

Cambridge City Council Meeting Announcement and Agenda

Monday, July 15, 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
6:02 pm	3. Approval of Agenda
	4. Consent Agenda
	A. Approval of Regular City Council Meeting Minutes for July 1, 2024 (p. 3)
	B. Approve Warrants #129422-#129598 and ACH/Wire items totaling \$2,900,950.65 (p. 9)
	C. R24-049 Resolution Appointing Election Judges for the Primary Election (p. 38)
	D. R24-050 Resolution Approving 2024 General Fund Budget Amendment (p. 40)
	E. Approve R24-051 Application for Payment #2 from Douglas-Kerr for 2024 Street and Central Trail Improvements (p. 54)
	F. Approve contract renewal with SEH for engineering services (p. 63)
	5. Work Session
	A. Discussion on expiring Waste Hauler Contracts (verbal)
	6. Unfinished Business
	7. New Business
	A. Approve R24-048 Variance for Keeping of Storage Pods in PM Professional/Medical Zoning District- 701 Dellwood St S (p. 67)
	B. Approve R24-052 Variance for Keeping of Fowl in Shoreland SR-2 District- 3330 Ten Oaks St S (p. 73)
	C. Approve R24-053 Variance for Keeping of Fowl in Shoreland SR-2 District- 3225 Ten Oaks St S (p. 73)
	D. Waste Management Rate Increase Request (p. 84)
	E. Approve Request for Proposal for work on Northbound Liquor Roof (p. 87)
	F. Application for Downtown Interest Rate Subsidy Program – Art and Leah Volker (p. 91)
	8. Commission Minutes and Committee Reports
	A. Planning Commission meeting DRAFT minutes from July 2, 2024 (p. 100)
	9. Mayor's Report

	10. Council Concerns
	11. City Attorney's Report
	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
Thursday, July 18, 2024	6:30 pm	Downtown Concert – 5 Minute Major
Thursday, July 25, 2024	10:00 am	Free Kids Event – Bob the Beachcomber
Friday, June 28, 2024	5:00 pm	Concert in the Park – Hard Day's Night
Monday, August 5, 2024	6:00 pm	City Council
Tuesday, August 6, 2024	4:00 pm	National Night Out
Tuesday, August 6, 2024	7:00 pm	Planning Commission
Tuesday, August 13, 2024	7:00 am	Primary Elections
Thursday, August 15, 2024	6:30 pm	Downtown Concert – The High 48's
Saturday, August 17, 2024	10:00 am	Art Fair
Monday, August 19, 2024	4:00 pm	Special Meeting - 2025 Budget and Levy Recommendations
Monday, August 19, 2024	5:45 pm	EDA
Monday, August 19, 2024	6:00 pm	City Council
Thursday, August 22, 2024	10:00 am	Free Kids Event –Bounce Houses in the Park
Friday, August 30, 2024	5:00 pm	Concert in the Park – The Crown Jewels
Tuesday, September 3, 2024	6:00 pm	City Council
Wednesday, September 4, 2024	7:00 pm	Planning Commission
Monday, September 16, 2024	5:45 pm	EDA
Monday, September 16, 2024	6:00 pm	City Council

Cambridge City Council Meeting Minutes Monday, July 1, 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; Councilmembers Lisa Iverson, Aaron Berg, Mark Ziebarth, and Bob Shogren.

Staff Present: City Administrator Vogel, Deputy City Administrator Smith, Finance Director Moe, Community Development Director Westover, Police Chief Machin, Detective Johnson, Officer Gregorich, Utilities/Public Works Director Schwab, Stormwater Technician/GIS Coordinator Pixley, Stormwater Inspector Lassegard, and Assistant to the City Administrator Seiberlich.

Call to Order

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

Approval of Agenda

Berg requested to add Item 9A Code Enforcement Process.

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

Swearing in of Detective Johnson and Police Officer Gregorich

Machin introduced Tyler Johnson. Johnson joined the department last July with 10 years of law enforcement experience. He quickly moved through field training program and began filling open shifts quickly. Since completing his training, he has served as field training officer and helped develop a better response to active shooter type threats. Starting in May, Johnson moved into the Detective position made vacant with the promotion of Deputy Chief Hagen, he has continued to excel in this position. When not at work, he enjoys spending time with his family, hunting, fishing, and riding his motorcycle.

Machin swore in Tyler Johnson as Detective.

Machin said Derek Gregorich joined the department last August, this is his first, and hopefully only, law enforcement position. Since completing his field training in mid-December, he has been leading the department in traffic stops with approximately 745 since December 13th 2023. He has also logged 19 DWI arrests. The next closest officer has 400 less traffic stops. He has a strong work ethic and views each call as an opportunity to learn something to improve his skills. In his off time Gregorich enjoys bass fishing, snowmobiling, and pickleball.

Machin swore in Derek Gregorich as an Officer.

Consent Agenda

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

- A. Approval of Regular City Council Meeting Minutes for June 17, 2024
- B. Draft May 2024 Financial Statements
- C. Approve Road Closure for Steve's Tire 50th Anniversary
- D. Approve bid for replacement of CFD Command Vehicle
- E. Approval for hiring one part time employee for Northbound Liquor

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

Work Session

A. Stormwater Presentation

Pixley presented the 2023 Annual Stormwater Report. The Municipal Separate Storm Sewer System (MS4) program started with the Clean Water Act in the early 1970s. The Clean Water Act established the National Pollutant Discharge Elimination System (NPDES) Permit headed by the U.S. Environmental Protection Agency (EPA) and delegated locally by the Minnesota Pollution Control Agency (MPCA). The City holds the MS4 general permit, originally from February 2007 through 2013, was re-issued from 2014 through 2019, and most recently re-issued in October 2022.

Pixley continued, the city needs this permit because of its higher population, as well as the Rum River being one of only seven scenic and recreational rivers in Minnesota. To obtain a permit, the city needs to develop and implement a Stormwater Pollution Prevention Plan (SWPPP) with goals to reduce discharge of pollutants from the city's storm sewer system, protect water quality, and meet the requirements of the Clean Water Act.

As part of the SWPPP there are regulatory mechanisms, enforcement response procedures, and mapping and inventory requirements. The Minimum Control Measures (MCM) are public education and outreach, public participation and involvement, illicit discharge detection and elimination, construction site stormwater runoff control, post-construction stormwater management, and pollution prevention and good housekeeping for municipal operations.

The last MS4 annual report was submitted to the MPCA in 2021 due to some changeover in how the reports were received. This report was due on June 30, 2022.

There was a state audit performed in May, which covered 2021 through 2023, the findings called out a couple minor areas needing attention giving staff 30 days to comply. There have been some ordinance and procedural updates since the last report, and staff participated in a mock audit with SEH.

In 2023 there have been additional MCMs that assist staff in maintaining records, following state standards, and ensuring consistent enforcement of pollution reducing practices. Overall, the goal of pollution reduction and enforcement has been achieved, however there's always room to grow.

The first MCM focuses on public education and outreach. This has been moved more towards season-specific social media postings for a better reach, and the impact is easier to track. Approximately 15,000 people were reached in the past year with some form of stormwater education. There is an Illicit discharge reporting form on City's website. Informational pamphlets and compliance checklists are sent with all issued building permits to help educate contractors.

The second MCM focuses on public involvement. An annual council presentation allows the public to learn about changes, updates, and additions to our SWPPP. The city started the Adopt-a-Drain program in April of 2021, and it is gaining traction with the public. Staff plan to work with local schools to involve various student organizations.

MCM three involves illicit discharge detection and elimination. In 2023 were four illicit discharges, one spill, and one state-involved investigation. There are over 265,000 feet of storm piping with storm structure connections inventoried.

MCM four is construction site stormwater runoff control. In 2023 there were 54 erosion control inspections and four site plan reviews. Construction projects in 2023 included Cambridge Family Apartments, Strong Oak Apartments, Cambridge Cove, and Kwik Trip. There were fewer projects and better reception to staff guidance, which led to lower compliance issues.

The sixth MCM moved on to pollution prevention and good housekeeping. Staff preformed 74 drainage pond inspections and found the majority in satisfactory condition. All staff were trained in-house on illicit discharge detection and relevant staff are trained on SmartSalting.

Highlights for 2023 include completing the first audit with the state, all city staff that apply chloride products have been SmartSalt certified, and a consistent work order system was developed for staff to utilize. Notable upcoming projects include Cambridge Cove Phase 2, 2025 Street Project, completion of Oak Landing Apartments, completion of various pond and drainage maintenance activities, and the annual report submittals for 2022, 2023, and 2024. Input on the MS4 program will be considered for possible program modifications, and if implemented, reported in the 2024 Annual Report.

Shogren asked for an example of an illicit discharge, Pixley answered anything that is not water entering a storm drain, such as grass clippings, oil drainage, or dumpster juice.

B. 2024 Housing Study Presentation

Matt Mullins, Vice President of Maxfield Research and Consulting, highlighted the results of the 2024 housing study. The study was conducted during the winter, with most data being collected from January through April. The primary market area (PMA) is the area a majority of residents may come from, Cambridge is the driver and economic hub of the PMA, with influence from Isanti and Braham. The rest of the area consists of townships and agriculture property. The population of Cambridge has grown almost 75 percent since 2000, and it is projected to have 20 percent more growth in the next decade. Millennials and those ages 65 plus are expected to be the majority of the growth in the next five years. Household type is chiefly single person households, and demand for alternative living, such as townhomes and maintenance-free homes, are high.

Mullins said construction of single-family home declined dramatically in 2022 when interest rates rose. There has been an influx of multi-family construction over the past six to eight years. Availability of multi-family rental housing is low, with no vacancies in affordable or subsidized units. Research shows that a five percent vacancy rate is healthy for the market. Local market rate units are still considered affordable, though they do not have income restrictions. This is due to the units being

older or not having desirable features. There is a strong demand for single-family detached homes and townhomes, comprising about 30 percent of the market. People want more space and a yard.

There is no shortage of multi-family rental units in the pipeline or under construction, and it is advised to watch the impact this has on demand when many of those units open towards the end of the year. Godfrey asked how long this should be watched, Mullins said buildings typically take a year to 18 months to fill, with an average of 20 percent preleased and eight units per month. Some large projects, such as the Lodge at Oak Landing, may take more time to fill. If they are absorbing fast, the market need is higher than believed. If units are empty too long, concessions can be offered such as free rent for a short period, free storage, or free parking. Godfrey asked if council should discuss limiting the number of new applications. Mullins replied that often developers will pause and let the market settle before moving forward. Any new project will not affect the market until 2026 or later, since it takes time to get approval and finish construction. By that time the market should level out from the influx of units.

Increased interest rates have stalled out the market on home sales. Multi-family units are more affordable, while single-family stock is at an average of \$300-400,000. An average \$300,000 home 18 months ago required an income of around \$60,000 to afford, the same home today requires an income of \$90,000. This has had a major impact on affordability. New construction is picking up due to the need for housing. There are enough vacant lots for new construction currently, though it is recommended to consider platting new lots now for development down the road. Once interest rates lower, sales will increase. Looking into the next decade, it is predicted there will be a demand for 900 or more general-occupancy units. This is accounting for the projects in the pipeline.

Mullins reported that the large predicted age 65 plus demographic will drive future housing needs. Active and independent living currently has zero vacancies, while assisted living and memory care have high vacancy rates in the double digits, this typically should be around seven percent. Senior housing will need about 850 independent and active living units. Senior co-ops are gaining popularity, as well as affordable rentals that are maintained by an association. Adding senior housing also frees up housing stock for other demographics to purchase.

Mullins summed up the report stating that Cambridge has experienced rapid population growth since 2000 and a continued 20 percent growth rate is projected this decade. Aging of Baby Boomer Generation is driving alternative housing products, while families with kids is declining. Persons living alone is the largest and fastest growing household type. Cambridge is a job importer with nearly 1,400 workers commuting in for work and only a 3.9% unemployment rate.

Mullins continued, there is low rental vacancy rate at 1.3 percent average, and most market rate product is NOAH. There are 400 plus units in the development pipeline. Senior housing is bifurcated and there are no vacancies in active and independent living product. The lack of for sale housing and interest rates are impacting sales and affordability. New single-family construction was strong in 2021, but interest rates had dampened new starts since 2022. Vacant lot supply is sufficient in near-term, but new platted lots are needed long-term. National builders should be considered as they bring many affordable options to the table. Mullins predicted a federal cut in December, and several more in 2025, making 2025 an active year.

Godfrey asked if Mullins would be available to staff for future questions, Matt said he was always available, and recommended to update the study every five years keep it current.

Ziebarth motioned, seconded by Iverson, to accept the 2024 housing study report from Maxfield Research and Consulting. All voted aye, no nays, motion passed unanimously.

Unfinished Business

No unfinished business

New Business

A. Street Art contest at Art Fair

Westover requested a street art contest to be hosted during the annual Art Fair on Saturday, August 17, 2024, from 10:00am to 3:00pm. The fair includes a chalk art contest, and adding a street art contest will provide additional opportunities to grow the event. The large white boards from the city owned parking lot, the former Woody's lot, would be lowered for the event. Each contestant would get a section of the white board to showcase their art. Public Works will paint over white after the event.

Shogren opined he preferred to not have city sponsored art that would last for a year or more. Godfrey noted that the plan was to paint over the art after the event, and asked the timeframe for this, Schwab said it could occur whatever council requested. Shogren said if it could be painted over within a day or two, that would be a good compromise.

Iverson motioned, seconded by Ziebarth, to approve a street art contest for the Art Fair on Saturday, August 17, 2024.

Vogel clarified if the motion should include a timeframe for painting the boards over, Iverson said within a week. Ziebarth agreed.

Berg asked if the plan was to take the board down, use it for the contest, put it back up for display, only to take it back down to paint it white and then put it back up? Schwab said the plan was to lower it permanently, but questioned if that promote year round graffiti.

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

Mayor's Report

A. Summary of LMC Annual Conference

Godfrey said last week Councilmembers Berg and Shogren joined him at the LMC Annual Conference, which featured interesting subjects. Godfrey noted he attended one session on public art, where it was advised to make art changeable to keep active and generate a buzz around downtown. The keynote speakers were good. During the Governor's speech he mentioned the possibility of a session to discuss flooding and possibly bonding, which the city is advocating for on many projects through the city. Shogren said he saw the sewer system in Rochester. Berg said he attended a session from the Office of Cannabis Management who stated they will begin reviewing social justice applicants for distribution and cultivation licensing.

B. 4th of July Fireworks

Godfrey reminded everyone that the annual fireworks display will be held on July 4th at the Isanti County Fairgrounds. Any potential weather cancellation will be determined by late afternoon on the day of. Mrs. Abigale Shogren will be singing the National Anthem, Godfrey will give a short speech, and the fireworks will start at dusk, which is typically 10:00 pm.

Council Concerns

A. Code Enforcement Process

Berg stated that code enforcement was a necessary evil, it is not a fun job and he expressed appreciation to the staff who perform this job. Summer season sees an uptick in activity, which often leads to more complaints on social media. He confirmed that the city operates on a complaint-based system, so if letter has been issued, a complaint was made. Vogel noted that proximity enforcement was possible, meaning if staff respond to complaint and notice a violation enroute, they can respond to those as well.

City Attorney’s Report

No City Attorney’s report

City Administrator’s Report

A. Call for Election Judges

Vogel said the city is seeking election judges. There are four election events yet this year, the primary election in August, and general election in November. The city is also holding two events at GracePointe to ensure everyone gets an opportunity to vote. A busy election season is predicted, and it helps to have a full roster of judges. Training available from the county, which is paid when serving as an election Judge. Council will approve the selected election judges on July 15th, deadline for primary election applicants is June 10th. Shogren asked if the applicants apply at city hall, Vogel said that was correct, staff will also help facilitate training with the county.

Adjournment of Council Meeting

Being no further business before the City Council, Berg moved, seconded by Shogren, to adjourn the regular meeting at 7:03 pm. All voted aye, no nays, motion passed unanimously.

James A. Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator

CAMBRIDGE CITY COUNCIL MEETING
 July 15, 2024
 BILLS LIST

Disbursement Type:	Date	Check #s	Submitted For <u>Approval</u>
Prepaid Checks	6/12/2024	129422 - 129491	1,614,290.60
Prepaid Checks	6/20/2024	129493 - 129548	328,807.77
Prepaid Checks	6/27/2024	129549 - 129598	281,558.92
Total Checks			2,224,657.29
PAID THROUGH ACH or WIRE June 2024:			
Payroll			297,753.43
Federal Payroll Tax Withholding			90,679.85
State Payroll Tax Withholding			18,341.42
PERA Withholdings			76,320.74
Deferred Comp Premiums			4,740.00
Health Care Savings Plan Dep			51,217.77
Self Insurance & Flex & Select Account Admin Fee			8,101.96
ECE			48,186.18
Sales & Use Tax Payments to State of MN			61,787.00
Centerpoint--two months paid in May			-
LePage			1,581.59
Wright Express (City wide fuel cards)			10,151.66
Connexus			1,142.75
Midcontinent			4,214.54
Reliance Life Insurance ACH			1,394.79
AFLAC			58.70
Happy Productions Interest Subsidy			620.98
Total Paid through ACH or Wire			676,293.36
TOTAL SUBMITTED FOR APPROVAL			\$2,900,950.65

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of City check disbursements from 6/7/2024-6/27/2024 and all other disbursements for June 2024.

Caroline Moe 6/27/2024
 Caroline Moe, Director of Finance signature & date

Linda Gerlach 6/27/2024
 Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
165	Allina Health	Health History, Physical, Questionnaire - Finance	146.50
165	Allina Health	Health History, Physical, Questionnaire - Police	180.30
165	Allina Health	Health History, Physical, Questionnaire - Streets Seaso	293.00
165	Allina Health	Health History, Physical, Questionnaire - Parks Season	439.50
165	Allina Health	Health History, Physical, Questionnaire - Library	146.50
165	Allina Health	Health History, Physical, Questionnaire - Water Seaso	146.50
165	Allina Health	Health History, Physical, Questionnaire - Wastewater	146.50
165	Allina Health	Health History, Physical, Questionnaire - Liquor Store	146.50
Total 165:			1,645.30
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Water	795.00
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Wastewater	48.39
Total 175:			843.39
306	ARC Irrigation, LLC	Fertilization - Fern St	315.00
306	ARC Irrigation, LLC	Fertilization - N Main St	196.00
306	ARC Irrigation, LLC	Fertilization - 2nd Ave SW	244.00
306	ARC Irrigation, LLC	Fertilization - Parkwood Park	285.00
306	ARC Irrigation, LLC	Fertilization - Central Greens Park	433.00
306	ARC Irrigation, LLC	Fertilization - Peterson Park	280.00
306	ARC Irrigation, LLC	Fertilization - Pioneer Park	410.00
Total 306:			2,163.00
319	Artisan Beer Company	Liquor Store Merchandise	304.20
319	Artisan Beer Company	Liquor Store Merchandise	40.00
Total 319:			344.20
341	Aspen Mills	Uniform Allowance	41.35
341	Aspen Mills	Uniform Allowance	1,466.80
341	Aspen Mills	Uniform Allowance	174.85
Total 341:			1,683.00
518	Beecham, Jordan	Refund Overpayment Final Water Bill 1-6598	13.25
Total 518:			13.25
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,444.20
551	Chas A. Bernick Inc.	Liquor Store Merchandise	100.85
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	61.80-
Total 551:			3,483.25
586	Bjorklund Companies LLC	Black Dirt	355.00

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 586:		355.00
628	Boese, Robert	Planning Comm Mtgs - 2nd Qtr 2024	105.00
	Total 628:		105.00
729	Brown, Wayne	Refund Overpayment Final Water Bill 1-34200	81.64
	Total 729:		81.64
972	Carlos Creek Winery	Liquor Store Merchandise	300.00
	Total 972:		300.00
1020	Cebulla, Thomas	Refund Overpayment Final Water Bill 1-4113	23.40
	Total 1020:		23.40
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	24.88
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	181.93
1140	Cintas Corporation	Uniform Rental - Parks	10.95
1140	Cintas Corporation	Uniform Rental - Maintenance	4.75
1140	Cintas Corporation	Uniform Rental - Parks	8.74
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	196.61
1140	Cintas Corporation	Rug & Towel Rentals - Liquor Store	271.26
1140	Cintas Corporation	Rug Rentals - Street Dept	16.18
1140	Cintas Corporation	Uniform Rental - Maintenance	4.75
1140	Cintas Corporation	Uniform Rental - Parks	8.74
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	154.61
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	232.86
1140	Cintas Corporation	Uniform Rental - Parks	10.95
	Total 1140:		1,127.21
1170	City Laundering Co.	Rugs - Fire Hall	43.73
	Total 1170:		43.73
1236	Comm of MMB, Treasury Div	Admin Traffic Citation Fines - May	1,180.00
	Total 1236:		1,180.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	3,343.56
1396	Dahlheimer Beverage, LLC	Keg Deposit	120.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	68.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	37,228.20
1396	Dahlheimer Beverage, LLC	Keg Return	60.00-

Vendor	Vendor Name	Description	Net Invoice Amount
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	132.60-
Total 1396:			40,567.16
1595	Douglas-Kerr Underground, L	2024 Street & Central Drive Trail Improvements - Pay	1,147,599.00
1595	Douglas-Kerr Underground, L	2023 Well No. 9 Contract B - Pay App No 6	188,939.59
Total 1595:			1,336,538.59
1646	East Central Energy	Work Order #202324085 - 2664 337th Ave NE	5,933.50
1646	East Central Energy	Work Order #202428881 - Street Lighting Parkwood	11,235.00
Total 1646:			17,168.50
1716	Ehlers & Associates, Inc.	Continuing Disclosure Reporting	118.75
1716	Ehlers & Associates, Inc.	Continuing Disclosure Reporting	237.50
1716	Ehlers & Associates, Inc.	Continuing Disclosure Reporting	118.75
1716	Ehlers & Associates, Inc.	Continuing Disclosure Reporting	118.75
1716	Ehlers & Associates, Inc.	Continuing Disclosure Reporting	118.75
1716	Ehlers & Associates, Inc.	Continuing Disclosure Reporting	118.75
1716	Ehlers & Associates, Inc.	Continuing Disclosure Reporting	118.75
1716	Ehlers & Associates, Inc.	Continuing Disclosure Reporting	1,100.00
1716	Ehlers & Associates, Inc.	Continuing Disclosure Reporting	1,100.00
1716	Ehlers & Associates, Inc.	Continuing Disclosure Reporting	1,100.00
Total 1716:			4,250.00
1891	Fastenal Company	Misc Operating Supplies - Shop	229.39
Total 1891:			229.39
2059	Synchrony Bank	Office Supplies - Streets	169.99
2059	Synchrony Bank	Weed Control	110.97
Total 2059:			280.96
2146	Gopher State One-Call Inc.	FTP Tickets	128.92
2146	Gopher State One-Call Inc.	FTP Tickets	128.93
Total 2146:			257.85
2188	Gratitude Farms	Animal Control Services	400.00
Total 2188:			400.00
2341	Hawkins, Inc.	Chemicals - Wastewater	1,016.00
2341	Hawkins, Inc.	Chemicals - Water	1,906.96

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2341:			2,922.96
2416	John Hirsch's Cambridge Mot	Repair & Maint Labor Veh/Eq - Wastewater	173.22
Total 2416:			173.22
2518	Immel, Julie	Planning Comm Mtgs - 2nd Qtr 2024	105.00
Total 2518:			105.00
2539	Indian Island Winery	Liquor Store Merchandise	155.04
Total 2539:			155.04
2636	Minnesota Equipment	Repair & Maint Supplies Veh/Eq - Wastewater	249.96
Total 2636:			249.96
2676	Isanti County Recorder	Document A530631 Resolution	46.00
2676	Isanti County Recorder	Document A530632 Agreement	46.00
2676	Isanti County Recorder	Document A530633 Resolution	46.00
Total 2676:			138.00
2681	Isanti County Sheriff's Office	RMS Monthly Maintenance - June	168.24
Total 2681:			168.24
2739	Jeff Busby Enterprises, LLC.	Sidewalk Repairs	1,500.00
Total 2739:			1,500.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	891.00
2796	Johnson Brothers Liquor Co	Delivery Charge	16.38
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	300.00
2796	Johnson Brothers Liquor Co	Delivery Charge	10.92
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,974.00
2796	Johnson Brothers Liquor Co	Delivery Charge	38.22
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,219.00
2796	Johnson Brothers Liquor Co	Delivery Charge	18.20
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,357.70
2796	Johnson Brothers Liquor Co	Delivery Charge	50.96
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	24.00-
Total 2796:			6,852.38
2953	Kluck, Jessica	Planning Comm Mtgs - 2nd Qtr 2024	105.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2953:			105.00
3025	Kurita America Inc.	Chemicals - Wastewater	9,549.30
Total 3025:			9,549.30
3206	LGI Homes	Escrow Refund - Spruce St N, Redwood Loop N, Red	7,200.00
3206	LGI Homes	Escrow Refund - Spruce St N, Redwood Loop N, Red	100.00-
Total 3206:			7,100.00
3212	Liddy, Michael Thomas	Planning Comm Mtgs - 2nd Qtr 2024	105.00
Total 3212:			105.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	11,800.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	73.75
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	1,327.50
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	73.75
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	147.50
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	73.75
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	73.75
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	147.50
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	73.75
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	221.25
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	221.25
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	295.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	221.25
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	1,475.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	8,850.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	3,700.40
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	3,364.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	5,046.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	4,205.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	841.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	30,276.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	1,682.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	2,539.82
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	841.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	252.30
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	3,633.12
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	3,666.76
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	1,682.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July	8,410.00
Total 3258:			95,214.40
3296	Lundberg, Jennifer	Refund Overpayment Final Water Bill 1-7699	183.93

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 3296:		183.93
3501	MEI Total Elevator Solutions	June Monthly Service - Library	169.32
	Total 3501:		169.32
3504	Meier, Joyce	Refund Overpayment Final Water Bill 1-2361	37.73
	Total 3504:		37.73
3521	Menards	Maintenance Supplies - City Hall	76.05
3521	Menards	Misc Operating Supplies - Shop	68.91
3521	Menards	Repair & Maint - Infrastructure	59.99
3521	Menards	Misc Operating Supplies - Shop	38.73
3521	Menards	Flowers	48.33
3521	Menards	Misc Operating Supplies - Wastewater	26.48
3521	Menards	Misc Operating Supplies - Streets	26.97
3521	Menards	Misc Operating Supplies - Water	22.23
3521	Menards	Small Tools & Equipment - Water	1,899.99
3521	Menards	Misc Operating Supplies - Parks	83.88
3521	Menards	Small Tools & Equipment - Water	1,899.99
3521	Menards	Misc Operating Supplies - Parks	13.79
3521	Menards	Small Tools & Equipment - Parks	72.84
3521	Menards	Misc Operating Supplies - Parks	65.97
3521	Menards	Misc Operating Supplies - Wastewater	77.08
3521	Menards	Misc Operating Supplies - Wastewater	29.98
3521	Menards	Misc Operating Supplies - Parks	76.11
3521	Menards	Misc Operating Supplies - Streets	64.80
3521	Menards	Misc Operating Supplies - Parks	82.24
	Total 3521:		934.38
3542	Metro Payroll Inc.	eKlock Enterprise - April	328.50
	Total 3542:		328.50
3608	Miller Auto Center, Inc.	Repair & Maint Supplies Veh/Eq - Police	161.65
3608	Miller Auto Center, Inc.	Repair & Maint Labor Veh/Eq - Police	166.30
	Total 3608:		327.95
3935	Morin, Joseph	Planning Comm Mtgs - 2nd Qtr 2024	105.00
	Total 3935:		105.00
3963	MRI Software LLC	Background Basic Report - Finance	39.95

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3963:			39.95
3981	MTI Distributing, Inc.	Repair & Maint Supplies Veh/Eq - Streets	1,016.05
Total 3981:			1,016.05
4001	MVTL Laboratories Inc.	Testing - Water	109.40
4001	MVTL Laboratories Inc.	Testing - Wastewater	240.00
Total 4001:			349.40
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - Streets	39.48
Total 4321:			39.48
4467	Peterson's North Branch Mill	Misc Operating Supplies - Streets	284.99
Total 4467:			284.99
4476	Phillips Wine & Spirits	Liquor Store Merchandise	3,138.30
4476	Phillips Wine & Spirits	Delivery Charge	78.26
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,471.85
4476	Phillips Wine & Spirits	Delivery Charge	111.02
Total 4476:			5,799.43
4754	Redfield, David Timothy	Planning Comm Mtgs - 2nd Qtr 2024	105.00
Total 4754:			105.00
4884	Rootstock Wine Company	Liquor Store Merchandise	536.04
4884	Rootstock Wine Company	Delivery	20.00
Total 4884:			556.04
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	252.00-
5181	Southern Glazer's of MN	Liquor Store Merchandise	3,892.49
5181	Southern Glazer's of MN	Delivery Charge	49.86
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,665.87
5181	Southern Glazer's of MN	Delivery Charge	64.07
Total 5181:			6,420.29
5251	Star	Public Notice Council Meeting Minutes	10.24
5251	Star	Public Hearing Street Construction & Overlay Plan	12.68
5251	Star	Public Notice 2023 TIF Annual Report	18.04
5251	Star	Advertising 2024 Summer Events	242.40

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5251:			283.36
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Streets	119.00
5301	Steve's Tire Inc	Repairs and Maint Labor Veh/Eq - Streets	64.00
Total 5301:			183.00
5321	Streicher's - Minneapolis	Uniform Allowance	65.60
5321	Streicher's - Minneapolis	Uniform Allowance	59.99
Total 5321:			125.59
5397	Target Specialty Products	Mosquito Control	4,112.00
Total 5397:			4,112.00
5648	Tritech Software Systems	LETG Software Maintenance - Annual Maint Fee	10,125.99
Total 5648:			10,125.99
5831	Vinocopia	Liquor Store Merchandise	1,780.79
5831	Vinocopia	Delivery Charge	21.00
Total 5831:			1,801.79
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	14.02
5886	Watson Co., Inc.	Misc Operating Supplies - Parks	53.90
5886	Watson Co., Inc.	Liquor Store Merchandise	4,332.19
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	106.38
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			4,512.49
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	555.00
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	10,474.97
5891	Breakthru Beverage Minnesot	Freight Charge	118.83
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	532.00
5891	Breakthru Beverage Minnesot	Freight Charge	9.20
5891	Breakthru Beverage Minnesot	Credit Liquor Merchandise	211.70-
5891	Breakthru Beverage Minnesot	Credit Freight Charge	1.15-
5891	Breakthru Beverage Minnesot	Credit Liquor Merchandise	235.80-
Total 5891:			11,241.35
5965	White Bear IT Solutions LLC	Hardware - Server City Hall	27,450.00
Total 5965:			27,450.00

Vendor	Vendor Name	Description	Net Invoice Amount
6001	Wine Merchants	Liquor Store Merchandise	329.50
6001	Wine Merchants	Delivery Charge	5.77
Total 6001:			335.27
Grand Totals:			1,614,290.60

Dated: 6/12/24

City Treasurer: Caroline Inc

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/24	06/12/2024	129422	165	Allina Health	101-20100	1,645.30
06/24	06/12/2024	129423	175	Amazon Capital Services, Inc.	602-20100	843.39
06/24	06/12/2024	129424	306	ARC Irrigation, LLC	101-20100	2,163.00
06/24	06/12/2024	129425	319	Artisan	610-20100	344.20
06/24	06/12/2024	129426	341	Aspen Mills	101-20100	1,683.00
06/24	06/12/2024	129427	551	Bernick's	610-20100	3,483.25
06/24	06/12/2024	129428	586	Bjorklund Companies LLC	101-20100	355.00
06/24	06/12/2024	129429	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	11,241.35
06/24	06/12/2024	129430	972	Carlos Creek Winery	610-20100	300.00
06/24	06/12/2024	129431	1140	Cintas Corporation	610-20100	271.26
06/24	06/12/2024	129432	1140	Cintas Corporation	101-20100	855.95
06/24	06/12/2024	129433	1170	City Laundering Co.	101-20100	43.73
06/24	06/12/2024	129434	1236	Comm of MMB, Treasury Div	213-20100	1,180.00
06/24	06/12/2024	129436	1396	Dahlheimer Beverage, LLC	610-20100	40,567.16
06/24	06/12/2024	129437	4754	David Redfield	101-20100	105.00
06/24	06/12/2024	129438	1595	Douglas-Kerr Underground, LLC	601-20100	1,336,538.59
06/24	06/12/2024	129439	1646	East Central Energy	601-20100	5,933.50
06/24	06/12/2024	129440	1646	East Central Energy	604-20100	11,235.00
06/24	06/12/2024	129441	1716	Ehlers & Associates, Inc.	392-20100	4,250.00
06/24	06/12/2024	129442	1891	Fastenal Company	101-20100	229.39
06/24	06/12/2024	129443	2146	Gopher State One Call	602-20100	257.85
06/24	06/12/2024	129444	2188	Gratitude Farms	101-20100	400.00
06/24	06/12/2024	129445	2341	Hawkins, Inc.	601-20100	2,922.96
06/24	06/12/2024	129446	3258	I.U.O.E. Local 49 Fringe Benefit Fund	610-20100	95,214.40
06/24	06/12/2024	129447	2539	Indian Island Winery	610-20100	155.04
06/24	06/12/2024	129448	2676	Isanti County Recorder	101-20100	138.00
06/24	06/12/2024	129449	2681	Isanti County Sheriff's Office	101-20100	168.24
06/24	06/12/2024	129450	2739	Jeff Busby Enterprises, LLC.	101-20100	1,500.00
06/24	06/12/2024	129451	3296	Jennifer Lundberg	601-20100	183.93
06/24	06/12/2024	129452	2953	Jessica Kluck	101-20100	105.00
06/24	06/12/2024	129453	3935	Joe Morin	101-20100	105.00
06/24	06/12/2024	129454	2416	John Hirsch's Cambridge Motors	602-20100	173.22
06/24	06/12/2024	129455	2796	Johnson Bros - St Paul	610-20100	6,852.38
06/24	06/12/2024	129456	518	Jordan Beecham	601-20100	13.25
06/24	06/12/2024	129457	3504	Joyce Meier	601-20100	37.73
06/24	06/12/2024	129458	2518	Julie Immel	101-20100	105.00
06/24	06/12/2024	129459	3025	Kurita America Inc.	602-20100	9,549.30
06/24	06/12/2024	129460	3206	LGI Homes	101-20100	7,100.00
06/24	06/12/2024	129463	3501	MEI Total Elevator Solutions	101-20100	169.32
06/24	06/12/2024	129464	3521	Menards	101-20100	934.38
06/24	06/12/2024	129466	3542	Metro Payroll Inc.	101-20100	328.50
06/24	06/12/2024	129467	3212	Mike Liddy	101-20100	105.00
06/24	06/12/2024	129468	3608	Miller Auto Center, Inc.	101-20100	327.95
06/24	06/12/2024	129469	2636	Minnesota Equipment	602-20100	249.96
06/24	06/12/2024	129470	4001	Minnesota Valley Testing Labs	602-20100	349.40
06/24	06/12/2024	129471	3963	MRI Software LLC	101-20100	39.95
06/24	06/12/2024	129472	3981	MTI Distributing Inc.	101-20100	1,016.05
06/24	06/12/2024	129473	4321	O'Reilly Automotive, Inc.	101-20100	39.48
06/24	06/12/2024	129474	4467	Peterson's North Branch Mill	101-20100	284.99
06/24	06/12/2024	129475	4476	Phillips St Paul	610-20100	5,799.43
06/24	06/12/2024	129477	628	Robert Boese	101-20100	105.00
06/24	06/12/2024	129478	4884	Rootstock Wine Company	610-20100	556.04
06/24	06/12/2024	129479	5181	Southern Glazer's of MN	610-20100	6,420.29
06/24	06/12/2024	129480	5251	Star	101-20100	283.36
06/24	06/12/2024	129481	5301	Steve's Tire Inc	101-20100	183.00
06/24	06/12/2024	129482	5321	Streicher's - Minneapolis	101-20100	125.59
06/24	06/12/2024	129483	2059	Synchrony Bank	101-20100	280.96

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/24	06/12/2024	129484	5397	Target Specialty Products	101-20100	4,112.00
06/24	06/12/2024	129485	1020	Thomas Cebulla	601-20100	23.40
06/24	06/12/2024	129486	5648	Tritech Software Systems	101-20100	10,125.99
06/24	06/12/2024	129487	5831	Vinocopia	610-20100	1,801.79
06/24	06/12/2024	129488	5886	Watson Co., Inc.	610-20100	4,512.49
06/24	06/12/2024	129489	729	Wayne Brown	601-20100	81.64
06/24	06/12/2024	129490	5965	White Bear IT Solutions LLC	419-20100	27,450.00
06/24	06/12/2024	129491	6001	Wine Merchants	610-20100	335.27
Grand Totals:						<u>1,614,290.60</u>

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	Office Supplies - Planning	46.23
175	Amazon Capital Services, Inc.	Summer Activities Supplies	35.94
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	45.98
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Wastewater	260.64
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Wastewater	179.00
Total 175:			567.79
306	ARC Irrigation, LLC	Fertilization - Water Treatment Plant	238.00
306	ARC Irrigation, LLC	Fertilization & Weed Control - Sandquist Park	3,200.00
Total 306:			3,438.00
315	Artman, Sarah	Refund Overpayment Final Water Bill 1-26372	18.90
Total 315:			18.90
319	Artisan Beer Company	Liquor Store Merchandise	43.00
Total 319:			43.00
341	Aspen Mills	Uniform Allowance - S. Horsman	262.60
Total 341:			262.60
521	Bellboy Corporation	Credit Liquor Merchandise	59.00-
521	Bellboy Corporation	Liquor Store Merchandise	443.55
521	Bellboy Corporation	Liquor Store Merchandise	1,867.90
521	Bellboy Corporation	Liquor Store Merchandise	275.00
Total 521:			2,527.45
551	Chas A. Bernick Inc.	Liquor Store Merchandise	5,437.15
551	Chas A. Bernick Inc.	Liquor Store Merchandise	40.12
Total 551:			5,477.27
661	Boyle, Eugene G.	Electrical Billing 7-1-2024	3,312.80
Total 661:			3,312.80
1083	CES Imaging	Ink & Maintenance Cartridge - Canon Printer	505.11
Total 1083:			505.11
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	24.88
1140	Cintas Corporation	Uniform Rental - Maintenance	4.75
1140	Cintas Corporation	Uniform Rental - Parks	8.74
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewater	196.61

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	149.92
1140	Cintas Corporation	Uniform Rental - Parks	10.95
1140	Cintas Corporation	Rug Rentals - Police Dept & City Hall	25.91
1140	Cintas Corporation	Rug & Towel Rentals - Liquor Store	129.01
1140	Cintas Corporation	First Aid Supplies - City Hall	66.15
1140	Cintas Corporation	First Aid Supplies - Police Dept	48.68
1140	Cintas Corporation	First Aid Supplies - Fire Dept	16.81
1140	Cintas Corporation	First Aid Supplies - Street Dept	262.51
1140	Cintas Corporation	First Aid Supplies - Wastewater	183.15
1140	Cintas Corporation	First Aid Supplies - Liquor Store	19.24
Total 1140:			1,147.31
1170	City Laundering Co.	Rugs - Fire Hall	43.73
Total 1170:			43.73
1336	Crystal Springs Ice	Liquor Store Merchandise	100.36
1336	Crystal Springs Ice	Delivery Charge	4.00
1336	Crystal Springs Ice	Liquor Store Merchandise	374.24
1336	Crystal Springs Ice	Delivery Charge	4.00
1336	Crystal Springs Ice	Liquor Store Merchandise	469.68
1336	Crystal Springs Ice	Delivery Charge	4.00
Total 1336:			956.28
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	3,698.40
1396	Dahlheimer Beverage, LLC	Keg Deposit	30.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	26,069.50
1396	Dahlheimer Beverage, LLC	Keg Deposit	60.00
Total 1396:			29,857.90
1681	ECM Publishers, Inc.	Advertising - Liquor Store	1,894.28
Total 1681:			1,894.28
1716	Ehlers & Associates, Inc.	Arbitrage Report - GO Bonds, Series 2014A	422.00
1716	Ehlers & Associates, Inc.	Arbitrage Report - GO Bonds, Series 2014A	2,221.00
1716	Ehlers & Associates, Inc.	Arbitrage Report - GO Bonds, Series 2014A	168.00
1716	Ehlers & Associates, Inc.	Arbitrage Report - GO Bonds, Series 2014A	189.00
Total 1716:			3,000.00
1891	Fastenal Company	Misc Operating Supplies - Street Dept	133.69
Total 1891:			133.69
1949	First Advantage	Pre-Employment Drug Test - Police	60.81

Vendor	Vendor Name	Description	Net Invoice Amount
1949	First Advantage	Pre-Employment Drug Test - Streets	121.62
1949	First Advantage	Pre-Employment Drug Test - Parks	243.24
1949	First Advantage	Pre-Employment Drug Test - Water	60.81
1949	First Advantage	Pre-Employment Drug Test - Wastewater	60.81
Total 1949:			547.29
2133	Good For Gary	Discover Downtown Street Dance	2,500.00
Total 2133:			2,500.00
2338	Haven Homes LLC	Escrow Refund - 111 20th Ave SW	3,600.00
2338	Haven Homes LLC	Escrow Refund - 111 20th Ave SW	100.00-
Total 2338:			3,500.00
2341	Hawkins, Inc.	Chemicals - Wastewater	17,940.16
Total 2341:			17,940.16
2701	Isanti Rental, Inc.	Small Tools & Equipment - Wastewater	236.98
Total 2701:			236.98
2728	Jenner, Jean	Hole Sponsor - Mama Jean Open	150.00
Total 2728:			150.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	5,175.00
2796	Johnson Brothers Liquor Co	Freight Charge	111.02
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,820.00
2796	Johnson Brothers Liquor Co	Freight Charge	96.46
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,724.10
2796	Johnson Brothers Liquor Co	Delivery Charge	24.57
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	276.00
2796	Johnson Brothers Liquor Co	Delivery Charge	9.10
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,138.00
2796	Johnson Brothers Liquor Co	Delivery Charge	14.56
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	288.00
2796	Johnson Brothers Liquor Co	Delivery Charge	7.28
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	249.50
2796	Johnson Brothers Liquor Co	Delivery Charge	9.10
Total 2796:			11,942.69
2880	Kearney, Christopher	Professional Liability Coverage - Plan Review State	1,249.88
Total 2880:			1,249.88

Vendor	Vendor Name	Description	Net Invoice Amount
3248	Little Blue's Traveling Zoo LL	Summer Programs - Kids Event 6/27/24	1,343.00
Total 3248:			1,343.00
3416	Marudas Graphics, Inc.	Laser Vouchers	853.81
Total 3416:			853.81
3461	McDonald Distributing Compa	Credit Liquor Merchandise	18.50-
3461	McDonald Distributing Compa	Keg Return	120.00-
3461	McDonald Distributing Compa	Credit Liquor Merchandise	88.31-
3461	McDonald Distributing Compa	Liquor Store Merchandise	22,427.74
3461	McDonald Distributing Compa	Keg Deposit	60.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	553.00
3461	McDonald Distributing Compa	Keg Deposit	30.00
3461	McDonald Distributing Compa	Misc Oper Supplies - Liquor Store	322.13
3461	McDonald Distributing Compa	Liquor Store Merchandise	613.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	1,342.82
3461	McDonald Distributing Compa	Liquor Store Merchandise	8,583.68
3461	McDonald Distributing Compa	Keg Deposit	30.00
3461	McDonald Distributing Compa	Liquor Store Merchandise	336.73
3461	McDonald Distributing Compa	Credit Liquor Merchandise	40.50-
Total 3461:			34,031.79
3521	Menards	Misc Operating Supplies - Parks	13.23
3521	Menards	Small Tools & Equipment - Parks	49.99
3521	Menards	Misc Operating Supplies - Streets	24.93
3521	Menards	Misc Operating Supplies - Streets	87.95
3521	Menards	Misc Operating Supplies - Water	44.67
3521	Menards	Misc Operating Supplies - Wastewater	85.65
Total 3521:			306.42
3543	Metro Sales, Inc.	Ricoh IM C2500 Color Copier Rental - Public Works	158.61
Total 3543:			158.61
3854	MN Driver and Vehicle Servic	MN100 First Responder License Plates for Squad Cars	12.00
Total 3854:			12.00
3929	Moose Lake Brewing Co. LLC	Liquor Store Merchandise	36.00
Total 3929:			36.00
4001	MVTL Laboratories Inc.	Testing - Wastewater	995.00
4001	MVTL Laboratories Inc.	Testing - Water	84.40

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4001:			1,079.40
4071	NCPERS Group Life Ins.	Group Vol Life Ins - PERA	336.00
Total 4071:			336.00
4094	New Amerika Musik	Concert in the Park 6/28/2024	1,800.00
Total 4094:			1,800.00
4221	Northland Landscape Nursery	Western Red Cedar Mulch - Liquor Store	80.00
Total 4221:			80.00
4231	Northside Septic Service, LLC	Pump Out Tank, Service Call, Parts, and Labor	4,797.50
Total 4231:			4,797.50
4426	Paustis Wine Company	Liquor Store Merchandise	1,268.00
4426	Paustis Wine Company	Freight Charge	17.50
Total 4426:			1,285.50
4476	Phillips Wine & Spirits	Liquor Store Merchandise	6,683.75
4476	Phillips Wine & Spirits	Freight Charge	96.46
4476	Phillips Wine & Spirits	Liquor Store Merchandise	746.90
4476	Phillips Wine & Spirits	Delivery Charge	12.74
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,006.75
4476	Phillips Wine & Spirits	Delivery Charge	32.76
Total 4476:			8,579.36
4495	Purple Hawk Country Club	Hole Sponsor - Northbound Liquor	150.00
Total 4495:			150.00
4567	Precision Property Maintenanc	Garbage - Abatement	80.00
Total 4567:			80.00
5116	Short, Elliott, Hendrickson Inc	CAMBR City Eng. Services	7,096.45
5116	Short, Elliott, Hendrickson Inc	CAMBR TH 95 City Utl Replace	2,865.50
5116	Short, Elliott, Hendrickson Inc	CAMBR 2024 Street Imps Const	140,281.98
5116	Short, Elliott, Hendrickson Inc	CAMBR WW Solids Planning Study	4,818.75
5116	Short, Elliott, Hendrickson Inc	CAMBR Lk Fanny Prk Master Plan	7,714.75
Total 5116:			162,777.43

Vendor	Vendor Name	Description	Net Invoice Amount
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,639.00
5181	Southern Glazer's of MN	Delivery Charge	31.00
5181	Southern Glazer's of MN	Liquor Store Merchandise	1,302.32
5181	Southern Glazer's of MN	Delivery Charge	35.91
5181	Southern Glazer's of MN	Liquor Store Merchandise	1,628.91
5181	Southern Glazer's of MN	Delivery Charge	21.70
5181	Southern Glazer's of MN	Liquor Store Merchandise	237.60
5181	Southern Glazer's of MN	Delivery Charge	4.65
5181	Southern Glazer's of MN	Liquor Store Merchandise	160.00
5181	Southern Glazer's of MN	Delivery Charge	1.68
5181	Southern Glazer's of MN	Liquor Store Merchandise	4,680.97
5181	Southern Glazer's of MN	Delivery Charge	90.93
5181	Southern Glazer's of MN	Liquor Store Merchandise	210.92
Total 5181:			11,045.59
5251	Star	Advertising Liquor Store	25.00
5251	Star	Advertising Liquor Store	545.00
5251	Star	Public Notice Council Meeting Minutes	6.83
Total 5251:			576.83
5267	Starry Electric, Inc.	Repair & Maint Supplies Security Lights Sandquist Par	30.00
5267	Starry Electric, Inc.	Repair & Maint Labor Security Lights Sandquist Park	547.50
Total 5267:			577.50
5271	North Folk Winery	Liquor Store Merchandise	240.00
Total 5271:			240.00
5446	The American Bottling Compa	Liquor Store Merchandise	299.62
Total 5446:			299.62
5509	Thomsen, Dean A	Window Cleaning Liquor Store - Cooler Doors & Entry	140.24
Total 5509:			140.24
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	1,030.03
Total 5516:			1,030.03
5523	Thryv, Inc.	Advertising - Liquor Store	85.00
Total 5523:			85.00
5524	Thunder Brothers Brewery, In	Liquor Store Merchandise	72.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5524:			72.00
5801	Verizon Wireless	wireless phone service - Fire Dept	115.17
5801	Verizon Wireless	Equipment - Streets	549.99
5801	Verizon Wireless	wireless phone service - Streets	30.36
5801	Verizon Wireless	wireless phone service - Water	20.00
5801	Verizon Wireless	Equipment - Wastewater	549.99
5801	Verizon Wireless	wireless phone service - Wastewater	30.36
5801	Verizon Wireless	wireless phone service - Wastewater	20.01
5801	Verizon Wireless	wireless phone service - Liquor Store	41.22
Total 5801:			1,357.10
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	277.90
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	244.40
Total 5816:			522.30
5831	Vinocopia	Liquor Store Merchandise	450.00
5831	Vinocopia	Delivery Charge	2.50
5831	Vinocopia	Liquor Store Merchandise	496.00
5831	Vinocopia	Delivery Charge	2.50
Total 5831:			951.00
5886	Watson Co., Inc.	Credit Misc Operating Supplies - Liquor Store	27.00-
5886	Watson Co., Inc.	Liquor Store Merchandise	1,579.94
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	256.20
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			1,815.14
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	942.19
5891	Breakthru Beverage Minnesot	Freight Charge	9.20
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	208.00
5891	Breakthru Beverage Minnesot	Freight Charge	2.30
5891	Breakthru Beverage Minnesot	Credit Liquor Merchandise	26.20-
Total 5891:			1,135.49
Grand Totals:			328,807.77

Dated: 6/20/24

City Treasurer: Caroline Ince

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/24	06/20/2024	129493	175	Amazon Capital Services, Inc.	602-20100	567.79
06/24	06/20/2024	129494	306	ARC Irrigation, LLC	101-20100	3,438.00
06/24	06/20/2024	129495	319	Artisan	610-20100	43.00
06/24	06/20/2024	129496	341	Aspen Mills	101-20100	262.60
06/24	06/20/2024	129497	521	Bellboy Corporation	610-20100	2,527.45
06/24	06/20/2024	129498	551	Bernick's	610-20100	5,477.27
06/24	06/20/2024	129499	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	1,135.49
06/24	06/20/2024	129500	5516	Capitol Beverage Sales L.P.	610-20100	1,030.03
06/24	06/20/2024	129501	1083	CES Imaging	101-20100	505.11
06/24	06/20/2024	129502	2880	Christopher Kearney	101-20100	1,249.88
06/24	06/20/2024	129503	1140	Cintas Corporation	610-20100	725.55
06/24	06/20/2024	129504	1140	Cintas Corporation	101-20100	421.76
06/24	06/20/2024	129505	1170	City Laundering Co.	101-20100	43.73
06/24	06/20/2024	129506	1336	Crystal Springs Ice	610-20100	956.28
06/24	06/20/2024	129507	1396	Dahlheimer Beverage, LLC	610-20100	29,857.90
06/24	06/20/2024	129508	5509	Dean Thomsen	610-20100	140.24
06/24	06/20/2024	129509	1681	ECM Publishers, Inc.	610-20100	1,894.28
06/24	06/20/2024	129510	1716	Ehlers & Associates, Inc.	372-20100	3,000.00
06/24	06/20/2024	129511	661	Eugene G. Boyle	101-20100	3,312.80
06/24	06/20/2024	129512	1891	Fastenal Company	101-20100	133.69
06/24	06/20/2024	129513	1949	First Advantage	602-20100	547.29
06/24	06/20/2024	129514	2133	Good For Gary	101-20100	2,500.00
06/24	06/20/2024	129515	2338	Haven Homes LLC	101-20100	3,500.00
06/24	06/20/2024	129516	2341	Hawkins, Inc.	602-20100	17,940.16
06/24	06/20/2024	129517	2701	Isanti Rental, Inc.	602-20100	236.98
06/24	06/20/2024	129518	2728	Jean Jenner	610-20100	150.00
06/24	06/20/2024	129519	2796	Johnson Bros - St Paul	610-20100	11,942.69
06/24	06/20/2024	129520	3248	Little Blue's Traveling Zoo LLC	101-20100	1,343.00
06/24	06/20/2024	129521	3416	Marudas Graphics, Inc.	101-20100	853.81
06/24	06/20/2024	129522	3461	McDonald Distributing Company	610-20100	34,031.79
06/24	06/20/2024	129523	3521	Menards	601-20100	306.42
06/24	06/20/2024	129524	3543	Metro Sales, Inc.	101-20100	158.61
06/24	06/20/2024	129525	4001	Minnesota Valley Testing Labs	601-20100	1,079.40
06/24	06/20/2024	129526	3854	MN Driver and Vehicle Services	101-20100	12.00
06/24	06/20/2024	129527	3929	Moose Lake Brewing Co. LLC	610-20100	36.00
06/24	06/20/2024	129528	4071	NCPERS Group Life Ins.	101-20100	336.00
06/24	06/20/2024	129529	4094	New Amerika Musik	101-20100	1,800.00
06/24	06/20/2024	129530	5271	North Folk Winery	610-20100	240.00
06/24	06/20/2024	129531	4221	Northland Landscape Nursery	610-20100	80.00
06/24	06/20/2024	129532	4231	Northside Septic Service, LLC	101-20100	4,797.50
06/24	06/20/2024	129533	4426	Paustis Wine Company	610-20100	1,285.50
06/24	06/20/2024	129534	4476	Phillips St Paul	610-20100	8,579.36
06/24	06/20/2024	129535	4567	Precision Property Maintenance	101-20100	80.00
06/24	06/20/2024	129536	4495	Purple Hawk Country Club	610-20100	150.00
06/24	06/20/2024	129537	315	Sarah Artman	601-20100	18.90
06/24	06/20/2024	129538	5116	Short, Elliott, Hendrickson Inc	499-20100	162,777.43
06/24	06/20/2024	129539	5181	Southern Glazer's of MN	610-20100	11,045.59
06/24	06/20/2024	129540	5251	Star	101-20100	576.83
06/24	06/20/2024	129541	5267	Starry Electric, Inc.	101-20100	577.50
06/24	06/20/2024	129542	5446	The American Bottling Company	610-20100	299.62
06/24	06/20/2024	129543	5523	Thryv	610-20100	85.00
06/24	06/20/2024	129544	5524	Thunder Brothers Brewery, Inc	610-20100	72.00
06/24	06/20/2024	129545	5801	Verizon Wireless	602-20100	1,357.10
06/24	06/20/2024	129546	5816	Viking Coca-Cola Bottling Co	610-20100	522.30
06/24	06/20/2024	129547	5831	Vinocopia	610-20100	951.00
06/24	06/20/2024	129548	5886	Watson Co., Inc.	610-20100	1,815.14

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
Grand Totals:						<u>328,807.77</u>

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	Office Supplies	69.27
175	Amazon Capital Services, Inc.	Office Supplies	14.70
175	Amazon Capital Services, Inc.	Office Supplies - Building	13.35
175	Amazon Capital Services, Inc.	Downtown Flowers	148.00
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Wastewater	109.90
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Streets	465.31
175	Amazon Capital Services, Inc.	Maintenance Supplies - City Hall	34.05
175	Amazon Capital Services, Inc.	Summer Activities Supplies	283.78
Total 175:			1,138.36
341	Aspen Mills	Uniform Allowance - T. Schuster	138.55
341	Aspen Mills	Uniform Allowance - T. Johnson	37.70
341	Aspen Mills	Uniform Allowance - S. Horsman	109.90
341	Aspen Mills	Uniform Allowance - C. Rosa	162.91
Total 341:			449.06
381	Auto Value Cambridge	Repair & Maint Supplies Veh/Eq - Fire	5.49
Total 381:			5.49
521	Bellboy Corporation	Liquor Store Merchandise	204.10
521	Bellboy Corporation	Liquor Store Merchandise	2,259.00
Total 521:			2,463.10
525	Bent Brewstillery	Liquor Store Merchandise	48.84
Total 525:			48.84
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,681.90
551	Chas A. Bernick Inc.	Liquor Store Merchandise	148.35
Total 551:			3,830.25
586	Bjorklund Companies LLC	Summer Activities Supplies	106.47
Total 586:			106.47
651	Boyer Ford Trucks Inc	Repair & Maint Supplies - Streets	293.20
Total 651:			293.20
775	Bustrom Electric LLC	Council Chambers Electrical Service	720.00
Total 775:			720.00
833	Cambridge Bar & Grill	Interest Rate Subsidy Program Payment	620.98

Vendor	Vendor Name	Description	Net Invoice Amount
Total 833:			620.98
958	Capital One	Meals Police Dept Meeting	114.71
958	Capital One	Misc Operating Supplies - Fire Dept	698.00
Total 958:			812.71
969	Cardmember Service	Downtown Flowers	346.33
969	Cardmember Service	Training - D. Gregorich	375.00
969	Cardmember Service	Training - S. Horsman	375.00
969	Cardmember Service	Sister City Gift Exchange	89.95
969	Cardmember Service	Copy Paper	119.97
969	Cardmember Service	Certificate of Achievement Review Fee	460.00
969	Cardmember Service	Copy Paper	119.97
969	Cardmember Service	Repair & Maint Supplies Veh/Eq - Streets	2,311.49
969	Cardmember Service	Repair & Maint Supplies Veh/Eq - Streets	209.96
969	Cardmember Service	Insect Control	696.00
969	Cardmember Service	Downtown Flowers Truck Rental	168.71
969	Cardmember Service	Zoom Video Workplace Pro Monthly	17.25
969	Cardmember Service	Training - J. Lassegard	225.00
969	Cardmember Service	Minnesota Flags	316.25
969	Cardmember Service	Training - B. Berends	180.00
969	Cardmember Service	Zoom Video One Pro Monthly	17.25
Total 969:			6,028.13
975	Cardinal Investigations	Public Safety Employment Backgrounds	1,062.50
Total 975:			1,062.50
1251	Community GIS Services, Inc.	GIS Services - May	1,250.00
1251	Community GIS Services, Inc.	GIS Services - May	1,250.00
Total 1251:			2,500.00
1277	ConfiTrek, Inc.	Blue Renewal - Officers, Civilians, Support	1,536.00
Total 1277:			1,536.00
1336	Crystal Springs Ice	Liquor Store Merchandise	126.48
1336	Crystal Springs Ice	Delivery Charge	4.00
Total 1336:			130.48
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	3,235.50
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	145.90-

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1396:			3,089.60
2067	GDO Law	Prosecution Matters - Monthly Contract Rate	4,166.67
Total 2067:			4,166.67
2182	Winebow	Liquor Store Merchandise	288.00
2182	Winebow	Liquor Store Merchandise	1,472.00
2182	Winebow	Freight Charges	6.00
Total 2182:			1,766.00
2341	Hawkins, Inc.	Chemicals - Water	1,577.79
2341	Hawkins, Inc.	Chemicals - Wastewater	521.00
2341	Hawkins, Inc.	Chemicals - Wastewater	2,029.60
Total 2341:			4,128.39
2365	Hendrickson and Sons Plumbi	Repair & Maint Labor - Camb Library	420.00
Total 2365:			420.00
2416	John Hirsch's Cambridge Mot	Repair & Maint Supplies Veh/Eq - Police	399.16
2416	John Hirsch's Cambridge Mot	Repair & Maint Labor Veh/Eq - Police	1,164.91
Total 2416:			1,564.07
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	3,914.40
2796	Johnson Brothers Liquor Co	Delivery Charge	74.93
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	1,132.00
2796	Johnson Brothers Liquor Co	Delivery Charge	29.12
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	120.00
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	2,086.50
2796	Johnson Brothers Liquor Co	Delivery Charge	33.67
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	3,559.95
2796	Johnson Brothers Liquor Co	Delivery Charge	103.74
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	1,808.25
2796	Johnson Brothers Liquor Co	Delivery Charge	20.02
2796	Johnson Brothers Liquor Co	Liquor - Merchandise	6,224.16
2796	Johnson Brothers Liquor Co	Delivery Charge	69.16
Total 2796:			19,175.90
3086	Landworks Construction, Inc.	Balance Due City Park Shelter Replacement	38,400.00
Total 3086:			38,400.00
3206	LGI Homes	Escrow Refund - 304 Redwood St N	11,300.00

Vendor	Vendor Name	Description	Net Invoice Amount
3206	LGI Homes	Escrow Refund - 306 Redwood St N	11,300.00
3206	LGI Homes	Escrow Refund - 312 Redwood St N	11,300.00
3206	LGI Homes	Escrow Refund - 316 Redwood St N	11,300.00
3206	LGI Homes	Escrow Refund - 320 Redwood St N	11,300.00
3206	LGI Homes	Escrow Refund - 905 Spruce St N	11,300.00
3206	LGI Homes	Escrow Refund - 324 Redwood St N	11,300.00
3206	LGI Homes	Escrow Refund - 328 Redwood St N	11,300.00
3206	LGI Homes	Escrow Refund - 600 Redwood Loop N	11,300.00
3206	LGI Homes	Escrow Refund - 815 Spruce St N	11,300.00
3206	LGI Homes	Escrow Refund - 821 Spruce St N	11,300.00
3206	LGI Homes	Escrow Refund - 827 Spruce St N	11,300.00
3206	LGI Homes	Escrow Refund - Redwood St & Loop & Spruce St	1,200.00-
Total 3206:			134,400.00
3209	LHB, Inc.	Legal Description & Sketch - Huttner Property	950.00
Total 3209:			950.00
3258	I.U.O.E. Local 49 Fringe Bene	Health Insurance July - New Hire	1,682.00
Total 3258:			1,682.00
3376	Marco Technologies LLC	Security Cameras - City Hall	560.00
Total 3376:			560.00
3521	Menards	Misc Operating Supplies - Water	44.67
3521	Menards	Misc Operating Supplies - Parks	39.98
3521	Menards	Misc Operating Supplies - Parks	114.92
3521	Menards	Small Tools & Equipment - Parks	99.99
3521	Menards	Misc Operating Supplies - Parks	39.98-
3521	Menards	Small Tools & Equipment - Streets	69.98
3521	Menards	Misc Operating Supplies - Parks	15.40
3521	Menards	Small Tools & Equipment - Streets	18.97
3521	Menards	Small Tools & Equipment - Parks	32.76
3521	Menards	Summer Activities - Supplies	31.32
3521	Menards	Misc Operating Supplies - Wastewater	52.16
3521	Menards	Misc Operating Supplies - Parks	12.17
3521	Menards	Small Tools & Equipment - Shop	28.72
3521	Menards	Small Tools & Equipment - Police	215.73
3521	Menards	Misc Operating Supplies - Parks	2.58
3521	Menards	Misc Operating Supplies - Wastewater	64.28
3521	Menards	Misc Operating Supplies - Parks	13.46
3521	Menards	Small Tools & Equipment - Wastewater	81.74
Total 3521:			898.85
3543	Metro Sales, Inc.	Ricoh IM C2500 & 2500 Copier Rental - Police	274.75

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3543:			274.75
3671	Minnesota City/County Manag	Membership - E. Vogel	171.60
Total 3671:			171.60
3929	Moose Lake Brewing Co. LLC	Liquor Store Merchandise	36.00
Total 3929:			36.00
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - PD	32.97
Total 4321:			32.97
4476	Phillips Wine & Spirits	Liquor - Merchandise	3,058.45
4476	Phillips Wine & Spirits	Delivery Charge	67.65
4476	Phillips Wine & Spirits	Liquor - Merchandise	1,525.29
4476	Phillips Wine & Spirits	Delivery Charge	64.61
4476	Phillips Wine & Spirits	Delivery Charge	1.82
Total 4476:			4,717.82
4531	Policy Confluence Inc	Balancing Act Renewal	2,785.00
Total 4531:			2,785.00
4931	Innovative Office Solutions LL	Name Plate - Finance	46.96
4931	Innovative Office Solutions LL	Name Plates - Police	140.88
4931	Innovative Office Solutions LL	Name Plate - Stormwater	46.96
4931	Innovative Office Solutions LL	Signs - City Hall	116.64
4931	Innovative Office Solutions LL	Name Plate - Fire Dept	69.25
Total 4931:			420.69
5181	Southern Glazer's of MN	Liquor Store Merchandise	15,281.14
5181	Southern Glazer's of MN	Delivery Charge	175.02
5181	Southern Glazer's of MN	Liquor Store Merchandise	125.00
5181	Southern Glazer's of MN	Delivery Charge	7.75
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,796.15
5181	Southern Glazer's of MN	Delivery Charge	67.68
Total 5181:			18,452.74
5251	Star	Public Notice Planning Commission Meeting	8.99
Total 5251:			8.99
5267	Starry Electric, Inc.	Street Light and Signal Repair	3,745.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5267:			3,745.00
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Streets	155.00
5301	Steve's Tire Inc	Repairs and Maint Labor Veh/Eq - Streets	25.00
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Police	623.26
5301	Steve's Tire Inc	Repairs and Maint Labor Veh/Eq - Police	301.00
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Police	533.56
5301	Steve's Tire Inc	Repairs and Maint Labor Veh/Eq - Police	221.00
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Police	134.94
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Police	134.00
Total 5301:			2,127.76
5581	Total Control Systems, Inc.	Repair & Maint Labor Veh/Eq - Water System	1,178.40
5581	Total Control Systems, Inc.	Repair & Maint - Water System	108.88
Total 5581:			1,287.28
5601	TR Computer Sales LLC	Office Supplies - Stormwater	153.82
Total 5601:			153.82
5692	Uncommon Loon Brewing Co	Liquor Store Merchandise	70.00
Total 5692:			70.00
5801	Verizon Wireless	wireless phone service - Building	41.22
5801	Verizon Wireless	wireless phone service - Maintenance	20.61
5801	Verizon Wireless	wireless phone service - Police	640.16
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	100.45
Total 5801:			907.47
5831	Vinocopia	Liquor Merchandise	669.25
5831	Vinocopia	Delivery Charge	14.00
Total 5831:			683.25
5886	Watson Co., Inc.	Liquor Store Merchandise	2,966.96
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	183.60
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			3,156.56
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	1,048.00

Vendor	Vendor Name	Description	Net Invoice Amount
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	6,777.73
5891	Breakthru Beverage Minnesot	Freight Charge	67.85
5891	Breakthru Beverage Minnesot	Liquor Store Merchandise	228.00
5891	Breakthru Beverage Minnesot	Freight Charge	2.30
Total 5891:			8,123.88
6001	Wine Merchants	Liquor - Merchandise	1,434.00
6001	Wine Merchants	Delivery Charge	22.29
Total 6001:			1,456.29
Grand Totals:			281,558.92

Dated: 6/27/24

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/24	06/27/2024	129549	175	Amazon Capital Services, Inc.	101-20100	1,138.36
06/24	06/27/2024	129550	341	Aspen Mills	101-20100	449.06
06/24	06/27/2024	129551	381	Auto Value Cambridge	101-20100	5.49
06/24	06/27/2024	129552	521	Bellboy Corporation	610-20100	2,463.10
06/24	06/27/2024	129553	525	Bent Brewstillery	610-20100	48.84
06/24	06/27/2024	129554	551	Bernick's	610-20100	3,830.25
06/24	06/27/2024	129555	1251	Bismarck Map Company	602-20100	2,500.00
06/24	06/27/2024	129556	586	Bjorklund Companies LLC	101-20100	106.47
06/24	06/27/2024	129557	651	Boyer Trucks - Lauderdale	101-20100	293.20
06/24	06/27/2024	129558	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	8,123.88
06/24	06/27/2024	129559	775	Bustrom Electric LLC	419-20100	720.00
06/24	06/27/2024	129560	958	Capital One	101-20100	812.71
06/24	06/27/2024	129561	975	Cardinal Investigations	101-20100	1,062.50
06/24	06/27/2024	129562	1277	ConfiTrek, Inc.	101-20100	1,536.00
06/24	06/27/2024	129563	1336	Crystal Springs Ice	610-20100	130.48
06/24	06/27/2024	129564	1396	Dahlheimer Beverage, LLC	610-20100	3,089.60
06/24	06/27/2024	129565	969	Elan Financial Services	101-20100	6,028.13
06/24	06/27/2024	129566	2067	GDO Law	101-20100	4,166.67
06/24	06/27/2024	129567	2341	Hawkins, Inc.	602-20100	4,128.39
06/24	06/27/2024	129568	2365	Hendrickson and Sons Plumbing LLC	101-20100	420.00
06/24	06/27/2024	129569	3258	I.U.O.E. Local 49 Fringe Benefit Fund	101-20100	1,682.00
06/24	06/27/2024	129570	4931	Innovative Office Solutions LLC	101-20100	420.69
06/24	06/27/2024	129571	2416	John Hirsch's Cambridge Motors	101-20100	1,564.07
06/24	06/27/2024	129572	2796	Johnson Bros - St Paul	610-20100	19,175.90
06/24	06/27/2024	129573	3086	Landworks Construction, Inc.	704-20100	38,400.00
06/24	06/27/2024	129574	3206	LGI Homes	101-20100	134,400.00
06/24	06/27/2024	129575	3209	LHB, Inc.	101-20100	950.00
06/24	06/27/2024	129576	3376	Marco Technologies LLC	101-20100	560.00
06/24	06/27/2024	129577	833	MBT Entertainment Inc	499-20100	620.98
06/24	06/27/2024	129578	3521	Menards	602-20100	683.12
06/24	06/27/2024	129579	3521	Menards	101-20100	215.73
06/24	06/27/2024	129580	3543	Metro Sales, Inc.	101-20100	274.75
06/24	06/27/2024	129581	3671	Minnesota City/County Managment Asso	101-20100	171.60
06/24	06/27/2024	129582	3929	Moose Lake Brewing Co. LLC	610-20100	36.00
06/24	06/27/2024	129583	4321	O'Reilly Automotive, Inc.	101-20100	32.97
06/24	06/27/2024	129584	4476	Phillips St Paul	610-20100	4,717.82
06/24	06/27/2024	129585	4531	Policy Concluce Inc	101-20100	2,785.00
06/24	06/27/2024	129587	5181	Southern Glazer's of MN	610-20100	18,452.74
06/24	06/27/2024	129588	5251	Star	101-20100	8.99
06/24	06/27/2024	129589	5267	Starry Electric, Inc.	604-20100	3,745.00
06/24	06/27/2024	129590	5301	Steve's Tire Inc	101-20100	2,127.76
06/24	06/27/2024	129591	5581	Total Control Systems, Inc.	601-20100	1,287.28
06/24	06/27/2024	129592	5601	TR Computer Sales LLC	603-20100	153.82
06/24	06/27/2024	129593	5692	Uncommon Loon Brewing Company	610-20100	70.00
06/24	06/27/2024	129594	5801	Verizon Wireless	602-20100	907.47
06/24	06/27/2024	129595	5831	Vinocopia	610-20100	683.25
06/24	06/27/2024	129596	5886	Watson Co., Inc.	610-20100	3,156.56
06/24	06/27/2024	129597	6001	Wine Merchants	610-20100	1,456.29
06/24	06/27/2024	129598	2182	Winebow	610-20100	1,766.00
Grand Totals:						281,558.92

Prepared by: Evan Vogel

Background

The *City Clerk Election Guide* drafted by the State of Minnesota states:

5.3.2 Appointment by City Council. The clerk recommends elections judges to be appointed for the upcoming election (including health care and absentee ballot boards if applicable), and then the city council makes the appointments at least 25 days before the election.

The City Council may pass a resolution authorizing additional election judges within 25 days before the election, if they deem necessary. If there aren't enough people on the list, the city council may appoint other people who meet the qualifications. The city council may evaluate applicants to determine if they are capable of carrying out the duties. M.S. 204B.21, subd. 2

Qualifications for being an election judge are:

- eligible to vote in the State of Minnesota;
- able to read, write and speak English;
- appointed by the appointing authority (county, city, township, or school board); and
- trained and currently certified as an election judge

Recommendation

Approve Resolution R24-049 as presented.

Resolution No. R24-049

Resolution Appointing Election Judges for the Primary Election (August 13, 2024)

Whereas, the City Council of Cambridge, Minnesota is responsible for reviewing and approving election judges to serve at the Primary Election scheduled for August 13, 2024;

Whereas, Evan Vogel, as Election Administrator, has received names from Isanti County for election judge service, has solicited for election judges, and inquired with prior election judges to see if they desire to serve again;

Whereas, the following individuals have agreed to serve as an election judge for the 2024 Primary Election:

Roger Blankenship, Robert Boone, Mary Kay Brask, John Briegel, Jillian Cherney, Barbra Cloud, Diane Colonga, Roger Deneen, Chad Filley, Sylvia Fleming, Jerry Fromm, Marilyn Fromm, Kim Garber, Marisa Gertz, Doug Gray, Karen Gray, Judy Hansen, Susan Heckt, Adrienne Johnson, Steven Johnson, Darla Joslin, Jesica Kluck, Barbara Kruschel, Mike Liddy, Sarah Liddy, Theresa Lind, Katy Machin, Caroline Moe, Jacob Nosbush, Shirley Olson, Ron Patrick, Julie Peterson, Monica Seiberlich, Elizabeth Shogren, Virginia Simon, Alex Smith, Hannah Sprande, Steve Tripp, Evan Vogel, Chris Waldera, Kathleen Warring, Julie Wells , John Wilson, Sheryl Wilson, Jeannie Winselman, Romona Nastron, David Johnson, Kathy Schmitz, and Jane Benjamin.

NOW THEREFORE BE IT RESOLVED by the Cambridge City Council that the list of Election Judges submitted is hereby accepted and approved for the 2024 Primary Election and the Election Administrator may make substitutions as necessary to ensure trained judges serve.

Adopted by the Cambridge City Council this 15th day of July, 2024.

Jim Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator

4D 2024 General Fund Budget Amendments

July 15, 2024

Prepared by: Caroline Moe, Director of Finance

Background

We are requesting amendment to the 2024 General Fund Budget for a mid-year reset for budget expectations.

Revenue Category Impacted	Amount of increase (decrease)	Rationale
License & Permits	(\$118,283)	Building and related permits have been lower than expectations.
Inter-Governmental Revenue	\$81,935	Adjust police aid and school resource office revenue to more likely amounts for 2024.
Charges for Services	\$4,740	Minor adjustments to reflect year to date actual.
Fines & Forfeitures	\$130	Minor adjustments to reflect year to date actual.
Other Income	\$24,693	Adjust interest income to more likely amounts for 2024.
Total	(\$6,785)	

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

Dept Impacted	Amount of increase (decrease)	Rationale
General Government	\$2,392	Small increase in admin to accommodate some minor front desk ergonomic upgrades to improve working environment for staff.
Public Safety	(\$9,225)	Reduce due to savings in health insurance resulting from delays in hiring.
Public Works	(\$19,952)	Reduction in expected snowplowing overtime based on year to date actual.
Transfers Out	\$20,000	Increase transfer to Library Capital Fund to replenish fund balance being used for waterproofing contract work.
Total	(\$6,785)	

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. R24-050 2024 General Fund Budget Revision

Resolution No. R24-050

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, the Cambridge City Council passed upon Resolution R24-011 amending 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 \$9,113,680 to \$9,106,895 a total net decrease of \$6,785:

Operating Revenues:	2024 Amended Budget 2/20/2024	2024 Proposed Amended Budget 7/15/2024	Increase (decrease)
Taxes	\$6,027,929	\$6,027,929	\$0
Licenses & Permits	380,200	261,917	(118,283)
Intergovernmental	1,859,619	1,941,554	81,935
Charges for Services	192,786	197,526	4,740
Fines & Forfeitures	42,100	42,230	130
Other Revenue	86,046	110,739	24,693
Transfers In	<u>525,000</u>	<u>525,000</u>	<u>0</u>
Total Revenues & Transfers In	<u>\$9,113,680</u>	<u>\$9,106,895</u>	<u>(\$6,785)</u>

GENERAL FUND EXPENDITURES AND TRANSFERS OUT:

An amendment of the 2024 budget is sought from \$9,113,680 to \$9,106,895 a total net decrease of \$6,785:

Operating Expenditures:	2024 Amended Budget 2/20/24	Proposed 2024 Amended Budget 7/15/24	Increase (decrease)
General Government	\$2,067,935	\$2,070,327	\$2,392
Public Safety	3,700,411	3,691,186	(9,225)
Public Works	1,850,688	1,830,736	(19,952)
Parks and Recreation	757,576	757,576	0
Transfers to Other Funds	<u>\$737,070</u>	<u>\$757,070</u>	<u>20,000</u>
Total Operating Expenditures	<u>\$9,113,680</u>	<u>\$9,106,895</u>	<u>(\$6,785)</u>

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

Adopted this 15th Day of July, 2024

James Godfrey, Mayor

Attest:

Evan Vogel, City Administrator

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	2/20/2024 Amended Budget <u>2024</u>	7/15/2024 Proposed Amended Budget <u>2024</u>	YTD Actual 2024 6/30/2024	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	83,150	79,825	25,764.77	86,481.35
Non-Business	297,050	182,092	157,093.73	628,929.31
Intergovernmental Revenues	1,859,619	1,941,554	85,614.95	1,651,527.81
Charges for Services				
General Government	7,600	7,705	212.75	8,273.74
Public Safety	177,986	177,986	175,481.36	175,651.15
Other	7,200	11,835	10,000.00	67,853.80
Fines and Forfeitures	42,100	42,230	24,050.96	57,170.03
Other	86,046	110,739	43,603.19	236,989.43
<i>Total Revenues</i>	<u>8,588,680</u>	<u>8,581,895</u>	<u>521,821.71</u>	<u>8,557,423.69</u>
TRANSFERS IN	525,000	525,000	0.00	525,000.00
TOTAL REVENUES AND TRANSFERS IN	<u>9,113,680</u>	<u>9,106,895</u>	<u>521,821.71</u>	<u>9,082,423.69</u>
EXPENDITURES AND TRANSFERS OUT				
EXPENDITURES				
General Government				
Mayor and Council	67,486	67,736	40330.59	61566.83
Administration	473,553	482,403	220411.73	400263.69
Elections	9,200	9,200	1860.99	4355.00
Finance	466,769	466,711	207611.74	358035.06
Legal	136,000	130,000	33716.22	101493.73
Community Development	751,608	750,958	339728.65	696179.57
New City Hall Buildings	163,319	163,319	55352.92	131259.58
Total General Government	<u>2,067,935</u>	<u>2,070,327</u>	<u>899012.84</u>	<u>1753153.46</u>
Public Safety				
Police Department	3,217,855	3,204,376	1392296.48	2757851.72
Fire Department	466,856	469,380	192969.86	599882.26
Emergency Management	10,700	12,430	6372.00	3363.32
Animal Control	5,000	5,000	2000.00	4800.00
Total Public Safety	<u>3,700,411</u>	<u>3,691,186</u>	<u>1593638.34</u>	<u>3365897.30</u>
Public Works				
Street Maintenance	1,850,688	1,830,736	777703.92	1681955.70
Total Public Works	<u>1,850,688</u>	<u>1,830,736</u>	<u>777703.92</u>	<u>1681955.70</u>
Parks and Recreation				
Parks and Recreation	623,576	623,576	219929.31	494359.84
Library	134,000	134,000	38791.57	125892.60
Total Parks and Recreation	<u>757,576</u>	<u>757,576</u>	<u>258720.88</u>	<u>620252.44</u>
<i>Total Expenditures</i>	<u>8,376,610</u>	<u>8,349,825</u>	<u>3529075.98</u>	<u>7421258.90</u>
TRANSFERS OUT	737,070	757,070	78078.00	1140601.00
TOTAL EXPENDITURES & TRANSFERS OUT	<u>9,113,680</u>	<u>9,106,895</u>	<u>3607153.98</u>	<u>8561859.90</u>
NET INCREASE (DECREASE) IN FUND	<u>0</u>	<u>0</u>	<u>-3085332.27</u>	<u>520563.79</u>

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

		2/20/2024 Amended Budget 2024	7/15/2024 Proposed Amended Budget 2024	YTD Actual 2024 6/30/2024	YTD Actual 2023 12/31/2023
REVENUES					
TAXES					
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
LICENSES AND PERMITS					
<i>Business</i>					
01-32110	Liquor	18,000	18,000	-	18,600.00
01-32111	Beer & Setups	-	-	-	-
01-32180	Cigarettes	3,600	3,600	400.00	3,600.00
01-32184	Cable Franchise Fees	58,000	54,000	23,689.77	58,581.35
01-32185	Trash Franchise Fees	2,550	2,550	-	2,550.00
01-32199	Other Business Licenses and Permits	1,000	1,675	1,675.00	3,150.00
	Total Business	83,150	79,825	25,764.77	86,481.35
<i>Non-Business</i>					
01-32218	City Share of Electrical Inspections	5,000	2,429	2,429.80	39,273.00
01-32219	Local Share of Building Surcharge	500	57	57.25	746.31
01-32220	Building Permits	225,000	126,769	101,769.08	465,913.07
01-32221	Excavating Permits	-	108	108.00	108.00
01-32222	Mechanical and Gas Permits	24,100	10,925	10,925.00	41,719.50
01-32223	Fire Protection Permits	-	-	-	-
01-32225	Investigation (Penalty Fee)	500	700	700.00	900.00
01-32226	Contractor Verification Fee	500	0	-	20.00
01-32230	Plumbing Permits	15,000	10,000	10,000.60	36,994.00
01-32240	Sign Permits	1,000	510	510.00	1,060.00
01-32298	Rental Registration	15,450	19,884	19,884.00	24,600.00
01-32299	Other Non-Business Licenses and Permits	10,000	10,710	10,710.00	17,595.43
	Total Non-Business	297,050	182,092	157,093.73	628,929.31
	TOTAL LICENSES AND PERMITS	380,200	261,917	182,858.50	715,410.66
INTERGOVERNMENTAL REVENUES					
01-33165	Federal Grants-Other	3,348	3,348	1,809.14	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	5,500	5,000.00	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	-	-	-	-
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	177,000	-	187,671.58
01-33422	School District-School Officer Assistance--SRO#1	120,000	160,000	47,370.24	151,464.75
01-33424	School District-School Officer Assistance--SRO#2	-	-	-	-
01-33610	County Grants & Aids for Highways	5,000	6,435	6,435.57	6,862.17
01-33620	Other County Aid	-	-	-	-
	TOTAL INTERGOVERNMENTAL REVENUES	1,859,619	1,941,554	85,614.95	1,651,527.81
01-33610	County Grants & Aids for Highways	-	-	-	-
CHARGES FOR SERVICES					
<i>General Governments</i>					
01-34102	Filing Fees	50	60	60.00	-
01-34105	Sale of Maps, Copies	50	91	98.75	47.50
01-34106	Street Light O&M	-	-	-	-
01-34110	Solar Lease Revenue	7500	7500	-	8,118.24
01-34116	Inspection Fees	-	54	54.00	108.00
01-34117	Contracted building inspection	-	-	-	-
	Total General Government	7,600.00	7,705.00	212.75	8,273.74
<i>Public Safety</i>					
01-34201	Police Department Reports	500	500	230.00	665.00
01-34202	Police Department Administration Fees	2,500	2,500	2,015.00	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	168,601	168,601	168,601.09	163,556.15
01-34208	Fire Protection - Fire Runs	-	-	-	-
01-34210	Fire Protection - Admin	3,385	3,385	3,385.27	3,485.00
	Total Public Safety	177,986	177,986	175,481.36	175,651.15
<i>Other</i>					
01-34951	Sale of Service and Supplies	0	4,635	4,635.00	-
01-34953	Escrow Administration Fee	-	-	-	-

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

		2/20/2024 7/15/2024 Proposed			
		Amended Budget <u>2024</u>	Amended Budget <u>2024</u>	YTD Actual 2024 6/30/2024	YTD Actual 2023 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	4,595.00	6,505.00
01-34930	Art Fair Fees	1,000	1,000	770.00	1,155.00
01-34958	Ice Rink Lease Revenue	1,200	1,200	-	960.00
<i>Total Other</i>		<u>7,200.00</u>	<u>11,835.00</u>	<u>10,000.00</u>	<u>67,853.80</u>
TOTAL CHARGES FOR SERVICES		<u>192,786</u>	<u>197,526</u>	<u>185,694.11</u>	<u>251,778.69</u>
FINES AND FORFEITURES					
01-35101	Court Fines	40,000	39,025	21,865.96	43,924.47
01-35102	Parking Fines	1,000	1,000	20.00	1,100.00
01-35104	Animal Control Fines	1,000	1,000	960.00	2,005.00
01-35105	Admin Citation	100	1,205	1,205.00	10,140.56
TOTAL FINES AND FORFEITURES		<u>42,100</u>	<u>42,230</u>	<u>24,050.96</u>	<u>57,170.03</u>
OTHER					
01-36102	Special Assessment Principal Payment			-	847.15
01-36200	Miscellaneous			-	145,039.01
01-36210	Interest on Investments	11,498	28,852	-	9,721.71
01-36220	Facility Rentals	9,000	9,000	1,966.68	800.00
01-36230	Donations	2,000	2,000	1,228.76	-
01-36233	Operation Round Up Grant			-	162.26
01-36102	Specil Assessment Interest			-	72,708.00
01-36231	Library Rent	62,348	62,348	32,068.75	-
01-36234	Arts Grant for Concert Series			-	1,671.28
01-36235	Library Room Rental	1,000	4,050	4,050.00	1,007.02
01-36240	Patronage Capital	200	200	-	-
01-36241	Fire Dept Private Grants			-	-
01-36242	Wellness Grant			-	-
01-36250	Telephone Commissions			-	-
01-36501	Sale of Property		4,289	4,289.00	5,033.00
01-37200	Miscellaneous			-	-
Total non-mall other revenue		<u>86,046</u>	<u>110,739</u>	<u>43603.19</u>	<u>236989.43</u>
TOTAL OTHER		<u>86,046</u>	<u>110,739</u>	<u>43603.19</u>	<u>236989.43</u>
TOTAL REVENUES		<u>8,588,680</u>	<u>8,581,895</u>	<u>521821.71</u>	<u>8557423.69</u>
TRANSFERS IN					
01-39203	Liquor Fund	425,000	425,000	-	525,000.00
01-39203	Other Funds	100,000	100,000	-	-
TOTAL TRANSFERS IN		<u>525,000</u>	<u>525,000</u>	<u>0</u>	<u>525,000</u>
TOTAL REVENUES AND TRANSFERS IN		<u>9,113,680</u>	<u>9,106,895</u>	<u>521821.71</u>	<u>9082423.69</u>

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	2/20/2024 Amended Budget <u>2024</u>	7/15/2024 Proposed Amended Budget <u>2024</u>	YTD Actual 2024 6/30/2024	YTD Actual 2023 12/31/2023
EXPENDITURES				
GENERAL GOVERNMENT				
<i>Council - #41110</i>				
Personal Services				
-41110-101 Salaries	29,900	29,900	14,950.08	29,900.16
-41110-122 FICA/Medicare Employer Share/Employee Benefits	2,290	2,290	1,143.53	2,287.09
-41110-151 Worker's Comp - Ins Premiums	196	196	-	110.49
Total Personal Services	<u>32,386</u>	<u>32,386</u>	<u>16,093.61</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	525	-	250.00
Total Supplies	<u>850</u>	<u>525</u>	<u>-</u>	<u>250.00</u>
Other Services and Charges				
-41110-304 Miscellaneous Professional Services	1,000	1,000	-	800.00
-41110-331 Travel/Meals/Lodging	2,500	2,500	-	2,818.13
-41110-334 Mileage Reimbursements	150	150	-	581.64
-41110-340 Advertising	200	200	-	-
-41110-360 Insurance and Bonds	400	400	-	316.20
-41110-430 Miscellaneous	100	100	-	-
-41110-433 Dues and Subscriptions	100	100	-	30.00
-41110-440 Schools and Meetings	2,800	2,800	2,130.00	3,000.00
-41110-441 Sister City Activities	500	500	-	-
-41110-455 Fireworks Display Expenses	19,000	19,575	19,275.00	18,275.00
-41110-456 Art Festival	2,000	2,000	119.98	678.12
-41110-457 Downtown Banner & Signage	500	500	-	-
-41110-458 Downtown Flower Basket	5,000	5,000	2,712.00	2,520.00
-41110-459 Downtown Trash Cans & Benches	0	0	-	-
Total Other Services and Charges	<u>34,250</u>	<u>34,825</u>	<u>24,236.98</u>	<u>29,019.09</u>
Total Council	<u>67,486</u>	<u>67,736</u>	<u>40,330.59</u>	<u>61,566.83</u>
<i>Administration - #41320</i>				
Personal Services				
-41320-101 Salaries	226,279	226,279	105,050.92	193,594.81
-41320-102 Overtime	-	-	-	-
1320-103 Part-time Regular	53,706	53,706	23,632.56	39,160.74
-41320-105 Temp/Seasonal	-	-	-	-
-41320-121 PERA Employer Share	21,106	21,106	9,651.25	17,353.28
-41320-122 FICA/Medicare Employer Share/Employee Benefits	21,528	21,528	9,690.66	17,415.85
-41320-131 Medical/Dental/Life Employer Share	39,876	39,876	23,633.93	37,978.95
-41320-132 Longevity	1,434	1,434	-	-
-41320-133 Deductible Contribution	3,300	3,300	300.00	1,800.00
-41320-157 Severance due to retirement	-	-	-	-
-41320-151 Workers' Compensation Insurance	3,000	3,000	645.66	1,509.17
-41320-153 City Wide Re-employment Compensation	5,000	5,000	669.54	-
-41320-154 HRA/Flex Fees	200	200	75.25	149.28
-41320-XXX Class & Comp Implementation	10,000	10,000	-	-
-41320-158 Moving Exp Reimb	-	-	-	-
Total Personal Services	<u>385,429</u>	<u>385,429</u>	<u>173,349.77</u>	<u>308,962.08</u>
Supplies				
-41320-201 Office Supplies - Accessories	1,750	1,750	663.11	1,389.45
-41320-202 Duplicating Supplies and Copy Paper	3,000	3,000	669.69	1,468.29
-41320-203 Newsletter Costs	5,500	5,500	-	-
-41320-204 Stationary, Forms and Envelopes	250	500	276.00	544.00
-41320-209 Software Updates	1,500	1,500	1,225.50	1,547.84
-41320-210 Miscellaneous Operating Supplies	500	500	57.25	-
-41320-221 Repairs and Maintenance - Equipment	250	250	181.77	-
-41320-240 Small Tools & Minor Equipment	5,174	10,174	3,058.69	1,325.61
Total Supplies	<u>17,924</u>	<u>23,174</u>	<u>6,132.01</u>	<u>6,275.19</u>
Other Services and Charges				
-41320-304 Miscellaneous Professional Services	2,000	2,200	2,185.62	23,543.44
-41320-313 Marco IT Mgmt & Backup	5,600	5,600	2,749.50	5,482.52
-41320-321 Telephone/Cellular Phones	-	-	-	-
-41320-322 Postage	3,500	6,500	4,857.50	4,000.00
-41320-331 Travel/Meals/Lodging	2,000	2,000	1,322.66	1,690.83
-41320-334 Mileage Reimbursement	600	1,000	755.30	683.76
-41320-340 Advertising	2,000	2,000	-	-
-41320-351 Legal Notices/Ordinance Publication	1,000	1,000	118.49	392.19
-41320-360 Insurance and Bonds	2,800	2,800	-	2,516.20
-41320-404 Repairs and Maintenance	-	-	-	-
-41320-409 Maintenance Contracts - Office Equipment	25,000	25,000	21,450.17	27,595.58
-41320-430 Miscellaneous	50	50	-	-
-41320-433 Dues and Subscriptions	1,650	1,650	426.76	1,422.07
-41320-437 City Wide-Dues & Subscriptions	18,000	18,000	4,326.95	15,978.00
-41320-440 Schools and Meetings	6,000	6,000	2,737.00	1,721.83

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	2/20/2024 Amended Budget <u>2024</u>	7/15/2024 Proposed Amended Budget <u>2024</u>	YTD Actual 2024 6/30/2024	YTD Actual 2023 12/31/2023
-41320-441 Web Site Enhancement			-	-
-41320-999 Contingency			-	-
Total Other Services and Charges	70,200	73,800	40,929.95	85,026.42
<i>Total Administration</i>	473,553	482,403	220,411.73	400,263.69
<i>Elections - #41410</i>				
Personal Services				
-41410-104 Salaries - Temporary Election Judges	5,400	5,400	1,817.50	-
-41410-122 FICA/Medicare Employer Share/Employee Benefits	0	0	-	-
-41410-151 Workers' Compensation Insurance			-	-
Total Personal Services	5,400	5,400	1,817.50	-
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	43.49	-
-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	43.49	4,355.00
<i>Total Elections</i>	9,200	9,200	1,860.99	4,355.00
<i>Finance - #41500</i>				
Personal Services				
-41500-101 Salaries	219,107	219,107	99,977.65	206,905.01
-41500-102 Overtime			-	-
-41500-103 Part-time Regular			-	-
-41500-121 PERA Employer Share	20,180	20,180	7,498.32	15,427.20
-41500-122 FICA/Medicare Employer Share/Employee Benefits	20,583	20,583	7,438.39	15,298.18
-41500-131 Medical/Dental/Life Employer Share	39,330	39,330	21,485.40	34,526.34
-41500-132 Longevity	8,581	8,581	-	-
-41500-133 Deductible Contribution	4,500	4,500	3,112.58	2,887.42
-41500-151 Workers' Compensation Insurance	2,213	2,213	540.53	1,126.10
-41500-154 HRA/Flex Fees	200	200	68.30	134.80
-41500-157 Severance	41,844	41,844	-	-
Total Personal Services	356,538	356,538	140,121.17	276,305.05
Supplies				
-41500-201 Office Supplies - Accessories	1,500	1,500	480.84	1,764.39
-41500-204 Stationary, Forms and Envelopes	3,500	3,500	853.81	3,170.98
-41500-209 Software Updates	1,000	1,000	950.00	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	2,473.65	5,932.37
Other Services and Charges				
-41500-301 Auditing and Accounting	48,200	48,200	47,200.00	35,500.00
-41500-304 Miscellaneous Professional Services	11,900	11,900	146.50	6,616.50
-41500-308 Isanti County Special Assessment Mgmt Fee	1,000	942	337.00	691.00
-41500-309 EDP Professional Services	7,000	7,000	2,874.50	6,621.00
-41500-313 IT Management	5,600	5,600	2,749.50	5,482.52
-41500-321 Telephone/Cellular Phones	540	540	270.00	540.00
-41500-331 Travel/Meals/Lodging	500	500	15.00	87.00
-41500-334 Mileage Reimbursement	300	300	-	125.76
-41500-340 Advertising	400	893	892.80	-
-41500-351 Legal Notices/Ordinance Publishing	600	400	227.67	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	148	39.95	-
-41500-432 Property Finders Fee			-	-
-41500-433 Dues and Subscriptions	1,750	1,750	690.00	1,242.00
-41500-440 Schools and Meetings	3,000	3,000	1,271.00	443.00
Total Other Services and Charges	101,731	101,673	65,016.92	75,797.64
<i>Total Finance</i>	466,769	466,711	207,611.74	358,035.06
<i>Legal - #41610</i>				
Other Services and Charges				
-41610-304 Legal Fees	75,000	75,000	11,707.75	50,072.87
-41610-307 Township Annexation Payments	11,000	5,000	1,175.12	1,420.82
-41610-305 Prosecution Services	50,000	50,000	20,833.35	50,000.04
Total Other Services and Charges	136,000	130,000	33,716.22	101,493.73

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	2/20/2024 Amended Budget 2024	7/15/2024 Proposed Amended Budget 2024	YTD Actual 2024 6/30/2024	YTD Actual 2023 12/31/2023
<i>Total Legal</i>	136,000	130,000	33,716.22	101,493.73
Community Development				
<i>Building Department - #41920</i>				
<i>Personal Services</i>				
-41920-101 Salaries	224,723	224,723	104,319.30	205,122.01
-41920-102 Overtime			-	-
-41920-103 Seasonal Temp/Salary			-	-
-41920-121 PERA Employer Share	16,961	16,961	7,823.94	15,174.48
-41920-122 FICA/Medicare Employer Share/Employee Benefits	17,300	17,300	7,753.34	15,161.46
-41920-131 Medical/Dental/Life Employer Share	54,378	54,378	32,222.30	51,775.59
-41920-132 Longevity	1,417	1,417	-	-
-41920-133 Deductible Contribution	4,500	4,500	2,530.90	1,922.84
-41920-151 Workers' Compensation Insurance	2,616	2,616	670.07	1,661.78
-41920-154 HRA/Flex Fees	300	300	102.45	202.20
<i>Total Personal Services</i>	322,195	322,195	155,422.30	291,020.36
<i>Supplies</i>				
-41920-201 Office Supplies - Accessories	1,400	1,400	84.60	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/Additives	2,500	2,500	477.91	1,324.37
-41920-221 Repair and Maintenance Supplies - Vehicles	1,000	1,000	657.14	811.23
-41920-240 Small Tools and Minor Equipment	5,000	5,000	269.99	2,055.36
<i>Total Supplies</i>	11,200	11,200	1,489.64	6,156.85
<i>Other Services and Charges</i>				
-41920-304 Miscellaneous Professional Services	750	750	-	-
-41920-305 Contracted Building Inspection		1,250	1,249.88	31,911.55
-41920-309 EDP Professional Services			-	-
-41920-313 Marco IT Mgmt & Backup	5,800	5,800	2,749.50	5,482.52
-41920-321 Telephone/Cellular Phones	1,800	1,800	206.16	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	150	-	-
-41920-360 Insurance	3,500	3,500	-	2,939.03
-41920-404 Repairs and Maintenance	250	400	310.00	150.37
-41920-409 Maintenance Contracts - Office Equipment	5,500	5,500	2,685.00	2,685.00
-41920-430 Miscellaneous	300	300	-	62.57
-41920-432 Credit Card Fees	500	500	3.30	15.95
-41920-433 Dues and Subscriptions	1,400	1,400	454.50	700.00
-41920-440 Schools and Meetings	4,000	4,000	2,340.00	5,442.50
<i>Total Other Services and Charges</i>	25,300	26,650	9,998.34	49,869.50
<i>Total Building Department</i>	358,695	360,045	166,910.28	347,046.71
Engineering				
-41925-303 Engineering Contracted Expense	40,000	38,000	15,928.95	35,653.55
<i>Planning - #41935</i>				
<i>Personal Services</i>				
-41935-101 Salaries	209,780	209,780	99,361.68	204,992.81
-41935-102 Overtime			-	-
-41935-112 Planning Commission Salaries	2,500	2,500	1,715.00	1,785.00
-41935-121 PERA Employer Share	15,767	15,767	7,452.12	15,375.85
-41935-122 FICA/Medicare Employer Share/Employee Benefits	16,082	16,082	7,437.24	15,295.54
-41935-131 Medical/Dental/Life Employer Share	45,315	45,315	26,856.75	43,085.71
-41935-132 Longevity	5,731	5,731	-	-
-41935-133 Deductible Contribution	3,750	3,750	1,500.00	2,196.00
-41935-151 Workers' Compensation Insurance	2,488	2,488	725.04	1,757.62
-41935-154 HRA/Flex Fees	300	300	85.40	168.50
-41935-153 Unemployment	0	0	-	-
<i>Total Personal Services</i>	301,713	301,713	145,133.23	284,657.03
<i>Supplies</i>				
-41935-201 Office Supplies - Accessories	2,000	2,000	1,373.77	1,604.06
-41935-204 Stationary, Forms and Envelopes	150	150	-	-
-41935-209 Software Updates	4,000	4,000	1,139.00	1,116.82
-41935-210 Miscellaneous Operating Supplies	200	200	-	-
-41935-212 Gasoline/Fuel/Lubricants/Additives	350	350	103.72	417.85
-41935-221 Repair and Maintenance Supplies - Vehicles	350	350	15.07	429.93
-41935-240 Small Tools and Minor Equipment	2,500	2,500	1,315.99	805.12
<i>Total Supplies</i>	9,550	9,550	3,947.55	4,373.78
<i>Other Services and Charges</i>				
-41935-301 Special Projects	2,500	2,500	400.00	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

	2/20/2024 Amended Budget <u>2024</u>	7/15/2024 Proposed Amended Budget <u>2024</u>	YTD Actual 2024 6/30/2024	YTD Actual 2023 12/31/2023
-41935-307 Rail Study			-	-
-41935-308 Lakes & Pines Mgmt--Smal l Cities Grant			-	-
-41935-309 EDP Professional Services			-	-
-41935-313 Marco IT Mgmt & Backup	5,600	5,600	2,749.50	5,482.52
-41935-321 Telephone/Cellular Phones			-	-
-41935-322 Code Enforcement Mailing			-	-
-41935-331 Travel/Meals/Lodging	600	600	15.00	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	67.59	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	2,990.00
-41935-430 Miscellaneous	1,000	1,000	(669.30)	-
-41935-431 Property Securing Exp			1,009.10	1,166.41
-41935-432 Abatement Costs			-	-
-41935-433 Dues and Subscriptions	1,300	1,300	716.75	771.00
-41935-440 Schools and Meetings	2,700	2,700	530.00	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	7,808.64	24,448.50
<i>Total Planning</i>	352,913	352,913	156,889.42	313,479.31
Total Community Development	751,608	750,958	339,728.65	696,179.57
<i>City Hall Buildings - #41950</i>				
Personal Services				
-41950-101 Salaries	30,982	30,982	14,670.42	29,145.70
-41950-102 Overtime	1,000	1,000	-	-
-41950-103 Part-time Salaries			-	-
-41950-121 PERA Employer Share	2,461	2,461	1,100.28	2,247.87
-41950-122 FICA/Medicare Employer Share/Employee Benefits	2,510	2,510	1,087.44	2,149.64
-41950-131 Medical/Dental/Life Employer Share	9,063	9,063	5,360.55	8,605.65
-41950-132 Longevity	833	833	-	-
-41950-133 Deductible Contribution	750	750	-	-
-41950-151 Workers' Compensation Insurance	3,170	3,170	786.35	2,594.25
-41950-154 HRA/Flex Fees	50	50	17.10	33.70
Total Personal Services	50,819	50,819	23,022.14	44,776.81
-41950-210 Miscellaneous Operating Supplies			-	-
-41950-212 Gasoline/Fuel	200	200	-	-
-41950-215 Maintenance Supplies	9,000	9,000	1,899.70	4,852.98
-41950-240 Small Tools & Equipment	1,000	1,000	126.80	3,687.70
Total Supplies	10,200	10,200	2,026.50	8,540.68
Other Services and Charges				
-41950-321 Telephone/Cellular Phones	19,000	19,000	7,841.97	18,731.00
-41950-360 Insurance	4,000	4,000	-	3,530.14
-41950-381 Electric Utilities	14,000	14,000	3,955.91	10,535.71
-41950-382 Water/Wastewater	5,000	5,000	1,456.62	6,465.47
-41950-383 Gas Utilities	9,000	9,000	1,329.98	4,270.19
-41950-384 Refuse and Recycling			-	-
-41950-401 Repairs and Maintenance -Buildings/Structures	37,000	37,000	6,312.52	21,246.22
-41950-405 Janitor Services			-	-
-41950-409 Maintenance Contracts - Office Equip	4,800	4,800	4,653.00	4,553.00
-41950-411 Cement Replacement			-	-
-41950-413 Rentals - Office Equipment [copier-new]	9,000	9,000	4,372.48	7,901.97
-41950-430 Miscellaneous	500	500	381.80	708.39
Total Other Services and Charges	102,300	102,300	30,304.28	77,942.09
<i>Total City Hall Buildings</i>	163,319	163,319	55,352.92	131,259.58
TOTAL GENERAL GOVERNMENT	2,067,935	2,070,327	899,012.84	1,753,153.46
PUBLIC SAFETY				
<i>Police Department - #42100</i>				
Personal Services				
-42100-101 Salaries	1,621,366	1,621,366	757,636.80	1,466,778.63
-42100-102 Overtime	105,000	105,000	59,685.25	120,475.78
-42100-103 Salaries - Part-Time Regular			-	-
-42100-104 Temp/Seas Employees-Regular	20,000	20,000	633.62	2,557.97
-42100-110 Hours Worked Holiday	30,000	30,000	13,289.51	35,589.78
-42100-115 Call-in Pay			-	-
-42100-116 On Call Pay			-	-
-42100-117 Shift Differential	12,045	12,045	4,820.25	10,614.81
-42100-118 Severence	56,907	56,907	-	-
-42100-121 PERA Employer Share	311,188	311,188	132,254.71	272,126.81
-42100-122 FICA/Medicare Employer Share/Employee Benefits	35,587	35,587	14,960.61	30,103.02
-42100-131 Medical/Dental/Life Employer Share	380,435	352,140	200,757.40	314,944.60
-42100-132 Longevity	45,628	45,628	-	-
-42100-133 Deductible Contribution	28,500	28,500	8,319.85	13,606.96

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	2/20/2024 Amended Budget 2024	7/15/2024 Proposed Amended Budget 2024	YTD Actual 2024 6/30/2024	YTD Actual 2023 12/31/2023
-42100-151 Workers' Compensation Insurance	242,899	242,899	57,215.71	155,391.90
-42100-154 HRA/Flex Fees	1,600	1,600	610.00	1,170.90
Total Personal Services	2,891,155	2,862,860	1,250,183.71	2,423,361.16
Supplies				
-42100-201 Office Supplies - Accessories	2,500	2,500	531.13	1,213.76
-42100-202 Duplicating Supplies and Copy Paper	1,500	1,500	142.53	302.59
-42100-209 Software Updates	3,500	3,500	896.00	518.00
-42100-210 Miscellaneous Operating Supplies	3,000	3,000	1,515.81	2,491.75
-42100-212 Gasoline/Fuel/Lubricants/Additives	50,000	50,000	20,402.64	51,265.34
-42100-213 Ammunition	4,500	4,500	-	4,498.91
-42100-214 Crime Scene Supplies	3,000	3,000	338.89	136.84
-42100-217 Promotional Events	4,000	4,000	2,976.21	4,479.69
-42100-221 Repairs and Maintenance Supplies - Squads	15,000	15,000	5,732.74	23,450.40
-42100-231 Uniform Allowance	22,000	22,000	5,637.43	15,468.58
-42100-232 Uniform--Reserves	0	0	-	-
-42100-240 Small Tools/Minor Equipment	25,000	25,000	3,102.06	27,583.93
Total Supplies	134,000	134,000	41,275.44	131,409.79
Other Services and Charges				
-42100-304 Miscellaneous Professional Services	7,500	18,000	16,209.28	15,271.06
-42100-305 Applicant Testing	-	-	-	-
-42100-313 Marco IT Mgmt & Backup	25,000	25,000	12,373.50	24,424.28
-42100-321 Telephone/Cellular Phones	10,000	10,000	6,989.20	9,471.73
-42100-322 Postage	600	600	378.20	-
-42100-331 Travel/Meals/Lodging	2,000	3,000	2,040.28	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	6,000	1,853.52	5,320.04
-42100-383 Gas Utilities	4,000	4,000	655.07	2,103.23
-42100-404 Maintenance and Repair -Vehicles/ Equipment	10,000	10,000	3,019.71	17,961.24
-42100-409 Maintenance Contracts-Office Equipment	26,000	26,000	21,152.46	21,673.24
-42100-410 Police Reserve Program Activities	0	0	-	-
-42100-411 Auto Pawn	2,400	3,016	3,016.00	2,819.00
-42100-430 Miscellaneous	-	-	-	-
-42100-432 Credit Card Fees	50	50	-	-
-42100-433 Dues and Subscriptions	17,000	22,000	21,015.61	26,293.97
-42100-440 Schools and Meetings	14,000	12,500	12,134.50	9,625.10
-42100-480 Special Response Team	-	-	-	-
-42100-489 Other Contracted Services	-	-	-	-
Total Other Services and Charges	192,700	207,516	100,837.33	203,080.77
<i>Total Police Department</i>	3,217,855	3,204,376	1,392,296.48	2,757,851.72
Fire Department - 42200				
Personal Services				
-42200-101 Salaries	107,910	107,910	59,817.62	122,994.53
-42200-103 Salaries	75,000	75,000	34,285.00	79,790.00
-42200-121 PERA Employer Share	19,561	19,561	6,159.76	19,942.55
-42200-122 FICA/Medicare Employer Share/Employee Benefits	7,340	7,340	6,107.41	8,893.72
-42200-131 Medical/Dental/Life Employer Share	18,127	18,127	17,015.10	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	16,310.36	46,936.59
-42200-154 Flex Fees	100	100	63.60	76.80
Total Personal Services	\$301,656	\$301,656	139,758.85	298,703.66
Supplies				
-42200-201 Office Supplies - Accessories	50	370	369.98	442.61
-42200-204 Stationary, Forms and Envelopes	-	-	-	-
-42200-210 Miscellaneous Operating Supplies	7,500	7,500	445.90	9,887.57
-42200-211 Grant Funded Supplies	-	-	-	-
-42200-212 Gasoline/Fuel/Lubricants/Additives	9,500	9,500	4,581.17	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	22,500	5,425.33	26,493.03
-42200-223 Repairs and Maintenance Supplies - Buildings	2,000	3,500	3,257.62	609.52
-42200-231 Uniform Allowance	13,000	13,000	4,934.33	32,211.34
-42200-232 Uniform Grant Funded	-	-	-	-
-42200-240 Small Tools	10,000	10,000	3,519.34	10,434.73
-42200-241 Small Tools-Grant Funded	-	-	-	-
Total Supplies	66,250	66,570	22,533.67	88,499.86
Other Services and Charges				
-42200-301 Auditing and Accounting	-	-	-	-
-42200-304 Miscellaneous Professional Services	15,000	15,000	9,835.13	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	2,749.50	5,482.52
-42200-321 Telephone/Cellular Phones	1,000	1,000	960.96	1,115.23
-42200-331 Travel/Meals/Lodging	1,000	1,000	97.04	1,821.42

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	2/20/2024 Amended Budget <u>2024</u>	7/15/2024 Proposed Amended Budget <u>2024</u>	YTD Actual 2024 6/30/2024	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	4,839.74	14,079.96
-42200-382 Water/Wastewater Utilities	600	600	275.20	555.12
-42200-383 Gas Utilities	5,000	5,000	1,967.61	4,787.08
-42200-401 Repairs and Maintenance - Buildings	2,500	3,000	2,930.00	871.20
-42200-404 Repairs and Maintenance - Equipment/Radios/Pager	20,000	19,500	1,611.93	26,522.36
-42200-405 Janitorial	-	-	-	-
-42200-430 Miscellaneous	500	200	-	50.00
-42200-433 Dues and Subscriptions	1,700	1,700	617.25	1,273.82
-42200-440 Schools and Meetings	6,000	6,000	2,288.98	36.00
-42200-441 Schools and Meetings Grant Funded	-	2,504	2,504.00	5,940.00
Total Other Services and Charges	98,950	101,154	30,677.34	212,678.74
<i>Total Fire Department</i>	<i>466,856</i>	<i>469,380</i>	<i>192,969.86</i>	<i>599,882.26</i>
<i>Emergency Management - #42300</i>				
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	4,663	-	1,061.52
Total Supplies	8,100	5,263	0.00	1,561.52
Other Services and Charges				
-42300-304 Misc Prof Serv	-	-	-	-
-42300-321 Telephone/Cellular Phones	-	-	-	-
-42300-331 Travel/Meals/Lodging	295	295	-	-
-42300-404 Equipment Repairs & Maint	-	2,037	2,037.00	291.00
-42300-433 Dues & Subscriptions	305	1,105	1,105.00	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	3,230	3,230.00	875.00
Total Other Services and Charges	2,600	7,167	6,372.00	1,802
Total Emergency Management	10,700	12,430	6,372.00	3,363.32
<i>Animal Control - #42700</i>				
Supplies				
-42700-310 Miscellaneous Operating Supplies	5,000	5,000	2,000.00	4,800.00
-42700-340 Advertising	-	-	-	-
Total Supplies	5,000.00	5,000.00	2,000.00	4,800.00
Total Animal Control	5,000	5,000	2,000.00	4,800.00
TOTAL PUBLIC SAFETY	3,700,411	3,691,186	1,593,638.34	3,365,897.30
PUBLIC WORKS				
<i>Street Maintenance - #43000</i>				
Personal Services				
-43001-101 Salaries	746,515	746,515	361,458.65	723,217.94
-43001-102 Overtime	5,000	5,000	2,176.16	6,154.23
-43001-104 Temporary/Seasonal	59,558	59,338	4,277.23	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	19,000	7,481.99	38,474.65
-43001-112 Overtime Mosquito Spraying	1,000	800	401.12	391.77
-43001-115 Call-in Pay	-	400	241.93	576.27
-43001-121 PERA Employer Share	61,580	61,580	27,886.57	57,788.94
-43001-122 FICA/Medicare Employer Share/Employee Benefits	67,367	67,367	27,989.36	59,535.28
-43001-123 Central Pension Contribution	16,640	16,640	8,074.94	17,192.25
-43001-131 Medical/Dental/Life Employer Share	158,836	158,836	95,611.84	153,082.21
-43001-132 Longevity	29,542	29,542	-	-
-43001-133 Deductible Contribution	14,500	14,500	1,790.88	8,308.76
-43001-151 Workers' Compensation Insurance	105,000	105,000	23,642.63	64,391.07
-43001-154 HRA/Flex Fees	750	750	343.28	668.66
Total Personal Services	1,305,288	1,285,268	561,376.58	1,160,488.13
Supplies				
-43001-201 Office Supplies - Accessories	1,500	1,500	719.98	-
-43001-202 Duplicating and Copying Supplies	200	200	39.99	-
-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	5,964.02	17,827.73
-43001-212 Gasoline/Fuel/Lubricants/Additives	80,000	80,000	23,317.38	67,852.68
-43001-215 Shop Maintenance Supplies	1,500	1,568	1,567.96	-
-43001-219 Snow Removal - Material	85,000	85,000	70,359.67	77,026.93
-43001-221 Repairs and Maintenance Supplies - Equipment	85,000	85,000	35,880.17	112,321.37
-43001-224 Repairs and Maintenance - Infrastructure	15,000	15,000	4,605.58	38,827.17

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	2/20/2024 Amended Budget <u>2024</u>	7/15/2024 Proposed Amended Budget <u>2024</u>	YTD Actual 2024 6/30/2024	YTD Actual 2023 12/31/2023
-43001-226 Signs	20,000	20,000	5,419.80	6,794.41
-43001-240 Small Tools and Minor Equipment	12,000	12,000	6,282.32	11,120.42
Total Supplies	316,100	316,168	154,156.87	331,805.02
Other Services and Charges				
-43001-304 Miscellaneous Professional Services	3,500	3,500	1,577.78	3,095.25
-43001-313 Marco IT Mgmt & Backup	4,500	4,500	2,749.50	6,244.82
-43001-321 Telephone/Cellular Phones	6,000	6,000	2,060.64	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 Utilitites	8,500	8,500	3,591.02	7,949.52
-43001-382 Water/Wastewater Utilities	3,200	3,200	1,328.66	3,225.88
-43001-383 Gas Utilities	20,000	20,000	9,185.42	19,006.55
-43001-384 Refuse Hauling	2,400	2,400	1,130.83	3,548.15
-43001-386 EV Charging Station	-	-	-	5,475.50
-43001-401 Repairs and Maint Building & Structures	2,000	2,000	1,216.25	739.00
-43001-404 Repairs and Maintenance - Vehicles/Equipment	10,000	10,000	6,800.57	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	1,500.00	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	6,558.50	6,500.00
-43001-417 Uniform Rental	8,000	8,000	5,179.59	9,157.00
-43001-430 Miscellaneous	1,000	1,000	-	-
-43001-433 Dues and Subscriptions	1,000	1,000	373.50	513.39
-43001-440 Schools and Meetings	1,500	1,500	249.66	565.00
-43001-443 City Garden/Flower Oper Exp	1,000	1,000	163.39	404.64
-43001-444 Insect Control	18,000	18,000	8,422.48	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	1,203.93	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	1,194.01	14,540.18
Total Other Services and Charges	229,300	229,300	62,170.47	189,662.55
Total Street Maintenance	1,850,688	1,830,736	777,703.92	1,681,955.70
TOTAL PUBLIC WORKS	1,850,688	1,830,736	777,703.92	1,681,955.70
PARKS AND RECREATION				
<i>Parks and Parks Programming- 45200</i>				
Personal Services				
-45200-101 Full-time Salaries	178,078	178,078	67,344.31	146,106.40
-45200-102 FT Overtime	2,000	2,000	14.00	304.34
-45200-104 Salaries - Temporary/Seasonal	56,650	56,650	10,703.81	29,655.85
-45200-105 Overtime - Temporary/Seasonal	-	-	-	-
-45200-112 Parks & Rec Commission Stipends	2,000	2,000	420.00	702.50
-45200-121 PERA (Employer)	13,876	13,876	5,051.86	10,778.52
-45200-122 FICA/Medicare Employer Share/Employee Benefits	17,619	17,619	5,828.18	13,172.38
-45200-123 Central Pension Contribution	4,160	4,160	1,449.90	3,269.32
1-5200-131 Medical/Dental/Life Employer Share	41,245	41,245	20,492.55	33,234.44
-45200-132 Longevity	4,929	4,929	-	-
-45200-133 Deductible Contribution	3,750	3,750	1,563.36	1,397.19
-45200-151 Workers' Compensation Insurance	21,869	21,869	4,137.51	13,313.71
-45200-154 HRA/Flex Fees	200	200	72.02	146.20
Total Personal Services	346,376	346,376	117,077.50	252,080.85
Supplies				
-45200-210 Miscellaneous Operating Supplies	12,000	12,000	4,553.30	10,148.87
-45200-212 Gasoline/Fuel/Lubricants/Additives	20,000	20,000	4,859.97	15,543.14
-45200-221 Repairs and Maintenance Supplies - Equipment	15,000	15,000	6,154.64	11,683.79
-45200-223 Repairs and Maintenance Supplies - Buildings	20,000	20,000	7,173.33	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	1,637.95	3,728.62
Total Supplies	74,000	74,000	24,379.19	76,786.62
Other Services and Charges				
-45200-304 Professional Services	1,000	1,100	1,051.57	1,134.63
-45200-305 Park Contracted Services	500	400	-	-
-45200-306 Park & Rec Comm Activity	-	-	-	-
-45200-321 Telephone/Cellular Phones	1,000	1,000	345.25	828.60
-45200-340 Advertising	200	200	-	-

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	2/20/2024 Amended Budget 2024	7/15/2024 Proposed Amended Budget 2024	YTD Actual 2024 6/30/2024	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	38,562.67	77,323.99
-45200-382 Water & Wastewater Utilities	15,000	15,000	1,195.48	6,657.86
-45200-383 Gas Utilities	2,000	2,000	719.12	1,166.55
-45200-384 Refuse Hauling	500	500	263.40	526.80
-45200-386 EV Charging Station Power			-	-
-45200-401 Repairs and Maintenance - Structures	6,000	12,000	10,201.84	8,834.15
-45200-403 R&M Tennis Court	10,000	4,000	-	-
-45200-415 Equipment Rental	9,000	9,000	2,347.00	7,660.45
-45200-417 Rental-Uniforms	800	800	487.77	967.52
-45200-430 Miscellaneous			-	-
-45200-440 Schools & Meetings			-	-
-45200-445 Weed Control and Fertilizer	20,000	20,000	8,068.83	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	15,229.69	23,927.86
Total Other Services and Charges	203,200	203,200	78,472.62	165,492.37
<i>Total Parks & Parks Programming</i>	623,576	623,576	219,929.31	494,359.84
<i>Library - 45400</i>				
Supplies				
-45400-210 Miscellaneous Operating Supplies	3,500	3,500	1,451.86	6,066.61
-45400-212 Gasoline/Fuel/Lubricants/Additives			-	-
-45400-221 Repairs and Maintenance Supplies - Equipment			-	-
-45400-223 Repairs and Maintenance Supplies - Buildings	4,000	4,000	1,537.09	1,808.07
-45400-240 Small Tools and Minor Equipment	2,000	2,000	1,875.00	1,308.05
Total Supplies	9,500	9,500	4,863.95	9,182.73
Other Services and Charges				
-45400-360 Insurance	11,000	11,000	-	9,981.42
-45400-381 Electric Utilities	34,000	34,000	12,644.75	31,773.68
-45400-382 Water & Wastewater Utilities	2,500	2,500	559.93	3,015.13
-45400-384 Refuse Hauling	1,500	1,500	402.22	1,067.20
-45400-401 Repairs and Maintenance - Structures	4,000	4,000	329.00	2,604.99
-45400-404 Repair & Maint Labor-Camb Libr	60,000	60,000	14,156.64	58,261.56
-45400-409 Maint Contract-Bldg & Equip	5,000	5,000	2,642.08	3,219.20
-45400-383 Gas Utilities	6,000	6,000	3,046.50	6,786.69
-45400-417 Rental-Uniforms			-	-
-45400-430 Miscellaneous	500	500	146.50	-
-45400-440 Schools & Meetings			-	-
-45400-499 Library Sculpture Grant			-	-
Total Other Services and Charges	124,500	124,500	33,928	116,709.87
<i>Total Library</i>	134,000	134,000	38,791.57	125,892.60
TOTAL PARKS AND RECREATION	757,576	757,576	258,721	620,252
TOTAL EXPENDITURES	8,376,609.70	8,349,824.70	3,529,075.98	7,421,258.90
TRANSFERS OUT				
-49300-720			78,078.00	1,140,601.00
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				
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	25,000		
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	737,070	757,070	78,078.00	1,140,601.00
TOTAL EXPENDITURES & TRANSFERS OUT	9,113,680	9,106,895	3,607,153.98	8,561,859.90

Prepared by: Caroline Moe, Director of Finance

BACKGROUND

Douglas-Kerr Underground LLC is submitting Pay Request #2 for work completed through June 28, 2024 on the 2024 Street Improvements and Central Drive Trail Improvements. City Engineer, Short Elliott Hendrickson, has reviewed the pay request and is recommending payment in the amount of \$682,936.12.

The Council awarded this contract to Douglas-Kerr LLC at its April 15, 2024, meeting and construction began earlier this spring.

Fiscal Note—the 2024 Street Project was a budgeted project for 2024. Project is currently under budget.

Compatibility with Strategic Goals:

The 2024 Street Project supports the City Council core strategy #4—Be responsible and flexible in managing the City’s administrative functions, specifically the objective stated to maintain and execute a detailed capital improvement program with financing sources.

COUNCIL ACTION

Staff recommends to Council to authorize partial payment request No. 2 to Douglas-Kerr Underground LLC for \$682,936.12.

ATTACHMENTS

- Resolution R24-051 Authorizing Partial Payment #2 to Douglas-Kerr LLC for the 2024 Street Improvements.
- Douglas-Kerr Underground LLC Application for Payment #2 for 2024 Street Improvements and Central Drive Trail Improvements.

Resolution R24-051

**RESOLUTION ACCEPTING WORK AND AUTHORIZING
PARTIAL PAYMENT TO DOUGLAS-KERR UNDERGROUND LLC
(2024 STREET IMPROVEMENT AND CENTRAL DRIVE TRAIL IMPROVEMENTS PROJECT)**

WHEREAS, pursuant to a written contract signed with the City of Cambridge, Douglas-Kerr Underground LLC has satisfactorily completed a portion of the 2024 Street Improvements and Central Drive Trail Improvements Project in accordance with such contract and;

WHEREAS, City Engineer, S.E.H., has reviewed the work through June 28, 2024, and recommends payment in the amount of \$682,936.12 (Partial Payment #2);

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

BE IT FURTHER RESOLVED that the City Administrator is hereby directed to authorize payment on such contract in the amount of \$682,936.12

Adopted by the Cambridge City Council this 15th day of July, 2024.

Jim Godfrey, Mayor

ATTEST:

Evan Vogel, City Administrator



Building a Better World
for All of Us[®]

July 2, 2024

RE: Cambridge 2024 Street Improvements
and Central Drive Trail Improvements
SEH No. CAMBR 178766

Caroline Moe
City of Cambridge
300 3rd Ave NE
Cambridge, MN 55006

Dear Caroline:

Please find enclosed Application for Payment No. 2 for the referenced project(s). The quantities completed to date have been reviewed and we hereby recommend approval for payment to Douglas-Kerr Underground, LLC in the amount of \$682,936.12. This amount represents the work completed with 5% held for retainage.

If approved, please sign and forward payment, along with a copy of the signed pay application, to Douglas-Kerr Underground, LLC retaining the original for City records.

Please don't hesitate to contact me with any questions or comments. Thank you.

Sincerely,

A handwritten signature in black ink that reads "Zachary K. Schmitz".

Zach Schmitz, PE (MN)
Project Manager

Enclosures

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Application for Payment
(Unit Price Contract)
No. 2

Eng. Project No.: CAMBR 175473 & 174118

Location: Cambridge, Minnesota

Contractor	<u>Douglas-Kerr Underground, L.L.C</u>	Contract Date	<u>April 15, 2024</u>
	<u>2142 330th. Ave.</u>		
	<u>Mora, MN 55051</u>	Contract Amount	<u>\$ 4,925,177.49</u>

Contract for 2024 Street Improvements & Central Drive Trail Improvements

Application Date	<u>7/2/24</u>	For Period Ending	<u>6/28/24</u>
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Line No.	Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
BASE BID - 2024 STREET IMPROVEMENTS							
1	2021.501	MOBILIZATION	LS	1	0.766	\$220,110.00	\$168,604.26
2	2031.501	FIELD OFFICE TYPE D	LS	1	1	\$10,825.00	\$10,825.00
3	2100.601	LIFT STATION REHABILITATION	LS	1	0	\$17,553.00	
4	2101.502	CLEARING	EACH	18	31	\$300.00	\$9,300.00
5	2101.502	GRUBBING	EACH	18	30	\$150.00	\$4,500.00
6	2101.505	CLEARING	ACRE	0.1	0.1	\$10,000.00	\$1,000.00
7	2101.505	GRUBBING	ACRE	0.1	0.1	\$10,000.00	\$1,000.00
8	2104.502	REMOVE MANHOLE OR CATCH BASIN (STORM OR SANITARY)	EACH	14	11	\$685.85	\$7,544.35
9	2104.502	SALVAGE CASTING	EACH	15	7	\$159.00	\$1,113.00
10	2104.502	SALVAGE SIGN, TYPE C	EACH	35	27	\$40.00	\$1,080.00
11	2105.502	SALVAGE SIGN, TYPE SPECIAL (STREET SIGN NAME)	EACH	22	20	\$40.00	\$800.00
12	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	3035	2093.5	\$3.45	\$7,222.58
13	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	1944	1226.5	\$2.60	\$3,188.90
14	2105.503	REMOVE WATER MAIN	LF	16	0	\$22.85	
15	2104.503	REMOVE SEWER PIPE (SANITARY)	LF	16	0	\$22.85	
16	2104.503	REMOVE SEWER PIPE (STORM)	LF	367	385	\$22.30	\$8,585.50
17	2104.503	REMOVE CURB & GUTTER	LF	33547	19090	\$3.45	\$65,860.50
18	2104.504	REMOVE CONCRETE WALK	SY	929	12.1	\$8.55	\$103.46
19	2104.504	REMOVE CONCRETE PAVEMENT	SY	74	198.9	\$11.25	\$2,237.63
20	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	2078	1347.5	\$18.20	\$24,524.50
21	2104.504	REMOVE BITUMINOUS PAVEMENT (DRIVEWAYS & TRAILS)	SY	2385	2725.8	\$3.85	\$10,494.33
22	2104.518	REMOVE RETAINING WALL	SF	4070	2640	\$3.45	\$9,108.00
23	2104.618	SALVAGE BRICK PAVERS	SF	332	164.9	\$1.55	\$255.60
24	2104.602	SALVAGE & INSTALL MAILBOX ASSEMBLY	EACH	199	94	\$200.00	\$18,800.00
25	2104.603	RELOCATE SPRINKLER SYSTEM	LF	11050	0	\$2.20	
26	2104.603	SALVAGE & INSTALL LANDSCAPE EDGING	LF	264	11	\$4.50	\$49.50

Line No.	Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
27	2104.604	SALVAGE & INSTALL LANDSCAPE ROCK OR WOOD MULTCH	SY	18	0	\$270.00	
28	2106.507	EXCAVATION - COMMON (P) (SALV. BIT AND CL. 5)	CY	6090	3394.52	\$15.15	\$51,426.98
29	2106.507	EXCAVATION - COMMON (P) (EV)	CY	5490	3300.76	\$17.40	\$57,433.22
30	2106.507	EXCAVATION - SUBGRADE	CY	560	0	\$8.15	
31	2106.507	EXCAVATION - CHANNEL AND POND	CY	70	0	\$33.60	
32	2106.507	COMMON EMBANKMENT (P) (CV) (SALV BIT & CL. 5 EMBANKMENT)	CY	1990	1899.94	\$20.50	\$38,948.77
33	2106.507	COMMON EMBANKMENT (P) (CV)	CY	2950	2041	\$12.80	\$26,124.80
34	2112.519	SUBGRADE PREPERATION (BASE AGG. SHAPING & COMPACTING)	RDSTA	194	113.5	\$475.60	\$53,980.60
35	2112.519	SUBGRADE PREPERATION (TRAIL BASE AGG. SHAPING & COMPACTING)	RDSTA	35	6.5	\$1,187.00	\$7,715.50
36	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	134	3.8	\$150.00	\$575.00
37	2140.523	WATER	MGAL	87	87.5	\$66.10	\$5,783.75
38	2215.504	FULL DEPTH RECLAMATION (10" DEPTH) (P)	SY	62263	62263	\$2.60	\$161,883.80
39	2232.504	MILL BITUMINOUS SURFACE (2.0")	SY	25533	0	\$1.90	
40	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	7436	35	\$2.00	\$70.00
41	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C) (BIKE PATHS)	TON	809	108.43	\$104.80	\$11,363.46
42	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C) (DRIVEWAYS)	TON	203	105.68	\$209.35	\$22,124.11
43	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,C)	TON	9778	0	\$79.10	
44	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	8088	4087.31	\$78.45	\$320,649.47
45	2411.618	MODULAR BLOCK RETAINING WALL	SF	4090	2310	\$34.85	\$80,503.50
46	2503.503	15" CS PIPE SEWER	LF	168	166	\$67.55	\$11,213.30
47	2503.503	12" RC PIPE SEWER, DES 3006 CL V	LF	306	199	\$74.55	\$14,835.45
48	2503.503	15" RC PIPE SEWER, DES 3006 CL V	LF	16	50.5	\$103.80	\$5,241.90
49	2503.503	30" RC PIPE SEWER, DES 3006 CL III	LF	45	0	\$449.40	
50	2503.602	CONNECT TO EXISTING MANHOLES (SAN)	EACH	1	1	\$14,215.00	\$14,215.00
51	2503.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	7	3	\$3,714.00	\$11,142.00
52	2503.602	CONNECT INTO EXISTING SANITARY SEWER	EACH	2	0	\$1,561.00	
53	2503.602	CONNECT INTO EXISTING STORM SEWER	EACH	22	15	\$1,836.00	\$27,540.00
54	2503.602	SANITARY SEWER SPOT REPAIR	EACH	3	2	\$10,318.00	\$20,636.00
55	2503.603	8" PVC PIPE SEWER	LF	16	3	\$172.40	\$517.20
56	2503.603	4" PVC SANITARY SERVICE PIPE	LF	43	45	\$106.55	\$4,794.75
57	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	2	2	\$2,167.00	\$4,334.00
58	2504.602	RELOCATE HYDRANT AND VALVE	EACH	1	1	\$5,399.00	\$5,399.00

Line No.	Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
59	2504.602	ADJUST VALVE BOX	EACH	49	4	\$1,041.00	\$4,164.00
60	2504.602	HYDRANT (SANDBLAST AND PAINT EXISTING HYDRANT)	EACH	46	0	\$225.00	
61	2504.602	1" CORPORATION STOP	EACH	1	1	\$1,560.00	\$1,560.00
62	2504.602	1" CURB STOP & BOX	EACH	1	1	\$1,874.00	\$1,874.00
63	2504.602	12" GATE VALVE & BOX	EACH	1	0	\$10,078.00	
64	2504.603	SPRINKLER SYSTEM (TEMPORARY)	LS	1	0	\$6,500.00	
65	2504.603	1" TYPE PE PIPE	LF	53	56.5	\$14.40	\$813.60
66	2504.603	12" WATERMAIN DUCTILE IRON CL 52	LF	16	0	\$255.20	
67	2504.618	INSTALL SALVAGED BRICK PAVERS	SF	332	0	\$6.30	
68	2506.502	ADJUST FRAME AND RING CASTING (W/PE BARRIER)	EACH	153	11	\$932.05	\$10,252.55
69	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (27")	EACH	9	6	\$3,477.00	\$20,862.00
70	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	10	8	\$4,685.00	\$37,480.00
71	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	3	2	\$6,741.00	\$13,482.00
72	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	EACH	2	0	\$7,972.00	
73	2506.602	CASTING ASSEMBLY R-1733 (STORM)	EACH	2	0	\$604.90	
74	2506.602	CASTING ASSEMBLY R-3250-1 (STORM)	EACH	22	3	\$985.00	\$2,955.00
75	2506.602	CASTING ASSEMBLY R-3290-A (STORM)	EACH	1	0	\$959.50	
76	2506.603	CONSTRUCT 6" INSIDE DROP	LF	15	8	\$307.90	\$2,463.20
77	2506.603	REPAIR DRAINAGE STRUCTURE	LF	15	11.5	\$771.25	\$8,869.38
78	2506.603	RECONSTRUCT DRAINAGE STRUCTURE	LF	22	3	\$463.95	\$1,391.85
79	2511.504	GEOTEXTILE FILTER FABRIC TYPE 4	SY	30	0	\$2.30	
80	2511.507	RIP RAP CLASS III	CY	21	0	\$132.10	
81	2521.518	5" CONCRETE WALK	SF	4048	0	\$6.00	
82	2521.518	6" CONCRETE WALK	SF	2160	0	\$9.50	
83	2531.503	CONCRETE CURB & GUTTER DESIGN B418	LF	34848	18383	\$15.00	\$275,745.00
84	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LF	1475	126	\$35.00	\$4,410.00
85	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SY	1629	413.3	\$79.35	\$32,795.36
86	2531.604	9" CONCRETE VALLEY GUTTER	SY	12	0	\$150.00	
87	2531.618	TRUNCATED DOMES (CAST IRON)	SF	476	0	\$50.00	
88	2563.601	TRAFFIC CONTROL	LS	1	1	\$10,600.00	\$10,600.00
89	2564.502	INSTALL SIGN TYPE C	EACH	1	0	\$150.00	
90	2564.518	SIGN PANELS TYPE C	SF	359	0	\$50.00	
91	2564.602	SIGN TYPE SPECIAL (STREET NAME SIGN)	EACH	22	0	\$300.00	
92	2573.502	STORM DRAIN INLET PROTECTION	EACH	79	96	\$159.30	\$15,292.80

Line No.	Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
93	2573.503	SILT FENCE, TYPE HI	LF	9038	574	\$2.15	\$1,234.10
94	2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LF	574	564	\$2.30	\$1,297.20
95	2574.507	ORGANIC TOPSOIL BORROW	CY	3430	231.2	\$0.01	\$2.31
96	2575.504	SODDING TYPE LAWN	SY	14944	0	\$8.80	
97	2575.508	SEED MIXTURE 25-131 WITH HYDROMULCH	SY	2141	0	\$2.25	
98	2582.503	4" SOLID LINE PAINT	LF	1604	0	\$1.20	
99	2582.503	24" SOLID LINE PAINT	LF	97	0	\$3.50	
100	2582.503	4" BROKEN LINE PAINT	LF	6492	0	\$0.10	
101	2582.503	4" DOUBLE SOLID LINE PAINT	LF	400	0	\$2.40	
102	2582.518	PAVEMENT MESSAGE PAINT	SF	424	0	\$4.00	
103	2582.518	CROSSWALK PAINT	SF	1223	0	\$2.50	
TOTAL BASE BID - 2024 STREET IMPROVEMENTS							\$1,762,192.99
ALTERNATE A - CENTRAL DRIVE STREET AND TRAIL							
104	2021.501	MOBILIZATION	LS	1	0.82	\$16,558.00	\$13,577.56
105	2101.502	CLEARING	EACH	3	42	\$300.00	\$12,600.00
106	2101.502	GRUBBING	EACH	3	34	\$150.00	\$5,100.00
107	2101.505	CLEARING	ACRE	0.105	0.11	\$21,818.00	\$2,399.98
108	2101.505	GRUBBING	ACRE	0.105	0.11	\$21,818.00	\$2,399.98
109	2104.502	SALVAGE SIGN (TYPE C OR STREET NAME SIGN)	EACH	7	7	\$40.00	\$280.00
110	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LF	125	125	\$2.60	\$325.00
111	2104.503	REMOVE SEWER PIPE (STORM OR CULVERTS)	LF	75	0	\$27.05	
112	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	1693	1696.8	\$1.40	\$2,375.52
113	2104.602	SALVAGE & INSTALL MAILBOX ASSEMBLY	EACH	6	0	\$200.00	
114	2106.507	EXCAVATION - COMMON (EV)	CY	1490	508.9	\$11.45	\$5,826.91
115	2106.507	COMMON EMBANKMENT (CV) (TOPSOIL)	CY	380	0	\$5.45	
116	2211.507	COMMON EMBANKMENT (CV) (SALV. BIT AND CL 5)	CY	3980	3035.66	\$11.80	\$35,820.79
117	2211.507	AGGREGATE BASE CLASS 5 (MODIFIED) -SHOULDER	CY	300	0	\$27.70	
118	2112.519	SUBGRADE PREPERATION	RDSTA	26	0	\$595.30	
119	2123.51	COMMON LABORERS	HOUR	15	47.25	\$95.85	\$4,528.91
120	2123.51	3 CY FRONT END LOADER	HOUR	5	3.5	\$263.15	\$921.03
121	2123.61	CRAWLER MOUNTED BACKHOE	HOUR	5	13	\$306.15	\$3,979.95
122	2123.61	SKID LOADER	HOUR	5	18.5	\$171.85	\$3,179.23
123	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	12	0	\$165.00	
124	2130.523	WATER	M GAL	40	26.1	\$66.10	\$1,725.21
125	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	520	0	\$2.00	
126	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C) (TRAIL)	TON	487	0	\$103.15	

Line No.	Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
127	2361.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	629	0	\$83.95	
128	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	877	0	\$79.55	
129	2499.502	15" CS PIPE APRON	EA	6	12	\$1,010.00	\$12,120.00
130	2503.503	15" CS PIPE (DRIVEWAY CULVERTS)	LF	95	66	\$74.65	\$4,926.90
131	2501.502	15" RC PIPE APRON	EA	4	3	\$2,048.00	\$6,144.00
132	2503.503	15" RC PIPE SEWER, DES 3006 CL V	LF	147	162.5	\$84.75	\$13,771.88
133	2504.602	ADJUST VALVE BOX - WATER	EACH	1	0	\$1,041.00	
134	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	EACH	3	2	\$2,161.00	\$4,322.00
135	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	4	5	\$4,132.00	\$20,660.00
136	2506.602	CASTING ASSEMBLY R-3067-V (STORM)	EACH	6	0	\$877.20	
137	2506.602	INSTALL CASTING (STORM)	EACH	6	0	\$0.01	
138	2511.504	GEOTEXTILE FABRIC TYPE 4	SY	38	0	\$2.30	
139	2511.507	RIP RAP CLASS III	CY	20	20	\$122.90	\$2,458.00
140	2521.518	6" CONCRETE WALK	SF	530	0	\$10.50	
141	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LF	2670	0	\$17.40	
142	2531.618	TRUNCATED DOMES	SF	32	0	\$50.00	
143	2557.603	WOODENFENCE - SPLIT RAIL	LF	416	0	\$18.50	
144	2563.601	TRAFFIC CONTROL	LS	1	1	\$500.00	\$500.00
145	2564.502	INSTALL SIGN TYPE C	EACH	1	0	\$150.00	
146	2564.518	SIGN PANELS TYPE C	SF	58	0	\$50.00	
147	2564.602	INSTALL SIGN TYPE SPECIAL (STREET NAME SIGN)	EACH	2	0	\$200.00	
148	2573.502	STORM DRAIN INLET PROTECTION	EACH	7	0	\$159.45	
149	2573.503	SILT FENCE, TYPE HI	LF	5302	1805	\$2.15	\$3,880.75
150	2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LF	520	375	\$2.30	\$862.50
151	2573.508	SEED MIXTURE 25-131 WITH HYDROMULCH	SY	2694	0	\$2.25	
152	2574.507	ORGANIC TOPSOIL BORROW	CY	380	0	\$22.05	
153	2582.518	PAVEMENT MESSAGE PAINT	SF	80	0	\$4.00	
154	2582.518	CROSSWALK PAINT	SF	150	0	\$2.50	
TOTAL ALTERNATE A CENTRAL DRIVE STREET AND TRAIL BID							\$164,686.08
TOTAL BASE BID + ALTERNATE A PRICE							\$1,926,879.07

Application for Payment (continued)

Total Contract Amount	\$ <u>4,925,177.49</u>	Total Amount Earned	\$ <u>1,926,879.07</u>
		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No.	_____	Percent Complete	_____
Contract Change Order No.	_____	Percent Complete	_____
Contract Change Order No.	_____	Percent Complete	_____
Less Previous Applications:		GROSS AMOUNT DUE	\$ <u>1,926,879.07</u>
AFP No. 1: <u>1,147,599.00</u>	AFP No. 6: _____	LESS <u>5</u> % RETAINAGE	\$ <u>96,343.95</u>
AFP No. 2: _____	AFP No. 7: _____	AMOUNT DUE TO DATE	\$ <u>1,830,535.12</u>
AFP No. 3: _____	AFP No. 8: _____	LESS PREVIOUS APPLICATIONS	\$ <u>1,147,599.00</u>
AFP No. 4: _____	AFP No. 9: _____	AMOUNT DUE THIS APPLICATION	\$ <u>682,936.12</u>
AFP No. 5: _____			

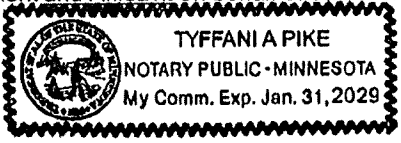
CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2024 Street Improvements & Central Drive Trail Improvements, Cambridge, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date July 2, 2024 Douglas-Kerr Underground, L.L.C
(Contractor)

COUNTY OF Kanabec)
STATE OF Minnesota) SS By [Signature] - manager
(Name and Title)

Before me on this 2nd day of July, 2024, personally appeared _____
Darren Douglas known to be, who being duly sworn did depose and say that he is the manager (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires January 31, 2029


Tyffani Pike
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due

Zachary K. Schmitz

By Short Elliott Hendrickson Inc.
Zach Schmitz, PE (MN)

Date 7/02/24

City of Cambridge

By _____

Date _____

Prepared By: Evan C Vogel – City Administrator

Background:

The City’s contract with SEH expires at the end of 2024. This agreement is under the same terms as the previous for the City to receive engineering services through SEH. The term of this contract will be January 1 of 2025 through December 31, 2029.

Recommendation:

Approve contract with SEH for City Engineering Services

Supplemental Letter Agreement (City Engineering Services: 2025-2029)

In the Fall of 2019, the City Council renewed an agreement for City Engineering services with SEH. This agreement expires on December 31, 2024. Both parties hereby agree to extend this agreement through December 31, 2029.

In accordance with the Master Agreement for Professional Services between City of Cambridge, Minnesota (“Client”), and Short Elliott Hendrickson Inc. (SEH), effective December 20, 2010, this Supplemental Letter Agreement dated July 1, 2024 authorizes and describes the scope and payment conditions for SEH’s work as City Engineer. This work is not associated with a specific project, but instead is providing ongoing miscellaneous general engineering services as requested by and to support the City of Cambridge.

Client’s Authorized Representative: Evan C. Vogel – City Administrator

Address: 300 Third Avenue NE
Cambridge, MN 55008

Telephone: 763.552.3216 **e-mail:** evogel@ci.cambridge.mn.us

SEH City Engineer: Greg F. Anderson, PE - Principal

Address: 3535 Vadnais Center Drive
St. Paul, MN 55110

Telephone: 651.490.2172 **e-mail:** ganderson@sehinc.com

Scope: The Basic Services to be provided by SEH as set forth herein are provided subject to the Master Agreement for Professional Services between the City of Cambridge, Minnesota (“Client”), and Short Elliott Hendrickson Inc. (SEH®), effective December 20, 2010, and the Exhibits attached to this Agreement.

SEH will serve as the City Engineer and will provide ongoing regular miscellaneous engineering services as requested by the City of Cambridge. These services are anticipated to include but are not limited to:

- Evaluate the City’s public infrastructure (including streets, sewer, water, drainage system, and lighting) needs and help develop and implement plans and programs to meet those needs.
- Serve as the lead City staff person responsible for street and utility improvement projects. Includes overseeing design and construction of the improvements, managing costs to meet budgets, meeting with property owners, resolving project related concerns, and communicating with City Council.
- Assist in implementing water resource functions including storm water management, erosion control, agency permitting, and wetland protection.
- Review proposed commercial, industrial and residential private development plans, plats and subdivisions for consistency with City requirements and policies. Includes serving as a primary contact to coordinate with developers.
- Participate on the Cambridge Review Committee (CRC) meetings to review, comment and respond to proposed developments and site plans.
- Serve as the City’s Airport Engineer to perform duties required by MnDOT and the FAA including Capital Improvement Planning and implementation, and stormwater permitting and management.
- Review project Record Plans and help manage the record retention system for infrastructure improvement projects.
- Review traffic operations and controls, conduct traffic studies, and review traffic signalization.
- Attend City staff meetings as requested.

- Attend City Council meetings and Planning Commission meetings as requested.
- Act as City’s liaison and representative with other communities and County, State and Federal agencies.
- Assist City in seeking grants, loans and funding for improvement projects.
- Maintain the City’s MnDOT Municipal State Aid System.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions:

1. City Engineer will attend regular City Council meetings at no charge.
2. City Engineer will provide up to four (4) hours monthly to assist City staff at no charge.
3. The term of this Agreement is from January 1, 2025 to December 31, 2029 at which time it may be renegotiated. Either party may terminate this Agreement upon 30 days written notice to the other party.

Short Elliott Hendrickson Inc.

By: Todd M. Blank
 Todd M. Blank, PE
 Title: Principal

By: Greg F. Anderson
 Greg F. Anderson, PE
 Title: Principal

City of Cambridge

By: _____
 Evan C. Vogel
 Title: City Administrator

By: _____
 James A. Godfrey
 Title: Mayor

Exhibit A-1
to Supplemental Letter Agreement
(City Engineering Services: 2025-2029)
Between the City of Cambridge, Minnesota (Client)
and
Short Elliott Hendrickson Inc. (SEH®)
June 17, 2024

Payments to SEH for Services and Expenses

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and SEH select the hourly basis for payment for City Engineering services provided by SEH. SEH shall be compensated monthly. Monthly charges for services shall be based on SEH's current billing rates for applicable employees plus charges for reimbursable expenses and equipment. The City Engineer's hourly billing rate will be reduced from the standard billing rate of \$220 to \$180 per hour for these City Engineering services. The standard billing rate will apply to all developer-funded projects. These rates are for the 2025 calendar year and for budgeting and cost control, in lieu of annual renegotiation, will increase \$5 per hour each year thereafter.

B. Expenses

The following items involve expenditures made by SEH employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Messenger delivery services.
7. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Owner.
8. All taxes levied on professional services and on reimbursable expenses.
9. Other special expenses required in connection with the Project.
10. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay SEH monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project (such as surveying Total Station and GPS equipment). SEH invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by SEH.

The Client shall pay SEH monthly for equipment utilization.

Background

Cambridge Medical Center, 701 Dellwood St S, has requested a variance from City Code Section 156.085E Outdoor Storage to allow three (3) Storage Pods in PM Professional/Medical Zoning. Storage Pods are not currently allowed in PM Zoning.

Review

There are current plans in discussion for an entirely new Medical Center on the east side of Cambridge, which would render this existing site obsolete.

In this case, staff find the storage pods a reasonable variance request because of the relatively short term planned use, size of the site, and placement of the pods. We recommend some conditions that take effect only if the plans do not go through for a new medical center site.

The purpose of the Variance process is to review applications on a case-by-case basis to determine whether relief may be granted from unforeseen particular applications of the zoning code that create practical difficulties. In considering an application for a variance, the Planning Commission shall recommend the approval of the variance only upon the finding that the application complies with the standards set forth below.

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

Denying the storage pod use would create the need for permanent storage buildings, which would need to be removed if the site moves.

- (2) *“Practical difficulties”, as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the area.*

The pods will have limited visibility from the public road and almost no visibility from any residential sites. The areas which the storage pods are placed are already used for storage by the Hospital. The practical difficulty is due to the plans to move the medical center to an entirely new site; they could build permanent structures now but it would not be reasonable since they plan to move sites.

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

Granting the variance is in harmony with the intent of the code and comprehensive plan. Specifically, the Comprehensive Plan Land Use Goal 4, Policy 4.4: Continue to plan for land uses in order to support and enhance Cambridge’s ability to attract quality development.

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

Economic considerations are not the only consideration- Denying the storage pod use would create the need for permanent storage, which would need to be removed if the site moves.

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

Denying the storage pod use would create the need for permanent storage, which would need to be removed if the site moves. Removing permanent structures not long after they are built is more intrusive than allowing the pods to remain on-site for a short-term period.

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

The number of pods is necessary for storage of equipment and salt for winter applications. The only other alternative is to build permanent structures which is not currently reasonable due to the plan to move their entire site to the east side of the city.

- (7) *Essential character of the area. In considering whether a proposed variance will have an effect on the essential character of the area, the following factors shall be considered:*

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

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

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

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

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

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

The storage pods will not increase traffic congestion, disturb light and air quality, or create a fire hazard.

Planning Commission Action:

The Planning Commission made a motion to recommend approval (6/0) of the variance request on the draft Resolution with conditions as follows:

1. The Storage Pods must be removed by no later than July 15, 2029.
2. This variance is non-transferrable and is only approved for Cambridge Medical Center.
3. The Storage Pods must be painted a neutral earth-toned color.

City Council Action:

Motion to approve Resolution R24-048 allowing a variance for storage pods in Professional/Medical Zoning as presented with conditions as listed above.

Attachments

1. Site Map
2. Draft Resolution



Resolution No. R24-048

RESOLUTION APPROVING THE APPLICATION FOR A VARIANCE FOR STORAGE
PODS IN NON-ALLOWED ZONING
(701 Dellwood St S- Cambridge Medical Center)
(PIN: 15.042.1370 & 15.109.0011)

WHEREAS, Allina Hospitals and Clinics, owner of the property at 701 Dellwood Street S., Cambridge, Minnesota, has applied for a Variance from the provisions of City Code Section 156.085E Outdoor Storage; and

WHEREAS, Allina has requested to allow three (3) storage pods in Professional/Medical Zoning; and

WHEREAS, City Code Section 156.085E Outdoor Storage explains that storage pods are not allowed in Professional/Medical zoning; and

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

WHEREAS, The Planning Commission of the City, on the 2nd day of July, 2024, following proper notice, held a public hearing and following said public hearing, adopted a recommendation that the request for Variance approval be granted; and

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

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

Denying the storage pod use would create the need for permanent storage buildings, which would need to be removed if the site moves.

- (2) *“Practical difficulties”, as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the area.*

The pods will have limited visibility from the public road and almost no visibility from any residential sites. The areas which the storage pods are placed are already used for storage by the Hospital. The practical difficulty is due to the plans to move the medical center to an entirely new site; they could build permanent structures now but it would not be reasonable since they plan to move sites.

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

Granting the variance is in harmony with the intent of the code and comprehensive plan. Specifically, the Comprehensive Plan Land Use Goal 4, Policy 4.4: Continue to plan for land uses in order to support and enhance Cambridge's ability to attract quality development.

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

Economic considerations are not the only consideration- Denying the storage pod use would create the need for permanent storage, which would need to be removed if the site moves.

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

Denying the storage pod use would create the need for permanent storage, which would need to be removed if the site moves. Removing permanent structures not long after they are built is more intrusive than allowing the pods to remain on-site for a short-term period.

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

The number of pods is necessary for storage of equipment and salt for winter applications. The only other alternative is to build permanent structures which is not currently reasonable due to the plan to move their entire site to the east side of the city.

- (7) *Essential character of the area. In considering whether a proposed variance will have an effect on the essential character of the area, the following factors shall be considered:*

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

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

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

- (d) *Would the variance unduly increase the danger of flood or fire;*
- (e) *Would the variance unduly tax public utilities and facilities in the area; and*
- (f) *Would the variance endanger the public health or safety.*

The storage pods will not increase traffic congestion, disturb light and air quality, or create a fire hazard.

NOW, THEREFORE, BE IT RESOLVED, the City Council of Cambridge, Minnesota, approves the variance request to allow Allina Hospitals and Clinics to utilize three (3) storage pods as presented on the plans submitted with the application with the following conditions:

1. The Storage Pods must be removed by no later than July 15, 2029.
2. This variance is non-transferrable and is only approved for Cambridge Medical Center.
3. The Storage Pods must be painted a neutral earth-toned color.

Adopted by the Cambridge City Council
this 15th day of July 2024.

James Godfrey, Mayor

ATTEST:

Evan C. Vogel, City Administrator

Background

Danielle Tierney, 3330 Ten Oaks St S; and Heather Thonvold, 3225 Ten Oaks St S, have each requested a variance from City Code Section 153.042- Scenic River 2 District (SR-2). Each are requesting to keep up to 15 chickens.

Subpart B1D of City Code Section 153.042 states that Agricultural uses are permitted, provided they do not have livestock associated with the use.

Review

The Tierney site, 3330 Ten Oaks St S, is 2.94 Acres and riparian, while the Thonvold site, 3225 Ten Oaks St S is 1.06 Acres and non-riparian.

The underlying zoning is RA Rural Residence/Agricultural district. The properties would be permitted to have 50 chickens per acre if not for the Scenic River overlay. The Scenic River overlay district prohibits livestock.

If the properties were R-1 Zoning (Single Family), they would be allowed to have 6 (less than 3 acres) and 12 (more than 3 acres) chickens.

Craig Wills, DNR area Hydrologist, stated that the DNR would start to get concerned at a much higher number when the site qualifies as a feedlot- or 1250 chickens.

The character of the area is very low density residential, with a majority of the parcels being between 1 and 5 acres in size.

The purpose of the Variance process is to review applications on a case-by-case basis to determine whether relief may be granted from unforeseen particular applications of the zoning code that create practical difficulties. In considering an application for a variance, the Planning Commission shall recommend the approval of the variance only upon the finding that the application complies with the standards set forth below.

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

Denying the request would deprive residents of an agricultural zoned area the ability to have a small amount of an agricultural use deemed to be within reason by the MN DNR.

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

Because of the Conditions, the use will be held to the same standards as other residential sites with Chickens within the City.

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

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

Economic considerations are not a concern in this case.

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

There are no other available options than a variance to allow birds, and the request was deemed reasonable by the MN DNR.

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

There are no other available options than a variance to allow birds, and the request was deemed reasonable by the MN DNR.

(7) *Essential character of the area.* In considering whether a proposed variance will have an effect on the essential character of the area, the following factors shall be considered:

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

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

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

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

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

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

The area is zoned agriculture, and the relative size of the lots would limit the effect on neighbors. The chickens at this small of an amount will not increase traffic congestion, disturb light and air quality, or create a fire hazard.

Planning Commission Action

The Planning Commission made a motion to recommend approval (6/0) of the draft resolution R24-052 with conditions as follows:

1. Maximum of 15 birds are allowed, with no roosters.
2. This variance is non-transferrable and is only approved for Danielle Tierney
3. City Code Section 156.067 must be followed (except subpart 7, which limits the number of birds allowed.).

The Planning Commission made a motion to recommend approval (6/0) of the draft resolution R24-053 with conditions as follows:

1. Maximum of 15 birds are allowed, with no roosters.
2. This variance is non-transferrable and is only approved for Heather Thonvold.
3. City Code Section 156.067 must be followed (except subpart 7, which limits the number of birds allowed.).

City Council Action

Motion to approve Resolution R24-052 allowing a variance for Chickens in Shoreland SR-2 Zoning as presented with conditions as listed above.

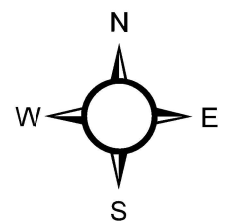
Motion to approve Resolution R24-053 allowing a variance for Chickens in Shoreland SR-2 Zoning as presented with conditions as listed above.

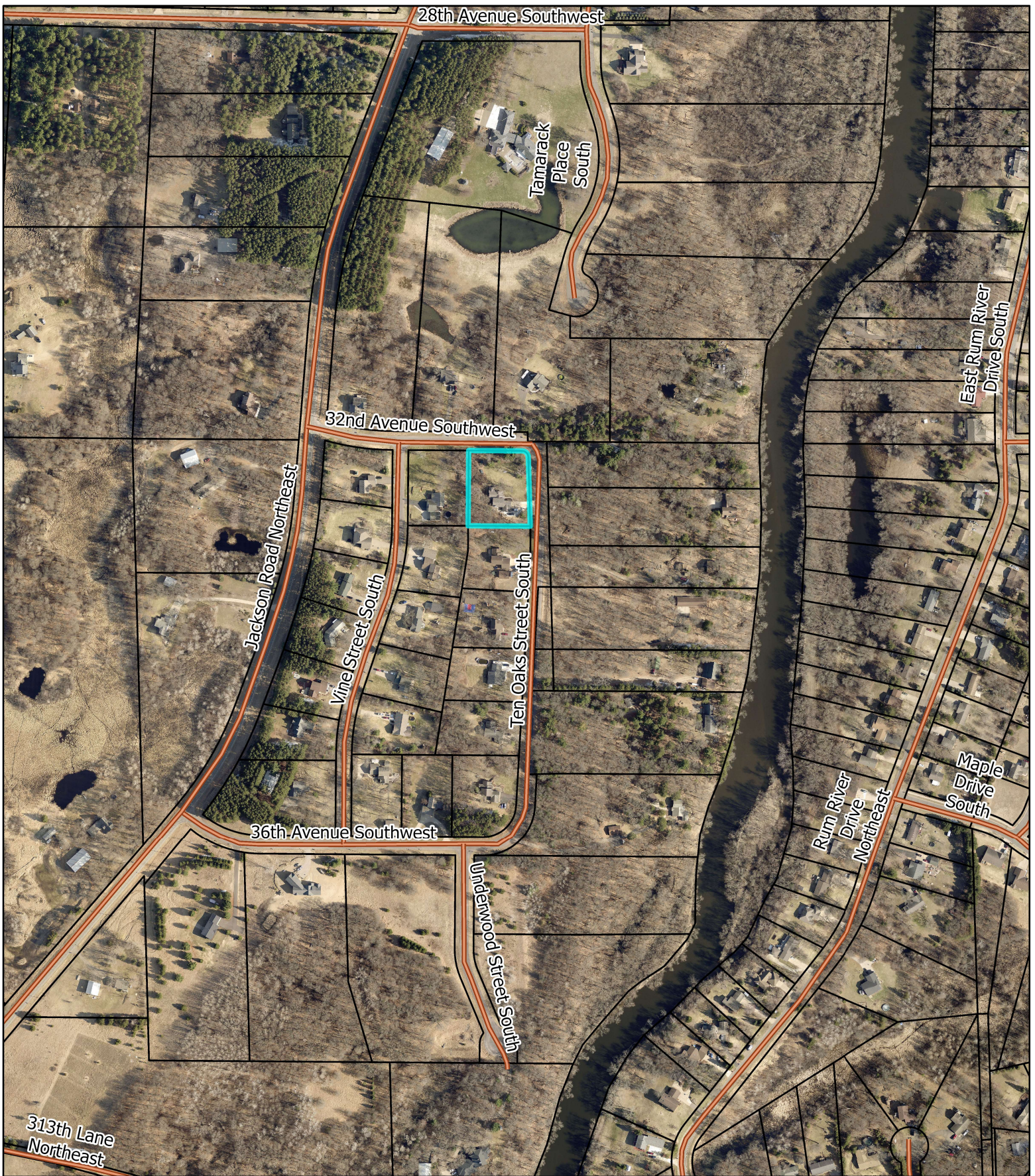
Attachments

1. Site Maps
2. Draft Resolutions

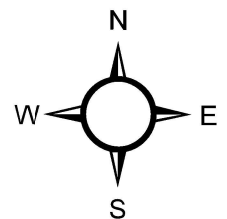


Chicken Variance Request
Danielle Tierney
3330 Ten Oaks St S





Chicken Variance Request
Heather Thonvold
3225 Ten Oaks St S



Resolution No. R24-052

RESOLUTION APPROVING THE APPLICATION FOR A VARIANCE FOR CHICKENS
IN NON-ALLOWED ZONING
(3330 TEN OAKS ST S)
(PIN: 15.007.2600)

WHEREAS, Danielle Tierney, owner of the property at 3330 Ten Oaks St S., Cambridge, Minnesota, has applied for a Variance from the provisions of City Code Section 156.042 Scenic River District SR2; and

WHEREAS, Tierney has requested to keep fifteen (15) chickens in SR2 Shoreland Zoning; and

WHEREAS, City Code Section 042 Scenic River District SR2 explains that Chickens are not allowed in SR2 zoning overlay districts; and

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

WHEREAS, The Planning Commission of the City, on the 2nd day of July, 2024, following proper notice, held a public hearing and following said public hearing, adopted a recommendation that the request for Variance approval be granted; and

WHEREAS, The Minnesota DNR Area Hydrologist has reviewed and has no concern with approving the request; and

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

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

Denying the request would deprive residents of an agricultural zoned area the ability to have a small amount of an agricultural use deemed to be within reason by the MN DNR.

- (2) *“Practical difficulties”, as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the area.*

Because of the Conditions, the use will be held to the same standards as other residential sites with Chickens within the City.

- (3) *Harmony. Variances shall only be permitted if they are in harmony with the general purposes and intent of the Zoning Ordinance and Comprehensive Plan.*
- (4) *Economic Considerations. Economic considerations alone shall not constitute a practical difficulty; The alleged hardship shall not include the inability of the property owner to realize a greater profit than if the variance were not granted.*

Economic considerations are not a concern in this case.

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

There are no other available options than a variance to allow birds, and the request was deemed reasonable by the MN DNR.

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

There are no other available options than a variance to allow birds, and the request was deemed reasonable by the MN DNR.

- (7) *Essential character of the area. In considering whether a proposed variance will have an effect on the essential character of the area, the following factors shall be considered:*

- (a) *Would the variance be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property or improvements permitted in the vicinity;*
- (b) *Would the variance materially impair an adequate supply of light and air to the properties and improvements in the vicinity;*
- (c) *Would the variance substantially increase congestion in the public streets due to traffic or parking;*
- (d) *Would the variance unduly increase the danger of flood or fire;*
- (e) *Would the variance unduly tax public utilities and facilities in the area; and*
- (f) *Would the variance endanger the public health or safety.*

The area is zoned agriculture, and the relative size of the lots would limit the effect on neighbors. The chickens at this small of an amount will not increase traffic congestion, disturb light and air quality, or create a fire hazard.

NOW, THEREFORE, BE IT RESOLVED, the City Council of Cambridge, Minnesota, approves the variance request to allow chickens in Shoreland SR2 Zoning as presented on the plans submitted with the application with the following conditions:

1. Maximum of 15 birds are allowed, with no roosters.
2. This variance is non-transferrable and is only approved for Heather Thonvold.
3. City Code Section 156.067 must be followed (except subpart 7, which limits the number of birds allowed.).

Adopted by the Cambridge City Council
this 15th day of July 2024.

James Godfrey, Mayor

ATTEST:

Evan C. Vogel, City Administrator

Resolution No. R24-053

RESOLUTION APPROVING THE APPLICATION FOR A VARIANCE FOR CHICKENS
IN NON-ALLOWED ZONING
(3225 TEN OAKS ST S)
(PIN: 15.123.0010)

WHEREAS, Heather Thonvold, owner of the property at 3225 Ten Oaks St S., Cambridge, Minnesota, has applied for a Variance from the provisions of City Code Section 156.042 Scenic River District SR2; and

WHEREAS, Tierney has requested to keep fifteen (15) chickens in SR2 Shoreland Zoning; and

WHEREAS, City Code Section 042 Scenic River District SR2 explains that Chickens are not allowed in SR2 zoning overlay districts; and

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

WHEREAS, The Planning Commission of the City, on the 2nd day of July, 2024, following proper notice, held a public hearing and following said public hearing, adopted a recommendation that the request for Variance approval be granted; and

WHEREAS, The Minnesota DNR Area Hydrologist has reviewed and has no concern with approving the request; and

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

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

Denying the request would deprive residents of an agricultural zoned area the ability to have a small amount of an agricultural use deemed to be within reason by the MN DNR.

- (2) *“Practical difficulties”, as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the area.*

Because of the Conditions, the use will be held to the same standards as other residential sites with Chickens within the City.

- (3) *Harmony. Variances shall only be permitted if they are in harmony with the general purposes and intent of the Zoning Ordinance and Comprehensive Plan.*
- (4) *Economic Considerations. Economic considerations alone shall not constitute a practical difficulty; The alleged hardship shall not include the inability of the property owner to realize a greater profit than if the variance were not granted.*

Economic considerations are not a concern in this case.

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There are no other available options than a variance to allow birds, and the request was deemed reasonable by the MN DNR.

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

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- (d) *Would the variance unduly increase the danger of flood or fire;*
- (e) *Would the variance unduly tax public utilities and facilities in the area; and*
- (f) *Would the variance endanger the public health or safety.*

The area is zoned agriculture, and the relative size of the lots would limit the effect on neighbors. The chickens at this small of an amount will not increase traffic congestion, disturb light and air quality, or create a fire hazard.

NOW, THEREFORE, BE IT RESOLVED, the City Council of Cambridge, Minnesota, approves the variance request to allow chickens in Shoreland SR2 Zoning as presented on the plans submitted with the application with the following conditions:

1. Maximum of 15 birds are allowed, with no roosters.
2. This variance is non-transferrable and is only approved for Heather Thonvold.
3. City Code Section 156.067 must be followed (except subpart 7, which limits the number of birds allowed.).

Adopted by the Cambridge City Council
this 15th day of July 2024.

James Godfrey, Mayor

ATTEST:

Evan C. Vogel, City Administrator

Prepared By: Evan C Vogel – City Administrator

Background:

Waste Management is requesting to increase its tip fee by \$2.25 per ton. The effect of this for residential services would be an increase of between 1 and 56 cents per month. The increase in rates for commercial collection would be between 20 cents and \$13.24 per month.

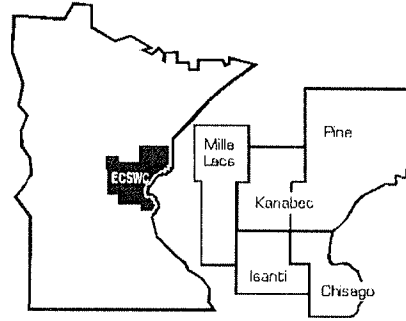
The reason for the requested increase is an increase in the cost for waste management to haul to the landfill in Mora.

Any rate increase requested must be approved by the City Council according to the service agreement between the City and its providers.

Recommendation:

Discuss this proposed rate increase, and approve or deny the request.

East Central Solid Waste Commission



1756 180TH AVENUE – PO BOX 29 – MORA MN 55051
(320) 679.4930
www.ecswc.com

To: All Contract Haulers and Customers

Starting July 1, 2024 the MSW rate is increasing to \$72.50 per ton.

Due to the holiday week and vacations, June invoices will not be mailed until the second week in July.

We will be closed on Thursday, July 4, and open until 1pm at our transfer stations for the Contract Haulers on Saturday, July 6.

Effective immediately, we will no longer accept loads of dirt at the transfer stations, they MUST be brought to the landfill in Mora.

Sincerely,

A handwritten signature in cursive script that reads 'Janelle Troupe'.

Janelle Troupe
Executive Director

ECSW

Residential

	Increase/Ton	\$2.25
	4.33	<i>Weekly Service</i>
0.2	32T	\$0.05
0.335	64T	\$0.09
0.5	96T	\$0.14
	2.17	<i>Every Other Week Service</i>
0.2	32T	\$0.03
0.335	64T	\$0.05
0.5	96T	\$0.07
	1	<i>Monthly Service</i>
0.2	32T	\$0.01
0.335	64T	\$0.02
0.5	96T	\$0.03

Commercial

	Increase/Ton	\$2.25
	4.33	<i>Weekly Service</i>
0.5	96T	\$0.21
1	1yd	\$0.41
2	2yd	\$0.83
3	3yd	\$1.24
4	4yd	\$1.66
6	6yd	\$2.48
8	8yd	\$3.31
	2.17	<i>Every Other Week Service</i>
0.5	96T	\$0.10
1	1yd	\$0.21
2	2yd	\$0.42
3	3yd	\$0.62
4	4yd	\$0.83
6	6yd	\$1.25
8	8yd	\$1.66
	1	<i>Monthly Service</i>
0.5	96T	\$0.05
1	1yd	\$0.10
2	2yd	\$0.19
3	3yd	\$0.29
4	4yd	\$0.38
6	6yd	\$0.57
8	8yd	\$0.77

Prepared by: Alex Smith, Deputy City Administrator

Background:

A leak has developed in the liquor store roof. Although minor, a repair is needed. As the roof is scheduled to be replaced in 2025, staff would like to post a request for proposal for both the leak repair as well as a roof replacement to better review the cost options.

Fiscal Note:

The Northbound roof is scheduled to be replaced in 2025, with \$120,000 currently set aside in the capital budget.

Recommendation:

Approve the attached Request for Proposal for work to the Northbound Liquor Store roof.

Attachments:

1. Request for Proposal for work to the Northbound Liquor roof

Request for Proposal (RFP) for Roof Repair and Replacement

Issued by: The City of Cambridge

Date: 7/16/2024

Due: 8/26/24 at noon

Introduction

The City of Cambridge is seeking proposals from qualified contractors for the repair and possible replacement of the roof at our Northbound liquor store located at **1655 1st Ave E, Cambridge, MN 55008**. The existing roof has developed a leak, and we require a comprehensive assessment and cost estimates for both repair and total replacement.

Scope of Work

The scope of work includes but is not limited to:

1. Inspection and Assessment:

- Perform a thorough inspection of the existing roof to identify the sources of the leak and assess the overall condition of the roof.
- Provide a detailed report on the findings, including photographs and descriptions of any damage or areas of concern.

2. Roof Repair:

- Provide recommendations and a detailed plan for repairing the leaks.
- Include an itemized cost estimate for all materials, labor, and any other expenses related to the repair work.

3. Roof Replacement:

- Provide recommendations and a detailed plan for a complete roof replacement.
- Include an itemized cost estimate for all materials, labor, and any other expenses related to the replacement work.
- Specify the type of roofing materials to be used, their benefits, and the expected lifespan.

Proposal Requirements

All proposals must include the following information:

1. Company Information:

- Company name, address, and contact information.
- Brief history of the company, including experience and qualifications relevant to roofing projects.

2. Project Plan:

- Detailed description of the proposed work plan for both repair and replacement.
- Timeline for completion of the project, including key milestones and expected completion date.

3. Cost Estimate:

- Itemized cost estimates for both roof repair and roof replacement.
- Any additional costs that may be incurred during the project.

4. Insurance and Licensing:

- Proof of insurance coverage, including general liability and workers' compensation.
- Copies of relevant licenses and certifications.

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

1. Experience and Qualifications:

- Demonstrated experience with similar roofing projects.
- Qualifications of the team members assigned to the project.

2. Proposed Plan and Approach:

- Completeness and feasibility of the proposed plan for both repair and replacement.
- Proposed timeline for completion.

3. Cost:

- Reasonableness and completeness of the cost estimates for both repair and replacement.

Submission Instructions

Proposals must be submitted by **Monday, Aug 26th at noon** to:

Alex Smith

Deputy City Administrator
300 3rd Ave NE
Cambridge, MN 55008
asmith@ci.cambridge.mn.us
763-689-3211

Questions and Clarifications

All questions and clarifications can be directed to Alex Smith at the information provided below. Contractors are welcomed and encouraged to visit the site location to review the building roof located at 1655 1st Ave E, Cambridge, MN 55008.

Terms and Conditions

- The City of Cambridge reserves the right to accept or reject any or all proposals.
- The City of Cambridge is not responsible for any costs incurred by the respondents in preparing or submitting proposals.
- The selected contractor will be required to enter into a formal contract with The City of Cambridge.

We look forward to receiving your proposal.

Sincerely,

Alex Smith

Deputy City Administrator
300 3rd Ave NE
Cambridge, MN 55008
asmith@ci.cambridge.mn.us
763-689-3211

Agenda Item #7F Application for Downtown Interest Rate Subsidy Program – Art and Leah Volker 07/15/24

Prepared by: Alex Smith, Deputy City Administrator

Background:

An application has been received by Art and Leah Volker, owners of Comprehensive Health Clinics, P.A., for the downtown interest rate subsidy program. They have recently purchased the former Minnco building at 236 SW 2nd Ave and are looking to attain a loan through Minnco Credit Union to renovate the property to transition their business to their new location.

The application is requesting the full award amount of 5% interest reimbursement, for \$150,000 of the loan, for 10 years. The cost to fully fund an individual application approval at the maximum amount of 5% of a \$150,000 loan for 10 years would be \$40,917.93.

At this time, the exact amount of the loan is not known, but has been estimated at approximately \$400,000. After 3 years the rate is to be readjusted to current market rate. As per the guidelines of the program, should their rate drop below 5% then the City would lower the reimbursed rate to match.

	Loan Amount	Rate	Term
Total Loan	\$400,000	6.89% fixed for 3 years, adjusted after to current market rate	10 years
City Assistance	\$150,000	Up to 5%	10 years

Fiscal Note:

At the creation of the Interest Rate Subsidy Program, the dollars were allocated to fund ten projects at the maximum amount. Currently, two have been awarded, providing sufficient resources to approve this application.

Strategic Plan Connection:

1. Encourage and facilitate the revitalization and restoration of a vibrant downtown.
2. Enhance the City’s presence as a regional hub
3. Provide diverse amenities for a high quality of life

Recommendation:

Staff recommends the approval of the Interest Rate Subsidy application from Art and Leah Volker for their approximately \$400,000 loan, agreeing to pay up to 5% of the interest, but not to exceed the rate paid to the financial institution, for \$150,000 of the loan, for 10 years, totaling a maximum of \$40,917.93 over that time, so long as the final terms of the loan exceed the maximum allowance from the City.

Attachments:

1. Art and Leah Volker Interest Rate Subsidy Program Application and Term Loan Sheet
2. Interest Reimbursement Payment Schedule

Cambridge Downtown Interest Rate Subsidy Program Application

APPLICANT INFORMATION			
Name	Arthur K. Volker and Leah W. Volker		
Title	Art Volker - Owner		
Business Name	Comprehensive Health Clinics P.A.		
Telephone Number	763-689-2462	Email Address	avolkerdc@comprehensivehealthclinics.com
Mailing Address	137 SW Second Ave Cambridge, MN 55008		

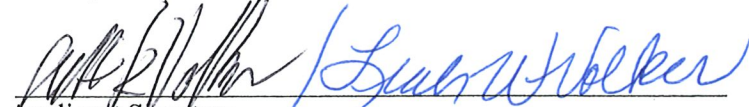
Building Ownership Status, if the loan is for building renovations	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased <input type="checkbox"/> Other: _____		
If leased, does the owner support this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Owner Name	Arthur K. Volker and Leah W. Volker	Owner Telephone Number	[REDACTED]

What is the intended use(s) for the loan? Attach another document if needed.
<p>Leah and I have recently purchased the former Minnco Center building located at 236 SW 2nd Ave. Cambridge, MN. We will be moving the Comprehensive Health Clinics P.A. from it current location to the newly purchased property. This move allows Comprehensive Health Clinics to remain in the downtown district. It also allows our patients better parking availability and access to the building that is better suited for patients with mobility issues. We will need to completely remodel the interior of the new building. There will also be some exterior work needed for things like signage, lighting, and minor repairs. It is estimated that the total cost of the interior and exterior work to the building will be approximately \$400,000. That is the reason we are requesting an additional loan from Minnco and this interest rate subsidy. \$400,000 is the amount of the financing that Minnco Credit Union will be providing to complete the needed renovations. The loan is expected to close in late July.</p>

LOAN INFORMATION	
Financial Institution	Minnco Credit Union
Financial Institution Address	235 1st Ave. W. Cambridge, MN 55008
Financial Institution Phone Number	763-552-7323

Loan Details	
Total Loan Amount: \$400,000	Interest Rate: 6.89%
Loan Term Length: 15 years	Type of Loan: <input checked="" type="checkbox"/> Traditional <input type="checkbox"/> SBA

By signing this form, I am assuring the City of Cambridge that I have the legal right to bind my company to a legal agreement. I certify that all statements on this application are true and correct to the best of my knowledge. I understand that any intentional misstatements will be grounds for disqualification. I agree to the terms laid out in the program guidelines.


Applicant Signature

6/25/24
Date

Required with this application:

- Proposed Loan Term Sheet from participating financial institution
- Authority to Release Information Form
- Data Privacy Statement
- Written permission from building owner if different from applicant if work is to be done to the building

The city reserves the right to request additional information and supporting documents.

MAIL OR DELIVER COMPLETED APPLICATION PACKETS TO:

Alex Smith
Deputy City Administrator
Cambridge City Hall
300 3rd Ave NE
Cambridge, MN 55008
asmith@ci.cambridge.mn.us
763-552-3254



June 21st, 2024

Comprehensive Health Clinics, P.A.
137 2nd Ave SW
Cambridge MN. 55008
ATTN: Dr. Art Volker

RE: Proposed terms and conditions for remodeling of commercial real estate located at 236 2nd Ave SW Cambridge Mn.

Dear Dr. Volker,

Thank you for choosing Minnco Credit Union to assist you with the financing of the purchase of the previous Minnco Center here in Cambridge. Now that the purchase of the building is completed, it is time to move on to the financing needed to do the remodeling to the new building.

Minnco is excited offer you the following proposed terms and conditions to assist you with the cost of the remodeling to complete the transformation of the new property to the new home for Comprehensive Health Clinics, P.A.

The following terms and conditions are what Minnco Expects the final terms of the proposed financing to be upon closing. While that is the expectation, the terms are still subject to possible change.

Borrower:		Arthur K. Volker and Leah W. Volker
Purpose:		Commercial loan to assist with the remodeling/renovation of the property located at 236 2 nd Ave SW Cambridge M
Amount:	\$400,000	Best Estimated at this time, subject to change
Rate:	6.89%	Fixed rate for 3 years. After that time, the interest rate will be adjusted to reflect current market rates at that time.
Prepayment Provision:	1%	Only to be enforced upon refinancing of the loan with a financial institution other than Minnco. In effect 36 months.
Term:	3 years	A ballon payment will be due after 3 years. A loan with satisfactory performance will Typically be renewed at that time with limited additional costs.



Amortization	15 years	Monthly payment based on a 15-year amortization.
Collateral:	Commercial RE	2nd real estate mortgage on property located at 236 2 nd Ave. SW Cambridge, MN 55008 (subject to Minnco's 1 st mortgage)
Est. Payment:	Monthly	\$3,570.76 (based on \$400,000 at 6.89% over 15 years)
Guarantors:	N/A	Loan will be in the individual names of Arthur Volker and Leah Volker
Fees:	\$4,984	Estimated amounts listed below.

\$2050	Title insurance
\$2,000	Appraisal/collateral valuation
\$500	Minnco Origination and other fees
\$184	Filing fees
<u>\$250</u>	Miscellaneous
\$4,984	Total

These are the best estimates of closing costs currently. They are subject to possible change.

Thank you again for offering Minnco Credit Union the opportunity to submit this letter of proposed terms and conditions. I look forward to collaborating with you again. Please contact me with any questions.

Sincerely,

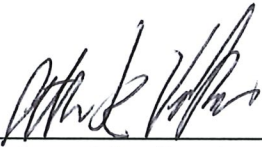


Brian Anderson
Vice President / Commercial Lending

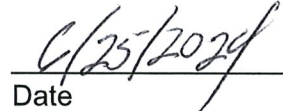
Cambridge Downtown Revolving Loan/Grant Fund Program Authority To Release Information

This is your authority to release information regarding my income, employment, bank accounts, property insurance, outstanding debts including mortgages, to order a consumer credit report and to make other inquiries to support my application for a downtown loan/grant from the City of Cambridge.

You may make copies of this letter to distribute to any party with which I have a financial or credit relationship and that party may treat that copy as an original.



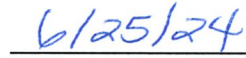
Signature of Applicant



Date



Signature of Applicant



Date

Data Privacy Statement

• TO BE READ BEFORE SIGNING AN APPLICATION FORM •

All information you provide about you and your household is considered private data as defined by the Minnesota Government Data Practices Act.

The information collected from you or from other agencies or individuals (authorized by you) is used to determine your eligibility for the Downtown Revolving Loan/Grant Fund. All other information on the form - including your Social Security Number - is needed to determine your eligibility for participation in our program or required by the State or Federal agency funding your loan/grant.

We will use your private data only when it is required for administration and management of the program. Persons or agencies with which this information may be shared include:

1. The Cambridge City Council members who approve all applications.
2. Staff who are involved in program administration.
3. Auditors who perform required audits of our programs.
4. Those persons who you authorize to see it.
5. City of Cambridge Financial Advisors and required Financial Institution
6. Law enforcement personnel in the case of suspected fraud.

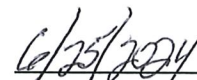
Unless otherwise authorized by State statute or Federal law, other government agencies using the private data must also treat it as private. You may wish to exercise your rights as contained in the Minnesota Government Data Practices Act. The rights include:

1. The right to see and obtain copies of the data maintained on you,
2. Be told the contents and meaning of the data, and
3. Challenge the accuracy and completeness of the data.

To exercise these rights, contact the Deputy City Administrator at City Hall, at 763-552-3211 .

I have read and understand the above information regarding my rights as a subject of government data.


Applicant Signature


Date

Cambridge Planning Commission Meeting Minutes

Tuesday, July 2, 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, and Mark Ziebarth (City Council Representative)

Members Absent: Commissioner David Redfield

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

Call to Order and Pledge of Allegiance

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

Approval of Agenda

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

Approval of Minutes

Immel moved, seconded by Morin, to approve the June 4, 2024 meeting minutes. All voted aye, no nays. Motion passed unanimously.

Public Comment

Kluck opened the public comment at 7:01 pm.

No one approached to speak.

Kluck closed the public comment at 7:02 pm.

New Business

A Variance- Storage Pods for Cambridge Medical Center

Nosbush presented a request from Cambridge Medical Center at 701 Dellwood St S, for a variance from City Code Section 156.085E Outdoor Storage to allow three storage pods in Professional/Medical Zoning, which does not allow storage pods.

Nosbush stated there has been discussions on a new medical center on the east side of Cambridge, which would render the existing site obsolete. In this case, staff find the storage pods are a reasonable variance request because of the relatively short-term planned use, size of the site, and placement of the pods. Staff recommend conditions to take effect only if the plans do not go through for the new medical center site. Denying the storage pod use would create the need for permanent storage, which would need to be removed if the site moves. The units would be used for salt storage and other outdoor maintenance storage.

Nosbush noted if, after five years, there is no active plans for a new hospital site, the pods would need to be removed or a building permit obtained and pods painted a neutral color. Another condition is the variance is non-transferrable should the site be re-developed.

Public hearing

Kluck opened the public hearing at 7:05 pm.

No one approached to speak.

Kluck closed the public comment at 7:06 pm.

Liddy noted the pods appeared on-site already and asked if a previous variance had been granted, Nosbush said this was a new request, due to a code enforcement case against the existing pods. Liddy asked why the requirement to paint the pods was not part of the variance requirement, Nosbush said that could be added if Commissioners requested.

Morin felt the pods should be uniform in color at minimum. He stated the new medical center could be years down the road, and felt that five years was too long and should be shortened to three or four years similar to other variance requests of this nature. Nosbush clarified the request is for a variance, the term of the variance is not what is being proposed, the five-year timeline is when the conditions would be required.

Kluck clarified it would be five years before painting and other conditions would take effect, Nosbush said that was correct, a variance is not allowed to have an expiration. The idea would be for status quo unless the plans change for the new site, at which point they need to obtain a building permit and paint the pods, or have them removed entirely.

Kluck opined other businesses are required to comply to the code and match units to the existing area with a surrounding fence, the hospital should not be allowed to do things differently. The last update she had heard was the new hospital was not happening. Requesting compliance now would prevent this needing to be re-visited again in five years. Kluck asked if the variance would allow pods to be placed anywhere on their property, Nosbush said a condition could be added stating they were allowed in a specific spot only, if requested.

Westover clarified that a variance can have an end date, so one could be added stating the pods would have to be removed by a specified date. She noted the hospital has communicated they were willing to paint the pods.

Liddy stated that he was in favor of the five-year term since construction would likely take two to three years to complete once the project started. He did request the resolution be amended to include painting the units a neutral color.

Kluck asked how long Target had requested their storage pods for, Morin answered three years with the requirements to be fenced and painted to match the existing building. Kluck asked if there was a quantity limit, Nosbush said the request was for three pods only. Kluck asked if there would be a need for more.

Nick Nehman, a representative of Cambridge Medical Center, approached to answer the Commissioner's questions. He stated there were no intentions for additional pods, and possibly only two units may be needed and one could be removed. He reiterated they would paint them if requested.

Liddy motioned, seconded by Morin, to recommend approval of the variance request with a five-year timeframe, and Resolution R24-048 amended to require the storage pods be painted a neutral color. All voted aye, no nays, motion passed unanimously.

B & C Variance for Chickens in Shoreland District

Nosbush presented two requests, one from Danielle Tierney, 3330 Ten Oaks St S; and another Heather Thonvold, 3225 Ten Oaks St S. Each have requested a variance from City Code Section 153.042- Scenic River 2 (SR-2) District. Subpart B1D of City Code Section 153.042 states that Agricultural uses are permitted, provided they do not have livestock associated with the use.

3330 Ten Oaks St S is 2.94 Acres and a riparian lot, 3225 Ten Oaks St S is 1.06 acres and a non-riparian lot. Both applicants are requesting to keep up to 15 chickens.

The underlying zoning on both sites is Rural Residence/Agricultural district (RA) and would be permitted to have 50 chickens per acre if not for the Scenic River overlay that prohibits livestock. If the properties were R-1 Zoning (single-family), they would be allowed to have six chickens for less than three acres and 12 for more than three acres. The character of the area is very low density residential, with a majority of the parcels being between one and five acres in size.

Craig Wills, DNR area Hydrologist, stated that the DNR would start to get concerned at a much higher number when the site qualifies as a feedlot, which is about 1,250 chickens.

Public hearing for 3330 Ten Oaks St S

Kluck opened the public hearing at 7:22 pm.

No one approached to speak.

Kluck closed the public comment at 7:23 pm.

Public hearing for 3225 Ten Oaks St S

Kluck opened the public hearing at 7:23 pm.

No one approached to speak.

Kluck closed the public comment at 7:24 pm.

Thonvold was present for questions. Immel asked why they were requesting 15 chickens, the applicant stated they thought they were requesting 12 chickens and did not want 15. She stated she has 10 chickens, though one may be a rooster which would be rehomed. Kluck clarified there are already chickens at the home, Thonvold confirmed there was. Kluck asked if staff had been out to conduct a site plan visit, Nosbush said not yet. Thonvold said they got chickens believing they were rural residential and did not know they were part of the scenic riverway.

Thonvold showed Commissioners photos of their coop and run, stating the run is 10 feet wide by 15 feet long, and the coop is 8.5 feet by almost four feet wide, with a run area below the coop. Kluck asked where the coop was currently set up, Thonvold pointed out where the coop is located on the aerial map. Nosbush clarified the underlying zoning of the sites is RA and would be permitted to have 50 chickens per acre, the mention of having six or 12 chickens was a reference for R-1 zoning in the city. Thonvold pointed out the location Tierney's coop, but did not know the dimensions.

Immel motioned, seconded by Ziebarth, to recommend approval of the variance for 3330 Ten Oaks St S. for up to 15 chickens, as long as the conditions in § 156.067- Keeping of Fowl, except part 7, were met. All voted aye, no nays, motion passed unanimously.

Liddy motioned, seconded by Morin, to recommend approval of the variance for 3225 Ten Oaks St S. for up to 15 chickens, as long as the conditions in § 156.067- Keeping of Fowl, except part 7, were met. All voted aye, no nays, motion passed unanimously.

Other Business/Miscellaneous

A City Council Update

Ziebarth said that in August of 2023 the City Council commissioned a housing study, which cost \$19,000. The company started the study in the winter months of 2024 and reported the results to Council on July 1st. This was in part to get a better understanding of the housing needs for the city, with focus on what is working and what the challenges are. The results show there is a need for more active senior housing, first time homebuyer housing, and subsidized/affordable apartments. Cambridge Cove has helped with the need for single-family housing. More flexibility in different types of housing is gaining popularity, such as twin homes and townhomes. Cambridge has a larger than state-average for single-family rental homes. The city is the driver for the market area which includes surrounding townships, Isanti, and some of Braham, and is also an importer of jobs and people commute to the city for work.

Kluck said the study showed the vacancy rate at 1.7 percent, normal rates sit around 5 percent. Household income is increasing, telecommuting has changed the housing need, and there is an increase in population diversity.

Ziebarth felt the decrease in family size was interesting. Instead of families with two or three children and five people in the home, there is more single individuals or two-person households with larger homes than needed. Providing smaller homes for this demographic frees up larger homes suitable for larger families and first-time homebuyers.

Boese was surprised at the low vacancy rates as well, apartments and single-family homes were both recommended. Interestingly, in 2005 there was 7,089 employees in the city, in 2022 there was 6,534. Employment has gone down, partially due to hybrid workers not being considered employed in the city. Some cities have more jobs than they do people and employees commute into the city. Cambridge does not have as much of that, partially due to the proximity to the metro area. The number of medical employees in Cambridge has declined due to the Cambridge Medical Center

closing their obstetrics department. Also, GracePointe and other assisted living facilities are struggling to find enough employees to cover their needs.

Immel said the study reported there was not a way to differentiate split households where one member commutes and another works from home. She felt the income provided did not match the reports of the city being an importer of jobs. An example was \$90,000 to \$95,000 for college educated residents, but with employers such as Target, Walmart, and Fleet Farm she felt the data was skewed. Immel noted the study gave credit on the number of single-level homes available in the city, though they are in the lower price bracket and being bought by first-time home buyers. The study looked at just the housing market, but Immel felt more businesses will come to the city, creating the need for more infrastructure.

Morin said he lives in a single-story home he bought 12 years ago for \$155,000. He was offered \$390,000 a few weeks ago for the home, even though it is not listed for sale. His neighbor is listing his home for \$415,000, and it is 400 sq ft smaller than his own home. He asked a local realtor how far he would have to travel to buy a comparable home, the realtor replied he would have to look in Atkin. He also talked about the struggles of businesses finding employees, such as GracePointe with 62 open positions.

Kluck expressed interest in seeing the employment salary data broken down by type, considering first-time homebuyers are purchasing homes for \$300,000. Morin said a builder in his area has homes starting at \$390,000 for a 1,400 to 1,500 square foot home. Kluck noted the study mentioned the lot sizes are getting smaller as well, but also stated people were seeking private, quiet yards. This sent a mixed signal to her. Immel said people are coming north because the housing is more affordable and they may not want larger lot sizes.

Ziebarth said in the past two years, as a Councilmember, he has seen a number of housing units being purchased when the market is high. This has pushed demand and increased assessed values, and has caused people to feel their taxes have gone up. He said residents need to remember that higher taxes are partly driven by increasing home values assessed at the county level.

Boese said recently the federal reserved has been asked when the housing market will break, they predicted not until 2026. He has a friend that lives outside of town and would like to move into a one-level home in town, but they cannot afford the current prices. This year six doctors have retired from the medical center, the other doctors have been told they need to absorb the 7,000 patients into their schedule because they cannot find doctors to work. The city is not considered rural, so doctors are commuting to Mora where they will be paid more due to the rural status.

Boese noted the study only covered through 2022 for building permits and asked staff how that compared to permits issued in 2023. Westover said it was substantially less, though in 2024 the amount of permits issued increased due to Cambridge Cove. Liddy said the housing market was affected in 2008 when the prices of homes and gas went up. In 2006 there were 157 permits issued, 59 in 2007, and one in 2008. For the following two or three years the market was low in Cambridge. It slowly increased, but didn't hit double digits again until 2018. In 2021 there were 2,081 permits

issued, and dropped to 13 in 2022. Though it seems to be rebounding faster. Westover said the lack of buildable lots has been an issue, Cambridge Cove has been selling homes quickly.

Westover said staff have been talking with developers about building new homes, but they cannot make the numbers work with the current economy. This may lead to smaller lot sizes. Immel asked the current lot size requirement, Westover said R-1 is 80 feet. The market, combined with pressure from the state, may require future changes. Immel asked if this would lead into re-zoning some areas, possibly expanding the residential areas further out as available lots are used up. Morin suggested the city could annex land also. Westover said there will be a future work session with City Council to discuss growth strategies.

Ziebarth touched on how the lower assessed values on commercial businesses versus residential has been putting more tax burden on residential properties. This combined with the lack of housing is something Council has been monitoring and exploring ways to alleviate.

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

Westover said the summer park series is in full swing and one-third of the way through. There has been a third Thursday concert event, concert in the park event, and a kid's event. Attendance is growing with about 300 people in attendance at the concerts, and at least 800 kids at the kid's event. The petting zoo is wildly popular.

Kluck asked if the street art contest was approved for the Art Fair, Westover said the Art Fair would be held on Saturday, August 17th and feature vendors, food carts, and a chalk art contest. This year Council approved a street art contest, where the panels on the city-owned parking lot will be lowered, and contestants can spray paint their art for the contest. Immel asked if this would be painted over and held annually, Westover replied it would. Kluck opined this will be a big hit with teenagers and young adults.

Adjournment of Planning Commission Meeting

Being no further business before the Commission, Boese moved, seconded by Immel, to adjourn the regular meeting at 8:13 pm. All voted aye, no nays. Motion carried unanimously.

Jessica Kluck, Chair
Cambridge Planning Commissioner

ATTEST:

Marcia Westover
City Planner