 5940 | 5,940.00 |
| Total Other Services and Charges | 214230 | 212686 | 212,678.74 |
| Total Fire Department | 621696 | 599896 | 599,882.26 |
| Emergency Management - #42300 | | | |
| Supplies | | | |
| -42300-201 Office Supplies - Accessories | 100 | 0 | - |
| -42300-202 Duplicating Supplies and Copy Paper | | | - |
| -42300-209 Software Updates | | | - |
| -42300-210 Miscellaneous Operating Supplies | 500 | 500 | 500.00 |
| -42300-240 Small Tools & Minor Equip | 1500 | 1062 | 1,061.52 |
| Total Supplies | 2100 | 1562 | 1,561.52 |
| Other Services and Charges | | | |
| -42300-304 Misc Prof Serv | | | - |
| -42300-321 Telephone/Cellular Phones | | | - |
| -42300-331 Travel/Meals/Lodging | 300 | 0 | - |
| -42300-340 Advertising | | | - |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
2/20/2024

| | Amended Budget 2023 | Amended Budget 2023 | YTD Actual 2023 12/31/2023 |
|--|------------------------------------|------------------------------------|---|
| -42300-404 Maintenance-Equipment | | 291 | 291.00 |
| -42300-433 Dues & Subscriptions | 305 | 305 | 305.00 |
| -42300-440 Schools and Meetings | 500 | 250 | 250.00 |
| -42300-441 Grant Funded Schools and Meetings | | | - |
| -42300-999 Covid 19 | 81 | 81 | 80.80 |
| -42300-489 Other Contracted Services | 1500 | 875 | 875.00 |
| Total Other Services and Charges | 2686 | 1802 | 1,802 |
| <i>Total Emergency Management</i> | 4786 | 3364 | 3,363.32 |
| <i>Animal Control - #42700</i> | | | |
| Supplies | | | |
| -42700-310 Miscellaneous Operating Supplies | 5000 | 4800 | 4,800.00 |
| -42700-340 Advertising | | | - |
| Total Supplies | 5000 | 4800 | 4,800.00 |
| <i>Total Animal Control</i> | 5000 | 4800 | 4,800.00 |
| TOTAL PUBLIC SAFETY | 3547643 | 3365926 | 3,365,897.30 |

PUBLIC WORKS*Street Maintenance - #43000*

| Personal Services | | | |
|---|---------|---------|--------------|
| -43001-101 Salaries | 707666 | 723218 | 723,217.94 |
| -43001-102 Overtime | 7000 | 6155 | 6,154.23 |
| -43001-104 Temporary/Seasonal | 30682 | 30682 | 30,681.69 |
| -43001-105 Temporary/Seasonal Overtime | 25 | 25 | 24.41 |
| -43001-157 Severance due to retirement | 0 | 0 | - |
| -43001-110 Hours Worked Holiday | 0 | 0 | - |
| -43001-111 Overtime Snowplowing | 45000 | 38475 | 38,474.65 |
| -43001-112 Overtime Mosquito Spraying | 392 | 392 | 391.77 |
| -43001-115 Call-in Pay | 650 | 577 | 576.27 |
| -43001-121 PERA Employer Share | 56449 | 57789 | 57,788.94 |
| -43001-122 FICA/Medicare Employer Share/Emj | 61562 | 59536 | 59,535.28 |
| -43001-123 Central Pension Contribution | 16640 | 17193 | 17,192.25 |
| -43001-131 Medical/Dental/Life Employer Share | 155000 | 153083 | 153,082.21 |
| -43001-132 Longevity | 0 | 0 | - |
| -43001-133 Deductible Contribution | 14500 | 8309 | 8,308.76 |
| -43001-151 Workers' Compensation Insurance | 82030 | 64392 | 64,391.07 |
| -43001-154 HRA/Flex Fees | 750 | 669 | 668.66 |
| Total Personal Services | 1178346 | 1160495 | 1,160,488.13 |
| Supplies | | | |
| -43001-201 Office Supplies - Accessories | 500 | 0 | - |
| -43001-202 Duplicating and Copying Supplies | 100 | 0 | - |
| -43001-204 Stationary, Forms and Envelopes | 100 | 0 | - |
| -43001-209 Software Updates | 200 | 35 | 34.31 |
| -43001-210 Miscellaneous Operating Supplies | 14000 | 17828 | 17,827.73 |
| -43001-212 Gasoline/Fuel/Lubricants/Additives | 80000 | 67853 | 67,852.68 |
| -43001-215 Shop Maintenance Supplies | 1500 | 0 | - |
| -43001-219 Snow Removal - Material | 80000 | 77027 | 77,026.93 |
| -43001-221 Repairs and Maintenance Supplies - I | 110000 | 112322 | 112,321.37 |
| -43001-224 Repairs and Maintenance - Infrastruc | 28000 | 38828 | 38,827.17 |
| -43001-226 Signs | 8000 | 6795 | 6,794.41 |
| -43001-240 Small Tools and Minor Equipment | 12000 | 11121 | 11,120.42 |
| Total Supplies | 334400 | 331809 | 331,805.02 |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
2/20/2024

| | Amended Budget <u>2023</u> | Amended Budget <u>2023</u> | YTD Actual 2023 12/31/2023 | |
|----------------------------|--|----------------------------------|----------------------------------|---------------------|
| Other Services and Charges | | | | |
| -43001-304 | Miscellaneous Professional Services | 3500 | 3096 | 3,095.25 |
| -43001-313 | Marco IT Mgmt & Backup | 6300 | 6245 | 6,244.82 |
| -43001-321 | Telephone/Cellular Phones | 6000 | 4762 | 4,761.96 |
| -43001-331 | Travel/Meals/Lodging | 500 | 0 | - |
| -43001-334 | Mileage Reimbursement | 200 | 0 | - |
| -43001-340 | Advertising | 400 | 12 | 11.03 |
| -43001-351 | Legal Notices/Publications | | | - |
| -43001-360 | Insurance | 17415 | 17415 | 17,414.41 |
| -43001-381 | Electric Utilitites | 8000 | 7950 | 7,949.52 |
| -43001-382 | Water/Wastewater Utilities | 3200 | 3226 | 3,225.88 |
| -43001-383 | Gas Utilities | 20000 | 19007 | 19,006.55 |
| -43001-384 | Refuse Hauling | 3500 | 3549 | 3,548.15 |
| -43001-386 | EV Charging Station | 8000 | 5476 | 5,475.50 |
| -43001-401 | Repairs and Maint Building & Struct | 2000 | 739 | 739.00 |
| -43001-404 | Repairs and Maintenance - Vehicles/ | 12000 | 11523 | 11,522.50 |
| -43001-405 | Emergency Mgmt Rep & Maint | 0 | 0 | - |
| -43001-406 | Painting and Striping | 27653 | 27653 | 27,652.28 |
| -43001-407 | Bridge Repair | 0 | 0 | - |
| -43001-408 | Sidewalk Repairs | 6800 | 6800 | 6,800.00 |
| -43001-413 | BNSF Parking Lot Lease | 3384 | 3384 | 3,383.24 |
| -43001-414 | Equipment Rental | 8000 | 6500 | 6,500.00 |
| -43001-417 | Uniform Rental | 10000 | 9157 | 9,157.00 |
| -43001-430 | Miscellaneous | 0 | 0 | - |
| -43001-433 | Dues and Subscriptions | 460 | 514 | 513.39 |
| -43001-440 | Schools and Meetings | 1500 | 565 | 565.00 |
| -43001-443 | City Garden/Flower Oper Exp | 405 | 405 | 404.64 |
| -43001-444 | Insect Control | 14078 | 14078 | 14,077.86 |
| -43001-445 | Diseased Tree Program | 22000 | 11016 | 11,015.25 |
| -43001-446 | Weed Control | 3576 | 3576 | 3,575.87 |
| -43001-447 | Downtown Decorations | 10000 | 8484 | 8,483.27 |
| -43001-451 | Township Assessment | | | - |
| -43001-452 | Street Light Replacement & Signal Painting | | | - |
| -43001-449 | Paver Repair | 0 | 0 | - |
| -43001-489 | Other Contracted Services | 20000 | 14541 | 14,540.18 |
| | Total Other Services and Charges | 218871 | 189673 | 189,662.55 |
| | <i>Total Street Maintenance</i> | <i>1731617</i> | <i>1681977</i> | <i>1,681,955.70</i> |
| | TOTAL PUBLIC WORKS | 1731617 | 1681977 | 1681955.70 |

PARKS AND RECREATION

Parks and Parks Programming- 45200

| Personal Services | | | | |
|-------------------|------------------------------------|--------|--------|------------|
| -45200-101 | Full-time Salaries | 157121 | 146107 | 146,106.40 |
| -45200-102 | FT Overtime | 2000 | 305 | 304.34 |
| -45200-104 | Salaries - Temporary/Seasonal | 35000 | 29656 | 29,655.85 |
| -45200-105 | Overtime - Temporary/Seasonal | | | - |
| -45200-112 | Parks & Rec Commission Stipends | 3000 | 703 | 702.50 |
| -45200-121 | PERA (Employer) | 11934 | 10779 | 10,778.52 |
| -45200-122 | FICA/Medicare Employer Share/Emj | 15672 | 13173 | 13,172.38 |
| -45200-123 | Central Pension Contribution | 4160 | 3270 | 3,269.32 |
| 1-5200-131 | Medical/Dental/Life Employer Share | 36000 | 33235 | 33,234.44 |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
2/20/2024

| | Amended Budget <u>2023</u> | Amended Budget <u>2023</u> | YTD Actual 2023 12/31/2023 |
|---|---|---|---|
| -45200-132 Longevity | 0 | 0 | - |
| -45200-133 Deductible Contribution | 3750 | 1398 | 1,397.19 |
| -45200-151 Workers' Compensation Insurance | 17489 | 13314 | 13,313.71 |
| -45200-154 HRA/Flex Fees | 150 | 147 | 146.20 |
| Total Personal Services | 286276 | 252087 | 252,080.85 |
| Supplies | | | |
| -45200-210 Miscellaneous Operating Supplies | 12000 | 10149 | 10,148.87 |
| -45200-212 Gasoline/Fuel/Lubricants/Additives | 20000 | 15544 | 15,543.14 |
| -45200-221 Repairs and Maintenance Supplies -] | 10000 | 11684 | 11,683.79 |
| -45200-223 Repairs and Maintenance Supplies -] | 37000 | 34985 | 34,984.70 |
| -45200-226 Signs | 0 | 0 | - |
| -45200-227 City Park Light Pole Project | | | - |
| -45200-228 Adopt A Park Supplies | | 506 | 505.76 |
| -45200-230 Master Garden Supplies | 192 | 192 | 191.74 |
| -45200-240 Small Tools and Minor Equipment | 4000 | 3729 | 3,728.62 |
| Total Supplies | 83192 | 76789 | 76,786.62 |
| Other Services and Charges | | | |
| -45200-304 Professional Services | 1000 | 1135 | 1,134.63 |
| -45200-305 Park Contracted Services | 0 | 0 | - |
| -45200-306 Park & Rec Comm Activity | | | - |
| -45200-321 Telephone/Cellular Phones | 1000 | 829 | 828.60 |
| -45200-340 Advertising | 200 | 0 | - |
| -45200-351 Legal Notices | 200 | 10 | 9.95 |
| -45200-360 Insurance | 15753 | 15753 | 15,752.23 |
| -45200-381 Electric Utilities | 75000 | 77324 | 77,323.99 |
| -45200-382 Water & Wastewater Utilities | 15000 | 6658 | 6,657.86 |
| -45200-383 Gas Utilities | 2000 | 1167 | 1,166.55 |
| -45200-384 Refuse Hauling | 500 | 527 | 526.80 |
| -45200-386 EV Charging Station Power | 0 | 0 | - |
| -45200-401 Repairs and Maintenance - Structure | 10000 | 8835 | 8,834.15 |
| -45200-403 R&M Tennis Court | | | - |
| -45200-415 Equipment Rental | 9000 | 7661 | 7,660.45 |
| -45200-417 Rental-Uniforms | 1000 | 968 | 967.52 |
| -45200-430 Miscellaneous | | | - |
| -45200-440 Schools & Meetings | | | - |
| -45200-445 Weed Control and Fertilizer | 12633 | 10633 | 10,632.78 |
| -45200-485 Property Taxes--donated park land | | 6394 | 6,394.00 |
| -45200-487 Softball Lighting Lease | | | - |
| -45200-486 Summer Recreation | | | - |
| -45200-484 Library Study | | | - |
| -45200-488 Library | | | - |
| -45200-489 Senior Activity Center | | | - |
| -45200-491 Library Concept Design | | | - |
| -45200-492 Aquatic Center | | | - |
| -45200-493 Yoga Grant Expense | | | - |
| -45200-494 Camb/Isanti Fall Comm Event | | | - |
| -45200-495 Ski Trail Maintenance Agreement | 3675 | 3675 | 3,675.00 |
| -45200-496 Arts and Parks Programming | 23792 | 23928 | 23,927.86 |
| -45200-497 Master Trail Contribution | | | - |
| -45200-498 Pickleball Grant Expenditures | | | - |
| Total Other Services and Charges | 170753 | 165497 | 165,492.37 |
| <i>Total Parks & Parks Programming</i> | 540221 | 494373 | 494,359.84 |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
2/20/2024

| | Amended Budget <u>2023</u> | Amended Budget <u>2023</u> | YTD Actual 2023 12/31/2023 | |
|----------------------------|--|---|---|---------------------|
| <i>Library - 45400</i> | | | | |
| Supplies | | | | |
| -45400-210 | Miscellaneous Operating Supplies | 7500 | 6067 | 6,066.61 |
| -45400-212 | Gasoline/Fuel/Lubricants/Additives | | | - |
| -45400-221 | Repairs and Maintenance Supplies - Equipment | | | - |
| -45400-223 | Repairs and Maintenance Supplies -) | 2500 | 1809 | 1,808.07 |
| -45400-240 | Small Tools and Minor Equipment | 1500 | 1309 | 1,308.05 |
| | Total Supplies | <u>11500</u> | <u>9185</u> | <u>9,182.73</u> |
| Other Services and Charges | | | | |
| -45400-360 | Insurance | 9982 | 9982 | 9,981.42 |
| -45400-381 | Electric Utilities | 32000 | 31774 | 31,773.68 |
| -45400-382 | Water & Wastewater Utilities | 4800 | 3016 | 3,015.13 |
| -45400-384 | Refuse Hauling | 1800 | 1068 | 1,067.20 |
| -45400-401 | Repairs and Maintenance - Structures | 4000 | 2605 | 2,604.99 |
| -45400-404 | Repair & Maint Labor-Camb Libr | 60000 | 58262 | 58,261.56 |
| -45400-409 | Maint Contract-Bldg & Equip | 5000 | 3220 | 3,219.20 |
| -45400-383 | Gas Utilities | 8000 | 6787 | 6,786.69 |
| -45400-417 | Rental-Uniforms | | | - |
| -45400-430 | Miscellaneous | 500 | 0 | - |
| -45400-440 | Schools & Meetings | | | - |
| -45400-499 | Library Sculpture Grant | | | - |
| | Total Other Services and Charges | <u>126082</u> | <u>116714</u> | <u>116,709.87</u> |
| | <i>Total Library</i> | <u>137582</u> | <u>125899</u> | <u>125,892.60</u> |
| | TOTAL PARKS AND RECREATIC | <u>677803</u> | <u>620272</u> | <u>620,252</u> |
| | TOTAL EXPENDITURES | <u>7822614</u> | <u>7391888</u> | <u>7,391,767.90</u> |
| TRANSFERS OUT | | | | |
| -49300-720 | | | | 1,140,601.00 |
| | Fire Equipment Revolving Fund - #4: | 72941 | 122941 | |
| | Transfer to Cap fund 414 Sandquist Park | | | |
| | Transfer to Cap fund 415 Park Imprc | 0 | 0 | |
| | Transfer to Cap fund 417 Police | 130000 | 130000 | |
| | Transfer to Cap fund 418 Public Wo | 25000 | 25000 | |
| | Transfer to Cap fund 419 City Hall | 34000 | 34000 | |
| | Transfer for CI Bike / Walk Trail-fur | 15000 | 15000 | |
| | Transfer to CI Bike/ Walk Trail Oper | 6660 | 6660 | |
| | Transfer to Cap fund 425 Library | 5000 | 5000 | |
| | Pavement Management Fund - #443 | 552000 | 752000 | |
| | Transfer to 205 for Econ Dev. | 50000 | 50000 | |
| | Transfer to Airport Operating | 45883 | 0 | |
| | Transfers Out to Airport Cap | 0 | 0 | |
| | TOTAL TRANSFERS OUT | <u>936484</u> | <u>1140601</u> | <u>1,140,601.00</u> |
| | TOTAL EXPENDITURES & TRAN | <u>8759098</u> | <u>8532489</u> | <u>8,532,368.90</u> |

4D 2023 Airport Special Reveue Fund Budget Amendments

February 20, 2024

Prepared by: Caroline Moe, Director of Finance

Background

We have made our final entries to the 2023 Airport Operating Special Revenue fund revenue and expenditures. For clean presentation in our audit, we typically make one final amendment of the budget to reflect the final amounts for inclusion in our 2023 audit report.

The primary differences as compared to the original budget were as follows:

Revenue--

- Federal grant funding was unexpectedly received.
- State aid was higher than initially anticipated.
- Fuel sale revenue was higher than initially anticipated.

Expenditures—

- Cost of fuel sold was higher than initially anticipated due to volume of fuel sales, not cost variance.
- Personnel costs were less than budgeted due to level of maintenance required.

Compatibility with Strategic Goals:

Approval of budget amendment supports core strategy #5—Foster engaged, informed, and involved citizens and community, specifically related to the strategic objective of build trust with the community by maintaining clean audits, clear communication and transparency. Approval of budget amendment is required obtain a clean audit.

Council Action

Approve Resolution No. R24-010 2023 Airport Operating Special Revenue Fund Budget Revision

Resolution No. R24-010

RESOLUTION APPROVING AMENDMENTS TO THE 2023 AIRPORT OPERATING SPECIAL REVENUE FUND BUDGET

WHEREAS, the Cambridge City Council passed Resolution R22-103 adopting the 2023 Airport Operating Special Revenue Fund Budget;

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

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

AIRPORT OPERATING SPECIAL REVENUE FUND REVENUES AND TRANSFERS IN:

An amendment of the 2023 budget is sought from \$132,883 to \$127,285 a total net decrease of \$5,598:

| | <i>Proposed 2023 Amended Budget 2/20/24</i> | <i>2023 Adopted Budget</i> | Increase (decrease) |
|--------------------------|---|--------------------------------|-------------------------|
| Revenues: | | | |
| Intergovernmental Rev | \$36,806 | \$21,000 | \$15,806 |
| Charges for Services | 88,504 | 66,000 | 22,504 |
| Interest Earnings | 1975 | 0 | 1,975 |
| Transfer In-General Fund | <u>0</u> | <u>45,883</u> | <u>(45,883)</u> |
| Total Revenues | <u>\$127,285</u> | <u>\$132,883</u> | <u>(\$5,598)</u> |

AIRPORT OPERATING SPECIAL REVENUE FUND EXPENDITURES
AND TRANSFERS OUT:

An amendment of the 2023 budget is sought from \$132,883 to \$117,330 a total net decrease of \$15,553:

| Operating Expenditures: | Proposed 2022 Amended Budget 2/6/23 | 2023 Adopted Budget | Increase (decrease) |
|-------------------------------------|---|-------------------------|--------------------------|
| Personal Services | \$23,757 | \$45,244 | (\$21,487) |
| Supplies | 77,090 | 59,600 | 17,490 |
| Other Services and Charges | 16,483 | 28,039 | (11,556) |
| Transfers to Airport Capital Fund | <u>0</u> | <u>0</u> | <u>0</u> |
| Total Operating Expenditures | <u>\$117,330</u> | <u>\$132,883</u> | <u>(\$15,553)</u> |

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

Adopted this 20th Day of February, 2024

James Godfrey, Mayor

Attest:

Evan Vogel, City Administrator

CITY OF CAMBRIDGE
Airport Operating Fund Budget Report - Fund #211

| | Adopted Budget 2023 | 02/20/24 Proposed Amended Budget 2023 | 2023 Actual as of 12/31/23 | Actual 12/31/2022 |
|--|---------------------------|--|-------------------------------------|----------------------|
| REVENUES: | | | | |
| 211-34922 | | | 0.00 | 0.00 |
| 211-33180 | | 11,054 | 11,054.00 | |
| 211-34921 | | | 25,752.06 | 42,639.75 |
| | 21,000 | 25,752 | 25,752.06 | 42,639.75 |
| TOTAL INTERGOVERNMENTAL | 21,000 | 36,806 | 36,806.06 | 42,639.75 |
| | | | | |
| 211-34920 | 14,000 | 13,437 | 13,437.30 | 13,212.30 |
| 211-34923 | | | 0.00 | 0.00 |
| 211-34925 | 52,000 | 75,067 | 75,067.70 | 74,896.38 |
| 211-34951 | | | 0.00 | 0.00 |
| TOTAL CHARGES FOR SERVICES | 66,000 | 88,504 | 88,505.00 | 88,108.68 |
| | | | | |
| OTHER FINANCING SOURCES | | | | |
| 211-36210 | 0 | 1975 | 1,975.89 | 0.00 |
| 211-39203 | 45,883 | 0 | 0.00 | 0.00 |
| TOTAL OTHER FINANCING SOURCES | 45,883 | 1,975 | 1,975.89 | 0.00 |
| | | | | |
| TOTAL REVENUES AND TRANSFERS IN | 132,883 | 127,285 | 127,286.95 | 130,748.43 |
| | | | | |
| EXPENDITURES: | | | | |
| Personal Services: | | | | |
| 211-49000-101 | 14,495 | 18,021 | 18,020.63 | 22,146.36 |
| 211-49000-104 | 20,000 | 0 | 0.00 | 0.00 |
| 211-49000-111 | | 420 | 419.94 | 116.01 |
| 211-49000-121 | 2,587 | 1,344 | 1,343.51 | 1,663.22 |
| 211-49000-122 | 2,639 | 1,333 | 1,332.88 | 1,659.51 |
| 211-49000-123 | 500 | 64 | 63.81 | 217.12 |
| 211-49000-131 | 2,577 | 2,575 | 2,574.33 | 2,473.80 |
| 211-49000-132 | 683 | 0 | | |
| 211-49000-133 | 180 | 0 | | |
| 211-49000-151 | 1,583 | 0 | 0.00 | 0.00 |
| Total Personal Service | 45,244 | 23,757 | 23,755.10 | 28,276.02 |
| | | | | |
| Supplies: | | | | |
| 211-49000-210 | 1,000 | 736 | 735.39 | 549.86 |
| 211-49000-212 | 100 | 0 | 0.00 | 0.00 |
| 211-49000-215 | 500 | 0 | 0.00 | 0.00 |
| 211-49000-221 | 5,000 | 11,749 | 11,748.50 | 5,335.50 |
| 211-49000-223 | 1,000 | 420 | 419.44 | 17.18 |
| 211-49000-226 | 500 | 0 | 0.00 | 0.00 |
| 211-49000-228 | 1,500 | 231 | 230.61 | 2,108.99 |
| 211-49000-251 | 50,000 | 63,954 | 63,953.84 | 75,944.17 |
| Total Supplies | 59,600 | 77,090 | 77,087.78 | 83,955.70 |
| | | | | |
| Other Services and Charges | | | | |
| 211-49000-304 | 0 | 0 | 0.00 | 0.00 |
| 211-49000-321 | 1,560 | 1,513 | 1,512.05 | 1,507.25 |
| 211-49000-331 | 200 | 0 | 0.00 | 0.00 |
| 211-49000-334 | | 0 | 0.00 | 0.00 |
| 211-49000-351 | 200 | 0 | 0.00 | 180.20 |
| 211-49000-360 | 3,600 | 3,667 | 3,666.44 | 3,483.85 |
| 211-49000-381 | 11,000 | 4,942 | 4,941.76 | 5,311.30 |
| 211-49000-383 | 4,000 | 1,482 | 1,481.47 | 2,593.59 |
| 211-49000-401 | 1,000 | 0 | 0.00 | 0.00 |
| 211-49000-403 | 3,000 | 780 | 780.00 | 28,323.00 |
| 211-49000-404 | 1,000 | 1,893 | 1,893.00 | 406.25 |
| 211-49000-408 | | 0 | 0.00 | 551.25 |
| 211-49000-409 | | 0 | 0.00 | 0.00 |
| 211-49000-430 | 379 | 0 | 0.00 | 0.00 |
| 211-49000-431 | | 0 | 0.00 | 0.00 |
| 211-49000-433 | 300 | 215 | 215.00 | 264.00 |
| 211-49000-440 | 300 | 0 | 0.00 | 0.00 |
| 211-49000-441 | 500 | 400 | 400.00 | 407.50 |
| 211-49000-489 | 1,000 | 1,591 | 1,590.85 | 2,286.20 |
| Total Other Services and Charges | 28,039 | 16,483 | 16,480.57 | 45,314.39 |
| | | | | |
| Total Operating Expenditures | 132,883.00 | 117,330.00 | 117,323.45 | 157,546.11 |
| | | | | |
| 211-49300-720 | 0 | 0 | 0.00 | 0.00 |
| TOTAL TRANSFERS OUT | 0 | 0 | 0.00 | 0.00 |
| | | | | |
| TOTAL EXPENDITURES & TRANSFERS OUT | 132,883 | 117,330 | 117,323.45 | 157,546.11 |
| | | | | |
| NET INCREASE (DECREASE) IN FUND BALANCE | 0.00 | 9,955.00 | 9,963.50 | (26,797.68) |

4E 2024 General Fund Budget Amendments **February 20, 2024**

Prepared by: Caroline Moe, Director of Finance

Background

We are requesting amendment to the 2024 General Fund Budget for some minor adjustments.

| Revenue Category Impacted | Amount of increase (decrease) | Rationale |
|----------------------------------|--------------------------------------|---|
| License & Permits | \$2,850 | Revised estimate based on 2024 activity to date. |
| Inter-Governmental Revenue | (\$257,500) | One-time public safety funds expected in 2024 arrived at the end of 2023. |
| Charges for Services | \$8,986 | Revised estimate based on 2024 activity to date. |
| Other Income | \$(162) | Minor adjustment to reduce expected interest income |
| Total | (\$245,826) | |

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

| Dept Impacted | Amount of increase (decrease) | Rationale |
|----------------------|--------------------------------------|--|
| General Government | \$1,674 | Increase requested by City Administrator Vogel carryover of unspent from 2023 to be used for technology upgrades in Admin Dept. |
| Public Safety | \$10,000 | Request from fire department to add amount expected for costs related to accessing Isanti County’s Computer Aided Design (CAD) system. This is necessary for proper communication for fighting fires on-scene. |
| Transfers Out | (\$257,500) | Transfer related to expected 2024 one-time public safety funds which arrived in 2023. |
| Total | (\$245,826) | |

Compatibility with Strategic Goals:

Approval of budget amendment supports core strategy #5—Foster engaged, informed, and involved citizens and community, specifically related to the strategic objective of build trust with the community by maintaining clean audits, clear communication and transparency. Approval of budget amendment is required obtain a clean audit.

Council Action

Approve Resolution No. R24-011 2024 General Fund Budget Revision

Resolution No. R24-011

RESOLUTION APPROVING AMENDMENTS TO THE 2024 GENERAL FUND BUDGET

WHEREAS, the Cambridge City Council passed upon Resolution R23-101 adopting the 2024 General Fund Budget; and

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

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

GENERAL FUND REVENUES AND TRANSFERS IN:

An amendment of the 2024 budget is sought from \$9,359,506 to \$9,113,680 a total net decrease of \$245,826:

| Operating Revenues: | 2024 Adopted Budget 1/1/2024 | 2024 Proposed Amended Budget 2/20/2024 | Increase (decrease) |
|--|---------------------------------------|---|---------------------------|
| Taxes | \$6,027,929 | \$6,027,929 | \$0 |
| Licenses & Permits | 377,350 | 380,200 | 2,850 |
| Intergovernmental | 2,117,119 | 1,859,619 | (257,500) |
| Charges for Services | 183,800 | 192,786 | 8,986 |
| Fines & Forfeitures | 42,100 | 42,100 | 0 |
| Other Revenue | 86,208 | 86,046 | (162) |
| Transfers In | <u>525,000</u> | <u>525,000</u> | <u>0</u> |
| Total Revenues & Transfers In | <u>\$9,359,506</u> | <u>\$9,113,680</u> | <u>(\$245,826)</u> |

GENERAL FUND EXPENDITURES AND TRANSFERS OUT:

An amendment of the 2024 budget is sought from \$9,339,506 to \$9,113,680 a total net decrease of \$245,826:

| Operating Expenditures: | 2024 Adopted Budget | Proposed | 2024 Amended Budget 2/20/24 | Increase (decrease) |
|-------------------------------------|---------------------------|----------|--------------------------------------|------------------------|
| General Government | \$2,066,261 | | \$2,067,935 | \$1,674 |
| Public Safety | 3,690,411 | | 3,700,411 | 10,000 |
| Public Works | 1,850,688 | | 1,850,688 | 0 |
| Parks and Recreation | 757,576 | | 757,576 | 0 |
| Transfers to Other Funds | <u>994,570</u> | | <u>\$737,070</u> | <u>(257,500)</u> |
| Total Operating Expenditures | <u>\$9,359,506</u> | | <u>\$9,113,680</u> | <u>(\$245,826)</u> |

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

Adopted this 20th Day of February, 2024

James Godfrey, Mayor

Attest:

Evan Vogel, City Administrator

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

| | Adopted Budget <u>2024</u> | 2/20/2024 Proposed Amended Budget <u>2024</u> | YTD Actual 2023 12/31/2024 | YTD Actual 2023 12/31/2023 |
|---|----------------------------------|--|----------------------------------|----------------------------------|
| REVENUES AND TRANSFERS IN | | | | |
| REVENUES | | | | |
| Taxes | 6,027,929 | 6,027,929 | - | 5,644,547.07 |
| Licenses and Permits - | | | | |
| Business | 85,750 | 83,150 | 25.00 | 86,481.35 |
| Non-Business | 291,600 | 297,050 | 42,039.70 | 595,581.88 |
| Intergovernmental Revenues | 2,117,119 | 1,859,619 | 25,000.00 | 1,651,527.81 |
| Charges for Services | | | | |
| General Government | 7,600 | 7,600 | 0.50 | 8,273.74 |
| Public Safety | 169,000 | 177,986 | 173,966.36 | 175,651.15 |
| Other | 7,200 | 7,200 | 590.00 | 67,853.80 |
| Fines and Forfeitures | 42,100 | 42,100 | 2,592.38 | 57,170.03 |
| Other | 86,208 | 86,046 | 7,937.42 | 164,281.43 |
| <i>Total Revenues</i> | <u>8,834,506</u> | <u>8,588,680</u> | <u>252,151.36</u> | <u>8,451,368.26</u> |
| TRANSFERS IN | 525,000 | 525,000 | 0.00 | 525,000.00 |
| TOTAL REVENUES AND TRANSFERS IN | <u>9,359,506</u> | <u>9,113,680</u> | <u>252,151.36</u> | <u>8,976,368.26</u> |
| EXPENDITURES AND TRANSFERS OUT | | | | |
| EXPENDITURES | | | | |
| General Government | | | | |
| Mayor and Council | 67,486 | 67,486 | 3632.26 | 61566.83 |
| Administration | 471,879 | 473,553 | 61305.23 | 399740.86 |
| Elections | 9,200 | 9,200 | 0.00 | 4355.00 |
| Finance | 466,769 | 466,769 | 39433.40 | 357407.31 |
| Legal | 136,000 | 136,000 | 5341.79 | 101493.73 |
| Community Development | 751,608 | 751,608 | 72543.77 | 665128.03 |
| New City Hall Buildings | 163,319 | 163,319 | 12169.25 | 132248.24 |
| Total General Government | <u>2,066,261</u> | <u>2,067,935</u> | <u>194425.70</u> | <u>1721940.00</u> |
| Public Safety | | | | |
| Police Department | 3,217,855 | 3,217,855 | 289538.92 | 2767170.13 |
| Fire Department | 456,856 | 466,856 | 42020.69 | 601461.68 |
| Emergency Management | 10,700 | 10,700 | 1085.00 | 3072.32 |
| Animal Control | 5,000 | 5,000 | 0.00 | 4800.00 |
| Total Public Safety | <u>3,690,411</u> | <u>3,700,411</u> | <u>332644.61</u> | <u>3376504.13</u> |
| Public Works | | | | |
| Street Maintenance | 1,850,688 | 1,850,688 | 183637.23 | 1684487.86 |
| Total Public Works | <u>1,850,688</u> | <u>1,850,688</u> | <u>183637.23</u> | <u>1684487.86</u> |
| Parks and Recreation | | | | |
| Parks and Recreation | 623,576 | 623,576 | 24851.84 | 491808.48 |
| Library | 134,000 | 134,000 | 2878.86 | 125892.60 |
| Total Parks and Recreation | <u>757,576</u> | <u>757,576</u> | <u>27730.70</u> | <u>617701.08</u> |
| Total Expenditures | <u>8,364,936</u> | <u>8,376,610</u> | <u>738438.24</u> | <u>7400633.07</u> |
| TRANSFERS OUT | 994,570 | 737,070 | 0.00 | 1136484.00 |
| TOTAL EXPENDITURES & TRANSFERS OUT | <u>9,359,506</u> | <u>9,113,680</u> | <u>738438.24</u> | <u>8537117.07</u> |
| NET INCREASE (DECREASE) IN FUND | <u>0</u> | <u>0</u> | <u>-486286.88</u> | <u>439251.19</u> |

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

| | Adopted Budget 2024 | 2/20/2024 Proposed Amended Budget 2024 | YTD Actual 2023 12/31/2024 | YTD Actual 2023 12/31/2023 | |
|-----------------------------------|---|---|----------------------------------|----------------------------------|---------------------|
| REVENUES | | | | | |
| <i>TAXES</i> | | | | | |
| 01-31010 | Taxes - Current | 6,006,429 | 6,006,429 | - | 5,614,171.51 |
| 01-31020 | Taxes - Delinquent | 20,000 | 20,000 | - | 28,054.56 |
| 01-31030 | Taxes-Market Value Credit Refund | | | - | - |
| 01-31050 | Taxes - Excess Tax Increments | | | - | - |
| 01-31051 | Decert TIF District Proceeds | | | - | - |
| 01-31061 | Taxes & Assessments on Sale of Foreclosed Property | | | - | - |
| 01-31062 | Taxes Abated by Isanti Co | | | - | - |
| 01-31063 | Taxes & Assessments on Sale of Foreclosed Property Future | | | - | - |
| 01-31060 | Penalties and Interest | 1,500 | 1,500 | - | 2,321.00 |
| | TOTAL TAXES | 6,027,929 | 6,027,929 | - | 5,644,547.07 |
| <i>LICENSES AND PERMITS</i> | | | | | |
| <i>Business</i> | | | | | |
| 01-32110 | Liquor | 18,000 | 18,000 | - | 18,600.00 |
| 01-32111 | Beer & Setups | | | - | - |
| 01-32180 | Cigarettes | 4,200 | 3,600 | - | 3,600.00 |
| 01-32184 | Cable Franchise Fees | 60,000 | 58,000 | - | 58,581.35 |
| 01-32185 | Trash Franchise Fees | 2,550 | 2,550 | - | 2,550.00 |
| 01-32199 | Other Business Licenses and Permits | 1,000 | 1,000 | 25.00 | 3,150.00 |
| | Total Business | 85,750 | 83,150 | 25.00 | 86,481.35 |
| <i>Non-Business</i> | | | | | |
| 01-32218 | City Share of Electrical Inspections | 5,000 | 5,000 | 863.60 | 9,782.00 |
| 01-32219 | Local Share of Building Surcharge | 500 | 500 | - | 746.31 |
| 01-32220 | Building Permits | 225,000 | 225,000 | 22,391.10 | 465,913.07 |
| 01-32221 | Excavating Permits | | | - | 108.00 |
| 01-32222 | Mechanical and Gas Permits | 24,100 | 24,100 | 1,072.00 | 41,719.50 |
| 01-32223 | Fire Protection Permits | | | - | - |
| 01-32225 | Investigation (Penalty Fee) | 500 | 500 | - | 900.00 |
| 01-32226 | Contractor Verification Fee | 500 | 500 | - | 20.00 |
| 01-32230 | Plumbing Permits | 15,000 | 15,000 | 1,521.00 | 36,994.00 |
| 01-32240 | Sign Permits | 1,000 | 1,000 | 130.00 | 1,060.00 |
| 01-32298 | Rental Registration | 10,000 | 15,450 | 15,450.00 | 24,600.00 |
| 01-32299 | Other Non-Business Licenses and Permits | 10,000 | 10,000 | 612.00 | 13,739.00 |
| | Total Non-Business | 291,600 | 297,050 | 42,039.70 | 595,581.88 |
| | TOTAL LICENSES AND PERMITS | 377,350 | 380,200 | 42,064.70 | 682,063.23 |
| <i>INTERGOVERNMENTAL REVENUES</i> | | | | | |
| 01-33165 | Federal Grants-Other | 3,348 | 3,348 | - | 6,538.97 |
| 01-33401 | Local Government Aid (LGA) | 1,503,227 | 1,503,227 | - | 1,111,338.00 |
| 01-33404 | State Aid - Other | 5,000 | 5,000 | - | 25,256.73 |
| 01-33405 | PERA Aid | | | - | - |
| 01-33409 | New State Aid-Officer Disability Assistance | 36,044 | 36,044 | - | - |
| 01-33410 | New One-Time Public Safety Assistance | 257,500 | | - | - |
| 01-33418 | MSA - Maintenance | 50,000 | 50,000 | 25,000.00 | 50,000.00 |
| 01-33420 | Fire Relief | | | - | 112,395.61 |
| 01-33421 | Police State Aid | 137,000 | 137,000 | - | 187,671.58 |
| 01-33422 | School District-School Officer Assistance--SRO#1 | 120,000 | 120,000 | - | 151,464.75 |
| 01-33424 | School District-School Officer Assistance--SRO#2 | | | - | - |
| 01-33610 | County Grants & Aids for Highways | 5,000 | 5,000 | - | 6,862.17 |
| 01-33620 | Other County Aid | | | - | - |
| | TOTAL INTERGOVERNMENTAL REVENUES | 2,117,119 | 1,859,619 | 25,000.00 | 1,651,527.81 |
| 01-33610 | County Grants & Aids for Highways | | | - | - |
| <i>CHARGES FOR SERVICES</i> | | | | | |
| <i>General Governments</i> | | | | | |
| 01-34102 | Filing Fees | 50 | 50 | - | - |
| 01-34105 | Sale of Maps, Copies | 50 | 50 | 0.50 | 47.50 |
| 01-34106 | Street Light O&M | | | - | - |
| 01-34110 | Solar Lease Revenue | 7500 | 7500 | - | 8,118.24 |
| 01-34116 | Inspection Fees | | | - | 108.00 |
| 01-34117 | Contracted building inspection | | | - | - |
| | Total General Government | 7,600.00 | 7,600.00 | 0.50 | 8,273.74 |
| <i>Public Safety</i> | | | | | |
| 01-34201 | Police Department Reports | 500 | 500 | 65.00 | 665.00 |
| 01-34202 | Police Department Administration Fees | 2,500 | 2,500 | 665.00 | 4,695.00 |
| 01-34205 | Police Department Pawn Shop Revenue | 3,000 | 3,000 | 1,250.00 | 3,250.00 |
| 01-34204 | PD-Pay Reimb Fee | | | - | - |
| 01-34206 | Fire Protection - Township Contracts | 160,000 | 168,601 | 168,601.09 | 163,556.15 |
| 01-34208 | Fire Protection - Fire Runs | | | - | - |
| 01-34210 | Fire Protection - Admin | 3,000 | 3,385 | 3,385.27 | 3,485.00 |
| | Total Public Safety | 169,000 | 177,986 | 173,966.36 | 175,651.15 |
| <i>Other</i> | | | | | |
| 01-34951 | Sale of Service and Supplies | 0 | 0 | - | - |
| 01-34953 | Escrow Administration Fee | | | - | - |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

| | | 2/20/2024 Proposed | | | |
|--|--------------------------------------|--------------------|-----------|-------------|-------------|
| | | Adopted | Amended | YTD | YTD |
| | | Budget | Budget | Actual 2023 | Actual 2023 |
| | | 2024 | 2024 | 12/31/2024 | 12/31/2023 |
| 01-34954 | Plan review/administrative charge | | | - | 59,233.80 |
| 01-34955 | Base Map updating fee | | | - | - |
| 01-34925 | Park Activity Fees | 5,000 | 5,000 | 520.00 | 6,505.00 |
| 01-34930 | Art Fair Fees | 1,000 | 1,000 | 70.00 | 1,155.00 |
| 01-34958 | Ice Rink Lease Revenue | 1,200 | 1,200 | - | 960.00 |
| <i>Total Other</i> | | 7,200.00 | 7,200.00 | 590.00 | 67,853.80 |
| TOTAL CHARGES FOR SERVICES | | 183,800 | 192,786 | 174,556.86 | 251,778.69 |
| FINES AND FORFEITURES | | | | | |
| 01-35101 | Court Fines | 40,000 | 40,000 | 2,312.38 | 43,924.47 |
| 01-35102 | Parking Fines | 1,000 | 1,000 | - | 1,100.00 |
| 01-35104 | Animal Control Fines | 1,000 | 1,000 | 80.00 | 2,005.00 |
| 01-35105 | Admin Citation | 100 | 100 | 200.00 | 10,140.56 |
| TOTAL FINES AND FORFEITURES | | 42,100 | 42,100 | 2,592.38 | 57,170.03 |
| OTHER | | | | | |
| 01-36102 | Special Assessment Principal Payment | | | - | - |
| 01-36200 | Miscellaneous | | | - | 847.15 |
| 01-36210 | Interest on Investments | 11,660 | 11,498 | - | 145,039.01 |
| 01-36220 | Facility Rentals | 9,000 | 9,000 | 641.67 | 9,721.71 |
| 01-36230 | Donations | 2,000 | 2,000 | 100.00 | 800.00 |
| 01-36233 | Operation Round Up Grant | | | - | - |
| 01-36102 | Specil Assessment Interest | | | - | 162.26 |
| 01-36231 | Library Rent | 62,348 | 62,348 | 7,195.75 | - |
| 01-36234 | Arts Grant for Concert Series | | | - | - |
| 01-36235 | Library Room Rental | 1,000 | 1,000 | - | 1,671.28 |
| 01-36240 | Patronage Capital | 200 | 200 | - | 1,007.02 |
| 01-36241 | Fire Dept Private Grants | | | - | - |
| 01-36242 | Wellness Grant | | | - | - |
| 01-36250 | Telephone Commissions | | | - | - |
| 01-36501 | Sale of Property | | | - | 5,033.00 |
| 01-37200 | Miscellaneous | | | - | - |
| Total non-mall other revenue | | 86,208 | 86,046 | 7937.42 | 164281.43 |
| TOTAL OTHER | | 86,208 | 86,046 | 7937.42 | 164281.43 |
| TOTAL REVENUES | | 8,834,506 | 8,588,680 | 252151.36 | 8451368.26 |
| TRANSFERS IN | | | | | |
| 01-39203 | Liquor Fund | 425,000 | 425,000 | - | 525,000.00 |
| 01-39203 | Other Funds | 100,000 | 100,000 | - | - |
| TOTAL TRANSFERS IN | | 525,000 | 525,000 | 0 | 525,000 |
| TOTAL REVENUES AND TRANSFERS IN | | 9,359,506 | 9,113,680 | 252151.36 | 8976368.26 |

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

| | Adopted Budget <u>2024</u> | 2/20/2024 Proposed Amended Budget <u>2024</u> | YTD Actual 2023 12/31/2024 | YTD Actual 2023 12/31/2023 |
|----------------------------------|----------------------------------|--|----------------------------------|----------------------------------|
| EXPENDITURES | | | | |
| GENERAL GOVERNMENT | | | | |
| <i>Council - #41110</i> | | | | |
| Personal Services | | | | |
| -41110-101 | 29,900 | 29,900 | 2,491.68 | 29,900.16 |
| -41110-122 | 2,290 | 2,290 | 190.58 | 2,287.09 |
| -41110-151 | 196 | 196 | - | 110.49 |
| Total Personal Services | <u>32,386</u> | <u>32,386</u> | <u>2,682.26</u> | <u>32,297.74</u> |
| Supplies | | | | |
| -41110-200 | 100 | 100 | - | - |
| -41110-210 | 250 | 250 | - | - |
| -41110-213 | 0 | 0 | - | - |
| -41110-214 | 500 | 500 | - | 250.00 |
| Total Supplies | <u>850</u> | <u>850</u> | <u>-</u> | <u>250.00</u> |
| Other Services and Charges | | | | |
| -41110-304 | 1,000 | 1,000 | - | 800.00 |
| -41110-331 | 2,500 | 2,500 | - | 2,818.13 |
| -41110-334 | 150 | 150 | - | 581.64 |
| -41110-340 | 200 | 200 | - | - |
| -41110-360 | 400 | 400 | - | 316.20 |
| -41110-430 | 100 | 100 | - | - |
| -41110-433 | 100 | 100 | - | 30.00 |
| -41110-440 | 2,800 | 2,800 | 725.00 | 3,000.00 |
| -41110-441 | 500 | 500 | - | - |
| -41110-455 | 19,000 | 19,000 | 225.00 | 18,275.00 |
| -41110-456 | 2,000 | 2,000 | - | 678.12 |
| -41110-457 | 500 | 500 | - | - |
| -41110-458 | 5,000 | 5,000 | - | 2,520.00 |
| -41110-459 | 0 | 0 | - | - |
| Total Other Services and Charges | <u>34,250</u> | <u>34,250</u> | <u>950.00</u> | <u>29,019.09</u> |
| Total Council | <u>67,486</u> | <u>67,486</u> | <u>3,632.26</u> | <u>61,566.83</u> |
| <i>Administration - #41320</i> | | | | |
| Personal Services | | | | |
| -41320-101 | 226,279 | 226,279 | 17,506.25 | 192,879.73 |
| -41320-102 | - | - | - | - |
| 1320-103 | 53,706 | 53,706 | 3,645.56 | 39,390.15 |
| -41320-105 | - | - | - | - |
| -41320-121 | 21,106 | 21,106 | 1,586.38 | 17,353.28 |
| -41320-122 | 21,528 | 21,528 | 1,591.18 | 17,378.69 |
| -41320-131 | 39,876 | 39,876 | 10,433.54 | 37,978.95 |
| -41320-132 | 1,434 | 1,434 | - | - |
| -41320-133 | 3,300 | 3,300 | - | 1,800.00 |
| -41320-157 | - | - | - | - |
| -41320-151 | 3,000 | 3,000 | - | 1,509.17 |
| -41320-153 | 5,000 | 5,000 | - | - |
| -41320-154 | 200 | 200 | 33.89 | 149.28 |
| -41320-XXC | 10,000 | 10,000 | - | - |
| -41320-158 | - | - | - | - |
| Total Personal Services | <u>385,429</u> | <u>385,429</u> | <u>34,796.80</u> | <u>308,439.25</u> |
| Supplies | | | | |
| -41320-201 | 1,750 | 1,750 | 254.56 | 1,389.45 |
| -41320-202 | 3,000 | 3,000 | 251.94 | 1,468.29 |
| -41320-203 | 5,500 | 5,500 | - | - |
| -41320-204 | 250 | 250 | - | 544.00 |
| -41320-209 | 1,500 | 1,500 | - | 1,547.84 |
| -41320-210 | 500 | 500 | 57.25 | - |
| -41320-221 | 50 | 250 | 181.77 | - |
| -41320-240 | 3,500 | 5,174 | 104.74 | 1,325.61 |
| Total Supplies | <u>16,050</u> | <u>17,924</u> | <u>850.26</u> | <u>6,275.19</u> |
| Other Services and Charges | | | | |
| -41320-304 | 2,000 | 2,000 | - | 23,543.44 |
| -41320-313 | 5,600 | 5,600 | 916.50 | 5,482.52 |
| -41320-321 | - | - | - | - |
| -41320-322 | 3,500 | 3,500 | 500.00 | 4,000.00 |
| -41320-331 | 2,000 | 2,000 | - | 1,690.83 |
| -41320-334 | 600 | 600 | - | 683.76 |
| -41320-340 | 2,000 | 2,000 | - | - |
| -41320-351 | 1,000 | 1,000 | 24.38 | 392.19 |
| -41320-360 | 2,800 | 2,800 | - | 2,516.20 |
| -41320-404 | - | - | - | - |
| -41320-409 | 25,000 | 25,000 | 20,355.05 | 27,595.58 |
| -41320-430 | 50 | 50 | - | - |
| -41320-433 | 1,850 | 1,650 | 37.24 | 1,422.07 |
| -41320-437 | 18,000 | 18,000 | 3,575.00 | 15,978.00 |
| -41320-440 | 6,000 | 6,000 | 250.00 | 1,721.83 |

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

| | Adopted Budget <u>2024</u> | 2/20/2024 Proposed Amended Budget <u>2024</u> | YTD Actual 2023 12/31/2024 | YTD Actual 2023 12/31/2023 |
|---|----------------------------------|--|----------------------------------|----------------------------------|
| -41320-441 Web Site Enhancement | | | - | - |
| -41320-999 Contingency | | | - | - |
| Total Other Services and Charges | 70,400 | 70,200 | 25,658.17 | 85,026.42 |
| <i>Total Administration</i> | 471,879 | 473,553 | 61,305.23 | 399,740.86 |
| <i>Elections - #41410</i> | | | | |
| Personal Services | | | | |
| -41410-104 Salaries - Temporary Election Judges | 5,400 | 5,400 | - | - |
| -41410-122 FICA/Medicare Employer Share/Employee Benefits | 0 | 0 | - | - |
| -41410-151 Workers' Compensation Insurance | | | - | - |
| Total Personal Services | 5,400 | 5,400 | - | - |
| Supplies | | | | |
| -41410-200 Miscellaneous Office Supplies | 250 | 250 | - | - |
| -41410-201 Office Supplies - Accessories | | | - | - |
| -41410-240 Small Tools | | | - | - |
| Total Supplies | 250 | 250 | - | - |
| Other Services and Charges | | | | |
| -41410-331 Travel/Meals/Lodging | 150 | 150 | - | - |
| -41410-351 Legal Notices/Ordinance Publication | 200 | 200 | - | - |
| -41410-404 Repairs & Maintenance - Voting Equipment | | | - | - |
| -41410-408 Maintenance Contracts - Mach/Equipment | 3,200 | 3,200 | - | 4,355.00 |
| -41410-412 Rentals - Buildings | | | - | - |
| -41410-430 Miscellaneous | | | - | - |
| Total Other Services and Charges | 3,550 | 3,550 | - | 4,355.00 |
| <i>Total Elections</i> | 9,200 | 9,200 | - | 4,355.00 |
| <i>Finance - #41500</i> | | | | |
| Personal Services | | | | |
| -41500-101 Salaries | 219,107 | 219,107 | 16,641.61 | 206,321.89 |
| -41500-102 Overtime | | | - | - |
| -41500-103 Part-time Regular | | | - | - |
| -41500-121 PERA Employer Share | 20,180 | 20,180 | 1,248.12 | 15,427.20 |
| -41500-122 FICA/Medicare Employer Share/Employee Benefits | 20,583 | 20,583 | 1,235.82 | 15,253.55 |
| -41500-131 Medical/Dental/Life Employer Share | 39,330 | 39,330 | 9,485.04 | 34,526.34 |
| -41500-132 Longevity | 8,581 | 8,581 | - | - |
| -41500-133 Deductible Contribution | 4,500 | 4,500 | 644.61 | 2,887.42 |
| -41500-151 Workers' Compensation Insurance | 2,213 | 2,213 | - | 1,126.10 |
| -41500-154 HRA/Flex Fees | 200 | 200 | 30.70 | 134.80 |
| -41500-157 Severance | 41,844 | 41,844 | - | - |
| Total Personal Services | 356,538 | 356,538 | 29,285.90 | 275,677.30 |
| Supplies | | | | |
| -41500-201 Office Supplies - Accessories | 1,500 | 1,500 | - | 1,764.39 |
| -41500-204 Stationary, Forms and Envelopes | 3,500 | 3,500 | - | 3,170.98 |
| -41500-209 Software Updates | 1,000 | 1,000 | - | 800.00 |
| -41500-210 Miscellaneous Operating Supplies | 500 | 500 | - | - |
| -41500-240 Small Tools | 2,000 | 2,000 | 189.00 | 197.00 |
| Total Supplies | 8,500 | 8,500 | 189.00 | 5,932.37 |
| Other Services and Charges | | | | |
| -41500-301 Auditing and Accounting | 48,200 | 48,200 | - | 35,500.00 |
| -41500-304 Miscellaneous Professional Services | 11,900 | 11,900 | - | 6,616.50 |
| -41500-308 Isanti County Special Assessment Mgmt Fee | 1,000 | 1,000 | - | 691.00 |
| -41500-309 EDP Professional Services | 7,000 | 7,000 | 694.00 | 6,621.00 |
| -41500-313 IT Management | 5,600 | 5,600 | 916.50 | 5,482.52 |
| -41500-321 Telephone/Cellular Phones | 540 | 540 | 45.00 | 540.00 |
| -41500-331 Travel/Meals/Lodging | 500 | 500 | - | 87.00 |
| -41500-334 Mileage Reimbursement | 300 | 300 | - | 125.76 |
| -41500-340 Advertising | 400 | 400 | - | - |
| -41500-351 Legal Notices/Ordinance Publishing | 600 | 600 | - | 368.35 |
| -41500-360 Insurance and Bonds | 2,000 | 2,000 | - | 1,814.51 |
| -41500-409 Maintenance Contracts - Office Equipment | 18,000 | 18,000 | 8,303.00 | 16,266.00 |
| -41500-420 Wellness | 500 | 500 | - | - |
| -41500-430 Miscellaneous | 441 | 441 | - | - |
| -41500-432 Property Finders Fee | | | - | - |
| -41500-433 Dues and Subscriptions | 1,750 | 1,750 | - | 1,242.00 |
| -41500-440 Schools and Meetings | 3,000 | 3,000 | - | 443.00 |
| Total Other Services and Charges | 101,731 | 101,731 | 9,958.50 | 75,797.64 |
| <i>Total Finance</i> | 466,769 | 466,769 | 39,433.40 | 357,407.31 |
| <i>Legal - #41610</i> | | | | |
| Other Services and Charges | | | | |
| -41610-304 Legal Fees | 75,000 | 75,000 | - | 50,072.87 |
| -41610-307 Township Annexation Payments | 11,000 | 11,000 | 1,175.12 | 1,420.82 |
| -41610-305 Prosecution Services | 50,000 | 50,000 | 4,166.67 | 50,000.04 |
| Total Other Services and Charges | 136,000 | 136,000 | 5,341.79 | 101,493.73 |

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

| | Adopted Budget 2024 | 2/20/2024 Proposed Amended Budget 2024 | YTD Actual 2023 12/31/2024 | YTD Actual 2023 12/31/2023 |
|---|---------------------------|---|----------------------------------|----------------------------------|
| <i>Total Legal</i> | 136,000 | 136,000 | 5,341.79 | 101,493.73 |
| Community Development | | | | |
| <i>Building Department - #41920</i> | | | | |
| Personal Services | | | | |
| -41920-101 Salaries | 224,723 | 224,723 | 17,372.82 | 203,027.33 |
| -41920-102 Overtime | | | - | - |
| -41920-103 Seasonal Temp/Salary | | | - | - |
| -41920-121 PERA Employer Share | 16,961 | 16,961 | 1,302.96 | 15,174.48 |
| -41920-122 FICA/Medicare Employer Share/Employee Benefits | 17,300 | 17,300 | 1,289.06 | 15,001.29 |
| -41920-131 Medical/Dental/Life Employer Share | 54,378 | 54,378 | 14,225.24 | 51,775.59 |
| -41920-132 Longevity | 1,417 | 1,417 | - | - |
| -41920-133 Deductible Contribution | 4,500 | 4,500 | 366.86 | 1,922.84 |
| -41920-151 Workers' Compensation Insurance | 2,616 | 2,616 | - | 1,661.78 |
| -41920-154 HRA/Flex Fees | 300 | 300 | 46.05 | 202.20 |
| Total Personal Services | 322,195 | 322,195 | 34,602.99 | 288,765.51 |
| Supplies | | | | |
| -41920-201 Office Supplies - Accessories | 1,400 | 1,400 | - | 873.18 |
| -41920-204 Stationary, Forms and Envelopes | | | - | - |
| -41920-209 Software Updates | 500 | 500 | - | 753.11 |
| -41920-210 Miscellaneous Operating Supplies | 800 | 800 | - | 339.60 |
| -41920-212 Gasoline/Fuel/Lubricants/Additivs | 2,500 | 2,500 | 89.09 | 1,324.37 |
| -41920-221 Repair and Maintenance Supplies - Vehicles | 1,000 | 1,000 | 42.50 | 811.23 |
| -41920-240 Small Tools and Minor Equipment | 5,000 | 5,000 | - | 2,055.36 |
| Total Supplies | 11,200 | 11,200 | 131.59 | 6,156.85 |
| Other Services and Charges | | | | |
| -41920-304 Miscellaneous Professional Services | 750 | 750 | - | - |
| -41920-305 Contracted Building Inspection | | | - | 2,420.55 |
| -41920-309 EDP Professional Services | | | - | - |
| -41920-313 Marco IT Mgmt & Backup | 5,800 | 5,800 | 916.50 | 5,482.52 |
| -41920-321 Telephone/Cellular Phones | 1,800 | 1,800 | 41.24 | 480.01 |
| -41920-331 Travel/Meals/Lodging | 600 | 600 | - | - |
| -41920-334 Mileage Reimbursement | 500 | 500 | - | - |
| -41920-340 Advertising | 200 | 200 | - | - |
| -41920-351 Legal Notices/Ordinance Publishing | 200 | 200 | - | - |
| -41920-360 Insurance | 3,500 | 3,500 | - | 2,939.03 |
| -41920-404 Repairs and Maintenance | 250 | 250 | 10.00 | 150.37 |
| -41920-409 Maintenance Contracts - Office Equipment | 5,500 | 5,500 | - | 2,685.00 |
| -41920-430 Miscellaneous | 300 | 300 | - | 62.57 |
| -41920-432 Credit Card Fees | 500 | 500 | 1.10 | 15.95 |
| -41920-433 Dues and Subscriptions | 1,400 | 1,400 | 437.25 | 700.00 |
| -41920-440 Schools and Meetings | 4,000 | 4,000 | 2,340.00 | 5,442.50 |
| Total Other Services and Charges | 25,300 | 25,300 | 3,746.09 | 20,378.50 |
| <i>Total Building Department</i> | 358,695 | 358,695 | 38,480.67 | 315,300.86 |
| Engineering | | | | |
| -41925-303 Engineering Contracted Expense | 40,000 | 40,000 | - | 35,653.55 |
| Planning - #41935 | | | | |
| Personal Services | | | | |
| -41935-101 Salaries | 209,780 | 209,780 | 16,556.01 | 205,637.78 |
| -41935-102 Overtime | | | - | - |
| -41935-112 Planning Commission Salaries | 2,500 | 2,500 | - | 1,785.00 |
| -41935-121 PERA Employer Share | 15,767 | 15,767 | 1,241.70 | 15,375.85 |
| -41935-122 FICA/Medicare Employer Share/Employee Benefits | 16,082 | 16,082 | 1,235.90 | 15,344.88 |
| -41935-131 Medical/Dental/Life Employer Share | 45,315 | 45,315 | 11,856.30 | 43,085.71 |
| -41935-132 Longevity | 5,731 | 5,731 | - | - |
| -41935-133 Deductible Contribution | 3,750 | 3,750 | - | 2,196.00 |
| -41935-151 Workers' Compensation Insurance | 2,488 | 2,488 | - | 1,757.62 |
| -41935-154 HRA/Flex Fees | 300 | 300 | 38.40 | 168.50 |
| -41935-153 Unemployment | 0 | 0 | - | - |
| Total Personal Services | 301,713 | 301,713 | 30,928.31 | 285,351.34 |
| Supplies | | | | |
| -41935-201 Office Supplies - Accessories | 2,000 | 2,000 | 556.12 | 1,604.06 |
| -41935-204 Stationary, Forms and Envelopes | 150 | 150 | - | - |
| -41935-209 Software Updates | 4,000 | 4,000 | 890.00 | 1,116.82 |
| -41935-210 Miscellaneous Operating Supplies | 200 | 200 | - | - |
| -41935-212 Gasoline/Fuel/Lubricants/Additivs | 350 | 350 | 41.08 | 417.85 |
| -41935-221 Repair and Maintenance Supplies - Vehicles | 350 | 350 | - | 429.93 |
| -41935-240 Small Tools and Minor Equipment | 2,500 | 2,500 | - | 805.12 |
| Total Supplies | 9,550 | 9,550 | 1,487.20 | 4,373.78 |
| Other Services and Charges | | | | |
| -41935-301 Special Projects | 2,500 | 2,500 | - | 56.00 |
| -41935-303 Comp Plan Update | | | - | - |
| -41935-304 Miscellaneous Professional Services | 1,500 | 1,500 | - | 225.00 |
| -41935-306 Transportation Study Consulting | | | - | - |

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

| | Adopted Budget 2024 | 2/20/2024 Proposed Amended Budget 2024 | YTD Actual 2023 12/31/2024 | YTD Actual 2023 12/31/2023 |
|---|---------------------------|---|----------------------------------|----------------------------------|
| -41935-307 Rail Study | | | - | - |
| -41935-308 Lakes & Pines Mgmt--Smal I Cities Grant | | | - | - |
| -41935-309 EDP Professional Services | | | - | - |
| -41935-313 Marco IT Mgmt & Backup | 5,600 | 5,600 | 916.50 | 5,482.52 |
| -41935-321 Telephone/Cellular Phones | | | - | - |
| -41935-322 Code Enforcement Mailing | | | - | - |
| -41935-331 Travel/Meals/Lodging | 600 | 600 | - | 468.42 |
| -41935-334 Mileage Reimbursement | 250 | 250 | - | 30.79 |
| -41935-340 Advertising | 200 | 200 | - | - |
| -41935-351 Legal Notices/Ordinance Publishing | 1,500 | 1,500 | 8.29 | 180.23 |
| -41935-360 Insurance | 12,000 | 12,000 | - | 10,876.92 |
| -41935-404 Repairs and Maintenance | 300 | 300 | - | 199.95 |
| -41935-409 Maintenance Contracts - Office Equipment | 6,000 | 6,000 | - | 2,990.00 |
| -41935-430 Miscellaneous | 1,000 | 1,000 | (122.20) | (1,583.05) |
| -41935-431 Property Securing Exp | | | - | 2,749.46 |
| -41935-432 Abatement Costs | | | - | - |
| -41935-433 Dues and Subscriptions | 1,300 | 1,300 | 665.00 | 771.00 |
| -41935-440 Schools and Meetings | 2,700 | 2,700 | 180.00 | 2,001.26 |
| -41935-488 Other Contracted Services--Comp Plan Update | | | - | - |
| -41935-489 Other Contracted Services-GIS Maint | 1,200 | 1,200 | - | - |
| -41935-490 Flyover Pictures--share from Isanti Co | 5,000 | 5,000 | - | - |
| Total Other Services and Charges | 41,650 | 41,650 | 1,647.59 | 24,448.50 |
| <i>Total Planning</i> | <i>352,913</i> | <i>352,913</i> | <i>34,063.10</i> | <i>314,173.62</i> |
| Total Community Development | 751,608 | 751,608 | 72,543.77 | 665,128.03 |
| <i>City Hall Buildings - #41950</i> | | | | |
| <i>Personal Services</i> | | | | |
| -41950-101 Salaries | 30,982 | 30,982 | 2,442.40 | 30,064.10 |
| -41950-102 Overtime | 1,000 | 1,000 | - | - |
| -41950-103 Part-time Salaries | | | - | - |
| -41950-121 PERA Employer Share | 2,461 | 2,461 | 183.18 | 2,247.87 |
| -41950-122 FICA/Medicare Employer Share/Employee Benefits | 2,510 | 2,510 | 180.72 | 2,219.90 |
| -41950-131 Medical/Dental/Life Employer Share | 9,063 | 9,063 | 2,366.94 | 8,605.65 |
| -41950-132 Longevity | 833 | 833 | - | - |
| -41950-133 Deductible Contribution | 750 | 750 | - | - |
| -41950-151 Workers' Compensation Insurance | 3,170 | 3,170 | - | 2,594.25 |
| -41950-154 HRA/Flex Fees | 50 | 50 | 7.70 | 33.70 |
| Total Personal Services | 50,819 | 50,819 | 5180.94 | 45765.47 |
| -41950-210 Miscellaneous Operating Supplies | | | - | - |
| -41950-212 Gasoline/Fuel | 200 | 200 | - | - |
| -41950-215 Maintenance Supplies | 9,000 | 9,000 | 324.70 | 4,852.98 |
| -41950-240 Small Tools & Equipment | 1,000 | 1,000 | 15.70 | 3,687.70 |
| Total Supplies | 10,200 | 10,200 | 340.40 | 8,540.68 |
| <i>Other Services and Charges</i> | | | | |
| -41950-321 Telephone/Cellular Phones | 19,000 | 19,000 | 20.62 | 18,731.00 |
| -41950-360 Insurance | 4,000 | 4,000 | - | 3,530.14 |
| -41950-381 Electric Utilities | 14,000 | 14,000 | - | 10,535.71 |
| -41950-382 Water/Wastewater | 5,000 | 5,000 | 448.59 | 6,465.47 |
| -41950-383 Gas Utilities | 9,000 | 9,000 | - | 4,270.19 |
| -41950-384 Refuse and Recycling | | | - | - |
| -41950-401 Repairs and Maintenance -Buildings/Structures | 37,000 | 37,000 | 1,485.00 | 21,246.22 |
| -41950-405 Janitor Services | | | - | - |
| -41950-409 Maintenance Contracts - Office Equip | 4,800 | 4,800 | 3,828.00 | 4,553.00 |
| -41950-411 Cement Replacement | | | - | - |
| -41950-413 Rentals - Office Equipment [copier-new] | 9,000 | 9,000 | 734.78 | 7,901.97 |
| -41950-430 Miscellaneous | 500 | 500 | 130.92 | 708.39 |
| Total Other Services and Charges | 102,300 | 102,300 | 6,647.91 | 77,942.09 |
| Total City Hall Buildings | 163,319 | 163,319 | 12,169.25 | 132,248.24 |
| TOTAL GENERAL GOVERNMENT | 2,066,261 | 2,067,935 | 194,425.70 | 1,721,940.00 |
| PUBLIC SAFETY | | | | |
| <i>Police Department - #42100</i> | | | | |
| <i>Personal Services</i> | | | | |
| -42100-101 Salaries | 1,621,366 | 1,621,366 | 116,493.41 | 1,475,434.84 |
| -42100-102 Overtime | 105,000 | 105,000 | 8,531.63 | 120,475.78 |
| -42100-103 Salaries - Part-Time Regular | | | - | - |
| -42100-104 Temp/Seas Employees-Regular | 20,000 | 20,000 | - | 2,557.97 |
| -42100-110 Hours Worked Holiday | 30,000 | 30,000 | 6,737.34 | 35,589.78 |
| -42100-115 Call-in Pay | | | - | - |
| -42100-116 On Call Pay | | | - | - |
| -42100-117 Shift Differential | 12,045 | 12,045 | 944.00 | 10,614.81 |
| -42100-118 Severance | 56,907 | 56,907 | - | - |
| -42100-121 PERA Employer Share | 311,188 | 311,188 | 22,415.27 | 272,126.81 |
| -42100-122 FICA/Medicare Employer Share/Employee Benefits | 35,587 | 35,587 | 2,514.05 | 30,765.22 |
| -42100-131 Medical/Dental/Life Employer Share | 380,435 | 380,435 | 89,919.36 | 314,944.60 |
| -42100-132 Longevity | 45,628 | 45,628 | - | - |
| -42100-133 Deductible Contribution | 28,500 | 28,500 | 297.76 | 13,606.96 |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

| | Adopted Budget 2024 | 2/20/2024 Proposed Amended Budget 2024 | YTD Actual 2023 12/31/2024 | YTD Actual 2023 12/31/2023 |
|---|---------------------------|---|----------------------------------|----------------------------------|
| -42100-151 Workers' Compensation Insurance | 242,899 | 242,899 | - | 155,391.90 |
| -42100-154 HRA/Flex Fees | 1,600 | 1,600 | 276.30 | 1,170.90 |
| Total Personal Services | 2,891,155 | 2,891,155 | 248,129.12 | 2,432,679.57 |
| Supplies | | | | |
| -42100-201 Office Supplies - Accessories | 2,500 | 2,500 | 128.70 | 1,213.76 |
| -42100-202 Duplicating Supplies and Copy Paper | 1,500 | 1,500 | - | 302.59 |
| -42100-209 Software Updates | 3,500 | 3,500 | 896.00 | 518.00 |
| -42100-210 Miscellaneous Operating Supplies | 3,000 | 3,000 | 164.57 | 2,491.75 |
| -42100-212 Gasoline/Fuel/Lubricants/Additives | 50,000 | 50,000 | 4,561.84 | 51,265.34 |
| -42100-213 Ammunition | 4,500 | 4,500 | - | 4,498.91 |
| -42100-214 Crime Scene Supplies | 3,000 | 3,000 | - | 136.84 |
| -42100-217 Promotional Events | 4,000 | 4,000 | - | 4,479.69 |
| -42100-221 Repairs and Maintenance Supplies - Squads | 15,000 | 15,000 | 1,088.03 | 23,450.40 |
| -42100-231 Uniform Allowance | 22,000 | 22,000 | 70.80 | 15,468.58 |
| -42100-232 Uniform--Reserves | 0 | 0 | - | - |
| -42100-240 Small Tools/Minor Equipment | 25,000 | 25,000 | 1,242.83 | 27,583.93 |
| Total Supplies | 134,000 | 134,000 | 8,152.77 | 131,409.79 |
| Other Services and Charges | | | | |
| -42100-304 Miscellaneous Professional Services | 7,500 | 7,500 | 4,037.50 | 15,271.06 |
| -42100-305 Applicant Testing | - | - | - | - |
| -42100-313 Marco IT Mgmt & Backup | 25,000 | 25,000 | 4,124.50 | 24,424.28 |
| -42100-321 Telephone/Cellular Phones | 10,000 | 10,000 | 770.04 | 9,471.73 |
| -42100-322 Postage | 600 | 600 | 378.20 | - |
| -42100-331 Travel/Meals/Lodging | 2,000 | 2,000 | 138.51 | 2,684.05 |
| -42100-334 Mileage Reimbursement | 250 | 250 | - | 671.38 |
| -42100-340 Advertising | 100 | 100 | - | - |
| -42100-360 Insurance | 67,000 | 67,000 | - | 64,762.45 |
| -42100-381 Electric Utilities | 6,800 | 6,800 | - | 5,320.04 |
| -42100-383 Gas Utilities | 4,000 | 4,000 | - | 2,103.23 |
| -42100-404 Maintenance and Repair -Vehicles/ Equipment | 10,000 | 10,000 | 510.95 | 17,961.24 |
| -42100-409 Maintenance Contracts-Office Equipment | 26,000 | 26,000 | 9,909.28 | 21,673.24 |
| -42100-410 Police Reserve Program Activities | 0 | 0 | - | - |
| -42100-411 Auto Pawn | 2,400 | 2,400 | - | 2,819.00 |
| -42100-430 Miscellaneous | - | - | - | - |
| -42100-432 Credit Card Fees | 50 | 50 | - | - |
| -42100-433 Dues and Subscriptions | 17,000 | 17,000 | 11,778.05 | 26,293.97 |
| -42100-440 Schools and Meetings | 14,000 | 14,000 | 1,610.00 | 9,625.10 |
| -42100-480 Special Response Team | - | - | - | - |
| -42100-489 Other Contracted Services | - | - | - | - |
| Total Other Services and Charges | 192,700 | 192,700 | 33,257.03 | 203,080.77 |
| Total Police Department | 3,217,855 | 3,217,855 | 289,538.92 | 2,767,170.13 |
| Fire Department - 42200 | | | | |
| Personal Services | | | | |
| -42200-101 Salaries | 107,910 | 107,910 | 15,438.40 | 124,461.71 |
| -42200-103 Salaries | 75,000 | 75,000 | - | 79,790.00 |
| -42200-121 PERA Employer Share | 19,561 | 19,561 | 1,994.60 | 19,942.55 |
| -42200-122 FICA/Medicare Employer Share/Employee Benefits | 7,340 | 7,340 | 657.91 | 9,005.96 |
| -42200-131 Medical/Dental/Life Employer Share | 18,127 | 18,127 | 9,482.72 | 20,069.47 |
| -42200-132 Fire Longevity Pay | 2,608 | 2,608 | - | - |
| -42200-133 Deductible Contribution | 1,500 | 1,500 | - | - |
| -42200-151 Worker's Comp - Ins Premiums | 69,510 | 69,510 | - | 46,936.59 |
| -42200-154 Flex Fees | 100 | 100 | 30.70 | 76.80 |
| Total Personal Services | \$301,656 | \$301,656 | 27,604.33 | 300,283.08 |
| Supplies | | | | |
| -42200-201 Office Supplies - Accessories | 50 | 50 | - | 442.61 |
| -42200-204 Stationary, Forms and Envelopes | - | - | - | - |
| -42200-210 Miscellaneous Operating Supplies | 7,500 | 7,500 | 31.51 | 9,887.57 |
| -42200-211 Grant Funded Supplies | - | - | - | - |
| -42200-212 Gasoline/Fuel/Lubricants/Additives | 9,500 | 9,500 | 860.81 | 8,211.76 |
| -42200-213 Operation Round Up Computer Exp | - | - | - | - |
| -42200-215 Shop Maintenance Supplies | 200 | 200 | - | 209.30 |
| -42200-221 Repairs and Maintenance Supplies - Trucks | 24,000 | 24,000 | 858.98 | 26,493.03 |
| -42200-223 Repairs and Maintenance Supplies - Buildings | 2,000 | 2,000 | 434.30 | 609.52 |
| -42200-231 Uniform Allowance | 13,000 | 13,000 | 673.05 | 32,211.34 |
| -42200-232 Uniform Grant Funded | - | - | - | - |
| -42200-240 Small Tools | 10,000 | 10,000 | 149.50 | 10,434.73 |
| -42200-241 Small Tools-Grant Funded | - | - | - | - |
| Total Supplies | 66,250 | 66,250 | 3,008.15 | 88,499.86 |
| Other Services and Charges | | | | |
| -42200-301 Auditing and Accounting | - | - | - | - |
| -42200-304 Miscellaneous Professional Services | 15,000 | 15,000 | 8,667.58 | 17,203.81 |
| -42200-306 Fire Relief--Pension Pass Through | - | - | - | 112,395.61 |
| -42200-307 Fire Relief--Pension City Share | 10,000 | 10,000 | - | 10,000.00 |
| -42200-313 Marco IT Mgmt & Backup | 5,600 | 5,600 | 916.50 | 5,482.52 |
| -42200-321 Telephone/Cellular Phones | 1,000 | 1,000 | 160.07 | 1,115.23 |
| -42200-331 Travel/Meals/Lodging | 1,000 | 1,000 | 41.02 | 1,821.42 |

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

| | Adopted Budget 2024 | 2/20/2024 Proposed Amended Budget 2024 | YTD Actual 2023 12/31/2024 | YTD Actual 2023 12/31/2023 |
|---|---------------------------|---|----------------------------------|----------------------------------|
| -42200-334 Mileage Reimbursement | 300 | 300 | - | 360.25 |
| -42200-340 Advertising | 750 | 750 | - | 888.83 |
| -42200-360 Insurance | 11,000 | 11,000 | - | 9,295.53 |
| -42200-381 Electric Utilities | 18,000 | 18,000 | - | 14,079.96 |
| -42200-382 Water/Wastewater Utilities | 600 | 600 | 60.04 | 555.12 |
| -42200-383 Gas Utilities | 5,000 | 5,000 | - | 4,787.08 |
| -42200-401 Repairs and Maintenance - Buildings | 2,500 | 2,500 | - | 871.20 |
| -42200-404 Repairs and Maintenance - Equipment/Radios/Pager | 10,000 | 20,000 | 628.00 | 26,522.36 |
| -42200-405 Janitorial | - | - | - | - |
| -42200-430 Miscellaneous | 500 | 500 | - | 50.00 |
| -42200-433 Dues and Subscriptions | 1,700 | 1,700 | 575.00 | 1,273.82 |
| -42200-440 Schools and Meetings | 6,000 | 6,000 | 360.00 | 36.00 |
| -42200-441 Schools and Meetings Grant Funded | - | - | - | 5,940.00 |
| Total Other Services and Charges | 88,950 | 98,950 | 11,408.21 | 212,678.74 |
| Total Fire Department | 456,856 | 466,856 | 42,020.69 | 601,461.68 |
| Emergency Management - #42300 | | | | |
| Supplies | | | | |
| -42300-201 Office Supplies - Accessories | 100 | 100 | - | - |
| -42300-202 Duplicating Supplies and Copy Paper | - | - | - | - |
| -42300-209 Software Updates | - | - | - | - |
| -42300-210 Miscellaneous Operating Supplies | 500 | 500 | - | 500.00 |
| -42300-240 Small Tools & Minor Equip | 7,500 | 7,500 | - | 1,061.52 |
| Total Supplies | 8,100 | 8,100 | 0.00 | 1,561.52 |
| Other Services and Charges | | | | |
| -42300-304 Misc Prof Serv | - | - | - | - |
| -42300-321 Telephone/Cellular Phones | - | - | - | - |
| -42300-331 Travel/Meals/Lodging | 300 | 295 | - | - |
| -42300-340 Advertising | - | - | - | - |
| -42300-433 Dues & Subscriptions | 300 | 305 | 305.00 | 305.00 |
| -42300-440 Schools and Meetings | 500 | 500 | - | 250.00 |
| -42300-441 Grant Funded Schools and Meetings | - | - | - | - |
| -42300-999 Covid 19 | - | - | - | 80.80 |
| -42300-489 Other Contracted Services | 1,500 | 1,500 | 780.00 | 875.00 |
| Total Other Services and Charges | 2,600 | 2,600 | 1,085 | 1,511 |
| Total Emergency Management | 10,700 | 10,700 | 1,085.00 | 3,072.32 |
| Animal Control - #42700 | | | | |
| Supplies | | | | |
| -42700-310 Miscellaneous Operating Supplies | 5,000 | 5,000 | - | 4,800.00 |
| -42700-340 Advertising | - | - | - | - |
| Total Supplies | 5,000.00 | 5,000.00 | - | 4,800.00 |
| Total Animal Control | 5,000 | 5,000 | - | 4,800.00 |
| TOTAL PUBLIC SAFETY | 3,690,411 | 3,700,411 | 332,644.61 | 3,376,504.13 |
| PUBLIC WORKS | | | | |
| Street Maintenance - #43000 | | | | |
| Personal Services | | | | |
| -43001-101 Salaries | 746,515 | 746,515 | 61,045.62 | 725,570.16 |
| -43001-102 Overtime | 5,000 | 5,000 | 500.07 | 6,154.23 |
| -43001-104 Temporary/Seasonal | 59,558 | 59,558 | - | 30,681.69 |
| -43001-105 Temporary/Seasonal Overtime | - | - | - | 24.41 |
| -43001-157 Severance due to retirement | - | - | - | - |
| -43001-110 Hours Worked Holiday | - | - | - | - |
| -43001-111 Overtime Snowplowing | 39,000 | 39,000 | 2,614.97 | 38,474.65 |
| -43001-112 Overtime Mosquito Spraying | 1,000 | 1,000 | - | 391.77 |
| -43001-115 Call-in Pay | - | - | - | 576.27 |
| -43001-121 PERA Employer Share | 61,580 | 61,580 | 4,812.08 | 57,788.94 |
| -43001-122 FICA/Medicare Employer Share/Employee Benefits | 67,367 | 67,367 | 4,764.17 | 59,715.22 |
| -43001-123 Central Pension Contribution | 16,640 | 16,640 | 1,373.08 | 17,192.25 |
| -43001-131 Medical/Dental/Life Employer Share | 158,836 | 158,836 | 44,650.91 | 153,082.21 |
| -43001-132 Longevity | 29,542 | 29,542 | - | - |
| -43001-133 Deductible Contribution | 14,500 | 14,500 | 1,446.27 | 8,308.76 |
| -43001-151 Workers' Compensation Insurance | 105,000 | 105,000 | - | 64,391.07 |
| -43001-154 HRA/Flex Fees | 750 | 750 | 152.76 | 668.66 |
| Total Personal Services | 1,305,288 | 1,305,288 | 121,359.93 | 1,163,020.29 |
| Supplies | | | | |
| -43001-201 Office Supplies - Accessories | 1,500 | 1,500 | - | - |
| -43001-202 Duplicating and Copying Supplies | 200 | 200 | - | - |
| -43001-204 Stationary, Forms and Envelopes | 400 | 400 | - | - |
| -43001-209 Software Updates | 500 | 500 | - | 34.31 |
| -43001-210 Miscellaneous Operating Supplies | 15,000 | 15,000 | 681.59 | 17,827.73 |
| -43001-212 Gasoline/Fuel/Lubricants/Additives | 80,000 | 80,000 | 6,345.79 | 67,852.68 |
| -43001-215 Shop Maintenance Supplies | 1,500 | 1,500 | - | - |
| -43001-219 Snow Removal - Material | 85,000 | 85,000 | 30,932.87 | 77,026.93 |
| -43001-221 Repairs and Maintenance Supplies - Equipment | 85,000 | 85,000 | 9,289.61 | 112,321.37 |
| -43001-224 Repairs and Maintenance - Infrastructure | 15,000 | 15,000 | - | 38,827.17 |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

| | Adopted Budget 2024 | 2/20/2024 Proposed Amended Budget 2024 | YTD Actual 2023 12/31/2024 | YTD Actual 2023 12/31/2023 |
|---|---------------------------|---|----------------------------------|----------------------------------|
| -43001-226 Signs | 20,000 | 20,000 | 442.25 | 6,794.41 |
| -43001-240 Small Tools and Minor Equipment | 12,000 | 12,000 | 476.41 | 11,120.42 |
| Total Supplies | 316,100 | 316,100 | 48,168.52 | 331,805.02 |
| Other Services and Charges | | | | |
| -43001-304 Miscellaneous Professional Services | 3,500 | 3,500 | 142.00 | 3,095.25 |
| -43001-313 Marco IT Mgmt & Backup | 4,500 | 4,500 | 916.50 | 6,244.82 |
| -43001-321 Telephone/Cellular Phones | 6,000 | 6,000 | 80.01 | 4,761.96 |
| -43001-331 Travel/Meals/Lodging | 500 | 500 | - | - |
| -43001-334 Mileage Reimbursement | 200 | 200 | - | - |
| -43001-340 Advertising | 500 | 500 | - | 11.03 |
| -43001-351 Legal Notices/Publications | - | - | - | - |
| -43001-360 Insurance | 20,000 | 20,000 | - | 17,414.41 |
| -43001-381 Electric Utilities | 8,500 | 8,500 | - | 7,949.52 |
| -43001-382 Water/Wastewater Utilities | 3,200 | 3,200 | 408.38 | 3,225.88 |
| -43001-383 Gas Utilities | 20,000 | 20,000 | - | 19,006.55 |
| -43001-384 Refuse Hauling | 2,400 | 2,400 | - | 3,548.15 |
| -43001-386 EV Charging Station | - | - | - | 5,475.50 |
| -43001-401 Repairs and Maint Building & Structures | 2,000 | 2,000 | - | 739.00 |
| -43001-404 Repairs and Maintenance - Vehicles/Equipment | 10,000 | 10,000 | 2,119.90 | 11,522.50 |
| -43001-405 Emergency Mgmt Rep & Maint | 500 | 500 | - | - |
| -43001-406 Painting and Striping | 30,000 | 30,000 | - | 27,652.28 |
| -43001-407 Bridge Repair | 2,000 | 2,000 | - | - |
| -43001-408 Sidewalk Repairs | 8,000 | 8,000 | - | 6,800.00 |
| -43001-413 BNSF Parking Lot Lease | 4,000 | 4,000 | 3,484.74 | 3,383.24 |
| -43001-414 Equipment Rental | 8,000 | 8,000 | 1,400.00 | 6,500.00 |
| -43001-417 Uniform Rental | 8,000 | 8,000 | 1,106.19 | 9,157.00 |
| -43001-430 Miscellaneous | 1,000 | 1,000 | - | - |
| -43001-433 Dues and Subscriptions | 1,000 | 1,000 | 85.00 | 513.39 |
| -43001-440 Schools and Meetings | 1,500 | 1,500 | - | 565.00 |
| -43001-443 City Garden/Flower Oper Exp | 1,000 | 1,000 | - | 404.64 |
| -43001-444 Insect Control | 18,000 | 18,000 | - | 14,077.86 |
| -43001-445 Diseased Tree Program | 20,000 | 20,000 | 4,200.00 | 11,015.25 |
| -43001-446 Weed Control | 5,000 | 5,000 | - | 3,575.87 |
| -43001-447 Downtown Decorations | 15,000 | 15,000 | - | 8,483.27 |
| -43001-451 Township Assessment | - | - | - | - |
| -43001-452 Street Light Replacement & Signal Painting | - | - | - | - |
| -43001-449 Paver Repair | 10,000 | 10,000 | - | - |
| -43001-489 Other Contracted Services | 15,000 | 15,000 | 166.06 | 14,540.18 |
| Total Other Services and Charges | 229,300 | 229,300 | 14,108.78 | 189,662.55 |
| Total Street Maintenance | 1,850,688 | 1,850,688 | 183,637.23 | 1,684,487.86 |
| TOTAL PUBLIC WORKS | 1,850,688 | 1,850,688 | 183,637.23 | 1,684,487.86 |
| PARKS AND RECREATION | | | | |
| Parks and Parks Programming- 45200 | | | | |
| Personal Services | | | | |
| -45200-101 Full-time Salaries | 178,078 | 178,078 | 8,394.73 | -143,736.33 |
| -45200-102 FT Overtime | 2,000 | 2,000 | - | 304.34 |
| -45200-104 Salaries - Temporary/Seasonal | 56,650 | 56,650 | 614.35 | 29,655.85 |
| -45200-105 Overtime - Temporary/Seasonal | - | - | - | - |
| -45200-112 Parks & Rec Commission Stipends | 2,000 | 2,000 | 35.00 | 702.50 |
| -45200-121 PERA (Employer) | 13,876 | 13,876 | 629.60 | 10,778.52 |
| -45200-122 FICA/Medicare Employer Share/Employee Benefits | 17,619 | 17,619 | 674.10 | 12,991.09 |
| -45200-123 Central Pension Contribution | 4,160 | 4,160 | 167.71 | 3,269.32 |
| 1 5200-131 Medical/Dental/Life Employer Share | 41,245 | 41,245 | 6,768.15 | 33,234.44 |
| -45200-132 Longevity | 4,929 | 4,929 | - | - |
| -45200-133 Deductible Contribution | 3,750 | 3,750 | 38.36 | 1,397.19 |
| -45200-151 Workers' Compensation Insurance | 21,869 | 21,869 | - | 13,313.71 |
| -45200-154 HRA/Flex Fees | 200 | 200 | 33.94 | 146.20 |
| Total Personal Services | 346,376 | 346,376 | 17,355.94 | 249,529.49 |
| Supplies | | | | |
| -45200-210 Miscellaneous Operating Supplies | 12,000 | 12,000 | 25.87 | 10,148.87 |
| -45200-212 Gasoline/Fuel/Lubricants/Additives | 20,000 | 20,000 | 1,600.92 | 15,543.14 |
| -45200-221 Repairs and Maintenance Supplies - Equipment | 15,000 | 15,000 | 114.38 | 11,683.79 |
| -45200-223 Repairs and Maintenance Supplies - Buildings | 20,000 | 20,000 | - | 34,984.70 |
| -45200-226 Signs | 1,000 | 1,000 | - | - |
| -45200-227 City Park Light Pole Project | - | - | - | - |
| -45200-228 Adopt A Park Supplies | - | - | - | 505.76 |
| -45200-230 Master Garden Supplies | 1,000 | 1,000 | - | 191.74 |
| -45200-240 Small Tools and Minor Equipment | 5,000 | 5,000 | - | 3,728.62 |
| Total Supplies | 74,000 | 74,000 | 1,741.17 | 76,786.62 |
| Other Services and Charges | | | | |
| -45200-304 Professional Services | 1,000 | 1,000 | - | 1,134.63 |
| -45200-305 Park Contracted Services | 500 | 500 | - | - |
| -45200-306 Park & Rec Comm Activity | - | - | - | - |
| -45200-321 Telephone/Cellular Phones | 1,000 | 1,000 | - | 828.60 |
| -45200-340 Advertising | 200 | 200 | - | - |

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

| | Adopted Budget <u>2024</u> | 2/20/2024 Proposed Amended Budget <u>2024</u> | YTD Actual 2023 12/31/2024 | YTD Actual 2023 12/31/2023 |
|---|----------------------------------|--|----------------------------------|----------------------------------|
| -45200-351 Legal Notices | 200 | 200 | - | 9.95 |
| -45200-360 Insurance | 27,000 | 27,000 | - | 15,752.23 |
| -45200-381 Electric Utilities | 75,000 | 75,000 | - | 77,323.99 |
| -45200-382 Water & Wastewater Utilities | 15,000 | 15,000 | 253.48 | 6,657.86 |
| -45200-383 Gas Utilities | 2,000 | 2,000 | - | 1,166.55 |
| -45200-384 Refuse Hauling | 500 | 500 | - | 526.80 |
| -45200-386 EV Charging Station Power | | | - | - |
| -45200-401 Repairs and Maintenance - Structures | 6,000 | 6,000 | - | 8,834.15 |
| -45200-403 R&M Tennis Court | 10,000 | 10,000 | - | - |
| -45200-415 Equipment Rental | 9,000 | 9,000 | 167.00 | 7,660.45 |
| -45200-417 Rental-Uniforms | 800 | 800 | 114.30 | 967.52 |
| -45200-430 Miscellaneous | | | - | - |
| -45200-440 Schools & Meetings | | | - | - |
| -45200-445 Weed Control and Fertilizer | 20,000 | 20,000 | - | 10,632.78 |
| -45200-488 Library | | | - | - |
| -45200-495 Ski Trail Maintenance Agreement | 5,000 | 5,000 | - | 3,675.00 |
| -45200-496 Arts and Parks Programming | 30,000 | 30,000 | 5,219.95 | 23,927.86 |
| Total Other Services and Charges | 203,200 | 203,200 | 5,754.73 | 165,492.37 |
| Total Parks & Parks Programming | 623,576 | 623,576 | 24,851.84 | 491,808.48 |
| <i>Library - 45400</i> | | | | |
| <i>Supplies</i> | | | | |
| -45400-210 Miscellaneous Operating Supplies | 3,500 | 3,500 | - | 6,066.61 |
| -45400-212 Gasoline/Fuel/Lubricants/Additives | | | - | - |
| -45400-221 Repairs and Maintenance Supplies - Equipment | | | - | - |
| -45400-223 Repairs and Maintenance Supplies - Buildings | 5,000 | 4,000 | - | 1,808.07 |
| -45400-240 Small Tools and Minor Equipment | 1,000 | 2,000 | 1,875.00 | 1,308.05 |
| Total Supplies | 9,500 | 9,500 | 1,875.00 | 9,182.73 |
| <i>Other Services and Charges</i> | | | | |
| -45400-360 Insurance | 11,000 | 11,000 | - | 9,981.42 |
| -45400-381 Electric Utilities | 34,000 | 34,000 | - | 31,773.68 |
| -45400-382 Water & Wastewater Utilities | 2,500 | 2,500 | 200.22 | 3,015.13 |
| -45400-384 Refuse Hauling | 1,500 | 1,500 | - | 1,067.20 |
| -45400-401 Repairs and Maintenance - Structures | 4,000 | 4,000 | - | 2,604.99 |
| -45400-404 Repair & Maint Labor-Camb Libr | 60,000 | 60,000 | 803.64 | 58,261.56 |
| -45400-409 Maint Contract-Bldg & Equip | 5,000 | 5,000 | - | 3,219.20 |
| -45400-383 Gas Utilities | 6,000 | 6,000 | - | 6,786.69 |
| -45400-417 Rental-Uniforms | | | - | - |
| -45400-430 Miscellaneous | 500 | 500 | - | - |
| -45400-440 Schools & Meetings | | | - | - |
| -45400-499 Library Sculpture Grant | | | - | - |
| Total Other Services and Charges | 124,500 | 124,500 | 1,004 | 116,709.87 |
| Total Library | 134,000 | 134,000 | 2,878.86 | 125,892.60 |
| TOTAL PARKS AND RECREATION | 757,576 | 757,576 | 27,731 | 617,701 |
| TOTAL EXPENDITURES | 8,364,935.70 | 8,376,609.70 | 738,438.24 | 7,400,633.07 |
| TRANSFERS OUT | | | | |
| -49300-720 | | | - | 1,136,484.00 |
| Fire Equipment Revolving Fund - #420 | 78,078 | 78,078 | | |
| Transfer to Cap fund 414 Sandquist Park | | | | |
| Transfer to Cap fund 415 Park Improv | 0 | 0 | | |
| Transfer to Cap fund 417 Police | 257,500 | | | |
| Transfer to Cap fund 418 Public Works | 110,428 | 110,428 | | |
| Transfer to Cap fund 419 City Hall | 25,000 | 25,000 | | |
| Transfer for CI Bike / Walk Trail-fund capital | 15,000 | 15,000 | | |
| Transfer to CI Bike/ Walk Trail Oper Fund | 6,660 | 6,660 | | |
| Transfer to Cap fund 425 Library | 5,000 | 5,000 | | |
| Pavement Management Fund - #443 | 297,580 | 297,580 | | |
| Transfer to 205 for Econ Dev. | 150,000 | 150,000 | | |
| Transfer to Airport Operating | 49,324 | 49,324 | | |
| Transfers Out to Airport Cap | | | | |
| TOTAL TRANSFERS OUT | 994,570 | 737,070 | - | 1,136,484.00 |
| TOTAL EXPENDITURES & TRANSFERS OUT | 9,359,506 | 9,113,680 | 738,438.24 | 8,537,117.07 |

Prepared by: Caroline Moe, Director of Finance

Background

As detailed in the attached resolution, we are recommending that a certain 2023 fund transfers be approved at this time.

Council Action Requested

Adopt Resolution R24-012 Approve Inter-Fund Transfers As Presented

Resolution No. R24-012

RESOLUTION AUTHORIZING 2023 INTERFUND TRANSFERS

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the Director of Finance be directed to make the following 2023 Inter-fund Transfers on the City of Cambridge books of record for 2023:

| <u>FROM</u> | <u>TO</u> | <u>AMOUNT</u> | <u>PURPOSE</u> |
|--|----------------------------------|---------------------|--|
| General Fund (#101) | Fire Capital Fund (#420) | \$50,000.00 | Fund Supplemental Capital Request as presented to Council on 2/20/24 |
| Airport Operating Fund (#211) | General Fund (#101) | \$45,883.00 | Reverse transfer previously made to airport operating fund. Transfer from General Fund not needed in 2023. Other revenue sources covered airport expenses in 2023. |
| Downtown Parking Capital Project Fund (#407) | EDA Land Acquisition Fund (#422) | \$5195.42 | Reimburse EDA Land Acquisition Fund for purchase of Woody's lot in downtown Cambridge. |
| | Total | \$101,078.42 | |

This resolution shall become effective immediately upon its passage without publication. Adopted this 20th day of February 2024.

James A. Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator

4G Resolution R24-008 Approve JPA between CPD & MN BCA Regarding MN ICAC February 20, 2024

Prepared by: Todd S. Schuster, Chief of Police

Background:

The Cambridge Police Department and the MN Department of Public Safety, Bureau of Criminal Apprehension, have had this Joint Powers Agreement in place since 2011. The Minnesota Internet Crimes Against Children Task Force is in place to utilize applicable state and federal laws to investigate and prosecute crimes committed against children and the criminal exploitation on children that is committed and/or facilitated by or through the use of computers.

This program utilizes a three-pronged approach of prevention, education and enforcement to combat internet crimes against children. It also provides a mechanism to reimburse the Governmental Unit for equipment, training and expenses (including travel and overtime), which are incurred by law enforcement as a result of these investigations.

Recommendation:

I recommend that you approve Resolution R24-008 and enter into the Joint Powers Agreement between the City of Cambridge Police Department and the MN Dept. of Public Safety, MN Bureau of Criminal Apprehension.

Attachments:

Copy of Resolution R24-008 (to be signed/returned)

Copy of Joint Powers Agreement (to be signed/returned)

RESOLUTION NO. 24-008

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF CAMBRIDGE ON BEHALF OF ITS POLICE DEPARTMENT REGARDING THE MINNESOTA INTERNET CRIMES AGAINST CHILDREN TASK FORCE (ICAC)

WHEREAS, the City of Cambridge on behalf of its Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to utilize applicable state and federal laws to investigate and prosecute crimes committed against children and the criminal exploitation on children that is committed and/or facilitated by of through the use of computers.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Cambridge, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Cambridge on behalf of its Police Department, are hereby approved. A copy of Joint Powers Agreement is attached to this Resolution and made a part of it.
2. That the Chief of Police, Todd S. Schuster, or his successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the state.
3. That James Godfrey, the Mayor for the City of Cambridge, and Evan Vogel, the City Administrator, are authorized to sign the Joint Powers Agreements.

Passed and Adopted by the Council on this 20th day of February, 2024

City of Cambridge

By: James Godfrey, its Mayor

ATTEST: _____

By: Evan Vogel, its City Administrator



STATE OF MINNESOTA

JOINT POWERS AGREEMENT MINNESOTA INTERNET CRIMES AGAINST CHILDREN TASK FORCE

This Joint Powers Agreement ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the "City of Cambridge on behalf of its Police Department at 300 Third Avenue NE Cambridge, MN 55008" ("Governmental Unit").

Recitals

Under Minnesota Statutes, § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. The parties wish to work together to investigate and prosecute crimes committed against children and the criminal exploitation of children that is committed and/or facilitated by or through the use of computers, and to disrupt and dismantle organizations engaging in these activities. The Governmental Unit wants to participate in the Minnesota Internet Crimes Against Children (ICAC) Task Force and be provided reimbursement of the following: equipment, training, and expenses (including travel and overtime) as are incurred by law enforcement as a result of ongoing investigations.

Agreement

1. Term of Agreement

- 1.1 **Effective Date.** This Agreement is effective on the date BCA obtains all required signatures pursuant to Minnesota Statutes, § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** This Agreement expires five years from the date it is effective unless terminated earlier pursuant to clause 12.

2. Purpose

The Governmental Unit and BCA enter into this Agreement to implement a three-pronged approach of prevention, education and enforcement to combat internet crimes against children. This Agreement provides the mechanism to reimburse the Governmental Unit for equipment, training and expenses (including travel and overtime), which are incurred by law enforcement as a result of these investigations.

3. Standards

The Governmental Unit will adhere to the ICAC Program standards identified below.

- 3.1 Investigate activities related to internet crimes and the exploitation of children through the use of computers.
- 3.2 Investigate organizations to disrupt and dismantle crimes committed against children.
- 3.3 Investigators will follow appropriate state and/or federal laws in obtaining arrest warrants, search warrants and civil and criminal forfeitures. Investigators will follow proper legal procedures in securing evidence, including electronic devices.
- 3.4 Investigators will understand and use appropriate legal procedures in the use of informants including documentation of identity, monitoring of activities, and use and recordation of payments.
- 3.5 Investigators will use, as appropriate, the most current investigative technologies and techniques.

- 3.6 Investigators must be licensed Minnesota peace officers.
- 3.7 Investigators will comply with the guidelines of the Department of Justice Internet Crimes Against Children Program Operational and Investigative Standards.

4. Responsibilities of the Governmental Unit and the BCA

4.1 The Governmental Unit will:

- 4.1.1 Assign a Governmental Unit point of contact to act as the liaison between it and the BCA ICAC Project Commander to assist in reimbursement deadlines.
- 4.1.2 Submit an ICAC reimbursement request for pre-approval of funds. This request shall include a description of the item requested for reimbursement and an explanation of how it qualifies under the required criteria in Clauses 3.1 and 3.2 and an operational plan.
- 4.1.3 Conduct investigations in accordance with provisions of the ICAC Operational and Investigative Standards, identified in Clause 3.7 above, and conclude the investigations in a timely manner.
- 4.1.4 Allow BCA to inform participating agencies of potential case connections based on data submitted to BCA through the ICAC Program.
- 4.1.5 Not commingle ICAC funds with any other existing federal or state grant funded overtime or additional local Governmental Unit funding.

4.2 The BCA will:

- 4.2.1 Provide a Senior Special Agent who will serve as the Commander of the Task Force.
- 4.2.2 Review and approve or decline reimbursement requests under clause 4.1.2 within seven (7) business days of the reimbursement request.

- 4.3 Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by a Governmental Unit acting through its employees.

5. Payment

- 5.1 To receive reimbursement for an expense, Governmental Unit must make a request for reimbursement to the BCA Authorized Representative under the required criteria for operational and investigative standards.
- 5.2 To receive approved reimbursement, Governmental Unit must submit an expense form no later than 15 business days after the end of the month during which the expense is incurred.
- 5.3 The BCA will pay the Governmental Unit within thirty (30) calendar days of the submission of the expense form.
- 5.4 In the event Governmental Unit breaches this Agreement, it will not be eligible to receive reimbursement for any expenses.

6. Authorized Representatives

The BCA's Authorized Representative is the following person or his successor:

Name: Bobbi Jo Pazdernik, Commander of MN ICAC
Address: Department of Public Safety; Bureau of Criminal Apprehension
1430 Maryland Street East Saint Paul, MN 55106
Telephone: 651-793-7000
E-mail Address: bobbijo.pazdernik@state.mn.us

The Governmental Unit's Authorized Representative is the following person or his/her successor:

Name: Todd Schuster, Chief of Police
Address: Cambridge Police Department
300 Third Avenue NE Cambridge, MN 55008
Telephone: 763-689-9567
Email Address: tschuster@ci.cambridge.mn.us

If the Governmental Unit's Authorized Representative changes at any time during this Agreement, the Governmental Unit must immediately notify the BCA.

7. Assignment, Amendments, Waiver, and Agreement Complete

- 7.1 Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.
- 7.2 Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 7.3 Waiver.** If the BCA fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 7.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8. Liability

The BCA and the Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes, § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes, §§ 466.01-466.15, and other applicable law.

9. Audits

Under Minnesota Statutes, § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA and/or the State Auditor and/or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

10. Government Data Practices

The Governmental Unit and the BCA must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 and other applicable law, as it applies to all data provided by the BCA under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the State. The State will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

11. Venue

The venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12. Expiration and Termination

- 12.1** Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.
- 12.2** In the event that federal funding is no longer available, the BCA will email the Governmental Unit's Authorized Representative and terminate the Agreement. The termination will be effective two (2) business days after email notification to the Governmental Unit; and the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

13. Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 8, Liability; 9, Audits; 10, Government Data Practices; and 11, Venue.

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. STATE ENCUMBRANCE VERIFICATION
Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT PO Number: 3000085301

3. DEPARTMENT OF PUBLIC SAFETY; BUREAU OF CRIMINAL APPREHENSION

By: _____
(with delegated authority)

Title: Deputy Superintendent, Investigations

Date: _____

2. GOVERNMENTAL UNIT
Governmental Unit certifies that the appropriate person(s) has(have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION
As delegated to the Office of State Procurement

By: _____

Date: _____

4H Approve Temporary Inter-fund Borrowing

February 20, 2024

Written by: Caroline Moe

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

Inter-fund Loan between Fund 205 (EDA Admin Fund) and Funds 294 & 295 (TIF 6-23 and 6-24 Funds)

TIF 6-23 and TIF 6-24 have some expected short-term cash deficits since the TIF flow in these funds is expected to start in future years. Staff is recommending that a temporary inter-fund loans in the amounts listed be approved:

- TIF 6-23 (fund 294) Inter-fund Loan from Fund 205 in the amount of \$ 4,604.50
- TIF 6-24 (fund 295) Inter-fund Loan from Fund 205 in the amount of \$ 5,828.13

Compatibility with Strategic Goals:

Approval of inter-fund loan supports core strategy #5—Foster engaged, informed, and involved citizens and community, specifically related to the strategic objective of build trust with the community by maintaining clean audits, clear communication and transparency. Approval of inter-fund loans are required obtain a clean audit.

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

Prepared by: Marcia Westover, Community Development Director

Background

Robert Roby has been the City of Cambridge's administrative hearing officer since 2014. The administrative hearing officer acts as the neutral presiding officer who conducts appeal hearings. They actively listen to the evidence and arguments of the parties, and issue a final decision. They prepare written findings of facts at the conclusion of the hearing supporting their decision as to whether or not the appeal was granted or denied by applying deductive and inductive reasoning. The written findings of fact are provided to the City and the appellant.

Mr. Roby is interested in continuing his contract with the City of Cambridge for another two-year term. There have been no significant changes to the contract.

Staff did solicit Request for Proposals at the end of 2023. We were hoping to have a roster of (additional) hearing officers to choose from. Only one other interested party reached out and the cost was \$300/hour which was too high to consider.

Fiscal Note:

Compensation is provided to the administrative hearing officer at \$75 per hearing. Hearings that require additional testimony or process time are billed at \$225 per hour. In 2023, the City paid out \$1,300.00 to Mr. Roby for his services. Please note the cost per hearing is the same as his first contract in 2014.

City Council Action:

Motion to approve the agreement as presented and authorize the Mayor and City Administrator to sign the agreement.

Attachments

1. Administrative Hearing Officer Service Provider Agreement

Administrative Hearing Officer Service Provider Agreement

The City of Cambridge and Robert Roby hereby enter into a contract for administrative hearing officer services. The administrative hearing officer will handle administrative citation appeal hearings for administrative citations pursuant to Minnesota Statutes which requires cities to provide a “civil process” for citation appeals and retain a “neutral third party to hear and rule on challenges” to a citation. Under this agreement, these services may be provided to another governmental entity pursuant to a Joint Powers Agreement through the City of Cambridge.

Duties

Act as the neutral presiding officer who conducts the appeal hearing, actively listen to the evidence and arguments of the parties, and issue a final decision. The Administrative Hearing Officer must prepare written findings of facts after the conclusion of the hearing supporting his decision as to whether or not the appeal was granted or denied by applying deductive and inductive reasoning. The written findings of fact must be provided to the City and appellant within five business days of the hearing date.

Hearings must be recorded by and be provided by the entity hosting the hearing location. The proceedings will not be as formal as a court of law, but should be modeled after an administrative law judge proceeding. Other municipal jurisdictions, such as the City of Isanti, may be served under the terms of this agreement.

Compensation

Compensation will be based upon a per citation hearing basis of \$75 per appeal hearing.

The City of Cambridge will try to schedule hearings for one day per month between the hours of 8:00 am – 4:30 pm. Hearing locations will be hosted at that city’s City Hall. The hearing schedule will depend upon the demand for appeal hearings. Hearings will be booked in 20-minute increments for hearings without witnesses other than appellant and scheduled together so that there are not gaps in the hearing schedule whenever possible. Hearings that require additional testimony or process time will be scheduled separately and billed at \$225 per hour. Hearing dates will be negotiated between the governmental entities and the administrative hearing officer so a mutually agreed upon schedule can be developed.

Contract Period

March 1, 2024 to February 28, 2026

Termination

Either the City of Cambridge or the Service Provider may terminate this agreement upon 60 days written notice prior to the effective date of termination of the agreement. The agreement shall

thereafter be deemed terminated as of the effective date specified in said notice, or as of the 60th day following the date said notice is hand delivered or mailed by first class US Mail, postage prepaid from the party electing to terminate the agreement to the other part, whichever of said dates is later.

For the City of Cambridge:

For the Service Provider:

Jim Godfrey, Mayor



Robert Roby

Attest:

Evan C Vogel, City Administrator



2023 Economic Development

Alex Smith

Deputy City Administrator

Highlights

- The responsibility of the Economic Development Department is to help support the economic growth within the City.
- During the year, Alex was out for 3 months on maternity leave. Evan, Monica, Marcia, and Caroline were incredibly helpful in covering some of the responsibilities in that time.
- The Downtown Revitalization and Restoration Program has been receiving positive results.
- Despite the brief struggles within the economy and industry, Cambridge has continued to receive interest from developers and business owners.

Community & Program Involvement

- Discover Downtown
- Economic Development Association of Minnesota (EDAM)
- Career and College Community Collaboration (C4)
- North 65 Chamber of Commerce
- East Central Regional Development Commission (ECRDC)
- Regular meetings with Amanda Usher, Isanti County and Stephanie Hillesheim, City of Isanti
- Minnesota Department of Employment and Economic Development (DEED)
- Isanti County EDA
- Regular meetings with local businesses

New Businesses

New Businesses to Town

- Happy Productions
- Mondo's Pet Depot
- Jayda Belle Boutique
- Thistle & Ivory
- Revel Roots
- Venture North Media
- The Babe Cave
- Scooters Coffee
- Kwik Trip (West side)
- Popeye's
- Heppner Insurance

Expanded/Remodeled Businesses

- Embrace Orthodontics
- Tidal Wave (Star 95 remodel)
- Cambridge Dental Center
- Steve's Tire
- Anoka Ramsey College
- Cambridge Bar and Grill
- PHASE Industries

New Housing

Completed

- Unique Apartments
 - 48 units



Upcoming

- Bridgewell Apartments
 - 65 units, affordable
- The Lodge at Oak Landing
 - 148 units

Updated Housing Study
Underway by Maxfield

Downtown Revitalization and Restoration

2023:

- Wayfinding Study
- Fire Suppression Program
- Update of the Façade Grant
- Purchase of former Woody's Parking Lot

2024:

- Interest Rate Subsidy Program
- Implementing some recommendations from the Wayfinding Study
- Better labeling of public parking
- Marketing the program once “complete”

Program Utilization

Fire Suppression Program:

- Cambridge Bar and Grill
- Thistle & Ivory
- Happy Productions

Façade Grant:

- Cambridge Floral Building
- Chilson's Jewelers
- Cambridge Bar and Grill
- Adam Schorer/Introspect Mental Health

City Center Mall

- Addition of Mondo's Pet Depot and Jayda Belle Boutique
- All mall suites are occupied save for one, which has serious interest
- Average of 2-4 events in the Mall Corridor each month
 - Winter Farmer's Market
 - SAC's events
 - Job fairs
 - Chamber of Commerce events
 - Sports cards and collectables
 - Snowflake parade

Tax Increment Financing

TIF District 6-23

Cambridge Family Apartments aka Bridgewell Apartments

- 65-unit, 3 story housing project
- 100% low income family housing
- Opening in 2024

TIF District 6-25

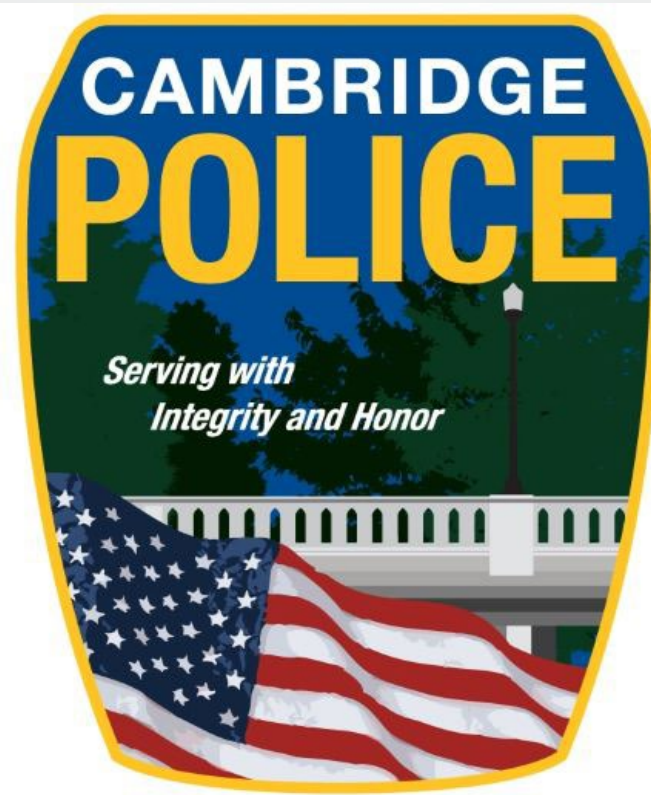
Strong Oak Apartments aka The Lodge at Oak Landing

- 148 unit apartment complex
- Opening in 2024
- \$28,800,000+ project

What to Expect in 2024

- Further recommendations for and implementation of the Downtown Revitalization program.
- Increased efforts in marketing city owned spaces, the Cambridge Opportunity Industrial Park, and the community as a whole for residents, developers, and new business.
- Completion of two TIF workforce housing projects that will add up to 300 new units.
- Continued collaboration with the community in and around Cambridge.
- Receiving results of the Housing Study by Maxfield

ANNUAL REPORT



CALENDAR YEAR 2023
Chief of Police – Todd S. Schuster



Table of Contents

1. Introduction
2. 2023 Highlights
3. Community Policing Initiatives
4. Statistics
5. Looking Forward to 2024

INTRODUCTION - STAFFING

- **Administrative**

- Chief of Police
- Deputy Chief of Police

- **Patrol Division**

- 2 Sergeants
- 8 Full Time Patrol Officers (2 current openings – 1 due to a prior retirement and 1 is (still) a newly created position. 1 more is anticipated due to an internal assignment from officer to Detective)
- 2 Part Time Patrol Officers

- **Investigative/Special Services:**

- 1 Criminal Detective
- 2 School Resource Officers

- **Support Personnel:**

- 1 Police Administrative Assistant
- 1 Police Permit Technician

INTRODUCTION – PATROL COVERAGE

- The Cambridge Police Department is staffed 24 hours per day 365 days per year, providing proactive policing patrols and response to calls. To accommodate this, we operate:
 -
 - Two 12-hour Patrol shifts per day
 - Two Officers are scheduled from 6:00 am to 6:00 pm
 - Two Officers work 6:00 pm to 6:00 am.
 - Once we are fully staffed, the plan is to have 2 officers work opposite days and overlap the day and night shifts.
 -
 - Both Sergeants work night shifts and are assigned to one of the rotations.
 -
 - Our department strives to maintain two officers on duty at all times. However, due to accrued vacation, sick leave, training and court time, we may have only one Officer on duty periodically. Part-Time Police Officers help reduce the number of times this occurs.

2023 HIGHLIGHTS

- 2023 brought the retirements of 3 officers, Jesse Peck, Jason Harvey and Jenni Caulk. I also announced my retirement effective June, 2024.
- With the departures, it created an opportunity to hire some new employees. We were able to hire Officer Tyler Johnson and Derek Gregorich, both of whom successfully completed Field Training and are now on solo patrol.
- We ramped up our officer wellness partnership with Blue Peak in 2023. All officers were required to participate in an in-person “check-up from the neck up”. In addition, Blue Peak is on site quarterly for officers to talk to in-person if they wish. There are also monthly online meetings for myself and Deputy Chief Machin.

2023 HIGHLIGHTS continued

- 2023 brought us the need to purchase a lot of new equipment.
- Due to new FBI and BCA mandates, we needed to buy new portable and mobile radios that are dual-encryption enabled.
- Due to new state legislation, all officers are now required to carry Naloxone, commonly known as NARCAN. NARCAN is an opioid antagonist or a medication that can reverse the effects of an opioid overdose.
- Thanks to a very generous donor, a grant that is administered through the University of Minnesota allowed us to get new AED's for all of our squad cars for no cost to the city!
- We also updated our duty weapons that are now equipped with optics. We recently were trained with these and accuracy was increased across the board.

2023 Community Policing Initiatives

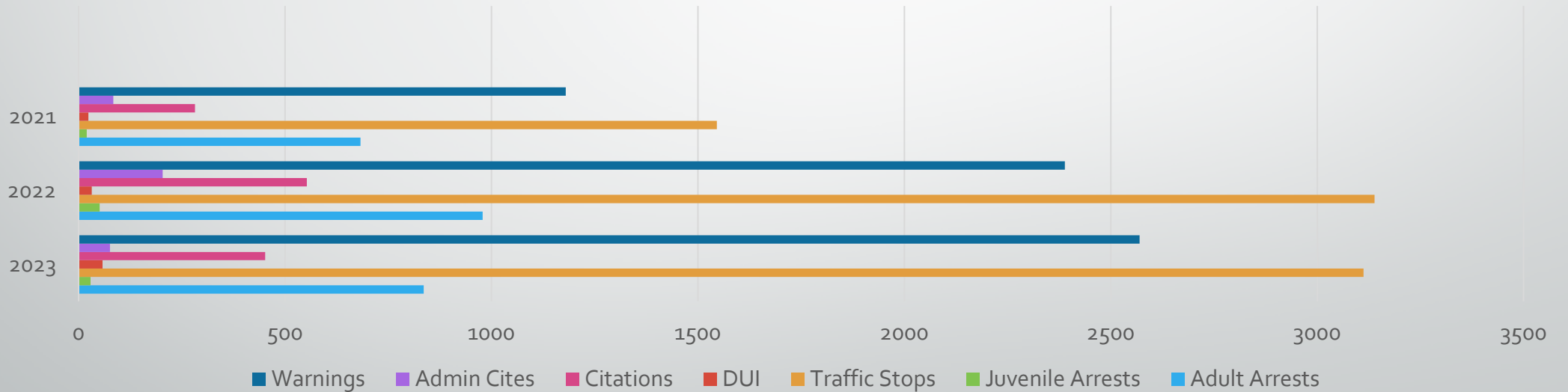
- In addition to the business checks that occur every day, Officers participated in the following events (Not an all-inclusive list):
- National Night Out
- Downtown Customer Appreciation
- Snowflake Parade
- Coffee w/a Cop – Hosted by McDonalds
- Shop w/a Cop

2023 Statistics

| CATEGORY | 2022 | 2023 |
|-----------------------------|--------|--------|
| Total ICR's Created | 23,066 | 23,705 |
| Adult Arrests | 979 | 836 |
| Juvenile Arrests | 51 | 29 |
| Business / Security Checks | 10,602 | 11,801 |
| Community Policing Details | 1,744 | 1,510 |
| Permit to Purchase Gun Apps | 94 | 72 |
| Traffic Stops | 3,139 | 3,112 |

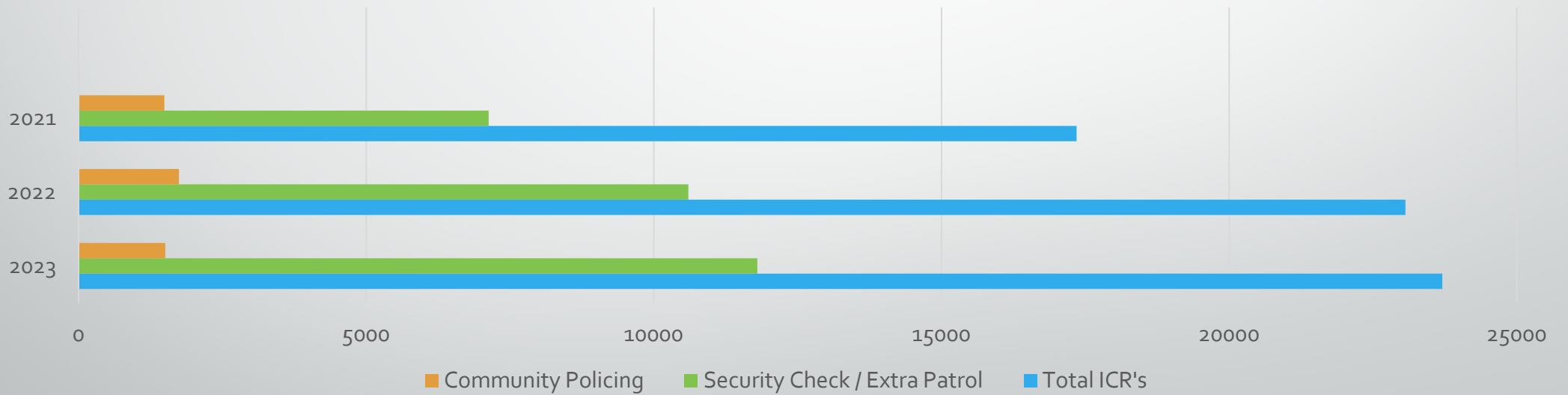
2023 Statistics - continued

TRAFFIC and ARREST STATISTICS



2023 Statistics - continued

PROACTIVE POLICING



Looking Ahead to 2024

- With my retirement from law enforcement set for June 3, 2024, the city has been proactive in getting the future administration in place. Deputy Chief Shawn Machin will take over as Chief of Police and Detective Tanner Hagen will take over as the Deputy Chief of Police. You are in good hands!
- Officer Peter Erickson has been named the Isanti County Law Enforcement Association Officer of the Year for 2023. The annual banquet will take place on February 29th where he will accept the award. He won this award for his dedication to removing intoxicated drivers from our roadways. I also nominated him for a “DWI All Star” through the MN DPS. We have to wait until next month to see if he wins this award as well.
- We are currently sending 2 potential candidates through the background investigation process to determine if they are suitable to continue in the pre-employment process to fill open positions.
- Finally, the entire county is supposed to be online with Oracle, who is providing the new CAD / RMS / Mobile / Jail software.

Background:

On September 18, 2023, the City Council heard a presentation from Assistant Public Works Director Lucas Milz regarding ongoing problems with membership for the Airport Commission. After some discussion Lucas asked if the council would be comfortable dissolving the airport commission and replacing it with an annual meeting where all hangar owners would be invited to attend.

Council signaled in that meeting that it was in favor of this change. Ordinance 783 is a delete-all ordinance that will dissolve the airport commission.

Council Action:

Approve Ordinance 783, along with summary publication, dissolving the airport commission.

ORDINANCE 783

TITLE III ADMINISTRATION, CHAPTER 32.6 AIRPORT ADVISORY COMMISSION, DELETING ALL SECTIONS

The Cambridge City Council hereby amends and adds the following language in Title III Administration, Chapter 32.6: Airport Advisory Commission

~~**AIRPORT ADVISORY COMMISSION**~~

~~**§ 32.60 ESTABLISHMENT**~~

~~There is hereby established an Airport Advisory Commission, hereinafter referred to as the “Commission”.~~

~~**§ 32.61 COMPOSITION**~~

~~(A) — Membership.~~

~~———— (1) — The Commission shall consist of members appointed by the City Council and a City Council representative for a total of seven members. The Council may also appoint an ex-officio member at their discretion. The ex-officio member is a non-voting member and is not counted in the total board members or counted for a quorum.~~

~~———— (2) — Members other than the City Council shall be appointed from among persons in a position to represent the general aviation interest. One member may reside outside the City limits of the Cambridge, but shall be within Isanti County. No person shall be appointed with private or personal interests likely to conflict with the general public interest.~~

~~(B) — Terms. Terms of office for members, other than the City Council representative, shall be for three years. The City Council representative shall be appointed annually by the Council with eligibility for reappointment. A member may not serve more than nine consecutive years. After a member has served for nine consecutive years, they would not be eligible for appointment to the Airport Advisory Commission for a period of one year.~~

~~(C) — Removal from office; vacancies.~~

~~———— (1) — Members of the Commission shall serve at the will of the City Council and any member of the Commission may be removed from office by majority vote of the City Council.~~

~~———— (2) — In addition, any member absent from three consecutive regular meetings shall be deemed to have forfeited their seat upon declaration of the Mayor, and a vacancy shall exist without formal removal proceedings.~~

~~———— (3) — It shall be the duty of the chairman of the Commission to notify the City Council promptly of any vacancies occurring in membership, and the City Council shall fill such vacancies within 60 days from notification for the unexpired term of the original appointment.~~

~~**§ 32.62 ORGANIZATION**~~

~~(A) — Officers. The Commission shall elect a chairperson and vice chairperson from among its members. It shall provide itself with a secretary, either by election from among its members or by appointment of an employee of the city who is not a member of the Commission and shall not be entitled to vote. Officer terms shall be for one year, with eligibility for re-election.~~

~~(B) — Rules. The Commission shall be governed and operate pursuant to the City Council & Commissions Code of Conduct and Council Bylaws as adopted by the City Council. The staff liaison assigned to the Commission by the City Administrator shall keep a record of attendance at its meetings and of resolutions, findings and determinations showing the vote of each member on each question requiring a vote, or if absent or abstaining from voting, indicating such fact. The records of the Commission shall be a public record.~~

~~(C) — Meetings. The Commission shall hold at least two meetings per year. Special meetings may be called by the City Council representative to the Commission. Notice of the time and place of a special meeting shall be communicated to the members and publicly noticed at least three days prior to the meeting except in the event of emergency. All Commission meetings shall be open to the public. All meetings must comply with the Open Meeting Law.~~

~~(D) — Advisors. The Public Works Director, Assistant Public Works Director (Airport Manager), City Engineer, consulting engineers, and the Director of the Community Development Department shall serve as advisors to the Commission.~~

~~§ 32.63 DUTIES AND POWERS~~

~~(A) — The Commission shall:~~

~~(1) Develop, review, and update the Cambridge Municipal Airport layout plan as requested by the Airport Manager.~~

~~(2) Work with the Community Development Director as requested to promote the public interest and understanding of the Airport Zoning and physical development of the Municipal Airport.~~

~~(3) Provide information to the Airport Manager for sharing with the Minnesota Department of Aeronautics and with Federal Aviation Administration in the development, maintenance and operation of the Cambridge Municipal Airport and with all other Federal and State authorities. Attend meetings as requested by the Airport Manager.~~

~~(4) Work with the Airport Manager to develop and submit to the City Council for adoption policies pertaining to the general management of the Airport and the use of Airport facilities, and to recommend various fees and rates for the use of the Airport facilities.~~

~~(B) — Powers. The Commission is an advisory commission to the City Council. The Commission shall have no powers to acquire or lease land, employ personnel, enter into contracts or leases, seek requests for proposals, seek requests for bids, or any similar powers.~~

~~§ 32.64 APPROPRIATIONS AND EXPENSES~~

~~(A) — The Commission shall make recommendations to the City Council for the airport’s master plan and capital improvement plan. The City Council will set the Airport’s operational and capital budget as it may see fit and will collect fees, hangar rentals, or other expenses necessary to conduct the airport’s operation.~~

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 20th day of February, 2024.

James A. Godfrey, Mayor

ATTEST:

Evan C. Vogel, City Administrator

Date of Publication: February 29, 2024

Summary Publication

Ordinance 783 amended Title III Administration, Chapter 32.6 Airport Advisory Commission to delete this section and dissolve the commission. A complete copy of the ordinance is available at City Hall, 300 3rd Avenue NE, Cambridge for inspection.

ATTEST:

Evan C. Vogel
City Administrator

7A Approve SEH Design Contract for the Reconstruction of Apron at the Cambridge Airport

2/20/2024

Prepared by: Lucas Milz, Airport Manager

Background: In 2024 the Cambridge Airport has another construction project planned. After completion of the taxiway and runway work over the last few years we can now begin work on the supporting areas of pavement. The first step in completion of this work is the approval of the construction contract with SEH. The contract is to complete the design work, plans and specs, and bidding. The estimate for this work is \$40,800.

This project is the reconstruction of the north half of the tiedown area and pavement around the fuel pump. This project includes reconfiguration of the airplane tiedowns, new pavement and new pavement striping. This project was included in the 2018 update of the Airport Layout Plan and is included in the Airport CIP.

Fiscal Note: The engineers estimate to complete the apron reconstruction project (Construction, Engineering, and Administrative costs) is \$450,000. The airport is responsible for 5% or \$22,500.

Strategic Plan Connection: #2 Deliver Exceptional Public Service

Recommendation: Approve the Contract between the City of Cambridge and SEH for Design work of the north apron at the Cambridge Airport.

Attachments: 2024 Apron Reconstruction contract with SEH

ARCHITECT/ENGINEER AGREEMENT
Between

City of Cambridge, MN

(OWNER)

And

Short Elliott Hendrickson Inc.

(CONSULTANT)

For

PROFESSIONAL SERVICES

THIS AGREEMENT made and entered into this ___ day of _____, 2024, by and between the City of Cambridge, hereinafter referred to as the OWNER, and Short Elliott Hendrickson Inc.® (SEH), with a regular place of business at 3535 Vadnais Center Drive, St. Paul, Minnesota 55110, hereinafter referred to as the CONSULTANT.

WITNESSETH:

That the OWNER and CONSULTANT, for the consideration hereinafter named, agree as follows:

ARTICLE 1. GENERAL DESCRIPTION OF WORK TO BE DONE

The OWNER agrees to and hereby does retain and employ CONSULTANT and CONSULTANT agrees to perform Architectural, Engineering and/or other Professional Services for the project at the Cambridge Municipal Airport, entitled:

2024 North Apron Reconstruction

hereinafter referred to as the Project.

The Project and those services to be performed hereunder are more particularly described in ATTACHMENT A, a part hereof, and may be financed in part by grant-in-aid programs of the Minnesota Department of Transportation (Mn/DOT), Office of Aeronautics, and/or the Federal Aviation Administration (FAA) as described in Article 14.

ARTICLE 2. PERIOD OF SERVICE

Compensation for CONSULTANT'S services as provided elsewhere in this Agreement has been agreed to in anticipation of an orderly and continuous progress of CONSULTANT'S services through completion. In this regard, if the services covered by this Agreement have not been completed within 24 months of the date hereof, through no fault of CONSULTANT, any lump sum or maximum payment amounts shall be equitably adjusted.

ARTICLE 3. COMPENSATION TO CONSULTANT

A. Compensation to CONSULTANT for services described in this Agreement shall be on a Lump Sum basis, Cost Reimbursement Plus Fixed Fee basis and/or an Hourly Rate basis, as designated in the box below, and in ATTACHMENT B and as hereinafter described.

1. A Lump Sum method of payment for CONSULTANT'S services shall typically apply to all or parts of a work scope here CONSULTANT'S tasks can be readily defined and/or where the level of effort required to accomplish such tasks can be estimated with a reasonable degree of accuracy. The OWNER shall make monthly payments to CONSULTANT within 30 calendar days of date of invoice based on an estimated percentage of completion of CONSULTANT'S services.

Reimbursement for Direct Expenses incurred in the performance of the work shall be included in the Lump Sum amount, unless otherwise set forth in ATTACHMENT B.

2. A Cost Reimbursement Plus Fixed Fee method of payment for CONSULTANT'S services shall typically apply to all or parts of work scope where CONSULTANT'S tasks cannot be readily defined and/or where the level of effort required to accomplish such tasks cannot be established with any reasonable degree of accuracy. Under a Cost Reimbursement Plus Fixed Fee method of payment, the CONSULTANT shall be paid for the actual costs of providing required services plus a fixed fee payment as defined in FAA Advisory Circular 150/5100-14E, dated September 30, 2014, and as further defined as follows:

- a. Direct Salary Costs incurred by CONSULTANT for employee's time directly chargeable to the Project, and in accordance with the CONSULTANT'S SALARY SCHEDULE included in ATTACHMENT B. Periodic revisions to the schedule may be made and any such revisions shall be submitted by CONSULTANT to the OWNER for approval.
- b. Overhead Costs including overhead on direct labor including, but not limited to, employment taxes, fringe benefits, holidays, vacation, and sick leave and all allowable general and administrative overhead costs. Overhead Costs shall be calculated as a percentage of Direct Salary Costs, with such percentage based on CONSULTANT'S audited records. The Overhead Rate to be applied to this Agreement and any special provisions relating thereto shall be set forth in ATTACHMENT B.
- c. Direct Non-Salary Expenses incurred by CONSULTANT for costs directly chargeable to the project, including but not limited to:

- 1) Travel and subsistence.

- 2) Computer services.
- 3) Outside professional and technical services.
- 4) Identifiable reproduction and reprographic charges.
- 5) Expendable field supplies and special field equipment rental.
- 6) Other acceptable costs for such additional items and services as may be required by the OWNER to fulfill the terms of this Agreement.

- d. Fixed Fee. In addition to the above reimbursement of costs, CONSULTANT shall be paid a fixed fee in the amount set forth in Attachment B. It is agreed that the fixed fee will be subject to adjustment in case of a work scope change, abandonment of the work prior to completion, or deletion of specific tasks.

The OWNER shall make monthly payments to CONSULTANT within 30 calendar days of date of invoice based on computations made in accordance with the above charges for services provided and expenses incurred to date, including a proportionate amount of the fixed fee. Invoices shall be accompanied by supporting evidence as required.

3. If no Federal funds are involved in this Agreement, an Hourly Rate method of payment for CONSULTANT'S services may be utilized as an alternative to the Lump Sum or Cost Reimbursement Plus Fixed Fee methods. Under an Hourly Rate method of payment, CONSULTANT shall be paid for the actual hours worked on the Project by CONSULTANT'S technical personnel times an hourly billing rate established for each employee. Hourly billing rates shall include compensation for all salary costs, payroll burden, general and administrative overhead and professional fee. A rate schedule shall be furnished by CONSULTANT to OWNER upon request.

In addition to the foregoing, CONSULTANT shall be reimbursed at cost for the following Direct Expenses when incurred in the performance of the work:

- a. Travel and subsistence.
- b. Computer services.
- c. Owner approved outside professional and technical services.
- d. Identifiable reproduction and reprographic charges.
- e. Expendable field supplies and special field equipment rental.
- f. Other acceptable costs for such additional items and services as may be required by the Owner to fulfill the terms of this Agreement.

The OWNER shall make monthly payments to CONSULTANT within 30 calendar days of date of invoice based on computations made in accordance with the above charges for services provided and expenses incurred to date, accompanied by support evidence as required.

- B. The OWNER, The Mn/DOT, Office of Aeronautics, the FAA, or their authorized representatives shall have access to CONSULTANT'S records for the purpose of accounting and audit. The CONSULTANT shall maintain all records relative to this Agreement for a period of not less than three years, subsequent to the OWNER'S final payment to CONSULTANT and until the project is financially closed-out by the FAA.

ARTICLE 4. EXTRA WORK AND SERVICES NOT INCLUDED IN THIS CONTRACT

If CONSULTANT is of the opinion that any services it has been directed to perform is beyond the Scope of this Agreement, or that the level of effort required significantly exceeds that estimated due to changed conditions and thereby constitutes extra work, it shall promptly notify the OWNER of that fact. Extra work, additional compensation for same, and extension of time for completion shall be covered by a Supplemental Agreement entered into by both parties and approved by Mn/DOT and FAA, prior to proceeding with any extra work or related expenditures.

ARTICLE 5. ABANDONMENT, CHANGE OF PLAN AND TERMINATION

Either Party has the right to terminate this Agreement upon seven calendar days' written notice. In addition, the OWNER may at any time, reduce the scope of this Agreement. Such reduction in scope shall be set forth in a written notice from the OWNER to CONSULTANT. In the event of unresolved dispute over change in scope or changed conditions, this Agreement may also be terminated, upon seven calendar days' written notice as provided above.

In the event of termination, all documents finished or unfinished, prepared by CONSULTANT under this Agreement shall be made available by CONSULTANT to the OWNER pursuant to Article 7, and there shall be no further obligation of the OWNER to CONSULTANT under this Agreement, except for payment of amounts due and owing for work performed and expenses incurred to the date and time of termination, computed in accordance with Article 3.

In the event of a reduction in scope of the Project work, CONSULTANT shall be paid for the work performed and expenses incurred on the project work thus reduced and for any completed and abandoned work for which payment has not been made, computed in accordance with Article 3.

ARTICLE 6. DISPUTE RESOLUTION

In the event of an irreconcilable dispute under this Agreement, which is not resolvable through informal means, the parties may, upon written agreement, submit to the resolution process set out in this provision. Once the parties have agreed to the resolution process, each party shall have seven (7) calendar days to designate one representative, who shall have authority to act on this Agreement. If either party fails within that time to inform the other party in writing of its designation, the other party is free to pursue all other legal and equitable remedies. Within ten (10) calendar days of designation of the representative, the representatives shall meet and shall entertain such presentation of testimony and other evidence as the CONSULTANT and the OWNER may wish to present with respect to the dispute. Within seven (7) calendar days after the close of such presentation, the representative shall resolve the dispute or either party is free to pursue all other legal and equitable remedies. When the representatives resolve the dispute, their decision shall be final and conclusive. Should the representatives be unable to agree on a resolution of the dispute, then the parties are free to pursue all other legal and equitable remedies. Each party's costs for the dispute resolution shall be borne by the respective party.

If the parties do not agree in writing to the resolution process set out above, either party is entitled to pursue any other legal or equitable remedies available.

ARTICLE 7. DISPOSITION OF PLANS, REPORTS, AND OTHER DATA

At the time of completion or termination of the work, CONSULTANT shall make available to the OWNER, all maps, tracings, reports, resource materials and other documents pertaining to the work or to the Project. All such documents are not intended or represented to be suitable for reuse by the OWNER or others on extension of the Project or any other project. Any reuse without written verification or adaptation by CONSULTANT for the specific purpose intended will be at OWNER'S sole risk and without liability or legal exposure to CONSULTANT. In this regard, the OWNER will indemnify and hold harmless CONSULTANT from any and all suits or claims of third parties arising out of such reuse, which is not specifically verified, adapted or authorized by CONSULTANT.

ARTICLE 8. DOCUMENTS FORMING THE CONTRACT

The contract documents shall be deemed to include this Agreement with all accompanying attachments of part hereof.

ARTICLE 9. OWNER'S RESPONSIBILITY

- A. To permit CONSULTANT to perform the services required hereunder, the OWNER shall supply in proper time and sequence, the following at no expense to CONSULTANT.
1. Provide all necessary information regarding its requirements as necessary for orderly progress of the work.
 2. Designate in writing, a person to act as OWNER'S representative with respect to the services to be rendered under this Agreement. Such person shall have authority to transmit instructions, receive instructions, receive information, interpret, and define OWNER'S policies with respect to CONSULTANT'S services.
 3. Furnish, as required for performance of CONSULTANT'S services (except to the extent provided otherwise in ATTACHMENT A), data prepared by or services of others, including without limitation, core borings, probings and subsurface explorations, hydrographic and geohydrologic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; and other special data not covered in ATTACHMENT A.
 4. Provide access to, and make all provisions for CONSULTANT to enter upon publicly- and privately-owned property as required to perform the work.
 5. Act as liaison with other agencies to carry out necessary coordination and negotiations; furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
 6. Examine all reports, sketches, drawings, specifications and other documents prepared and presented by CONSULTANT, obtain advice of an attorney, insurance counselor or others as OWNER deems necessary for such examination and render in writing, decisions pertaining thereto within a reasonable time so as not to delay the services of CONSULTANT.

7. Give prompt written notice to CONSULTANT whenever OWNER observes or otherwise becomes aware of any development that affects the scope or timing of CONSULTANT'S services or any defect in the work of Construction Contractor(s), Consultants or CONSULTANT.
8. Initiate action, where appropriate, to identify and investigate the nature and extent of asbestos and/or pollutant in the Project and to abate and/or remove the same as may be required by federal, state or local statute, ordinance, code, rule, or regulation now existing or hereinafter enacted or amended. For purposes of these General Provisions, "pollution" shall mean any solid, liquid, gaseous, or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Hazardous or toxic waste means any substance, waste, pollutant or contaminant now or hereinafter included within such terms under any federal, state or local statute, ordinance, code, rule or regulation now existing or hereinafter enacted or amended.

If CONSULTANT encounters, or reasonably suspects that it has encountered, asbestos, or pollution, including soil contamination in the project area, CONSULTANT shall cease activity in said area and promptly notify the OWNER who shall proceed as set forth above. Unless otherwise specifically provided in ATTACHMENT A, the services to be provided by CONSULTANT do not include identification of asbestos or pollution, including soil contamination and CONSULTANT has no duty to identify or attempt to identify the same in the project area.

9. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as OWNER may require or CONSULTANT may reasonably request with regard to legal issues pertaining to the Project and such auditing services as OWNER may require to ascertain how or for what purpose any Contractor has used the monies paid under the construction contract.
 10. Provide such inspection services (except to the extent provided otherwise in ATTACHMENT A) as OWNER may require to ascertain that Contractor (s) are complying with any law, rule, regulation, ordinance, code or order applicable to their furnishing and performing the work.
 11. Provide "record" drawings and specifications for all existing physical plants or facilities which are pertinent to the Project.
 12. Provide written notice to CONSULTANT when the project has been financially closed-out by FAA.
 13. Provide other services, materials, or data as may be set forth in ATTACHMENT A.
- B. CONSULTANT shall be entitled to rely on the accuracy and completeness of information or services furnished by the OWNER. If CONSULTANT finds that any information or services furnished by the OWNER is in error or is inadequate for its purpose, CONSULTANT shall promptly notify the OWNER.

ARTICLE 10. OPINIONS OF COST

Opinions of probable project cost, construction cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and

maintenance costs provided for in ATTACHMENT A, a part hereof, are to be made on the basis of CONSULTANT'S experience and qualifications and represent CONSULTANT'S best judgement as an experienced and qualified design professional. It is recognized, however, that CONSULTANT does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or contractor's methods of determining their prices, and that any evaluation of any facility to be constructed or reacquired, or work to be performed on the basis of CONSULTANT'S cost opinions, must of necessity, be speculative until completion of construction or acquisition. Accordingly, CONSULTANT cannot and does not guarantee that proposals, bids, or actual costs will not substantially vary from opinions, evaluations or studies submitted by CONSULTANT to OWNER hereunder.

ARTICLE 11. CONSTRUCTION PHASE SERVICES

OWNER acknowledges that it is customary for the architect or engineer who is responsible for the preparation and furnishing of Drawings and Specifications and other construction-related documents to be employed to provide professional services during the Bidding and Construction Phases of the Project, (1) to interpret and clarify the documentation so furnished and to modify the same as circumstances revealed during bidding and construction may dictate, (2) in connection with acceptance of substitute or equal items of materials and equipment proposed by bidders and contractor(s), (3) in connection with approval of shop drawings and same submittals, and (4) as a result of and in response to CONSULTANT'S detecting in advance of performance of affected work inconsistencies or irregularities in such documentation. OWNER agrees that if CONSULTANT is not employed to provide such professional services during the Bidding (if the work is put out for bids) and the Construction Phases of the Project, CONSULTANT will not be responsible for, and OWNER shall indemnify and hold CONSULTANT (and CONSULTANT'S professional associates and consultants) harmless from, all claims, damages, losses and expenses including attorneys' fees arising out of, or resulting from, any interpretation, clarification, substitution acceptance, shop drawing or sample approval or modification of such documentation issued or carried out by OWNER or others. Nothing contained in this paragraph shall be construed to release CONSULTANT (or CONSULTANT'S professional associates or consultants) from liability for failure to perform in accordance with professional standards any duty or responsibility which CONSULTANT has undertaken or assumed under this Agreement.

ARTICLE 12. INSURANCE

CONSULTANT shall procure and maintain insurance for protection from claims against it under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims for damages against it because of injury to or destruction of property including loss of use resulting therefrom.

Also, CONSULTANT shall procure and maintain professional liability insurance for protection from claims arising out of performance of professional services caused by any negligent act, error, or omission for which CONSULTANT is legally liable. However, CONSULTANT hereby states and the OWNER acknowledges, that CONSULTANT has no professional liability (errors and omissions) or other insurance, and is unable to reasonably obtain such insurance, for claims arising out of the performance or failure to perform professional services, including but not limited to the preparation of reports, designs, drawings and specifications, related to the investigation, detection, abatement, replacement, modification, removal or disposal of (1) pollutants or of (2) products, materials or processes containing asbestos. Pollutants herein under (1) above meaning any solid, liquid, gaseous, or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Accordingly, the OWNER hereby agrees to bring no claim for non-negligent services, breach of contract, or other cause of action against CONSULTANT, its

principals, employees, agents and consultants if such claim in any way arises out of the actual, alleged or threatened discharge, dispersal, release or escape of pollutants, or the investigation of or remedial work related to such pollutants or asbestos in the project. Certificates of insurance will be provided to the OWNER upon request.

ARTICLE 13. INDEPENDENT CONTRACTOR

The CONSULTANT in performance of work hereunder operates as an independent contractor and covenants and agrees that it will conduct itself consistent with such status, that is will neither hold itself out as nor claim to be an officer or employee of the OWNER by reason hereof, and that it will not by reason hereby, make any claim, demand or shall it apply for any right or privilege applicable to an officer or employee of the OWNER, including, but not limited to, worker's compensation coverage, unemployment insurance benefits, social security coverage or retirement membership or credit.

ARTICLE 14. FEDERAL AND STATE PARTICIPATION

Work performed under this Agreement may be financed in part by State and Federal funds. However, payments to CONSULTANT will be made by the OWNER.

The State of Minnesota and the United States are not parties to this Contract and no reference herein to the Mn/DOT, Office of Aeronautics, and to the FAA or any representatives thereof makes the State of Minnesota or the United States a party to the Contract.

ARTICLE 15. COVENANT AGAINST CONTINGENT FEES

The CONSULTANT warrants that no person or legal entity has been employed or retained to solicit or secure this contract upon an Agreement or understanding for a commission, percentage, brokerage, or contingent fee excepting bona-fide employees or bona-fide established commercial or selling agencies maintained by CONSULTANT for the purpose of securing business. For breach or violation of this warranty, the OWNER shall have the right to annul this Agreement without liability or in its discretion to deduct from payment to CONSULTANT the full amount of each commission, percentages, brokerage, or contingent fee.

ARTICLE 16. FEDERAL CONTRACT CLAUSES

If this Agreement is to be financed in part by Federal funds, certain federally-required, contract clauses must be incorporated. These federally-required, contract clauses, included as ATTACHMENT C, are hereby incorporated herein and made a part of this Agreement. The ATTACHMENT C incorporated is for Non-Construction Contract of (check as appropriate):

- \$10,000 or less
- \$10,001 to \$25,000
- \$25,001 to \$100,000 or
- \$100,001 and over

The term "contractor" as used in said ATTACHMENT is understood to mean CONSULTANT.

ARTICLE 17. ASSIGNMENT

This Agreement, being intended to secure the personal service of the individuals employed by and through whom CONSULTANT performs work hereunder, shall not be assigned, sublet or transferred without written consent of the OWNER.

ARTICLE 18. NOTICES

All notices required by law or by this Agreement to be given to the CONSULTANT must be written and may be given personally or by depositing the same in the United States mail, postage prepaid, and addressed to CONSULTANT at such premises and at the following address:

Short Elliott Hendrickson Inc.
3535 Vadnais Center Drive
St. Paul, Minnesota 55110

All notices required or permitted to be given to the OWNER hereunder shall be given by United States mail, postage prepaid, and addressed to:

City of Cambridge
c/o City Administrator
300 Third Ave NE
Cambridge, MN 55008

Notice shall be deemed given as of the date said notice is deposited in the mail or personally delivered.

The parties must notify each other promptly in the event of a change in name or address.

ARTICLE 19. CONTROLLING LAW

This Agreement is to be governed by the laws of the State of Minnesota.

ARTICLE 20. SPECIAL CONDITIONS

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

City of Cambridge

OWNER

Short Elliott Hendrickson Inc.

CONSULTANT

By _____

By _____

Attest _____

Attachments: A, B, C

ATTACHMENT A
Cambridge Municipal Airport (CBG)
2024 North Apron Reconstruction
Scope of Work

(Engineer’s Design Report, Final Design, Plans and Specifications, and Bidding)

PROJECT SCOPE:

This project will consist of the reconstruction of the north portion of the apron at the Cambridge Municipal Airport, as seen in the figure below. The latest PCI inspection for this pavement (2020) indicated an average PCI of 65, and with a forecasted average drop in PCI of 2.3 per year, this number will be around 55 in 2024. The proposed project would consist of removing the existing asphalt pavement, removing non-suitable aggregate base material, evaluating & repairing subsurface failure, making necessary grade adjustments, and repaving with asphalt material. Additionally, the existing tiedowns will be replaced and configured to meet the spacing requirements of AC 150/5300-13B.



Figure 1: 2024 North Apron Reconstruction

SCOPE OF SERVICES:

Services to be provided include program coordination, project formulation, engineer's design report, final design, bidding services, subcontractor coordination, and project management. Deliverables will include final plans and specifications for a 2024 construction project. (Construction observation, administration services, and closeout report are NOT included in this scope.)

Specific tasks to be performed by the Consultant are as follows:

1. Scoping, Review and Project Coordination: Detailed project scoping, including review and coordination with MnDOT, FAA, and other regulatory agencies. Update scope, as needed, based on input received.
2. Project Formulation: Completion of the project and grant pre-application, cost breakdowns and eligibility determinations. The required categorical exclusion (CATEX) checklist and letter will also be submitted to the FAA for approval.
3. Engineer's Design Report (EDR): An engineer's design report will be completed per FAA requirements. An initial draft version of the EDR will be completed and sent to the FAA for review and comments. Comments provided by the FAA will be addressed and resubmitted as the final design report.
4. Topographical Survey: A comprehensive field survey will be completed to obtain topographical information including existing equipment and relevant ground elevations.
5. Construction Safety Plan/Airspace Analysis: A construction safety and phasing plan will be prepared for the Project and submitted to the FAA. A safety plan and compliance document form and an airspace analysis during construction will be submitted with the safety plan.
6. Detailed Design: Detailed design includes the apron design, drainage, pavement design, typical sections, and tie-down layout.
7. Construction Plans: Prepare construction drawings consisting of approximately the following plan sheets:
 - Title sheet
 - Construction Safety Plan
 - Construction Phasing Plan
 - Statement of Estimated Quantities
 - Details, Standard Plates, and Construction Notes
 - Demolition Plan
 - Erosion Control Plan and Details
 - Typical Section(s)
 - SWPPP
 - Site Plan Drawings
 - Plan and Profile Drawings
 - Tie-down Layout and Details
 - Pavement Marking Plan
8. Quantity Calculations and Cost Estimates: Quantities will be calculated for use on the bid form and for updating the construction cost estimates.
9. Construction Bidding Documents: Prepare a bid proposal project manual consisting of advertisement for bids, table of contents, MnDOT / FAA requirements, proposal documents, specifications, special provisions, wage rates and schedule of prices.
10. Quality Control Review: Provide quality control review and final review of the plans and specifications. QA/QC includes the time required by the Consultant for the overall administration

of the project, including internal meetings; quality control and assurance; reviews; and coordination with the Owner, FAA, MnDOT, and other regulatory agencies and utilities.

11. Bidding and Award: Respond to questions from prospective bidders and issue addenda as needed. Assist the sponsor with obtaining construction bids for project, including arranging for bid advertisement, attending bid opening and tabulating bid results. Provide a recommendation of award of contractor to the Sponsor and assist with requesting an FAA and State grant for the project.
12. Subcontractor Coordination: Scheduling, coordination, project site escorting, and review of subcontractor deliverables, including subcontracts, reports and design data.
13. Project Management: Overall administration of the project, including internal and external meetings, coordination of plan and specification review with the Owner, MnDOT Office of Aeronautics, FAA, and other regulatory agencies as required.

Sub-consultants performing work under this proposal include the following:

1. Braun Intertec. Standard penetration soil borings, and a geotechnical analysis will be performed by Braun Intertec, of St. Cloud, Minnesota.

PROJECTED SUBMITTAL DATES:

The anticipated submittal dates are:

| | |
|---------------|--|
| January 2024 | Consideration of Design Proposal |
| February 2024 | 90% FAA Submittal |
| March 2024 | Advertisement for Bids |
| April 2024 | Bid Opening |
| April 2024 | Contract Award Recommendation |
| May 2024 | Final Grant Request Application Submittal to FAA |
| May 2024 | Design Work Completed |

**ESTIMATED FEES AND EXPENSES - FAA ELIGIBLE
ATTACHMENT B
2024 North Apron Reconstructon
FINAL DESIGN, PLANS, SPECIFICATIONS, AND BIDDNG
CAMBRIDGE MUNICIPAL AIRPORT**

| Task No. | Task Description | Principal Engineer | Project Manager | Project Engineer | Senior Technician | Survey Crew Chief | Administrative Assistant |
|----------|--|--------------------|-----------------|------------------|-------------------|-------------------|--------------------------|
| 1. | Scoping, Review, and Project Coordination | 1 | 1 | 1 | | | 1 |
| 2. | Project Formulation | 1 | 1 | 1 | | | |
| 3. | Engineer's Design Report (EDR) | 2 | 1 | 5 | | | |
| 4. | Topographical Survey | | | 8 | | 8 | |
| 5. | Construction Safety Plan/Airspace Analysis | | 1 | 4 | 4 | | |
| 6. | Detailed Design | | 2 | 25 | 4 | | |
| 7. | Construction Plans | | 2 | 55 | 20 | | |
| 8. | Quantity Calculations and Cost Estimates | 1 | 2 | 4 | 1 | | |
| 9. | Construction Bidding Documents | 1 | 4 | 6 | 1 | | 1 |
| 10. | Quality Control Review | 2 | 4 | 4 | | | 2 |
| 11. | Bidding and Award | 2 | 2 | 4 | | | |
| 12. | Subcontractor Coordination | 2 | 2 | 4 | | | 2 |
| 13. | Project Management | 2 | 8 | 4 | | | 2 |
| | Total Hours per Labor Category | 14 | 30 | 125 | 30 | 8 | 8 |

ESTIMATE OF LABOR COSTS:

| Labor Category | Hours | Rate | Extension |
|-----------------------------------|------------|---------|--------------------|
| Principal Engineer | 14 | \$76.98 | \$1,077.72 |
| Project Manager | 30 | \$50.13 | \$1,503.90 |
| Project Engineer | 125 | \$37.02 | \$4,627.50 |
| Senior Technician | 30 | \$45.99 | \$1,379.70 |
| Survey Crew Chief | 8 | \$41.72 | \$333.76 |
| Administrative Assistant | 8 | \$33.91 | \$271.28 |
| Total Direct Labor Costs: | 215 | | \$9,193.86 |
| Direct Salary Costs plus Overhead | | | \$17,468.33 |
| Total Labor Costs | | | \$26,662.19 |

Fixed Fee on Labor Costs (15%)

\$3,999.33

ESTIMATE OF EXPENSES:

| Direct Expenses | Quantity | Rate | Extension |
|---|----------|------------|--------------------|
| Survey Equipment (GPS) | 8 | \$45.00 | \$360.00 |
| Survey Van | 8 | \$4.90 | \$39.20 |
| Employee Mileage | 500 | \$0.65 | \$325.00 |
| Equipment Usage | 215 | \$5.55 | \$1,193.25 |
| Geotechnical Investigation (Braun Intertec) | 1 | \$8,150.00 | \$8,150.00 |
| Reproductions / Miscellaneous | 1 | \$100.00 | \$100.00 |
| Total Expenses | | | \$10,167.45 |

SUMMARY:

Total Labor Costs + Expenses + Fixed Fees

\$40,828.97

Estimated Total

\$40,800.00

December 22, 2023

Proposal QTB189292

Lindsay Reidt, PE
SEH, Inc.
3535 Vadnais Center Drive
Saint Paul, MN 55110

Re: Proposal for a Geotechnical Evaluation
Proposed North Apron Reconstruction
Cambridge Municipal Airport
1212 Airport Avenue North
Cambridge, Minnesota

Dear Lindsay:

Braun Intertec Corporation respectfully submits this proposal to complete a geotechnical evaluation for the proposed reconstruction of the north apron area at the referenced site.

Project Information

Per our correspondence and the provided preliminary design plan, the project will include reconstruction of the north apron area at the Cambridge Municipal Airport. The section of the apron to be reconstructed is currently bituminous surfaced and approximately 175 feet wide and 375 feet long. The locations of the soil borings have been selected by and will be surveyed by SEH.

Purpose

The purpose of our geotechnical evaluation will be to characterize existing pavement and subsurface geologic conditions at selected exploration locations and evaluate their impact on the design and reconstruction of the apron.

Scope of Services

We propose the following tasks to help achieve the stated purpose. If we encounter unfavorable or unforeseen conditions during the completion of our tasks that lead us to recommend an expanded scope of services, we will contact you to discuss the conditions before resuming our services.

Site Access

Based on aerial photographs and previous site visits, it appears that the boring locations are accessible to a truck drill rig. We assume there will be no cause for delays in accessing the exploration locations.

Depending on access requirements, ground conditions or potential utility conflicts, our field crew may alter the exploration locations from those proposed to facilitate accessibility.

AA/EOE

Utility Clearance

Prior to drilling or excavating, we will contact Gopher State One Call and arrange for notification of the appropriate utility vendors to mark and clear the exploration locations of public underground utilities. You, or your authorized representative, are responsible to notify us before we begin our work of the presence and location of any underground objects or private utilities that are not the responsibility of public agencies.

Pavement Coring

We will core the existing pavements at each of the 4 soil boring locations. The cores will be extracted and visually evaluated. Thicknesses and pavement condition within the cores will be reported. We understand this work will take place when temperatures are above freezing.

Penetration Test Borings

As requested, we will drill 4 standard penetration test (SPT) borings for the project, extending them each to a depth of 10 feet. Standard penetration tests will be performed continuously in the upper 5 feet and at 2 1/2-foot vertical intervals at greater depths. We will collect bag samples from the auger cuttings of the subgrade for laboratory testing.

If the borings encounter groundwater during or immediately after drilling of each boring, we will record the observed depth on the boring logs.

If the intended boring depths do not extend through unsuitable material, we will extend the borings at least 5 feet into suitable material at greater depths. If we identify a need for deeper (or additional) borings, we will contact you prior to increasing our total estimated drilled footage and submit a Change Order summarizing the anticipated additional effort and the associated cost, for your review and authorization.

MDH Notification and Sealing Record

Since our planned exploration will be less than 15 feet in depth, the Minnesota Statutes will not require that we seal the boring locations or complete any notifications or sealing records.

Borehole Backfill

After completing the soil borings, the borings will be backfilled with cuttings and patched with bituminous cold patch. Over time, subsidence of borehole backfill may occur, requiring surface grades to be re-leveled or patches to be replaced. Braun Intertec is not assuming responsibility for re-leveling or re-patching subsequent to initial backfilling and patching long term.

Sample Review and Laboratory Testing

We will return recovered samples to our laboratory, where a geotechnical engineer will visually classify and log them. To help classify the materials encountered and estimate the engineering properties necessary to our analyses, we anticipate performing moisture content tests, a mechanical analysis (through a #200 sieve only), an Atterberg limits test, a sieve hydrometer analysis, a standard Proctor test, and a California Bearing Ratio test. We will adjust the actual number and type of tests based on the results of our borings.

Report

We will prepare a report including:

- A sketch showing the boring locations.
- Logs of the borings describing the materials encountered and presenting the results of our groundwater measurements and laboratory tests.
- A summary of the subsurface profile and groundwater conditions.
- Discussion identifying the subsurface conditions that will impact pavement design and construction.
- Discussion regarding the reuse of on-site materials during construction.
- Recommendations for preparing pavement subgrades, and the selection, placement, and compaction of fill.
- Recommended CBR value to aid in pavement design.

We will only submit an electronic copy of our report to you unless you request otherwise. At your request, we can also send the report to additional project team members.

Schedule

We anticipate performing our work according to the following schedule.

- Drill rig mobilization – within about 5 weeks following receipt of written authorization
- Field exploration – 1 day on site to complete the work
- Classification and laboratory testing – within 2 weeks after completion of field exploration
- Preliminary results – within 2 weeks after completion of field exploration
- Final report submittal – within 4 weeks after completion of field exploration

If we cannot complete our proposed scope of services according to this schedule due to circumstances beyond our control, we may need to revise this proposal prior to completing the remaining tasks.

Fees

We will furnish the services described in this proposal for a lump sum fee of \$8,150, Please note that our drilling/field services were budgeted to occur within our normal work hours of 7:00 a.m. to 5:00 p.m., Monday through Friday. We have budgeted for nighttime work for a portion of the field work. If conditions occur that require us to work outside of these hours discussed, we will request additional fees

to cover our additional costs. Our work may extend over several invoicing periods. As such, we will submit partial progress invoices for work we perform during each invoicing period.

General Remarks

We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. Please sign and return a copy to us in its entirety.

We based the proposed fee on the scope of services described and the assumptions that you will authorize our services within 30 days and that others will not delay us beyond our proposed schedule.

We have included the Braun Intertec General Conditions, which provide additional terms and are a part of our agreement.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact Aaron Tast at 320.980.3504 (atast@braunintertec.com).

Sincerely,

BRAUN INTERTEC CORPORATION



Colin L. Anderson, PE
Project Engineer



Aaron M. Tast
Aviation Account Leader



Steven A. Thayer, PE
Business Unit Manager, Senior Engineer

Attachment:
General Conditions (1/1/18)

The proposal is accepted, and you are authorized to proceed.

Authorizer's Firm

Authorizer's Signature

Authorizer's Name (please print or type)

Authorizer's Title

Date

ATTACHMENT C

ACCESS TO RECORDS AND REPORTS

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the sponsor, the Federal Aviation Administration, and the Comptroller General of the United States or any of their duly authorized representatives, access to any books, documents, papers, and records of the contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

BREACH OF CONTRACT TERMS

Any violation or breach of terms of this contract on the part of the contractor or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide Consultant written notice that describes the nature of the breach and corrective actions the Consultant must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Contractor until such time the Contractor corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the Consultant must correct the breach. Owner may proceed with termination of the contract if the Consultant fails to correct the breach by deadline indicated in the Owner's notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

GENERAL CIVIL RIGHTS PROVISIONS

The contractor agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the contractor and subtier contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

Title VI Solicitation Notice:

The **Sponsor**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Compliance with Nondiscrimination Requirements

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts And Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be

notified by the contractor of the contractor's obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.

4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts And Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Title VI List of Pertinent Nondiscrimination Acts and Authorities

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;

- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

CLEAN AIR AND WATER POLLUTION CONTROL

Contractor agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 U.S.C. § 740-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251-1387). The Contractor agrees to report any violation to the Owner immediately upon discovery. The Owner assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

Contractor must include this requirement in all subcontracts that exceeds \$150,000.

CERTIFICATION OF OFFERER/BIDDER REGARDING DEBARMENT

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

CERTIFICATION OF LOWER TIER CONTRACTORS REGARDING DEBARMENT

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”, must verify each lower tier participant of a “covered transaction” under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract

If the FAA later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

DISADVANTAGED BUSINESS ENTERPRISES

Contract Assurance (§ 26.13) - The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.

Prompt Payment (§26.29) - The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than {specify number} days from the receipt of each payment the prime contractor receives from {Name of recipient}. The prime contractor agrees further to return retainage payments to each subcontractor within {specify the same number as above} days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the {Name of Recipient}. This clause applies to both DBE and non-DBE subcontractors.

A1.1.1 RACE/GENDER NEUTRAL LANGUAGE

The requirements of 49 CFR part 26 apply to this contract. It is the policy of the Sponsor to practice nondiscrimination based on race, color, sex or national origin in the award or performance of this contract. The Owner encourages participation by all firms qualifying under this solicitation regardless of business size or ownership.

TEXTING WHEN DRIVING

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), the FAA encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the substance of this clause in all sub-tier contracts exceeding \$3,500 and involve driving a motor vehicle in performance of work activities associated with the project.

ENERGY CONSERVATION REQUIREMENTS

Contractor and Subcontractor agree to comply with mandatory standards and policies relating to energy efficiency as contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201*et seq*).

FEDERAL FAIR LABOR STANDARDS ACT

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

The Consultant has full responsibility to monitor compliance to the referenced statute or regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division

CERTIFICATION REGARDING LOBBYING

The bidder or offeror certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

OCCUPATIONAL SAFETY AND HEALTH ACT

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Contractor must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Contractor retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

RIGHTS TO INVENTIONS

Contracts or agreements that include the performance of experimental, developmental, or research work must provide for the rights of the Federal Government and the Owner in any resulting invention as established by 37 CFR part 401, Rights to Inventions Made by Non-profit Organizations and Small Business Firms under Government Grants, Contracts, and Cooperative Agreements. This contract incorporates by reference the patent and inventions rights as specified within in the 37 CFR §401.14. Contractor must include this requirement in all sub-tier contracts involving experimental, developmental or research work.

CERTIFICATION OF OFFERER/BIDDER REGARDING TAX DELINQUENCY AND FELONY CONVICTIONS

The applicant must complete the following two certification statements. The applicant must indicate its current status as it relates to tax delinquency and felony conviction by inserting a checkmark (✓) in the space following the applicable response. The applicant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

Certifications

- a) The applicant represents that it is () is not (✓) a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- b) The applicant represents that it is () is not (✓) is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

Note

If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the sponsor has received notification from the agency suspension and debarment official (SDO) that the SDO has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The applicant therefore must provide information to the owner about its tax liability or conviction to the Owner, who will then notify the FAA Airports District Office, which will then notify the agency's SDO to facilitate completion of the required considerations before award decisions are made.

Term Definitions

Felony conviction: Felony conviction means a conviction within the preceding twentyfour (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 U.S.C. § 3559.

Tax Delinquency: A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

Termination for Convenience (Professional Services)

The Owner may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Owner, the Contractor must immediately discontinue all services affected.

Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

Termination for Default (Professional Services)

Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach.

The terminating party must provide the breaching party [7] days advance written notice of its intent to terminate the Agreement. The notice must specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

a) **Termination by Owner:** The Owner may terminate this Agreement in whole or in part, for the failure of the Consultant to:

1. Perform the services within the time specified in this contract or by Owner approved extension;
2. Make adequate progress so as to endanger satisfactory performance of the Project;
3. Fulfill the obligations of the Agreement that are essential to the completion of the Project.

Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

If, after finalization of the termination action, the Owner determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the Owner issued the termination for the convenience of the Owner.

b) **Termination by Consultant:** The Consultant may terminate this Agreement in whole or in part, if the Owner:

1. Defaults on its obligations under this Agreement;
2. Fails to make payment to the Consultant in accordance with the terms of this Agreement;
3. Suspends the Project for more than [180] days due to reasons beyond the control of the Consultant.

Upon receipt of a notice of termination from the Consultant, Owner agrees to cooperate with Consultant for the purpose of terminating the agreement or portion thereof, by mutual consent. If Owner and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Owner's breach of the contract.

In the event of termination due to Owner breach, the Engineer is entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. Owner agrees to hold

Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

TRADE RESTRICTION CERTIFICATION

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror

- a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (U.S.T.R.);
- b. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the U.S.T.R; and
- c. has not entered into any subcontract for any product to be used on the Federal on the project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to an Offeror or subcontractor:

- (1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R. or
- (2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such U.S.T.R. list or
- (3) who incorporates in the public works project any product of a foreign country on such U.S.T.R. list;

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by U.S.T.R, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

VETERAN'S PREFERENCE

In the employment of labor (excluding executive, administrative, and supervisory positions), the contractor and all sub-tier contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 U.S.C. 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

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 Use, Chapter 156 Zoning, Sections 156.041 Industrial Districts & 156.064 Manufactured Homes and Manufactured Home Complexes; to continue the overall review to clarify language and correct any errors within the existing language.

Changes

This Ordinance Amendment is the latest in our overall review of the Zoning Code.

Changes to note in particular-

-Airports were removed from allowed uses as we have a separate Airport Zoning district.

-Maintenance facilities (All I districts), auto towing (all I districts), and household waste processing (I-3 only) added to allowed uses in Industrial Districts.

This is in response to Interim and Conditional Use Permits being approved for these types of businesses, like the MNDOT garage and Leaf's Towing. Waste Management, while not in I-3 zoning, already has a Conditional Use Permit approved for their site, meaning they are permanently allowed- this would only affect future new uses.

Planning Commission Action

The Planning Commission unanimously (7/0) recommended approval of Ordinance 782 as presented with no changes.

City Council Action

Motion to approve Ordinance 782 as presented and allow for Summary Publication.

Attachments

1. Draft Ordinance ORD 782

ORDINANCE 782

TITLE XV LAND USE, CHAPTER 156 ZONING, AMENDING SECTION 156.041 & 156.064

The Cambridge City Council hereby amends and adds the following language in Title XV Land Use, Chapter 156 Zoning, Sections 156.041 Industrial Districts and 156.064 Manufactured Homes and Manufactured Home Complexes:

§ 156.041 INDUSTRIAL DISTRICTS

(A) Purposes of industrial districts.

(1) *I-1, Low Impact Business-Industrial District.* The Low Impact Business-Industrial District is intended to allow office and office showroom/office warehouse operations that have attractive buildings and low impacts on surrounding uses.

(2) *I-2, Light Industrial District.* The Light Industrial District is intended to allow light industrial uses that are free from objectionable features, or whose objectionable features are limited and can be eliminated by design, screening and other appropriate devices.

(3) *I-3, General Industrial District.* The General Industrial District is intended to provide an area that will accommodate heavier, higher impact industrial uses.

(4) *IT, Industrial Transition District.* The Industrial Transition District is intended to provide a means of transition from residential uses to light industrial uses, while still allowing existing residences to continue.

(B) Allowable uses in industrial districts. The uses listed below are allowable in the industrial districts indicated. “P” indicates the use is permitted if it conforms with all other city and state building and use regulations. “C” indicates that a conditional use permit must be issued by the city prior to use or construction. “I” indicates that an interim use permit must be issued by the city prior to use or construction. No letter indicates the use is not allowed in the district. If a use is not listed, the Planning Commission shall determine if a proposed use is similar to one that is listed. A negative determination would require a zoning ordinance amendment to establish the use as allowable.

| DISTRICT | | | | USES |
|-----------------|------------|------------|-----------|---|
| I-1 | I-2 | I-3 | IT | RESIDENTIAL USES |
| | | | P | Dwellings, Single Family – Existing |
| | | | P | Dwellings, Two Family – Existing |
| | | | P | Home Occupations, pursuant to § 156.084 |
| | | | | PUBLIC, SEMI-PUBLIC AND UTILITY USES |

| <u>I-1</u> | <u>I-2</u> | <u>I-3</u> | <u>IT</u> | <u>PUBLIC, SEMI-PUBLIC AND UTILITY USES</u> |
|----------------|----------------|----------------|---------------|--|
| | | <u>P</u> | | <u>Airport</u> |
| P | P | P | P | Essential Services, pursuant to § 156.072 |
| C | C | C | C | Essential Service Structures, pursuant to § 156.072 |
| I-1 | I-2 | I-3 | IT | PUBLIC, SEMI-PUBLIC AND UTILITY USES CONT. |
| I | P | P | | Towers, pursuant to § 156.082 |
| I-1 | I-2 | I-3 | IT | COMMERCIAL AND INDUSTRIAL USES |
| I | I | I | | Above Ground Bulk Liquid/Gas Fuel Storage in excess of 400 gallons |
| | P | P | | Adult Establishments, pursuant to § 156.089, and Chapter 118 |
| I | I | | | Commercial Kennels, pursuant to § 156.091 |
| P | P | P | P | Fabricating/Assembling |
| <u>I</u> | <u>I</u> | <u>I</u> | <u>I</u> | <u>Public Maintenance Facilities</u> |
| | | I | | Manufacturing/Processing, Heavy |
| P | P | P | P | Manufacturing/Processing, Light |
| | I | I | | Mini Storage |
| | | P | | Intermodal Freight Terminal |
| P | P | P | P | Offices |
| P | P | P | P | Office – Showrooms |
| P | P | P | P | Office – Warehouses |
| I | | | | Retail Sales |
| | P | P | P | Outdoor Merchandise Display covering 75 square feet or less, pursuant to § 156.086 |
| | I | I | I | Outdoor Merchandise Display covering more than 75 square feet, pursuant to § 156.086 |
| I | I | I | I | Outdoor Storage, pursuant to § 156.085 |
| I | I | I | I | Outdoor Storage, Storage Pods, pursuant to §156.085 |
| P | P | P | P | Printing, Industrial |

| | | | | |
|----------|----------|----------|----------|--|
| I | I | I | | Recycling Center |
| P | P | P | P | Research/Development |
| | | I | | Salvage Yards |
| <u>I</u> | <u>I</u> | <u>I</u> | <u>I</u> | Towing (Automotive) |
| I | I | I | I | Toxic, Noxious and Odorous Matters pursuant to § 156.076 |
| | I | I | I | Truck and Machinery Sales |
| | I | I | I | Truck Repair/Service/Garage |
| P | P | P | P | Warehousing/Storage (See Sec. C3) |
| | | | <u>I</u> | Waste Processing (Household) |
| | P | P | P | Wholesale Trade (see Sec. C4) |
| C | P | P | P | Accessory Uses or Structures |
| I | I | I | I | Those other uses which in the opinion of the Planning Commission are appropriate only on an interim basis, and pursuant to § 156.118 |

(C) Use conditions. A structure or land may be used for the following only if its use complies with the specific conditions imposed in this division and any other applicable requirements of this chapter. In addition, a use listed as conditional [\(C\)](#) in division (B) above must obtain a conditional use permit, and use listed as interim [\(I\)](#) in division (B) above must obtain an interim use permit.

(1) *Fabricating/Assembling.* In the I-2 and IT Districts, all fabricating/assembling shall be conducted wholly within a completely enclosed building.

(2) *Manufacturing/Processing.* In the I-1, I-2 and IT Districts, all manufacturing/processing shall be conducted wholly within a completely enclosed building.

(3) *Warehousing/Storage.*

(a) In the I-1, I-2 and IT Districts, warehousing/storage shall not include live animal commodities.

(b) In the I-1, I-2 and IT Districts, warehousing/storage shall not include bulk agricultural commodities.

(c) In the I-1, I-2 and IT Districts, warehousing/storage shall not include bulk storage of liquid.

(4) *Wholesale Trade.*

(a) In the I-2 and IT Districts, wholesale trade shall not include live animal commodities.

(b) In the I-2 and IT Districts, wholesale trade shall not include bulk agricultural commodities.

(c) In the I-2 and IT Districts, wholesale trade shall not include bulk storage of liquids.

(D) *Building and lot requirements.*

| BUILDING REQUIREMENTS | DISTRICT | | |
|---|---------------------------------|---------------------------------|-------------------|
| | I-1 | I-2 and IT | I-3 |
| Minimum Floor Area in Square Feet | None | None | None |
| Height Limit in Feet | None ¹ | None ¹ | None ¹ |
| Maximum Lot Coverage | 50% | 50% | 50% |
| LOT REQUIREMENTS | DISTRICT | | |
| | I-1 | I-2 and IT | I-3 |
| Area in Square Feet | None | None | None |
| Width in Feet | None | None | None |
| Depth in Feet | None | None | None |
| Front Yard in Feet | 30 ft. | 30 ft. | 20 ft. |
| Rear Yard in Feet | 10 ft. | 10 ft. | None |
| Rear Yard in Feet where adjacent to a street | Same as required for front yard | Same as required for front yard | None |
| Rear Yard in Feet when adjacent to or separated only by an alley from a protected residential area as defined herein. | 50 ft. | 50 ft. | 50 ft. |
| Side Yard in Feet | 10 ft. | 10 ft. | None |
| Side Yard in Feet Adjacent to a Street | 30 ft. | 30 ft. | 5 ft. |
| Side Yard in Feet when adjacent to or | 50 ft. | 50 ft. | 50 ft. |

| | | | |
|---|--|--|--|
| separated only by an alley from a protected residential area as defined herein. | | | |
|---|--|--|--|

¹ Except those that may be imposed by regulations of other governmental units

(E) *Exception for continuation of existing building line.* In an instance where the building line of a legal nonconforming principal structure is not setback from the side or rear property line in conformance with this section, the principal structure and structures on adjoining lots may be expanded in a manner consistent with the existing building line and in conformance with the following provisions:

(1) The use of the structure is conforming to the zoning district.

(2) The expansion of the structure shall not be located closer to the lot line than the existing building line.

(3) The expansion of the structure will not reduce any other required setback below the minimum standards of the section.

(4) The expansion of the structure will conform to all other restrictions of this chapter, including but not limited to, density, lot coverage, building height, parking and loading requirements.

(5) Adequate drainage will be provided and the drainage shall be directed away from adjacent private property.

§ 156.064 MANUFACTURED HOMES AND MANUFACTURED HOME COMPLEXES

The location, design and maintenance of manufactured home complexes in Cambridge shall be regulated as follows.

(A) *Manufactured home complexes.* At such time that a manufactured home complex is established in the City, all manufactured homes in manufactured home complexes shall be designed and maintained pursuant to the requirements of this section and to the laws and regulations of the

State of Minnesota. In cases where either state or City regulation is more restrictive, than the regulations of the other unit of government, the more restrictive regulation shall prevail.

(B) *Minimum design requirements for manufactured home complexes.*

- (1) Lateral dimension: 250 feet.
- (2) Size of complex: 2 acres.
- (3) Size of manufactured home lot: 3,200 square feet.
- (4) Width of lot: 40 feet.
- (5) Length of lot: 80 feet.
- (6) Front yard: 15 feet.
- (7) Space between manufactured homes: 10 feet.
- (8) Manufactured home setback: 50 feet from either State Highway 65 or 95; 30 feet from other public streets and from exterior property line of complex.
- (9) Off-street parking: Two spaces per lot to be located within the required lot area or within 150 feet of lot served. In addition, there shall be at least one parking space for each three homes that are accessible by guests.
- (10) Access: From a collector or an arterial street as— designated on the Cambridge Comprehensive Guide Plan: access to parking areas adjacent to a public street shall be from a driveway or opening no wider than 36 feet.
- (11) Underground utilities: All utility service and storage systems (sewer, water, gas, oil, power) shall be located under the surface of the ground except for necessary “hook up” facilities. Gas and oil

storage facilities shall be excepted from this requirement if such facilities are adequately screened from view.

(12) Streets: The minimum street width shall be 33 feet. Street width may be reduced to 24 feet if on-street parking is prohibited.

(13) Buffer yards: —A buffer yard of not less than 30 feet shall be landscaped with appropriate grass, shrubbery and trees around the entire perimeter of the manufactured home complex. This buffer yard shall be maintained by the owner of the manufactured home complex.

(C) Required facilities.

(1) *Utility building.* A utility building containing sanitary facilities for the use of complex residents shall be provided at a central location that is no further than 300 feet from any lot.

(2) *Sanitary facilities.* Toilet, lavatory and bathroom facilities shall be provided as regulated by the Minnesota State Board of Health, except that the number of the facilities that are required by the state shall be reduced to one facility for each sex if methods of operation indicate such a reduction is warranted. Laundry facilities shall be as regulated by the Minnesota State Board of Health.

(3) *Sewage disposal.* Water supply, garbage and refuse disposal, insect and rodent control, bottled gas, electrical connections, plumbing standards and fire protection, as regulated by the Minnesota State Board of Health.

(4) *Lighting.* Site lighting shall be provided to supplement street lighting and shall be effectively related to such area as toilet, ~~and~~ laundry, and other public facilities; walkways, steps and ramps for purposes of safety and convenience.

(5) *Telephones.* One public telephone shall be provided at a location convenient for the use of complex residents.

(6) *Planting.* Appropriate shade trees and exterior screen planting (hedges, bushes, trees and the like) shall be provided to assure reasonable amenities of living within the complex as well as within adjacent residential area.

(7) *Common area.* At least one common area shall be provided for the use and enjoyment of complex residents at a ratio of 500 square feet of common area per individual lot.

(8) *Hard surfaced areas.* One masonry hard surfaced area at least 100 square feet in size shall be provided on each manufactured home lot at a location convenient for the leisure time usage of

complex residents, but not situated so as to interfere with the placing of the manufactured home within its lot.

(9) *Hard surfaced roadways.* All vehicular roadways within a manufactured home complex shall be hard surfaced to control dust and shall be graded so as to dispose of all surface water.

(10) *Emergency vehicle access.* All roadways shall remain unobstructed for emergency vehicle access.

(11) *Garage.* Garages shall be required in accordance with § 156.081.

(12) *Emergency storm shelter.* An emergency storm shelter with an occupancy equivalent to or greater than the number of residents occupying the park.

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 20th day of February, 2024.

ATTEST:

James A. Godfrey, Mayor

Evan C. Vogel, City Administrator

Date of Publication: February 29th, 2024

Summary Publication

Ordinance 782 continued the overall review of the Zoning Code, added public maintenance facilities, automotive towing services, and household waste processing to allowed uses in Industrial Districts, and clarified language. A complete copy of the ordinance is available at City Hall, 300 3rd Avenue NE, Cambridge for inspection.

ATTEST:

Evan C. Vogel
City Administrator

Prepared by: Ross Benzen, Deputy Fire Chief

Background:

After being on staff for several months, many immediate needs for the Cambridge Fire Department have been identified. These are items that are not currently in our 2024 operating budget nor included in the Fire Department long-range capital plan. Details of the needs and recommended funding request of City Council is listed below:

| Area of Need | Details | Funding Request |
|---|--|-----------------|
| Air Pack Replacement— 5 air packs, 5 masks and 5 extra bottles. | Cambridge Fire Department has five air pack units of a style not compatible with the other 19. Replacement of these packs is vital to promote fire firefighter safety. Also, with the increase in the number of firefighters, it is important to have a full complement of air packs available. | \$50,000 |
| Radio Equipment Upgrade | Isanti County Law Enforcement (LE) will be encrypting radio communications in 2024. When this occurs, the Cambridge Fire will no longer be able to hear any information with LE. Cambridge Fire would like to purchase encryption capabilities for 8 portable radios, donated by Cambridge PD, along with the purchase and added encryption to 3 mobile radios for its command staff that will have encrypted transmission capability. | \$20,000 |
| Computer Aided Design (CAD) Program Equipment for Connection with Isanti County | Isanti County is currently working on implementation of a new call management system. When this project is completed, Cambridge Fire Department will need equipment to access the new system. We would like to request that each of the three command vehicles be outfitted with the proper tablet, mount and software to allow access to call information while enroute and on scene. | \$8,000 |
| Vehicle Extrication Equipment | The Cambridge Fire Department has three full sets of extrication equipment but only one works well. The department would like to hire a grant writer at the cost of approximately \$2,000 to seek a grant to obtain another set of extrication tools expected to cost \$70,000. If we received a grant, there may be matching funds required up to \$7,000. | \$9,000 |
| Total Needs Identified | | \$87,000 |
| Expected Needs to be Covered with Donations | | \$37,000 |
| Requested City Council Supplemental Appropriation | | \$50,000 |

FISCAL NOTE: Cambridge City Council has some one-time excess at that end of 2023 that could be allocated to the Cambridge Fire Department to address the needs identified.

Strategic Plan Connection: This request is consistent with core strategy #2—deliver exceptional public service with an emphasis of providing proper equipment to effectively and safely perform job duties.

Recommendation: Approve supplemental request and direct finance staff to prepare budget revision and fund transfers to implement supplemental request.

Prepared by: Alex Smith, Deputy City Administrator

Background:

In the recently approved Downtown Interest Rate Subsidy Program, eligible applicants may own a building or business in the B1 or B1-A district of the City. Staff is requesting to update the guidelines of the Downtown Grant Fund Program to include the addition of the B1-A district in addition to the currently approved B1. This is to better match other programming available and to offer the program to a slightly broadened area, with the intent to enhance a greater area around downtown.

Recommendation:

Approve the recommended update to the Downtown Grant Fund program adding the B1-A district to eligible recipient area.

Attachment:

1. 2024 Updated Downtown Grant Fund Guidelines Draft

Cambridge Downtown Grant Fund Guidelines

Purpose

To assist downtown business owners undertaking projects which will immediately enhance the appearance of their building through eligible grant funds.

Eligible Properties

Commercial buildings in the downtown business district. The B1 and B1-A downtown business and fringe district is defined by the included map.

Eligible Improvements for Grant Program

Tuck pointing, replacement of broken or boarded up windows, doors, signage, awnings, painting that does not cover brick exterior that should be tuck pointed, exterior or interior window display LED lighting focus on energy efficiency, and general exterior lighting.

Project must be performed by a licensed contractor able to perform the improvements as indicated in their application. The owner will need to provide a detail of planned improvements. Any improvements that have been started or completed prior to loan/grant approval are ineligible.

How it Works

Interested property owners must apply for the program, prior to beginning any work. For successful applicants, the City of Cambridge pays up to 50-percent of project costs (with a maximum award of \$15,000 for permanent eligible exterior building façade improvements.

Grants are awarded depending on eligibility, availability, and completeness of application. Only one project (building/PID) per owner at a time. Grants may be awarded to an owner once per calendar year.

Grant Forgiveness

Once the project is successfully completed there is no repayment of the grant to the City of Cambridge.

The applicant has one (1) year from the award date to complete the project and request payment of funds. All grant funds will be paid upon completion of project and receipt of invoices.

Please note - because this is a "match" program owner equity must be the first money in, followed by the City's funds and paid at the completion of the project.

Program Fees and Grant Approval Process

There is no application fee for the Grant Program however the property owner will need to provide a bank letter of credit worthiness. Businesses applying for a grant over \$5,000 must provide three years of business and personal tax returns and financial statements. A financial background check will be conducted by the City's financial advisor. The applicant will bear the cost of the financial review.

For all grants approved, Applicant will also be responsible for paying the recording fees or tax. Fees are due at time of closing and payable to the appropriate entity.

Eligible Recipients

Applicant must own the property to be improved or provide written consent from the property owner; the applicant must be current with mortgage, property tax, and insurance payments; be in compliance with all applicable City of Cambridge ordinances and zoning requirements or proposed improvements will bring property into compliance; and not have defaulted on any publicly funded loan or any other loan or delinquent on any loan payments within the last three years.

If an applicant has defaulted on a publicly funded loan program or failed to comply with the terms of any other grant or loan program, he/she is indefinitely suspended from eligibility for participation in another publicly funded program. The applicant may appeal the suspension to the City Council after five years.

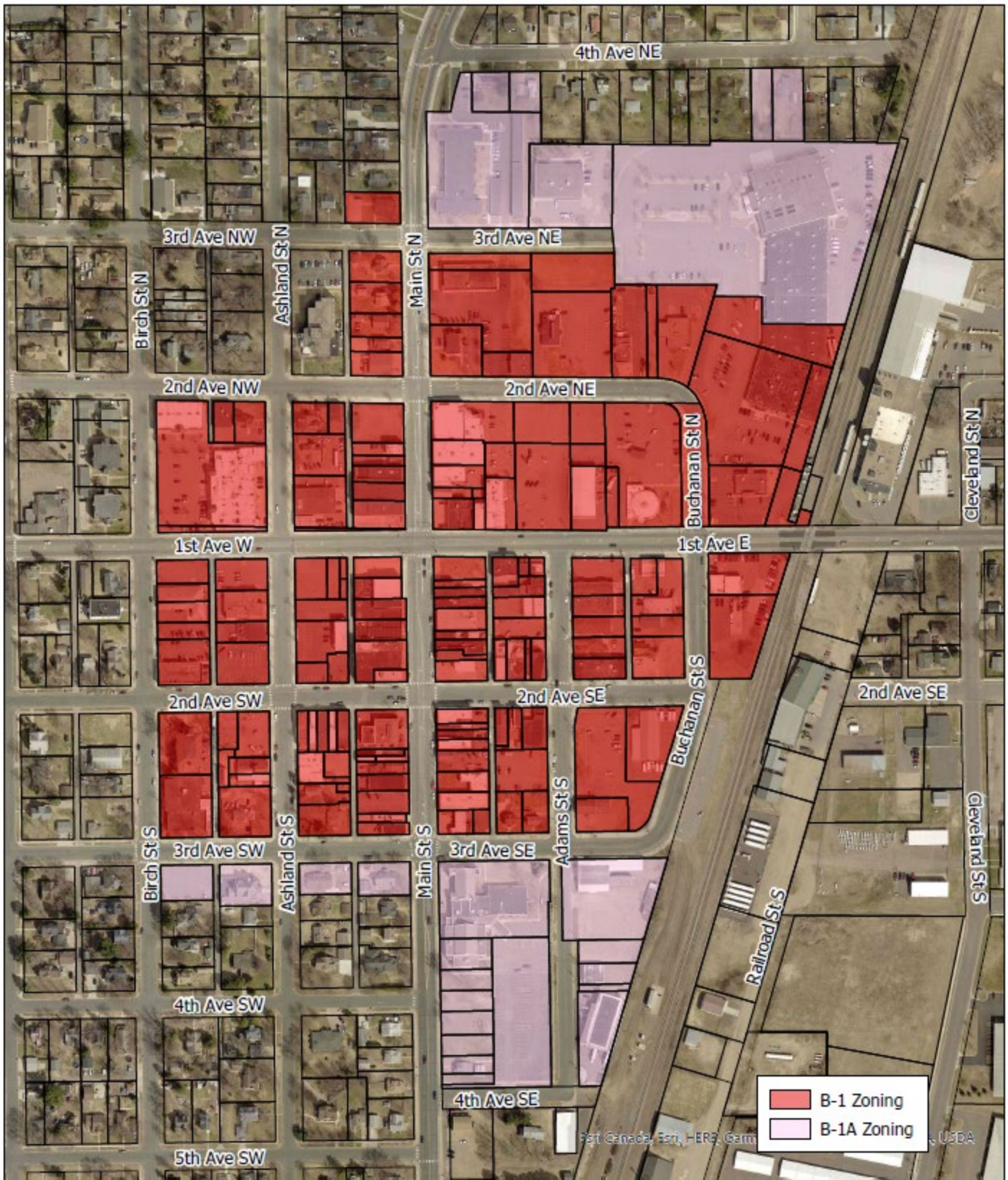
City Council/EDA members are not eligible, nor City employees or their family members.

Grant Application Process

Applications will be awarded based upon dollar value of proposed improvements, visual impact, and availability of funds. Applicant must use a licensed contractor. Two written bids are recommended. If Owner is a licensed contractor, they can perform the work but cannot request to be paid for their labor; only the cost for material is eligible.

Applications will be submitted to the Deputy City Administrator. City Council has the discretion to approve or deny the funding. All grants are to be processed within sixty days (60) working days. The applicant will be notified of funding award and the loan closing will be scheduled. Work cannot begin until required documents have been executed. Contractor is responsible for obtaining necessary permits. Inspections will be conducted as required by the permit and upon request for payment.

Payment will be issued to the contractors upon completion of the work.




B-1 & B-1A Zoning in the City of Cambridge
 Cambridge, MN
 Isanti County

0 0.03 0.05 0.1 Miles

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

Prepared by: Alex Smith, Deputy City Administrator

Background:

In the recently approved Downtown Interest Rate Subsidy Program, eligible applicants may own a building or business in the B1 or B1-A district of the City. Staff is requesting to update the guidelines of the Downtown Revolving Loan Program to include the addition of the B1-A district in addition to the currently approved B1. This is to better match other programming available and to offer the program to a slightly broadened area, with the intent to enhance a greater area around downtown.

The eligible improvements example section has also been updated to include roof repair or replacement, as well as to clarify some wording. Applications may also be submitted by those leasing a building with written consent of the building owner.

The guidelines for the revolving loan are not recommended to change, remaining at a loan from \$1,500 to \$30,000 for up to nine (9) years with an interest rate no lower than 3%.

Staff would like to request \$300,000 be placed into the Revolving Loan Fund from the redevelopment fund, which would fund 10 approved projects at the maximum amount of \$30,000. If at the end of a reasonable period of time the program is not drawing the interest staff are under the impression that it will, the dollars can be moved back into the redevelopment fund.

Fiscal Note:

The funding for the Revolving Loan would be pull from the redevelopment fund, which has sufficient dollars.

Recommendation:

Approve the recommended update to the Downtown Revolving Loan program to include funding the program with \$300,000 from the redevelopment fund.

Attachment:

1. 2024 Updated Downtown Revolving Loan Guidelines Draft

Cambridge Downtown Revolving Loan Fund Guidelines

Purpose

To assist downtown business owners undertaking small projects which will immediately enhance the appearance of their building through small, low interest loans.

Eligible Properties

Commercial buildings in the B1 and B1-A downtown business and fringe districts. The downtown business district is defined by the attached map.

Project Funding

Loans from \$1,500 to \$30,000 with terms of up to nine (9) years are available. Interest rates are 2% below prime but no interest rate will be lower than 3%. Loans are secured with a Mortgage and Promissory Note. Loan will need to be paid off if property is transferred in any form.

Mortgage amount by length of term are as follows:

- Loans from \$1,500 to \$10,000 3% interest for 3-year term
- Loans from \$10,001 to \$20,000 3% interest for 6-year term
- Loans from \$20,001 to \$30,000 3% interest for 9-year term

Loan to Value will be determined as followed:

- Loans from \$1500.00 to \$5,000.00 would be a 100% loan to value
- Loans from \$5,001.00 to \$30,000.00 would be 80% loan to value

Program Fees and Loan Approval Process

A \$200 non-refundable application fee is due when the application is submitted. Applications will not be accepted without the application fee. Businesses applying for a loan are subject to a financial background check done by a bank of the City's choosing to indicate credit worthiness for loans up to \$5,000.00.

Businesses applying for loans over \$5,000 must provide three years of business and personal tax returns and financial statements. A financial background check will be conducted by the City's financial advisor. The applicant will bear the cost of the financial review.

For all loans approved, Applicant will also be responsible for paying the recording fee and mortgage registration tax. Fees are due at time of closing and payable to the City of Cambridge.

Eligible Improvements

To be eligible for loan funds, the loan must be for building improvements. A high priority will be placed on loans for visual enhancements (exterior facade improvements) of a permanent nature or to remedy building code related issues.

Examples of improvements include painting (where appropriate), tuck pointing, replacement of broken or boarded up windows, doors, signage, permanent interior

building improvements related to sprinkler systems, HVAC Systems, awnings, and roof repair or replacement. Window signs are eligible if the City approves of the design and it adds visual value to the building.

Project must be performed by a licensed contractor able to perform the improvements as indicated in their application and the owner may need to provide a detail of planned improvements. Any improvements that have been started or completed prior to loan approval are ineligible.

Eligible Recipients

Applicant must own the property to be improved; be current with mortgage, property tax, and insurance payments; be in compliance with all applicable City of Cambridge ordinances and zoning requirements or proposed improvements will bring property into compliance; have the ability to make monthly loan payments; and not have defaulted on any publicly funded loan or any other loan or delinquent on any loan payments within the last three years. If the applicant does not own the building, written permission from the building owner is required.

If an applicant has defaulted on a publicly funded loan program or any other loan program, he/she is indefinitely suspended from eligibility for participation in another publicly funded program. The applicant may appeal the suspension to the City Council after five years.

Ineligible Loan Activities

Loan funds may not be use for the following:

1. Gambling organizations
2. Residential properties
3. Non-profit institutions
4. Government agencies
5. Refinancing existing debt
6. Illegal activities
7. Loans unrelated to the business
8. To lend or invest in other organizations
9. Projects with alternative sources of funds at reasonable interest rates
10. Management fees
11. Financing closing costs
12. Franchise fees
13. Moving costs

City Council/EDA members are not eligible, nor City employees or their family members.

Application Process

Applications will be processed on a first-come, first-served basis. Applicant must use a licensed contractor. Two written bids are recommended. If Owner is a licensed contractor they can perform the work but cannot request to be paid for their labor; only the cost for material are eligible.

Applications will be submitted to the Community Development Department and City Council has the discretion to approve or deny the funding. All loans are to be processed within sixty days (60) working days. The applicant will be notified of funding award and the loan closing will be scheduled. Work cannot begin until loan documents have been executed. Contractor is responsible for obtaining necessary permits. Inspections will be conducted as required by the permit and upon request for payment.

Payment will be issued to the contractors upon completion of their specific project.

Completed applications and other required documents can be returned to:

Alex Smith

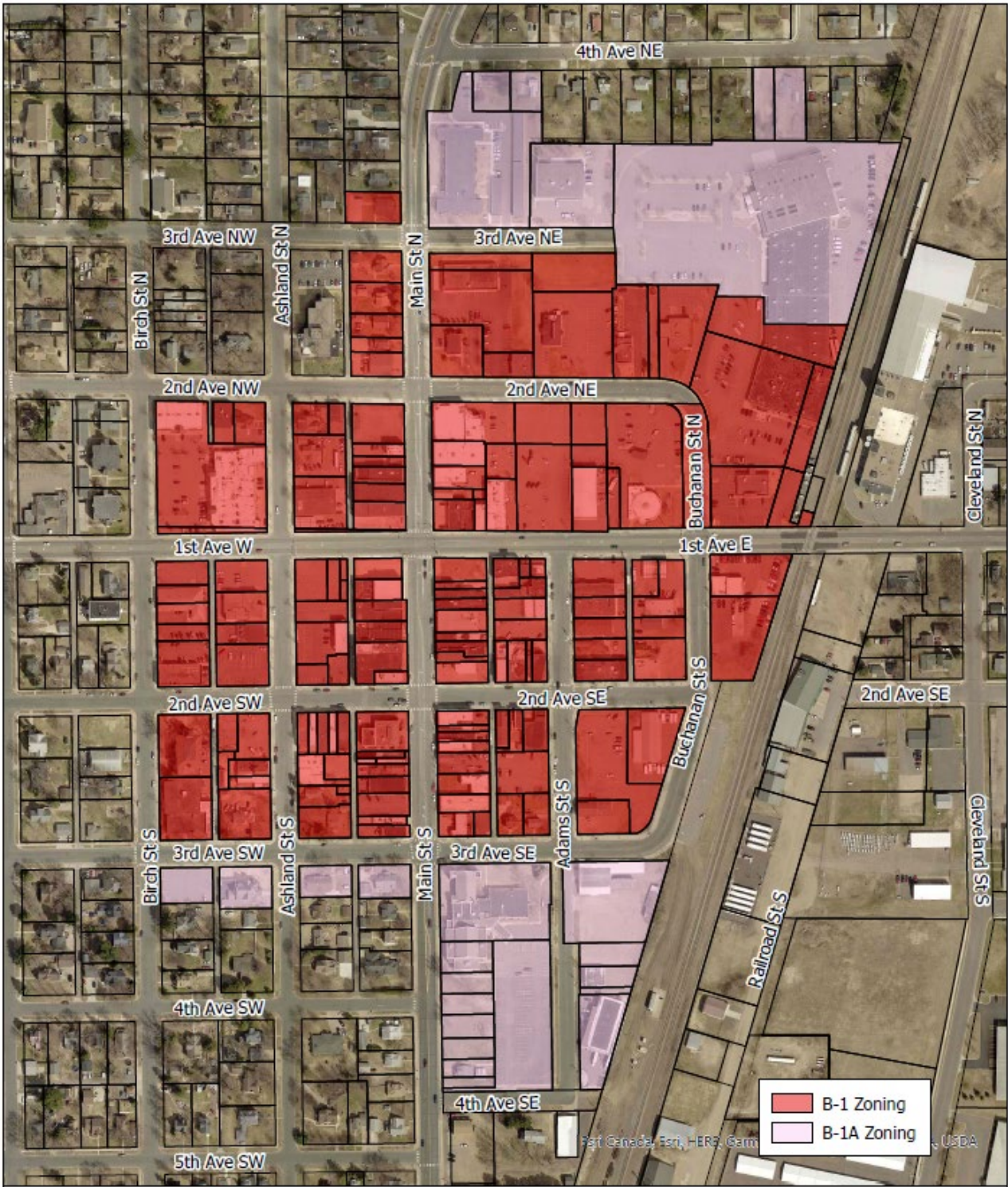
Deputy City Administrator

300 3rd Ave NE

Cambridge, MN 55008

asmith@ci.cambridge.mn.us

763-689-3211



CAMBRIDGE
Minnesota's Opportunity Community®

B-1 & B-1A Zoning in the City of Cambridge
Cambridge, MN
Isanti County

0 0.03 0.05 0.1 Miles

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Background:

Last week I had a phone conversation with a representative from CGI Digital. This is a marketing organization that has a partnership with the National League of Cities (NLC). Through this partnership CGI engages with cities of different sizes all over the country and provides, at no charge, digital marketing services in the form of a series of 4 – 1 minute videos. The first video is an introductory video welcoming viewers to the City, and the other three can focus on anything the City would like such as housing, schools, downtown, economic opportunities, etc.

The organization makes its money because it offers these digital marketing services at a charge to area businesses as well. Any business that chooses to engage CGI for services gets a link that is placed as a border around the City’s videos. No business has any obligation to purchase services through CGI, and the City gets the video products at no charge regardless of whether or not any other businesses purchase services.

This potentially provides reasonably-priced professional digital marketing opportunities to area businesses. Additionally, this arrangement is one that the City can re-engage in every three years, still at no charge, to ensure that the content is current.

Council Action:

Discuss whether you feel this could be a beneficial arrangement for the City to enter in to and, if so, a motion to accept CGI’s proposal for digital marketing services would be in order.

Attachments:

Cambridge MN Proposed Agreement

Template Letter that would be sent to area businesses

CGI Products and Pricing list, for council understanding of what would be asked of area businesses



Name: Evan Vogel
Title: City Administrator
Address: 300 3rd Ave NE
City, State, Zip: Cambridge, MN 55008
Phone number: 763-689-3211
Website: https://www.ci.cambridge.mn.us/
Email: evogel@ci.cambridge.mn.us

This Agreement is between CGI Communications, Inc. D/B/A CGI Digital (“CGI”) and the City of Cambridge (the “City”) and shall remain in effect from the date both parties sign it until the third anniversary of the date that the completed and approved Community Video Program is made available for viewer access on different devices via a link on the <https://www.ci.cambridge.mn.us/> including any alternate versions of that homepage.

During the term of this Agreement, CGI shall:

- Produce up to 4 one-minute videos with subject matter that may include but is not limited to: Welcome, Education, Healthy Living, or Homes/Real Estate
- Provide script writing and video content consultation
- Send a videographer to City locations to shoot footage for the videos
- Reserve the right to use still images and photos for video production
- Create all aspects of video production which includes, storyboarding, shot lists, filming, graphics, color grading, music selection and audio mastering
- Provide our patented OneClick™ Technology and encode all videos into multiple streaming digital formats to play on all computer systems, browsers, and Internet connection speeds
- Store and stream all videos on CGI's dedicated server
- Afford businesses the opportunity to purchase various digital media products and services from CGI and its affiliates
- Feature business sponsors around the perimeter of video panels
- Be solely responsible for sponsorship fulfillment including all related aspects of marketing, production, printing, and distribution
- Facilitate viewer access of the Community Video Program from City website, including any alternate versions of City's homepage, for different devices, by providing HTML source code for a graphic link to be prominently displayed on the <https://www.ci.cambridge.mn.us/website> homepage as follows: “Coming Soon” graphic link designed to coordinate with existing website color theme to be provided within 10 business days of execution of this Agreement. “Community Video Program” graphic link to be provided to replace the “Coming Soon” link upon completion and approval of videos
- Grant to City a license to use CGI's Line of Code to link to and/or stream the videos
- Own copyrights of the master Community Video Program
- Assume all costs for the Community Video Program

During the term of this Agreement, the City shall:

- Provide a letter of introduction for the program on City's letterhead
- Assist with the content and script for the Community Video Program
- Provide notice of any changes, revisions, requests or modifications to final video content within 30 days of its receipt
- Grant CGI the right to use City's name in connection with the preparation, production, and marketing of the Community Video Program
- Display the “Coming Soon” graphic link prominently on the <https://www.ci.cambridge.mn.us/> within 10 business days of receipt of HTML source code
- Display the “Community Video Program” link prominently on its <https://www.ci.cambridge.mn.us/> homepage, including any alternate versions of your home page, for viewer access on different devices for the entire term of this Agreement
- Ensure that this Agreement remains valid and in force until the agreed upon expiration date, regardless of change in administration
- Grant full and exclusive streaming video rights for CGI and its subsidiaries, affiliates, successors and assigns to stream all video content produced by CGI for the Community Video Program
- Agree that the City will not knowingly submit any photograph, video, or other content that infringes on any third party's copyright, trademark or other intellectual property, privacy or publicity right for use in any video or other display comprising this program. CGI should receive submissions by the agreed-upon primary filming date.

This Agreement constitutes the entire Agreement of the parties and supersedes any and all prior communications, understandings, and Agreements, whether oral or written. No modification or claimed waiver of any provision shall be valid except by written amendment signed by the parties herein. The city warrants that it is a tax-exempt entity. The undersigned, have read and understand the above information and have full authority to sign this Agreement.

City of Cambridge, MN


 Signature:

 Name (printed):

 Title:

 Date:

CGI Communications, Inc. D/B/A CGI Digital



 Name (printed): Nicole Rongo

 Title: Vice President, Government Relations & Strategic Partnerships

 Date: February 7, 2024



130 East Main Street, 5th Floor
 Rochester, NY 14604

Phone: 800.398.3029
 cgidigital.com

Date

Dear valued business owner:

We are pleased to announce our partnership with CGI Digital (CGI) to coordinate and produce a series of educational videos highlighting all we have to offer to residents, visitors, and businesses.

With a highly visible interface on our official website homepage, <https://www.ci.cambridge.mn.us/>, our Video Tour will allow viewers to learn more about area attractions, quality of life, economic development and so much more.

We know businesses play a critical role in our city's vitality. This program presents a sponsorship opportunity for local businesses to greatly enhance their online presence through various digital media technologies. In addition, the Video Tour will backlink to CGI's www.elocallink.tv providing increased exposure for all participants. Our businesses will also have an exclusive first look at CGI's latest product, SeeSaw™, which accelerates businesses' existing websites through engaging and educational content.

We encourage you to consider being a part of this initiative. To learn more about sponsorship opportunities or to request an appointment please email Vice President, Brandon Bartz, at brandonb@cgicompany.com.

Thank you for being a part of what makes the City of Cambridge a great place to live, learn, work, and play.

Sincerely,

(Wet signature)

Name

Title



PRODUCTS & SERVICES

CUSTOM VIDEO PRODUCTION

FULLY PRODUCED VIDEO PRODUCTION: \$3,995 – \$10,995

- 30-SECOND VIDEO WITH STREAMING ON WEBSITE
 - 60-SECOND VIDEO WITH STREAMING ON WEBSITE
 - 90-SECOND VIDEO WITH STREAMING ON WEBSITE
 - 90-SECOND VIDEO WITH AERIAL FOOTAGE WITH STREAMING ON WEBSITE
 - 120-SECOND VIDEO WITH AERIAL FOOTAGE WITH STEAMING ON WEBSITE
-

NEXT! AD AGENCY SERVICES

NEXT! AD AGENCY ONLINE SERVICES: \$4,995 – \$11,995

ONLINE PRESENCE ENHANCEMENT

- OWNER VERIFICATION OF YOUR 'GOOGLE BUSINESS PROFILE' PAGE
- CREATION OR ENHANCEMENT OF YOUR 'GOOGLE BUSINESS PROFILE' PAGE
- OPTIMIZATION OF MAJOR ONLINE LISTING SITES
- LISTING ENHANCEMENT AND CORRECTIONS ON ALL MAJOR SEARCH ENGINES AND LOCAL LISTING SITES
- OPTIMIZATION OF YOUR WEBSITE TO IMPROVE SEARCH RANKINGS

ONLINE REPUTATION MANAGEMENT

- CUSTOMIZED CAMPAIGNS TO GENERATE REVIEWS ACROSS ALL MAJOR PLATFORMS
- CREATE, MAINTAIN, AND MONITOR YOUR REPUTATION ONLINE
- 24/7 MONITORING OF YOUR REVIEWS ONLINE
- CORRECTIVE ACTION IF A NEGATIVE REVIEW IS POSTED

QUARTERLY MEETINGS

- COMPREHENSIVE RESULTS FROM YOUR WEBSITE, RECEPTIONIST, AND OUR DIRECT SURVEYS, COMPILED INTO AN EASY-TO-READ MARKETING REPORT
- EVALUATION OF OTHER SOURCES OF ONLINE TRAFFIC
- TRANSPARENCY OF DIGITAL MARKETING PERFORMANCE
- ACCOUNTABILITY FOR OUR WORK TO ENSURE SATISFACTION
- PLANNING AND STRATEGIZING WITH YOU TO MEET YOUR GOALS





PRODUCTS & SERVICES

SMARTCONNECT VIDEO WEB GREETER

- YOUR ONLINE SPOKESPERSON ASKS UNIQUE VISITORS, 'WHERE DID YOU FIND US?'
- TO SAVE MONEY ON ADVERTISING AND IMPROVE RETURN ON INVESTMENT
- SURVEY SOFTWARE THAT GOES DIRECTLY ON YOUR RECEPTIONIST'S DESKTOP FOR IMMEDIATE DATA ENTRY, 'HOW DID YOU FIND US?'

VIDEO REVIEWS

- FULLY INTEGRATE VIDEO REVIEWS INTO YOUR WEBSITE
 - INCLUDES AN ARCHIVE OF ALL PREVIOUS VIDEO TESTIMONIALS IN AN EASY TO NAVIGATE VIDEO GALLERY
 - GALLERY IS UPDATED IN REAL TIME WITH EVERY NEW REVIEW CREATED DIRECTLY BY YOUR CLIENTS
-

DIGITAL MEDIA + CREATIVE DESIGN

WEBSITES & BLOGGING: \$300 - \$6,995

- WEBSITE PRICING 1-10 PAGE WEBSITES: \$3,995-\$6,995
- WEBSITE RENEWAL PRICING - \$1,500-\$3,000
- BLOGGING PACKAGES: \$300-\$5,000

PREMIUM WEBSITE ENHANCEMENTS: \$3,500 - \$6,500

- MAGELLAN VOICE SEARCH
- E-COMMERCE
- GOOGLE WORKSPACE
- WEBSITE ADMINISTRATION SERVICES

META PACKAGES: \$2,995 - \$9,995

- 6 TO 18 PAID ADVERTISING CAMPAIGNS TO RUN ON YOUR BUSINESS' FACEBOOK, INSTAGRAM, AND AUDIENCE NETWORK. CONTENT CREATED FOR THOSE CAMPAIGNS WILL ALSO BE UTILIZED ORGANICALLY ON FACEBOOK
- 12 SEMI-CUSTOMIZED ORGANIC VIDEO POSTS
- 12 HOLIDAY-THEMED ORGANIC POSTS
- META PIXEL TRACKING
- CREATION OF CUSTOMIZED CONTENT CALENDAR
- ONE HOUR OPEN REEL VIDEO SHOOT WITH 10 HIGH QUALITY CLIPS FOR META ADVERTISING PLATFORMS





PRODUCTS & SERVICES

META ADS: \$2,495 - \$5,995

- 6 TO 12 FULLY OPTIMIZED SOCIAL MEDIA AD CAMPAIGNS
- DEDICATED CERTIFIED SPECIALIST
- CUSTOM FACEBOOK & INSTAGRAM AD STRATEGY
- CREATION, EXECUTION & QUARTERLY REPORTING OF FACEBOOK & INSTAGRAM CAMPAIGNS
- META PIXEL TRACKING
- CONVERSION TRACKING

SOCIAL MEDIA CALENDAR POSTS: \$500

LINKEDIN PACKAGES: \$2,995 - \$9,995

- 6 TO 18 PAID ADVERTISING CAMPAIGNS TO RUN ON YOUR BUSINESS' LINKEDIN PAGE.
- CONTENT CREATED FOR THOSE CAMPAIGNS WILL ALSO BE UTILIZED ORGANICALLY ON LINKEDIN.
- 12 SEMI-CUSTOMIZED ORGANIC VIDEO POSTS
- 12 HOLIDAY-THEMED ORGANIC POSTS
- LINKEDIN INSIGHT TAG
- CREATION OF CUSTOMIZED CONTENT CALENDAR
- ONE HOUR OPEN REEL VIDEO SHOOT WITH 10 HIGH QUALITY CLIPS FOR LINKEDIN ADVERTISING

GOOGLE ADS PRICING: \$2,795 - \$6,195

CREATION OF FULLY OPTIMIZED GOOGLE ADS CAMPAIGN WITH A CHOICE FROM 1 TO 4 OF THE FOLLOWING CAMPAIGNS:

- SEARCH
- DISPLAY
- REMARKETING
- YOUTUBE
- LOCAL SERVICE ADS

CUSTOMIZED MAINTENANCE OF ADS, KEYWORDS, LOCATIONS AND BIDS

- MONTHLY REPORTING & QUARTERLY MEETINGS
- GOOGLE ANALYTICS ANALYSIS
- TRACKING OF CONVERSIONS

YOUTUBE: \$3,095 - \$3,995

15 TO 30 SEC AD - COMBINED AD

- EDITING OF EXISTING VIDEO
- CAMPAIGN SETUP
- DEDICATED COORDINATOR
- GEOGRAPHIC AUDIENCE TARGETING
- AUDIENCE TARGETING BY INTEREST
- DETAILED REPORTING
- RIGHTS TO VIDEO
- 1 VIDEO REVISION





PRODUCTS & SERVICES

DIGITAL AD BUNDLE (DAB) PRICING: \$5,095 – \$9,995

6 TO 18 FULLY OPTIMIZED FACEBOOK CAMPAIGNS:

- DEDICATED CERTIFIED SPECIALIST
- CREATION, EXECUTION & QUARTERLY REPORTING OF AD CAMPAIGNS
- FACEBOOK PIXEL TRACKING
- CONVERSION TRACKING

1 TO 4 FULLY OPTIMIZED GOOGLE AD CAMPAIGN INCLUDING:

- SEARCH
- DISPLAY
- REMARKETING
- YOUTUBE
- LOCAL SERVICE ADS
- DEDICATED CERTIFIED SPECIALIST
- MONTHLY MAINTENANCE
- MONTHLY REPORTING
- CONVERSION TRACKING

CUSTOM LOGO DESIGN: \$250 – \$1,000

GRAPHIC DESIGN: \$350 – \$1,000

- BUSINESS CARDS
- MENU 8.5 X 11
- ADVERTISEMENTS/FLYERS
- TRIFOLD BROCHURE

GRAPHIC DESIGN HOURS: \$150/HOUR





PRODUCTS & SERVICES

REVIEWTUBE & SEESAW™

MAGELLAN VOICE SEARCH: \$3,500 – \$6,500

- UP TO 20 SCANNED AND VOICE/TEXT SEARCHABLE WEB PAGES
- UP TO 3 MINUTES OF VIDEO NARRATION SCANNED AND SEARCHABLE
- SPECIALIST TO MONITOR YOUR SCAN PROGRESS AND UPDATE SCANS REGULARLY AS NEEDED

REVIEW ROUNDUP: \$2,495

- PROFESSIONAL 30-SECOND VIDEO PRODUCED BY REVIEWTUBE STUDIOS
- CUSTOM VIDEO PLAYER FOR YOUR WEBSITE
- 12 MONTHS VIDEO HOSTING

INSIGHTS TECHNOLOGY: \$8,095 – \$13,795

- UP TO 25 ON-SITE FILMED TESTIMONIALS FROM REAL CUSTOMERS
- PRODUCER ON LOCATION (OPTIONAL)
- CUSTOM VIDEO PLAYER
- 12 MONTHS VIDEO STREAMING
- INCLUDES EVERYTHING IN THE REVIEW ROUNDUP

SEESAW™ VIDEO WEBSITES: \$12,995 – \$19,995

THE CREATION OF A SEESAW WEBSITE TO INCLUDE:

- CREATE 3 TO 7 FUNNELS OF VIDEO STORIES CAPTURING PRODUCTS, SERVICES, HISTORY, OWNER/STAFF INTRODUCTIONS, CLIENT TESTIMONIALS AND CALLS TO ACTION
- EACH FUNNEL SERIES WILL INCLUDE 5 TO 7 VIDEOS THAT ARE APPROXIMATELY 15-30 SECONDS IN LENGTH. TOTAL NUMBER OF VIDEOS WILL RANGE FROM 25 TO 50
- VIDEO – 5 TO 10 MINUTES OF FULLY CUSTOMIZED AND EDITED CONTENT
- CALLS TO ACTION FROM DIRECT DIAL, EMAIL, FACETIME
- USE OF DRONE AERIAL FOOTAGE, STUDIO TALENT AND ANIMATED AI CHARACTERS
- DEDICATED ACCOUNT MANAGER AND PRODUCTION TEAM OVERSEEING ALL ASPECTS OF PRODUCTION AND DELIVERY



Cambridge Planning Commission Meeting Minutes

Tuesday, February 6, 2024

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 Mark Ziebarth (City Council Representative).

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

Call to Order and Pledge of Allegiance

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

Organizational Meeting

Westover welcomed Joe Morin who was reappointed by Council for another 3-year term, and Mark Ziebarth as new Council Representative.

Boese nominated Kluck for Chair, seconded by Redfield. No other nominations. Upon vote, all voted aye, no nays. Motion passes.

Immel nominated Boese for Vice Chair, seconded by Liddy. No other nominations. Upon vote, all voted aye, no nays. Motion passes.

Approval of Agenda

Morin moved, seconded by Boese, to approve the agenda. All voted aye, no nays. Motion carried unanimously.

Approval of Minutes

Immel moved, seconded by Ziebarth, to approve the January 3rd, 2024 meeting minutes. All voted aye, no nays. Motion passed unanimously.

Public Comment

Kluck opened the public comment at 7:04 pm. No one approached. Public comment was closed at 7:05 pm.

New Business

A Ordinance Amendment- Zoning Code Review

Nosbush presented the amendments to Title XV Land Use, Chapter 156 Zoning, Sections 156.041 Industrial Districts & 156.064 Manufactured Homes and Manufactured Home Complexes; to continue

the overall review to clarify language and correct any errors within the existing language as part of the overall review of the zoning code.

Nosbush said some changes to note are that airports were removed from allowed uses as there is airport zoning. In Industrial Districts, maintenance facilities and auto towing were added for all I districts, and household waste processing was added in I-3 only.

Nosbush stated this was in response to Interim and Conditional Use Permits being approved for these types of businesses, like the MNDOT garage and Leaf's Towing. Waste Management, while not in I-3 zoning, already has a Conditional Use Permit approved for their site, meaning they are permanently allowed. This would only affect future new uses.

Public hearing

Kluck opened the public hearing at 7:08 pm. No one approached. The public hearing was closed at 7:09 pm.

Redfield clarified the addition of Section C4 under Wholesale Trade was to clarify where the information is found, Nosbush said that was correct, nothing in daily use was changed.

Morin motioned, seconded Redfield, to recommend approval of Ordinance 782 as presented and allow for Summary Publication. All voted aye, no nays. Motion passed.

B 2024 Meeting Schedule

Westover presented the 2024 meeting schedule and asked Commissioners to review and contact her with any changes or corrections.

C Commission Bylaws

Westover noted there were no changes to the Bylaws from 2023.

D Member List

A confidential list of Commission members contact information was handed out by Westover.

E Chapter 32 Planning Commission of the City Code

Westover noted this was for review and asked Commissioners and to reach out with any questions.

F 2023 Year in Review

Westover recapped 2023 for Commissioners.

There was no January meeting.

In February, the main item was a final plat of the Maple Ridge Townhomes second addition for the Cambridge Family Apartments, which changed their name to the Bridgewell Apartments. It is an affordable 65-unit building that requested a PUD for no garages. They are planning to open in the spring of 2024.

March had a larger agenda, there was an easement vacation request for 1115 Deer Run SW to combine two lots in order to build a garage, a building permit has been pulled for this structure. The Oak Meadows Plat, which was renamed the Lodge at Oak Landing, is currently being constructed. They had requested a rezoning designation from the PUD, an easement vacation, and a height variance request to accommodate the underground parking. They plan to open in 2024. Ordinance 767 was reviewed regarding outdoor storage, specifically storage pods. Staff wanted to be more business friendly and allow certain storage pods permanently.

In April, Commissioners reviewed a variance for a river setback at 3310 Ten Oaks Street, the existing structure was too close to the river so a variance was needed for the addition. A permit has not been pulled for this project yet.

In May Commissioners reviewed a preliminary and final plat for River Heights 4th edition, which was a request to build a pool on a parcel not on the main property. A permit has been pulled for this project. Ordinance 769 allowing ducks and quail in addition to chickens was recommended for approval.

In June there were six Interim Use Permit (IUP) requests for chickens, all were approved. Two variance requests for 2403 Fillmore Lane SE to build a detached accessory structure in a corner side yard were denied by Commissioners. Council denied the setback request but approved the structure to be built in the side corner yard. A permit has been obtained and the structure is in construction. Commissioners and Council denied an IUP for commercial dog kennel was reviewed for 505 25th Ave SW, since then the business has moved out of the City.

In August, a height variance request for 946 Roosevelt Street S was denied but the impervious surface variance request was recommended for approval. Council agreed with Commissioners and denied the height variance request, but approved the impervious surface request. An IUP for 728 Main Street N to use the building for storage only was recommended for five years, but Council denied the request. The owner has been attempting to rectify the situation with the City. Ordinance 770 Commercial Kennel was reviewed and adopted into City Code.

In September Commissioners reviewed a plat for Haden Estates requesting to split the lot into two parcels. A new home permit has been applied for and the existing home is being renovated. The old Perkins site, Cornerstone Addition, asked for a PUD amendment, easement vacation, and preliminary and final plat review, all were approved by Planning Commission and Council. Since then, the developer has pulled out of the deal. The approvals will remain for a length of time, but will depend on if a new developer wants to change property lines.

October was the start of the Zoning Code updates. Ordinance 774 reviewed the beginning chapters, it has been adopted into the City Code.

November was the last meeting of the year, Ordinance 775 Natural Landscaping was recommended for approval. Ordinance 776 Places of Worship and Sacred Settlements was also recommended for approval. Both ordinances have been adopted into the City Code.

Kluck asked how many units Oak Landing has, Westover answered 148 units.

Boese asked if the gas line still needed to be moved since the developer pulled out of the Perkins lot, Westover said after consulting with the engineer and gas company it was decided there was not a need to move the gas line, though the street was still going to be vacated.

Other Business/Miscellaneous

A City Council Update

Ziebarth said Council approved two new members for the PTRC. Council discussed the Downtown programs, which is grants to help with infrastructure and façade improvements, and a loan subsidy program that was just approved. On March 7th, three Councilmembers will be going to the Capital for a meeting with Representative Johnson and Senator Koran who are supporting the City's efforts on bonding funding for the Hwy 95 reconstruction project.

Ziebarth continued, an update was announced for the NLX Train Alliance, initial funding was approved and now the group is seeking grants from Federal and State funds to continue the program. City Administrator Vogel serves on the board and is involved in the process. NLX will be a huge advancement for the City.

Council heard the annual presentations from both Community Development by Westover and the Cambridge Fire Department by Benzen.

Ziebarth said Council approved a Request for Quotes (RFQ) for the Council Chambers Audio/Video System which will be replaced in the upcoming months. Updates include more capable large monitors, updated audio recording to make operating easier, and individual monitors on the Dias.

Council has been discussing the old Dry Cleaners site on Hwy 95, Ziebarth said. Grants were used to have the MPCA research the extent of contaminants and Council is seeking the best outcome for the tax-forfeited property.

The State of the City address is February 21st at Noon, the Mayor will present an update on the City.

Ziebarth noted the Presidential Nomination Primary elections will be held on Tuesday, March 5th, therefore the next Planning Commission meeting will be on Wednesday, February 6th.

Morin asked if the City has ordered the new State flags yet, Westover said not that she was aware of. Boese said the new design has not been approved by the State yet.

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

Westover said the Community Development Specialist Norling has been planning for the summer events, and has some band already lined up. She is also planning the Art Fair, and the upcoming Winter Fest to be held on February 24th. Since there is no snow, staff have encouraged creativity on building a snowman or sculpture. The newspaper made a snowman out of stacked paper rolls, there is one made from Styrofoam, and two tiny snowman have been made of snow. The dog sled rides and

horse carriage rides were still planned, but will be on wheels. There will be chainsaw carvings, and a touch-a-truck event with DW, Public Works, and police and fire vehicles. There will be vendors, free hot cocoa, and other things happening.

Adjournment of Planning Commission Meeting

Being no further business before the Commission, Boese moved, seconded by Immel, to adjourn the regular meeting at 7:31 pm. All voted aye, no nays. Motion carried unanimously.

Jessica Kluck, Chair
Cambridge Planning Commissioner

ATTEST:

Marcia Westover
City Planner

DRAFT