



NORTH BRANCH —Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Jeff Goulet
Councilmember

Jim Ibinger
Councilmember

Patrick Meacham
Councilmember

**CITY COUNCIL
REGULAR AGENDA
TUESDAY, AUGUST 26, 2025 @ 7:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. AGENDA APPROVAL
 - a. Approve Agenda ACTION
5. PRESENTATION & PROCLAMATION
 - a. Certificate of Appreciation - Christopher Capaul - Riverwalk Park Eagle Scout Project VERBAL UPDATE
 - b. Arrowhead Transportation Presentation INFO
6. PUBLIC COMMENT

Provides an opportunity for the public to address the Council on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes.
7. CONSENT AGENDA

All matters listed under Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

 - a. Claims ACTION
 - b. Minutes - City Council Meeting - August 12, 2025, 7:00 PM ACTION
 - c. Approval of CoRd 30 project pay request 3 ACTION
 - d. Approval of LG220 Application for Exempt Permit for the East Central Friends of NRA ACTION

- e. Approval of Transient Merchant License - LePage and Sons, Inc. ACTION
- f. Approval of Williams Park Signage ACTION
- g. Approval of the acceptance of a donation for a bench in Wildridge Park ACTION
- h. Approval of Resolution R-217-2025 approving a Home Occupation / Interim Use Permit for a Dog Grooming Business at 39479 Ash Ct ACTION
- i. Approval of Chisago County Historical Society Digital Memories Trail Marker ACTION
- j. Request for Approval of Low Bid for Library Flooring Replacement ACTION
- k. Acceptance of Statutory Tort Liability Limits ACTION

8. PUBLIC HEARINGS

9. STAFF REPORTS

- a. Consider Approval of Resolution R-218-2025 approving a Comprehensive Land use Amendment from (RR) Rural Residential to (AG) Agricultural at 36000 Evergreen Avenue ACTION
- b. Consider Approval of Ordinance 396-25 approving a Zoning Map Amendment from (RR) Rural Residential to (AG) Agricultural for the property located at 36000 Evergreen Ave ACTION

10. MAYOR/CITY COUNCIL

- a. Closed Session pursuant to Minnesota Statutes 13D.05 to discuss Sale of City Owned Land 38791 Forest Boulevard INFO

11. ADJOURNMENT

Since we do not have time to discuss every point presented, it may seem that decisions are preconceived. However, background information is provided to the City Council on each Agenda item in advance from Staff and appointed Commissions; and decisions are based on this information and past experiences. In addition some items may also have been discussed preliminarily at Council Work Sessions. If you are aware of information that has not been discussed, please raise your hand to be recognized. Comments that are pertinent are appreciated. Items requiring excessive time may be continued to another meeting.



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 08/20/2025

Board & Commission: City Council

Subject: Certificate of Appreciation - Christopher Capaul - Riverwalk Park Eagle Scout Project

Christopher Capaul recently completed his eagle scout project in Riverwalk Park. The completed project include the installation of concrete access paths to the dome structure, along with the installation of concrete bench pad and native planting landscaping near the dome structure.

The City would like to formally acknowledge and thank him for his outstanding leadership, support, dedication and commitment to improving the quality of parks, trails, open space and recreation activities in the City of North Branch.

Voting Requirements:

Voting Options Simple Majority

CITY OF NORTH BRANCH



NORTH BRANCH

Certificate of Appreciation

is hereby granted to

CHRISTOPHER CAPAUL

For your outstanding leadership , support, dedication, and commitment to improving the quality of parks, trails, open space and recreation activities in the City of North Branch as evidenced through your Eagle Scout Project of the installation of:

RIVERWALK PARK DOME STRUCTURE ACCESS PATH AND BENCHES

August 26, 2025

City Council

North Branch Parks, Trails and Open Space Commission



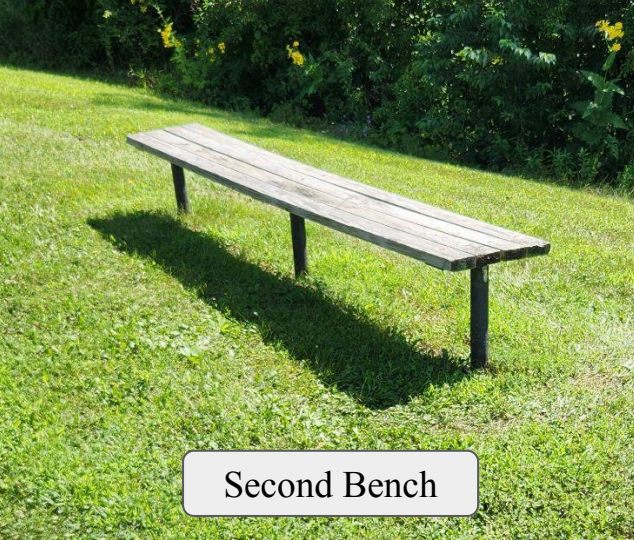
Bench and Library



Capaul



Shelter Path Area



Second Bench



Two Concrete
Paths

NOT PICTURED
TO SCALE

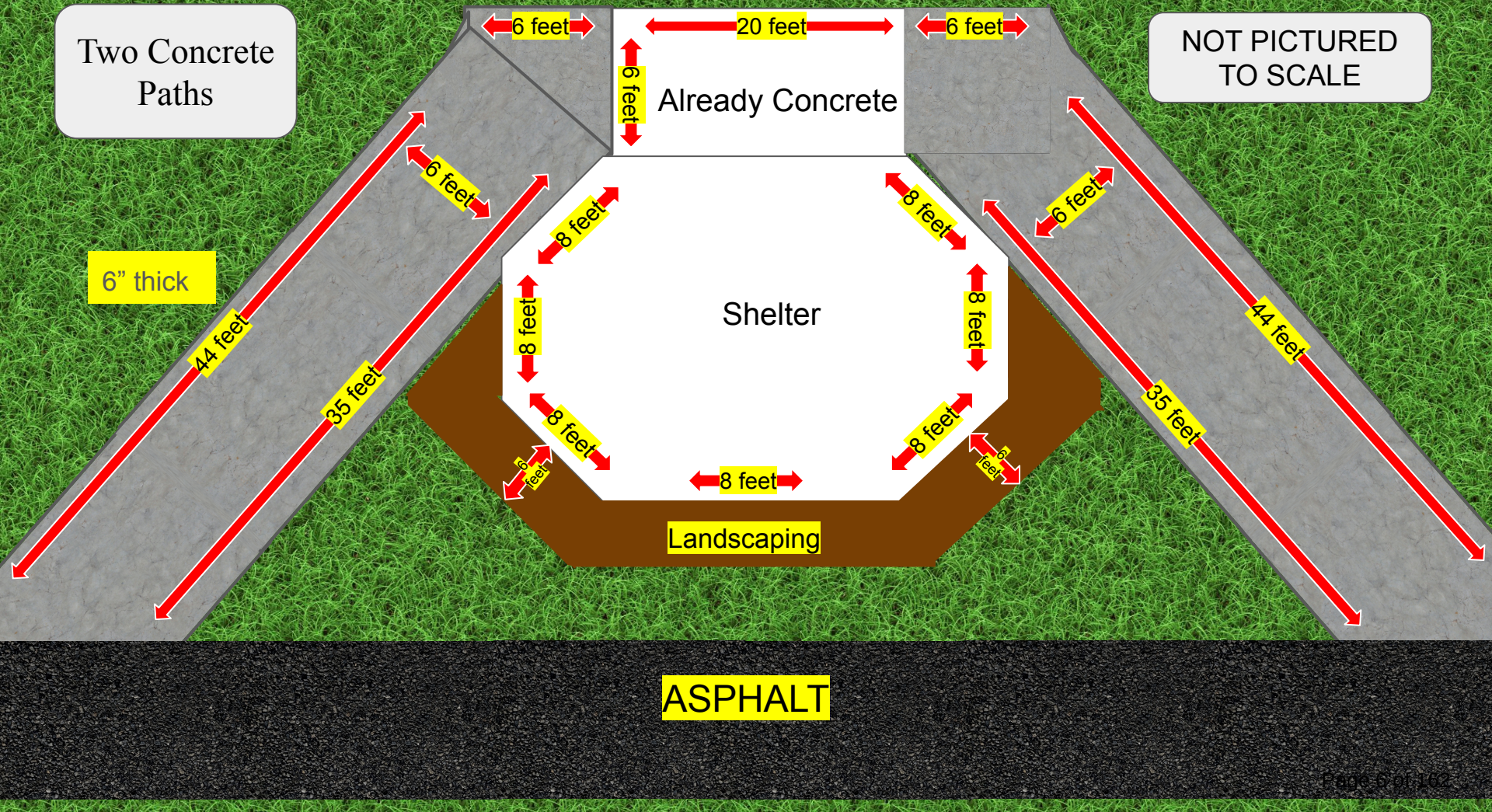
6" thick

Already Concrete

Shelter

Landscaping

ASPHALT



ASPHALT

6" thick

6 feet

20 feet

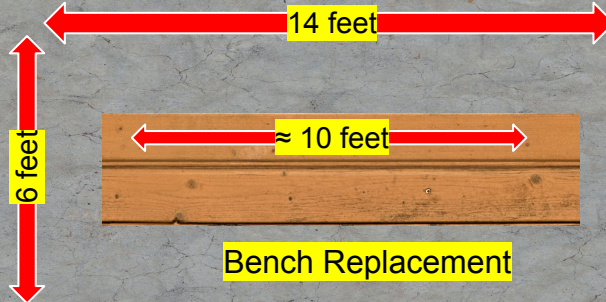
Wire Bench

Little Free Library

Bench and
Library Pad
PAD A

ASPHALT

6" thick



Second
Replaced
Bench Pad
PAD B

Values



Concrete paths: 4.88 yards per path - 5.1 yds order amount

9.77 yds for both paths - 10.5yds order amount

Pad A: 6' by 20', 6" thick, 2.22yds - 2.5yds order amount

Pad B: 6' by 14', 6" thick, 1.5yds - 1.65 order amount

Total: 13.49yds - 14.5yds order amount







Meet the Team



Director
Brandon Nurmi



Operations Director
Sandra Wheelecior



Transit Manager
Karol Strube



**Communications
Manager**
Dominick Olivanti

arrowheadtransit.com/contact - 1-800-862-0175

MISSION

To provide affordable, safe, accessible public transportation and supports independent living and self-reliance.

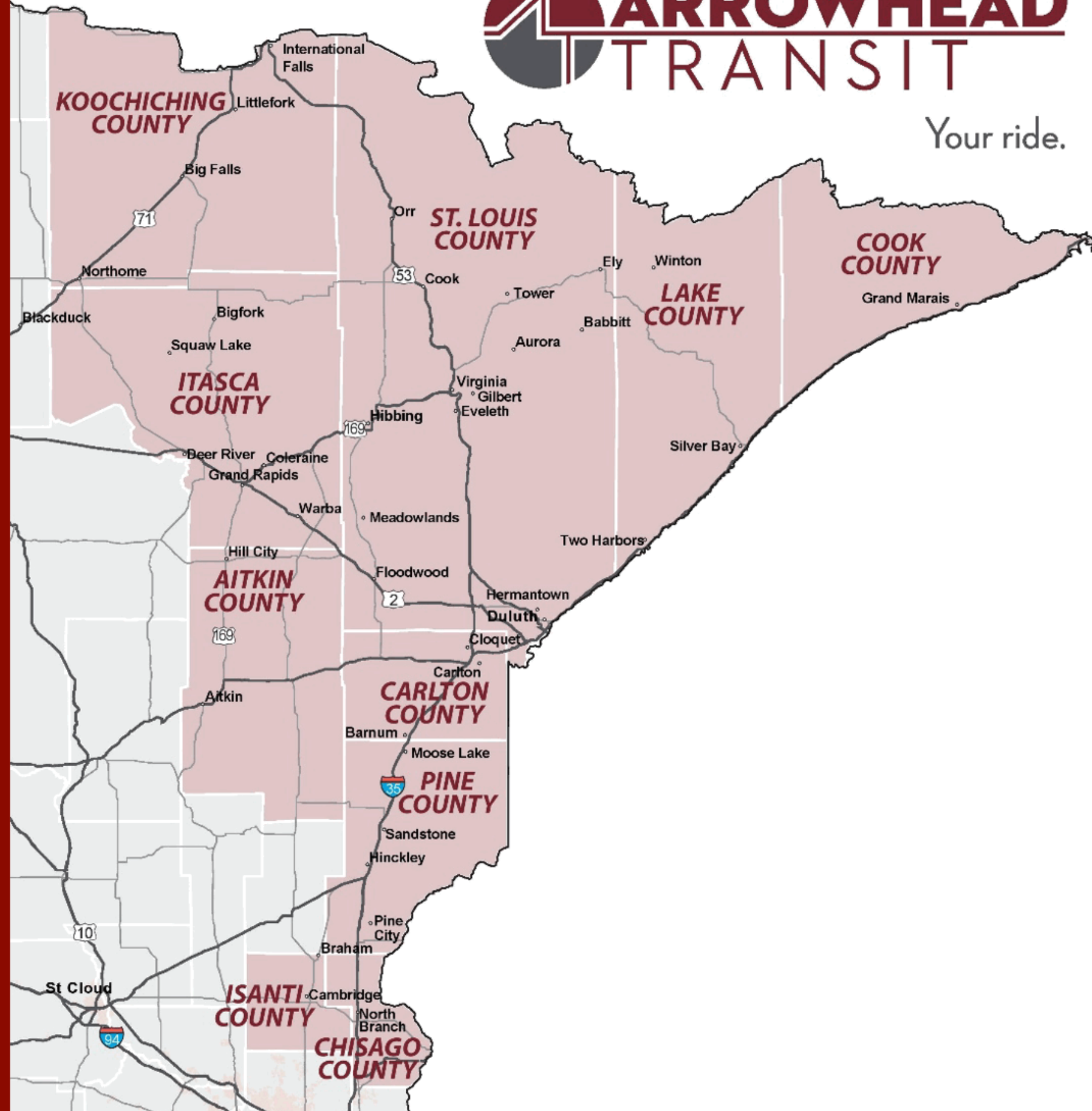
FAST FACTS

1. We are the largest Rural Public Transit Provider in Minnesota
2. We are the 2nd largest in the United States
3. We operate a fleet of over 120 vehicles
4. We employ over 140 individuals
5. We drove over 2.57 million miles in 2024





Your ride.



**THERE IS A
LOT MORE
RIDING ON**



THAN PEOPLE



OUR ECONOMIC IMPACTS



\$13.57 MIL OPERATING BUDGET

Federal Share: **\$4.6 MIL**

State Share: **\$8.3 MIL**

Local Share: **\$679,000**



180 FT/PT STAFF

130 FT/PT Bus Operators

30 Full Time Management

21 Dispatchers and
Maintenance



PASSENGER TRIPS

501,000 Passenger Trips in
2024

12,124 Vol. Medical Rides

OUR ECONOMIC IMPACTS



WHERE DOES OUR MONEY GO?

77% of Public Transit dollars flow into the private sector through vehicles, systems, and other costs.



REGIONAL IMPACT

We support **20+** local businesses on a regular basis by purchasing clothing, fuel, and other needs.



DIRECT LINK TO THE STATE LEADERS

Our team connects with our **15** MN Legislative districts. We connect directly with **MNDOT** programs and funding.



RIDESMART 2025

CHISAGO & ISANTI COUNTIES



FOCUS

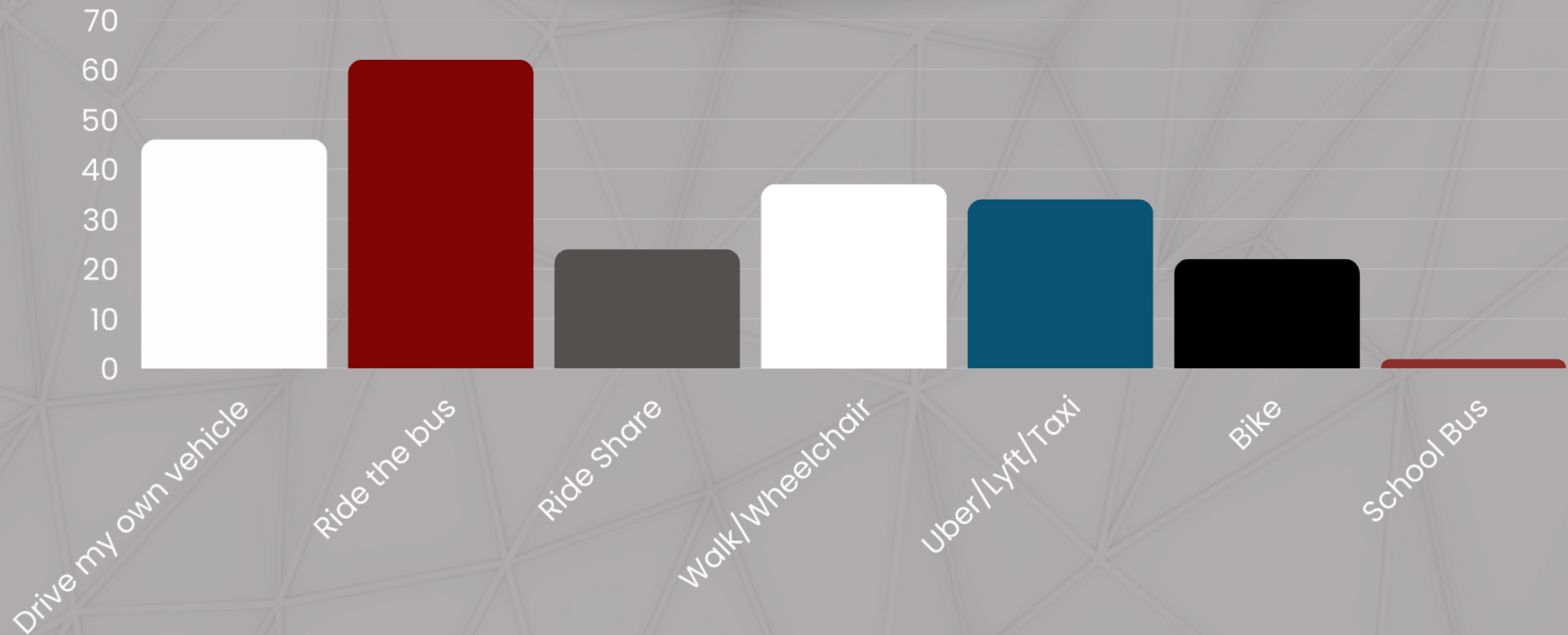
RideSmart 2025 is reimagining public transit in Chisago and Isanti counties. By listening to the community and improving efficiency, we're building a smarter, more reliable transit system for everyone.

BREAKDOWN

1. Listening to You
2. Analyzing the Data
3. Redesigning Routes
4. Focusing on Accessibility
5. Building for the Future

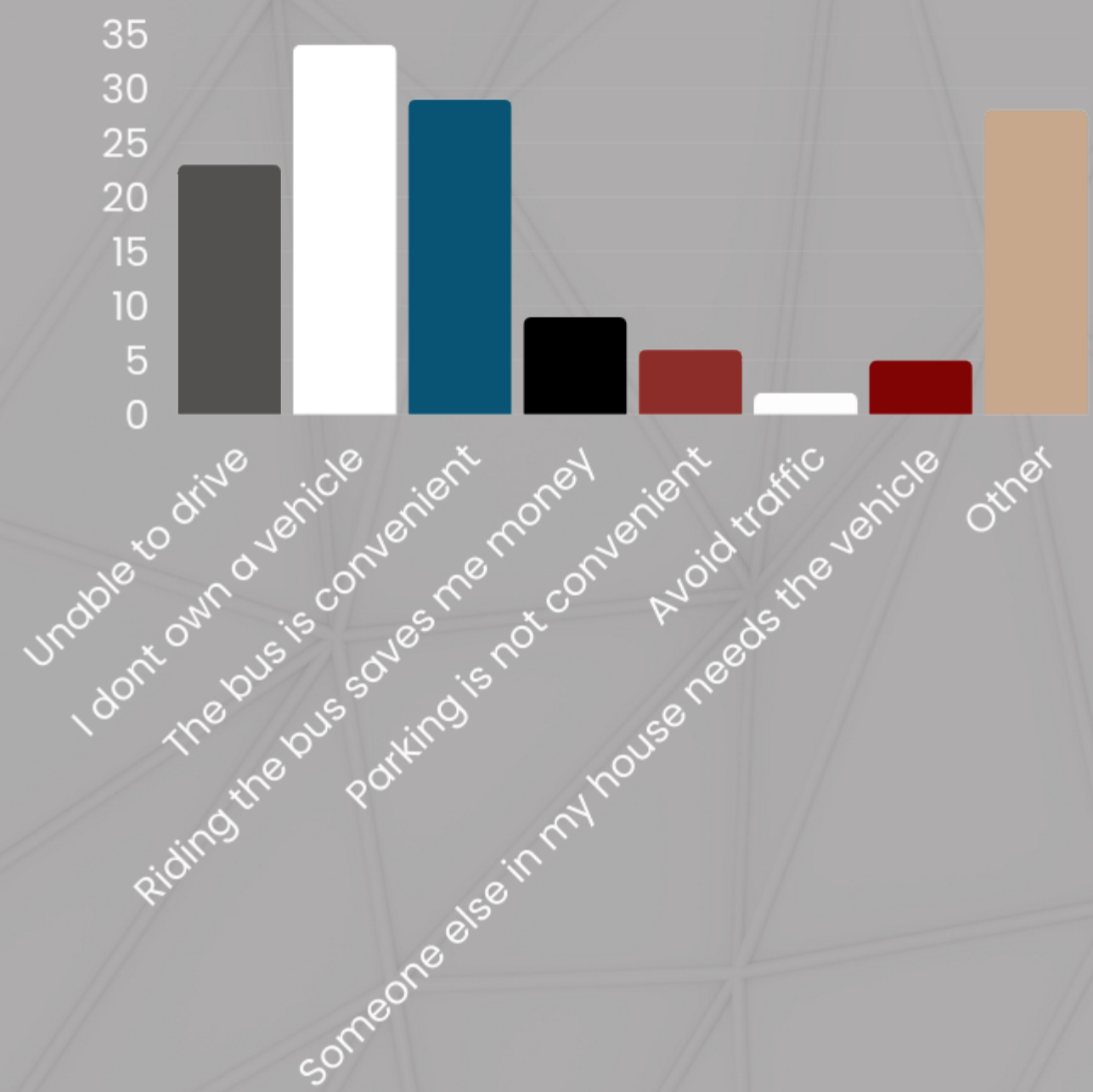


TOP 3 WAYS TO GET TO PLACES



RIDING HABITS

WHY DO YOU RIDE ARROWHEAD TRANSIT



ADDITIONAL COMMENTS:

"I ONLY USE IT WHEN I HAVE NO OTHER OPTION."

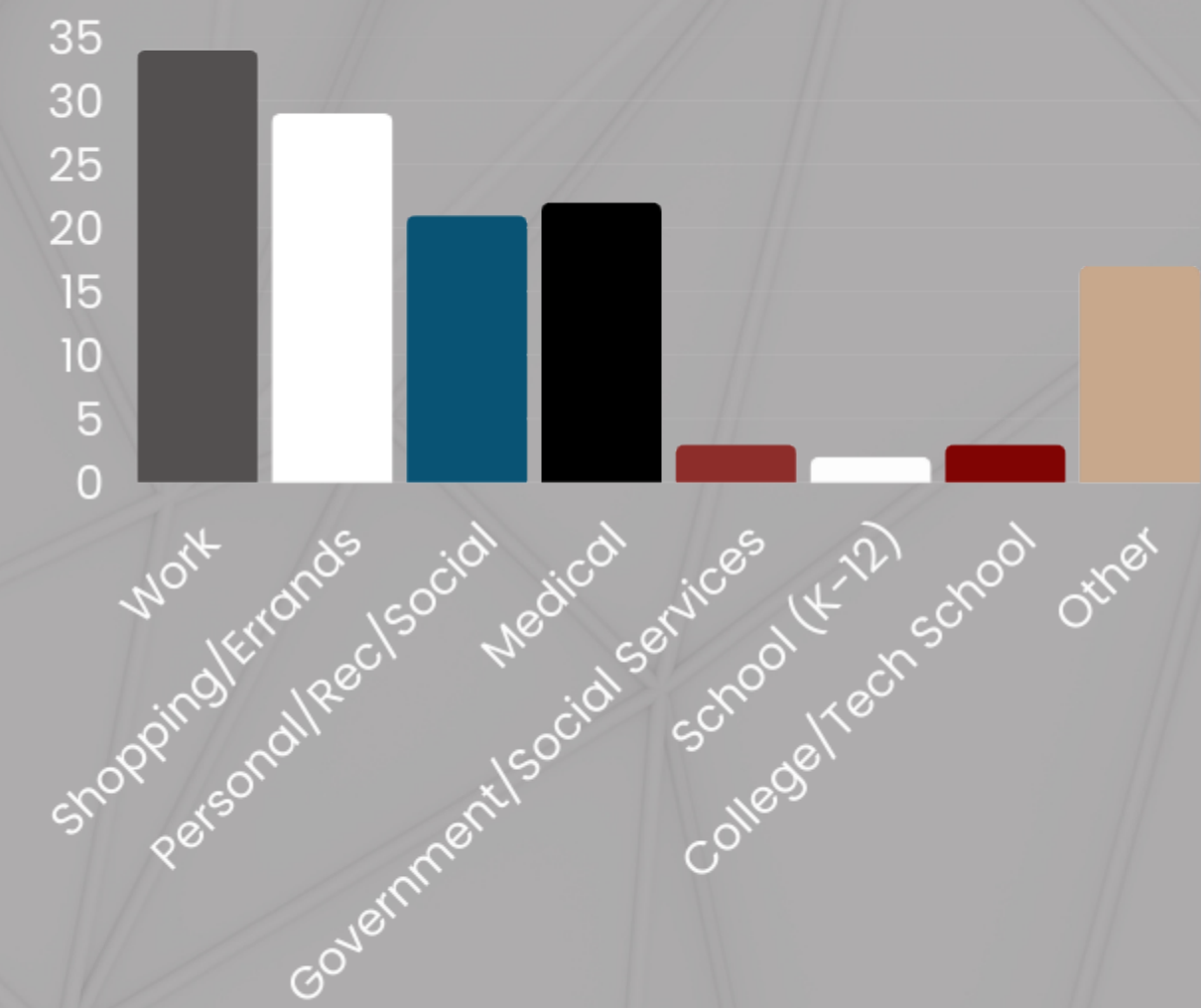
"MEDICAL APPS AS I NOW NEED TRANSPORTATION."

"AM LOOKING INTO THE SERVICE FOR MY MOTHER IN ASSISTED LIVING"

"GETTING KIDS/TEENS WHO CAN'T DRIVE TO ACTIVITIES"

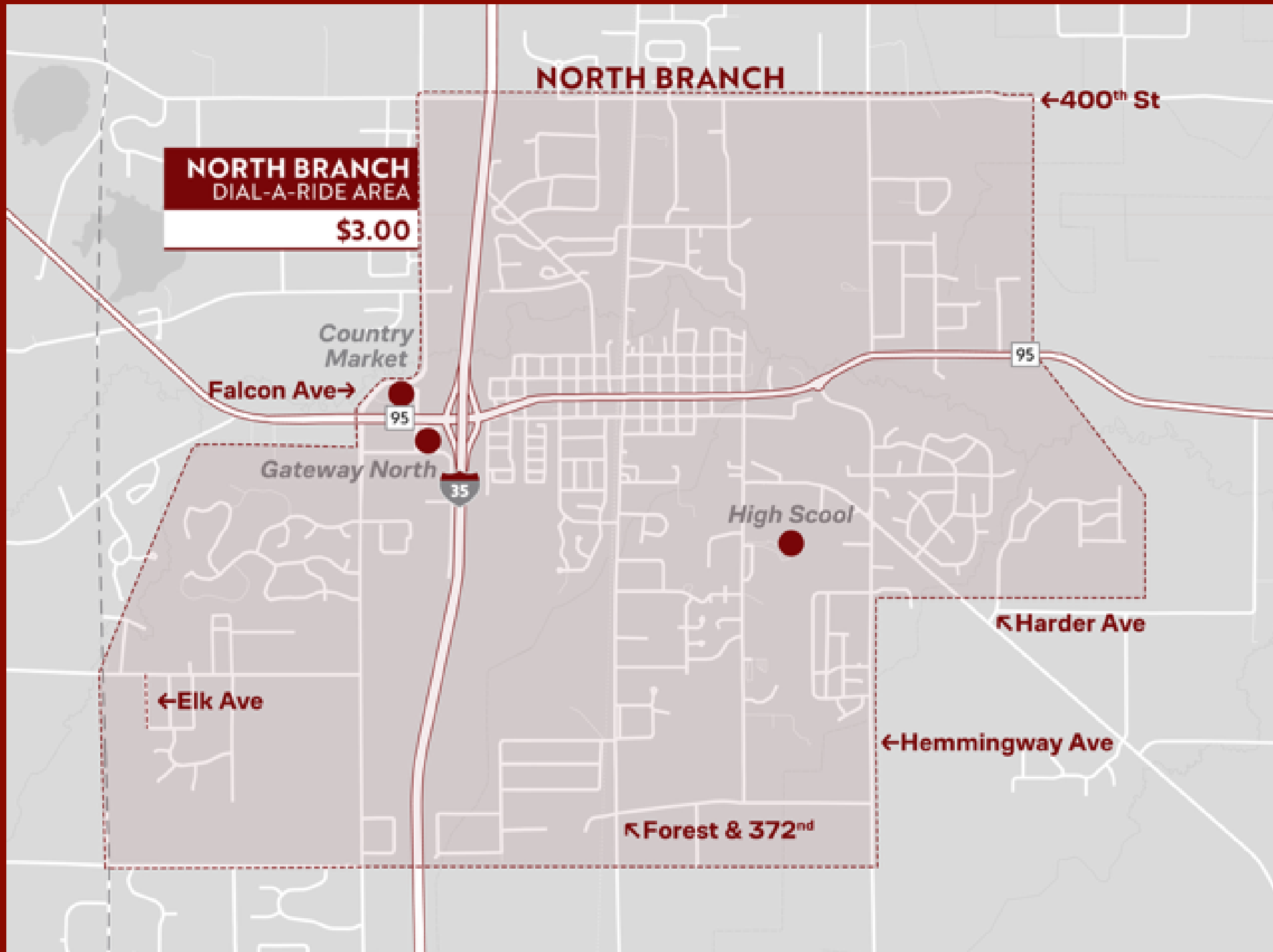
"I'M BLIND DISABLED. PUBLIC TRANSIT IS MORE EFFICIENT THAT FINDING SOMEONE TO DRIVE ME ALL THE TIME."

WHAT IS YOUR USUAL TRIP PURPOSE WHEN USING TRANSIT?



"NO NEED IN PAST. BUT I AM DESPERATE FOR TRANSPORTATION AT THIS TIME AND INTO FUTURE."





Morning Routes

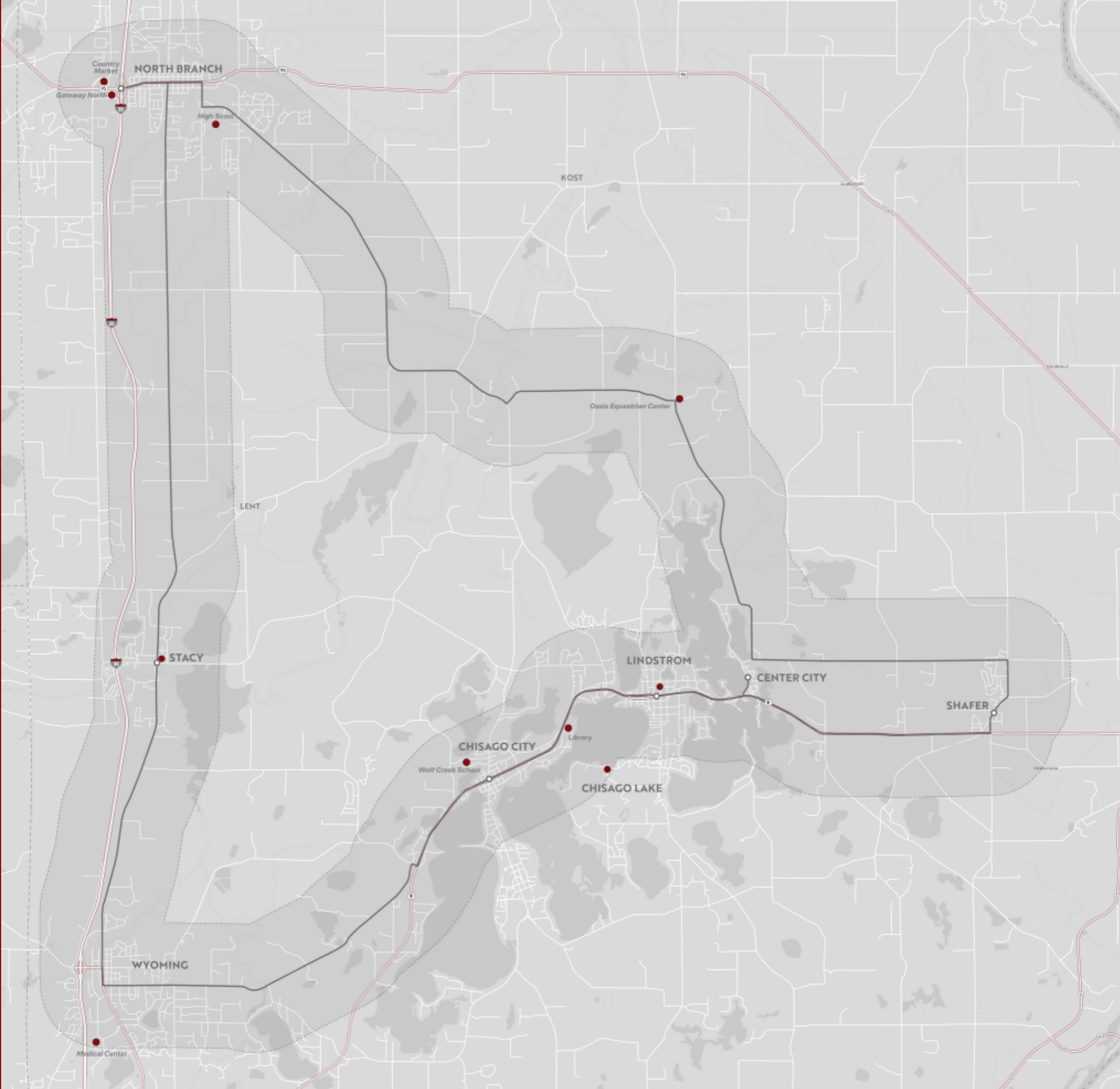
- 5:30 AM – Depart North Branch
- 6:00 AM – Arrive Shafer
- 6:20 AM – Arrive Center City
- 6:35 AM – Arrive Lindstrom
- 6:50 AM – Arrive Chisago City
- 7:15 AM – Arrive Wyoming
- 7:45 AM – Arrive North Branch
- 8:15 AM – Depart North Branch
- 8:45 AM – Arrive Shafer
- 9:05 AM – Arrive Center City
- 9:20 AM – Arrive Lindstrom
- 9:35 AM – Arrive Chisago City
- 10:05 AM – Arrive Wyoming
- 10:35 AM – Arrive North Branch

Afternoon Routes

- 1:00 PM – Depart North Branch
- 1:30 PM – Arrive Shafer
- 1:50 PM – Arrive Center City
- 2:05 PM – Arrive Lindstrom
- 2:20 PM – Arrive Chisago City
- 2:45 PM – Arrive Wyoming
- 3:15 PM – Arrive North Branch
- 3:45 PM – Depart North Branch
- 4:15 PM – Arrive Shafer
- 4:35 PM – Arrive Center City
- 4:50 PM – Arrive Lindstrom
- 5:05 PM – Arrive Chisago City
- 5:35 PM – Arrive Wyoming
- 6:00 PM – Arrive North Branch

Bus Fares

- \$5.00 per ride
- \$50.00/book of 10 one-way tickets



RIDESMART 2025

1

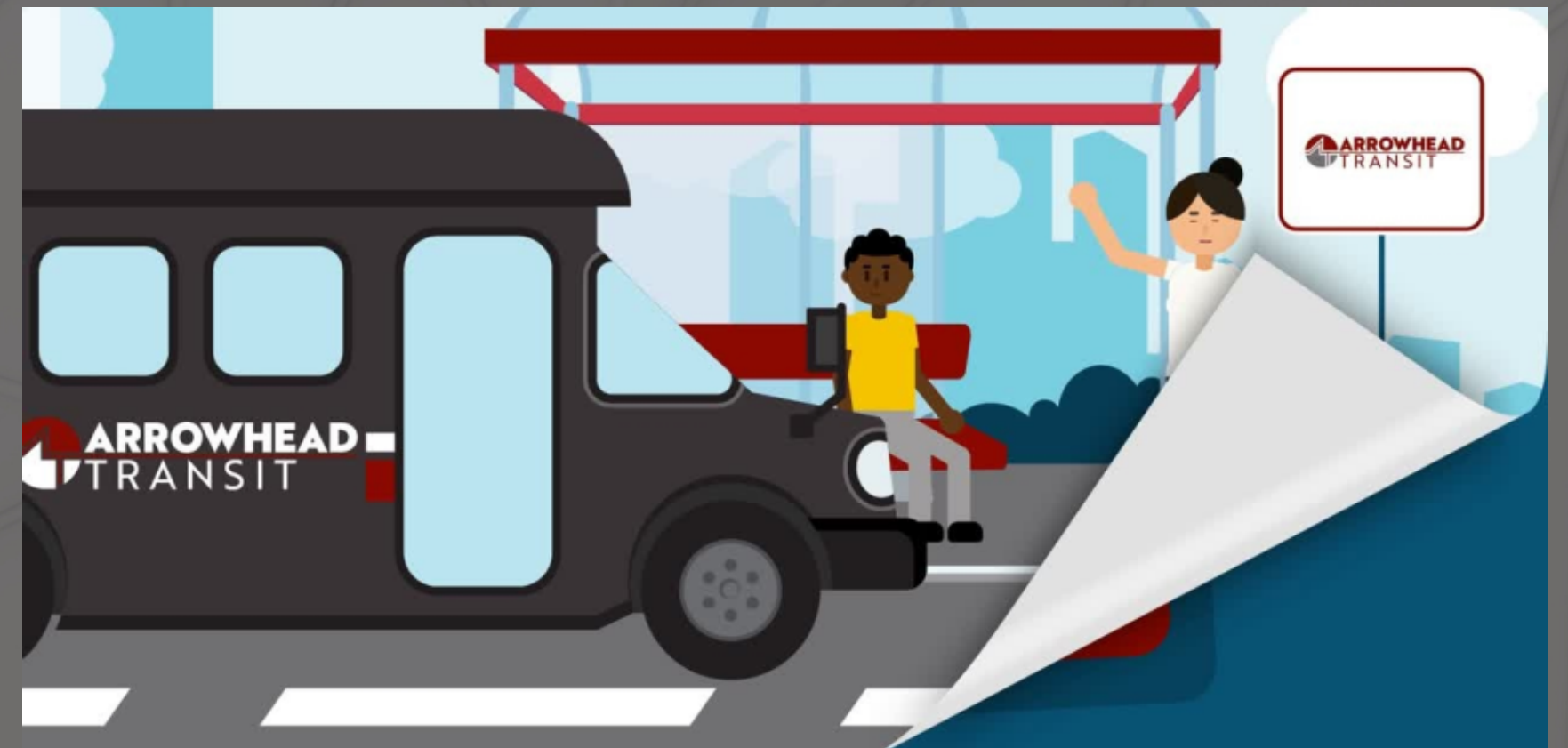
**STAY
INFORMED**



2

**LEARN AND
SHARE**

All information about
RideSmart 2025 will
be put and updated
regularly on this
website.



THANK YOU





Our Team



Karol Strube, Transit Manager

Karol.Strube@aeoa.org
218-735-6838



Dominick Olivanti, Communications Manager

Dominick.Olivanti@aeoa.org
218-735-6815
<https://www.linkedin.com/in/dominick-olivanti-79259b231/>





Prepared By: Sharon Wright, Finance Director

Presenter:

Date: 07/31/2025

Board & Commission: City Council

Subject: Claims

Claims Summary

Voting Requirements:

Voting Options Simple Majority

City of North Branch

ACH Checks

5891 to 5902 - \$169,872.40

Checks

92013 to 92083- \$401,635.44

Payroll

08/15/2025 - \$122,698.34

Accounts Payable

Checks by Date - Summary by Check Number

User: TiffaniFolstad
Printed: 8/21/2025 3:04 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
5891	1365	Minnesota Energy Resources	08/12/2025	632.78
5892	1362	Minnesota Dept of Revenue	07/21/2025	35,622.00
5893	1468	PERA (Payroll W/H)	08/15/2025	36,034.03
5894	1585	United States Treasury	08/15/2025	38,198.34
5895	1431	Nationwide Retirement Solution	08/15/2025	5.00
5896	1118	Commissioner Of Revenue (W/H)	08/15/2025	8,741.29
5897	1362	Minnesota Dept of Revenue	08/18/2025	2,506.00
5898	1372	Minnesota State Retirement	08/15/2025	2,366.89
5899	1630	XCEL Energy	08/18/2025	311.61
5900	1362	Minnesota Dept of Revenue	08/19/2025	40,531.00
5901	2236	Delta Dental	08/06/2025	2,430.59
5902	2096	Xpress Solutions Inc	08/07/2025	2,492.87
Report Total (12 checks):				169,872.40

Accounts Payable

Computer Check Proof List by Vendor

User: TiffaniFolstad
Printed: 08/14/2025 - 4:23PM
Batch: 00003.08.2025 - 08152025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1646	Ameritas			Check Sequence: 1	ACH Enabled: False
0815 AMER	0818 PAYROLL WITHHOLDING	90.00	08/15/2025	101-00000-21705	
	Check Total:	90.00			
Vendor: 1096	Chisago County			Check Sequence: 2	ACH Enabled: False
R-211-2025	CSAH 30 Safe Routes Pay Req 2	40,788.72	08/15/2025	101-43000-50482	
R-211-2025	CSAH 30 Safe Routes Pay Req 2	33,453.82	08/15/2025	486-46500-50506	
R-211-2025	CSAH 30 Safe Routes Pay Req 2	715.83	08/15/2025	101-43000-50482	
	Check Total:	74,958.37			
Vendor: 1268	IUOE Local #49			Check Sequence: 3	ACH Enabled: False
AUG 2025	UNION DUES PW FOR AUG 2025	455.00	08/15/2025	101-00000-21708	
	Check Total:	455.00			
Vendor: 1411	Moose Lake Brewing Co. LLC			Check Sequence: 4	ACH Enabled: False
SB27-010	CROWLERS	39.00	08/15/2025	609-49750-50252	
SB28-010	CROWLERS/IRISH ALE	111.00	08/15/2025	609-48000-50252	
SB28-011	CROWLERS/BLONDE	36.00	08/15/2025	609-49750-50252	
	Check Total:	186.00			
Vendor: 1432	NCPERS Group Life Ins.			Check Sequence: 5	ACH Enabled: False
661602092025	LIFE INS FOR SEPT 2025	64.00	08/15/2025	101-00000-21714	
	Check Total:	64.00			
Vendor: 2233	STANDARD INSURANCE COMPANY			Check Sequence: 6	ACH Enabled: False
FOR SEPT 2025	VISION FOR SEPT 2025	192.72	08/15/2025	101-00000-21706	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	192.72			
	Total for Check Run:	75,946.09			
	Total of Number of Checks:	6			

Accounts Payable

Computer Check Proof List by Vendor

User: TiffaniFolstad
Printed: 08/21/2025 - 2:46PM
Batch: 00004.08.2025 - 08212025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1008	Agvise Laboratories, Inc.			Check Sequence: 1	ACH Enabled: False
54500	WASTEWATER SOIL SAMPLES BIOSOLID A	278.70	08/21/2025	602-49450-50315	
	Check Total:	278.70			
Vendor: 2140	ALERT 360 OPCO, INC.			Check Sequence: 2	ACH Enabled: False
16551398	LS #1 MONITORING	56.16	08/21/2025	101-41420-50300	
16551399	LS #2 MONITORING	70.45	08/21/2025	101-41420-50300	
	Check Total:	126.61			
Vendor: 1010	Alex Air Apparatus 2 LLC			Check Sequence: 3	ACH Enabled: False
52820	ADAPTERS-FD	244.28	08/21/2025	101-42280-50240	
	Check Total:	244.28			
Vendor: 1662	AMAZON CAPITAL SERVICES			Check Sequence: 4	ACH Enabled: False
1CCF-P3HT-7JJ7	OFFICE SUPPLIES	53.19	08/21/2025	101-42110-50210	
1LTC-7VNL-L6DR	WALL CLOCK	80.73	08/21/2025	101-42110-50210	
1NYT-QCRH-LF3H	11 - OTTERBOX IPHONE CASES	549.45	08/21/2025	101-41420-50210	
1TTT-3H6F-9LF4	19 - OTTERBOX IPHONE CASES	943.35	08/21/2025	101-42110-50210	
1VVC-VWQV-D1V3	WASP TECH THERMAL RESIN	61.40	08/21/2025	101-42110-50210	
	Check Total:	1,688.12			
Vendor: 2286	AMERICAN FLAGPOLE & FLAG CO			Check Sequence: 5	ACH Enabled: False
201227	12 - NYLON US FLAGS	538.80	08/21/2025	101-45000-50210	
	Check Total:	538.80			
Vendor: 1029	Artisan Beer Company			Check Sequence: 6	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
378956	BEER	110.80	08/21/2025	609-49750-50252	
3789657	BEER	29.25	08/21/2025	609-48000-50252	
	Check Total:	140.05			
Vendor: 2144	AT&T			Check Sequence: 7	ACH Enabled: False
4293995010	OFFICE @ HAND ACCOUNT	30.98	08/21/2025	101-41420-50321	
	Check Total:	30.98			
Vendor: 1038	AUTOMATIC SYSTEMS CO.			Check Sequence: 8	ACH Enabled: False
043753	WASTEWATER SCADA UPGRADE	1,135.83	08/21/2025	602-49450-50300	
	Check Total:	1,135.83			
Vendor: 1040	Axon Enterprise, Inc.			Check Sequence: 9	ACH Enabled: False
INUS369189	PD TASER SUPPLIES	973.31	08/21/2025	101-42110-50237	
	Check Total:	973.31			
Vendor: 1049	BELLBOY CORPORATION			Check Sequence: 10	ACH Enabled: False
0110155900	N/A SALES CREDIT	-49.00	08/21/2025	609-48000-50250	
0110170300	N/A SALES	194.64	08/21/2025	609-49750-50250	
0208585100	LIQUOR	1,252.69	08/21/2025	609-49750-50251	
0208643700	WINE	105.74	08/21/2025	609-49750-50253	
0208643700	LIQUOR	909.44	08/21/2025	609-49750-50251	
	Check Total:	2,413.51			
Vendor: 1052	BERNICKS			Check Sequence: 11	ACH Enabled: False
10389067	N/A SALES	29.00	08/21/2025	609-48000-50250	
10389067	BEER	1,523.55	08/21/2025	609-48000-50252	
10389068	BEER CREDIT	-109.18	08/21/2025	609-48000-50252	
10389073	THC	69.00	08/21/2025	609-49750-50254	
10389074	LIQOUR	60.00	08/21/2025	609-49750-50251	
10389074	BEER	6,373.50	08/21/2025	609-49750-50252	
10389074	N/A SALES	125.00	08/21/2025	609-49750-50250	
10389075	N/A SALES	20.00	08/21/2025	609-49750-50250	
10389076	BEER CREDIT	-52.23	08/21/2025	609-49750-50252	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
10391814	BEER	1,783.20	08/21/2025	609-48000-50252	
10391814	N/A SALES	29.00	08/21/2025	609-48000-50250	
10391822	BEER	3,676.50	08/21/2025	609-49750-50252	
10391822	N/A SALES	201.90	08/21/2025	609-49750-50250	
10391823	N/A SALES	50.64	08/21/2025	609-49750-50250	
10391824	BEER CREDIT	-90.17	08/21/2025	609-49750-50252	
	Check Total:	13,689.71			
Vendor: 1066	Breakthru Beverage MN			Check Sequence: 12	ACH Enabled: False
122737591	BEER	570.00	08/21/2025	609-48000-50252	
122737614	LIQUOR	227.30	08/21/2025	609-49750-50251	
122737615	N/A SALES	570.00	08/21/2025	609-49750-50250	
122738210	WINE	995.55	08/21/2025	609-48000-50253	
122738211	LIQUOR	3,104.55	08/21/2025	609-48000-50251	
122738212	N/A SALES	194.19	08/21/2025	609-48000-50250	
122738825	N/A SALES	206.58	08/21/2025	609-49750-50250	
122738826	WINE	137.65	08/21/2025	609-49750-50253	
122842926	LIQUOR	75.00	08/21/2025	609-48000-50251	
122844217	LIQUOR	426.20	08/21/2025	609-48000-50251	
122845116	LIQUOR	2,793.56	08/21/2025	609-49750-50251	
122845117	WINE	316.95	08/21/2025	609-49750-50253	
	Check Total:	9,617.53			
Vendor: 1109	Cintas			Check Sequence: 13	ACH Enabled: False
4239239414	UNIFORMS - WW	74.54	08/21/2025	602-49450-50237	
4239239442	SHOP SUPP	10.55	08/21/2025	101-43000-50300	
4239239442	UNIFORMS - WATER	16.59	08/21/2025	615-49550-50237	
4239239442	UNIFORMS - PARKS	7.71	08/21/2025	101-45000-50237	
4239239442	UNIFORMS - PW	87.68	08/21/2025	101-43000-50237	
4239239442	UNIFORMS - GEN	8.04	08/21/2025	620-49600-50237	
4239242759	SHOP SUPP	49.93	08/21/2025	609-49750-50300	
4239242761	SHOP SUPP	47.19	08/21/2025	609-48000-50300	
4239966587	UNIFORMS - WW	30.01	08/21/2025	602-49450-50237	
4239966711	UNIFORMS - GEN	8.04	08/21/2025	620-49600-50237	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
4239966711	UNIFORMS - PW	87.68	08/21/2025	101-43000-50237	
4239966711	BAGS/SUPPLIES	10.55	08/21/2025	101-43000-50300	
4239966711	UNIFORMS - PARKS	7.71	08/21/2025	101-45000-50237	
4239966711	UNIFORMS - WATER	16.59	08/21/2025	615-49550-50237	
	Check Total:	462.81			
Vendor: 1114	Coffee Mill Inc			Check Sequence: 14	ACH Enabled: False
0274564-IN	COFFEE AND SERVICE CHARGE	94.00	08/21/2025	101-41940-50210	
	Check Total:	94.00			
Vendor: 1122	Crystal Springs Ice			Check Sequence: 15	ACH Enabled: False
01-501225	N/A SALES	275.84	08/21/2025	609-49750-50250	
01-501306	N/A SALES	81.44	08/21/2025	609-48000-50250	
01-501309	N/A SALES	290.88	08/21/2025	609-49750-50250	
	Check Total:	648.16			
Vendor: 1125	Custom Pole Buildings, LLC			Check Sequence: 16	ACH Enabled: False
2508742	6793 ASH ST NEW PW BUILDING	1,314.00	08/21/2025	602-49450-50525	
2508742	6793 ASH ST NEW PW BUILDING	5,256.00	08/21/2025	101-49990-50525	
2508742	6793 ASH ST NEW PW BUILDING	876.00	08/21/2025	615-49550-50525	
2508742	6793 ASH ST NEW PW BUILDING	1,314.00	08/21/2025	612-49700-50525	
	Check Total:	8,760.00			
Vendor: 1129	DAHLHEIMER DISTRIBUTING			Check Sequence: 17	ACH Enabled: False
2541526	THC	281.00	08/21/2025	609-49750-50254	
2541557	N\A SALE	62.10	08/21/2025	609-48000-50250	
2541558	THC	110.00	08/21/2025	609-48000-50254	
2541559	LIQUOR	510.00	08/21/2025	609-48000-50251	
2541560	BEER	4,544.22	08/21/2025	609-48000-50252	
2541561	LIQUOR	268.60	08/21/2025	609-49750-50251	
2541562	N/A SALES	492.65	08/21/2025	609-49750-50250	
2541563	BEER	14,736.65	08/21/2025	609-49750-50252	
2545109	BEER CREDIT	-120.00	08/21/2025	609-49750-50252	
2546084	THC	298.50	08/21/2025	609-49750-50254	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
2546085	N/A SALES	181.30	08/21/2025	609-49750-50250	
2546087	LIQUOR	1,139.20	08/21/2025	609-49750-50251	
2546088	BEER	11,922.25	08/21/2025	609-49750-50252	
2547487	THC	124.00	08/21/2025	609-48000-50254	
2547488	LIQUOR	411.00	08/21/2025	609-48000-50251	
2547489	BEER	2,069.85	08/21/2025	609-48000-50252	
	Check Total:	37,031.32			
Vendor: 1133	Dell Marketing, L.P.			Check Sequence: 18	ACH Enabled: False
10826953307	1 NEW ADOBEPRO	25.37	08/21/2025	101-41420-50207	
10830220765	DELL PRO DOCK	149.99	08/21/2025	101-41420-50207	
10830453750	DELL PRO DOCK	299.98	08/21/2025	101-41420-50207	
	Check Total:	475.34			
Vendor: 1152	EHLERS			Check Sequence: 19	ACH Enabled: False
102090	TIF Reporting - 2024 Reports	148.12	08/21/2025	291-46500-50306	
102090	TIF Reporting - 2024 Reports	148.13	08/21/2025	289-46500-50306	
102090	TIF Reporting - 2024 Reports	148.12	08/21/2025	281-46500-50306	
102090	TIF Reporting - 2024 Reports	148.12	08/21/2025	323-46500-50306	
102090	TIF Reporting - 2024 Reports	148.13	08/21/2025	393-46500-50306	
102090	TIF Reporting - 2024 Reports	148.13	08/21/2025	292-46500-50306	
102571	GENERAL TIF COMMUNICATION/MTG	445.00	08/21/2025	201-46500-50300	
102572	TIF Reporting - 2024 Reports	1,069.79	08/21/2025	292-46500-50306	
102572	TIF Reporting - 2024 Reports	1,069.79	08/21/2025	323-46500-50306	
102572	TIF Reporting - 2024 Reports	1,069.79	08/21/2025	393-46500-50306	
102572	TIF Reporting - 2024 Reports	1,069.79	08/21/2025	289-46500-50306	
102572	TIF Reporting - 2024 Reports	1,069.80	08/21/2025	281-46500-50306	
102572	TIF Reporting - 2024 Reports	1,069.79	08/21/2025	291-46500-50306	
	Check Total:	7,752.50			
Vendor: 2283	ENGINEERED SILENCE LLC			Check Sequence: 20	ACH Enabled: False
2002	10 - RS7 SILENCER	5,690.88	08/21/2025	101-42110-50201	
	Check Total:	5,690.88			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1981 32694745	EXPRESS SERVICES INC TEMP ACCT 7/28 TO 8/1	1,113.60	08/21/2025	Check Sequence: 21 101-41500-50300	ACH Enabled: False
	Check Total:	1,113.60			
Vendor: 1706 23504	Flaherty & Hood, P.A. GEN MUNICIPAL/REAL ESTATE MATTERS	483.75	08/21/2025	Check Sequence: 22 101-41910-50304	ACH Enabled: False
23504	GENERAL MUNICIPAL MATTERS JULY	410.00	08/21/2025	615-49550-50304	
23504	GEN MUNICIPAL/REAL ESTATE MATTERS	2,791.25	08/21/2025	101-41610-50304	
23504	GEN MUNICIPAL/REAL ESTATE MATTERS	967.50	08/21/2025	201-46500-50304	
23531	LABOR/EMPLOYMENT SERVICES JULY	990.00	08/21/2025	101-41610-50304	
	Check Total:	5,642.50			
Vendor: 1204 290219	Gateway Sign Co. PD LOGO, STRIPES, LIC PLATE	905.00	08/21/2025	Check Sequence: 23 101-42110-50404	ACH Enabled: False
290225	PD LOGO, STRIPES, LIC PLATE	905.00	08/21/2025	701-70100-50550	
290230	PD E-BIKE GRAPHICS	350.00	08/21/2025	101-42110-50210	
	Check Total:	2,160.00			
Vendor: 1224 FOR JULY 2025	TAMMY GIMPL MONTHLY RATE FOR SERVICE	350.00	08/21/2025	Check Sequence: 24 101-42700-50310	ACH Enabled: False
	Check Total:	350.00			
Vendor: 1220 9597760793	Grainger REPAIR SHOP CARTS LIQOR STORE 1	246.84	08/21/2025	Check Sequence: 25 609-49750-50404	ACH Enabled: False
9600169776	CLARIFIER SPRAY WATER WWTP	280.11	08/21/2025	602-49450-50404	
	Check Total:	526.95			
Vendor: 2243 303010	Guardian Fleet Safety, LLC FULL BUILD UNIT 225	25,982.21	08/21/2025	Check Sequence: 26 701-70100-50550	ACH Enabled: False
303075	FULL BUILD UNIT 425	19,003.05	08/21/2025	701-70100-50550	
	Check Total:	44,985.26			
Vendor: 1239 7170209	Hawkins, Inc. 4 - WATER DISINFECTION CHEM	412.95	08/21/2025	Check Sequence: 27 615-49550-50210	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
7170209	4 - WASTEWATER DISINFECTION CHEM	5,958.15	08/21/2025	602-49450-50210	
	Check Total:	6,371.10			
Vendor: 1998	HEWLETT-PACKARD FINANCIAL SERVICES COMPANY			Check Sequence: 28	ACH Enabled: False
100001294336	NETWORK SWITCHES/FIREWALLS	1,849.78	08/21/2025	101-41420-50244	
	Check Total:	1,849.78			
Vendor: 2142	INSIGHT BREWING COMPANY, LLC			Check Sequence: 29	ACH Enabled: False
25955	THC	60.00	08/21/2025	609-49750-50254	
25955	BEER	233.72	08/21/2025	609-49750-50252	
	Check Total:	293.72			
Vendor: 1265	Isanti-Chisago County Star			Check Sequence: 30	ACH Enabled: False
977478	ADERTISING	70.00	08/21/2025	609-49750-50340	
977492	ANNUAL DISCLOSURE	24.86	08/21/2025	201-46500-50351	
	Check Total:	94.86			
Vendor: 1279	JOHNSON BROTHERS LIQUOR CO			Check Sequence: 31	ACH Enabled: False
2851356	LIQUOR	2,307.77	08/21/2025	609-49750-50251	
2851357	LIQUOR	672.74	08/21/2025	609-49750-50251	
2851358	WINE	1,293.72	08/21/2025	609-49750-50253	
2851359	LIQUOR	1,206.88	08/21/2025	609-49750-50251	
2851360	LIQUOR	853.08	08/21/2025	609-48000-50251	
2851361	LIQUOR	265.70	08/21/2025	609-48000-50251	
2851362	WINE	323.04	08/21/2025	609-48000-50253	
2851363	LIQUOR	1,793.26	08/21/2025	609-48000-50251	
2856457	LIQUOR	67.43	08/21/2025	609-49750-50251	
2856458	LIQUOR	1,087.36	08/21/2025	609-49750-50251	
2856459	LIQUOR	271.84	08/21/2025	609-48000-50251	
2856460	LIQUOR	163.84	08/21/2025	609-49750-50251	
2856461	LIQUOR	102.68	08/21/2025	609-48000-50251	
2856462	THC	41.10	08/21/2025	609-49750-50254	
2856463	LIQUOR	948.75	08/21/2025	609-49750-50251	
2856464	WINE	270.61	08/21/2025	609-49750-50253	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
2856465	LIQUOR	8,252.56	08/21/2025	609-49750-50251	
2856466	WINE	548.88	08/21/2025	609-49750-50253	
2856467	LIQUOR	67.84	08/21/2025	609-48000-50251	
2856468	LIQUOR	235.84	08/21/2025	609-48000-50251	
2856469	THC	41.10	08/21/2025	609-48000-50254	
2856470	LIQUOR	254.52	08/21/2025	609-48000-50251	
2856471	LIQUOR	3,408.34	08/21/2025	609-48000-50251	
2856472	WINE	179.68	08/21/2025	609-48000-50253	
	Check Total:	24,658.56			
Vendor: 2284	JP ENTERPRISES INC			Check Sequence: 32	ACH Enabled: False
25-11713	10 - JP RIFLE	12,591.00	08/21/2025	101-42110-50201	
	Check Total:	12,591.00			
Vendor: 2287	JUNIOR FIREFIGHTER PROMOTIONS LLC			Check Sequence: 33	ACH Enabled: False
2025	FIRE SAFETY SIMULATOR	1,995.00	08/21/2025	208-42280-50199	
	Check Total:	1,995.00			
Vendor: 2249	KMG TOOLS INC			Check Sequence: 34	ACH Enabled: False
08062519979	GEN INFRA RED THERM REPAIR	130.00	08/21/2025	620-49600-50404	
	Check Total:	130.00			
Vendor: 1320	Lynette Koalska			Check Sequence: 35	ACH Enabled: False
374837	ADVERTISING	280.00	08/21/2025	609-48000-50340	
374837	ADVERTISING	280.00	08/21/2025	609-49750-50340	
	Check Total:	560.00			
Vendor: 1878	Larkin Hoffman Attorneys			Check Sequence: 36	ACH Enabled: False
861228 JUL 2025	Legislative Representation	2,500.00	08/21/2025	101-41800-50300	
	Check Total:	2,500.00			
Vendor: 1738	Maverick Beverage Company Minnesota LLC			Check Sequence: 37	ACH Enabled: False
INV1666909	WINE	557.50	08/21/2025	609-49750-50253	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Check Total:		557.50			
Vendor: 1643	McDonald Distributing			Check Sequence: 38	ACH Enabled: False
820004	LIQUOR CREDIT	-10.05	08/21/2025	609-48000-50251	
820004	BEER CREDIT	-92.18	08/21/2025	609-48000-50252	
820073	BEER CREDIT	-40.80	08/21/2025	609-49750-50252	
820088	BEER	7,468.35	08/21/2025	609-48000-50252	
820088	LIQUOR	106.60	08/21/2025	609-48000-50251	
820180	LIQUOR	120.60	08/21/2025	609-49750-50251	
820181	LIQUOR	67.20	08/21/2025	609-49750-50251	
820181	BEER	3,940.35	08/21/2025	609-49750-50252	
820181	N/A SALES	42.80	08/21/2025	609-49750-50250	
821268	LIQUOR	46.30	08/21/2025	609-48000-50251	
821268	N/A SALES	21.40	08/21/2025	609-48000-50250	
821268	BEER	1,462.85	08/21/2025	609-48000-50252	
821268	THC	71.76	08/21/2025	609-48000-50254	
821296	BEER CREDIT	-189.80	08/21/2025	609-49750-50252	
821297	LIQUOR	166.90	08/21/2025	609-49750-50251	
821298	N/A SALES	87.50	08/21/2025	609-49750-50250	
821298	BEER	5,500.70	08/21/2025	609-49750-50252	
821566	BEER CREDIT	-49.60	08/21/2025	609-48000-50252	
8860683	BEER CREDIT	-79.65	08/21/2025	609-49750-50252	
8860684	BEER CREDIT	-19.60	08/21/2025	609-48000-50252	
Check Total:		18,621.63			
Vendor: 1869	Mike Armstrong Contracting			Check Sequence: 39	ACH Enabled: False
486	BEAVER DAM CLEAN OUT	2,595.00	08/21/2025	612-49700-50300	
487	REPAIR GATE VALVE MAPLE ST & 7TH AVI	3,475.00	08/21/2025	615-49550-50407	
488	CULVERT REPAIR HEMINGWAY AVE	6,145.00	08/21/2025	612-49700-50300	
Check Total:		12,215.00			
Vendor: 1411	Moose Lake Brewing Co. LLC			Check Sequence: 40	ACH Enabled: False
SB35-003	BEER	134.00	08/21/2025	609-48000-50252	
SB35-004	BEER	30.00	08/21/2025	609-49750-50252	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	164.00			
Vendor: 2203	Morris Electronics, Inc.			Check Sequence: 41	ACH Enabled: False
14915	LOGIN ISSUE ISAAC REMOTE SERVICE	62.50	08/21/2025	101-41420-50300	
14958	UCC SSL INITIAL PURCHASE	125.00	08/21/2025	101-41420-50300	
15015	SSL CERT WORK W/GODADDY DARREN R	250.00	08/21/2025	101-41420-50300	
15040	SSL CERT WORK W/ GODADDY DARREN	250.00	08/21/2025	101-41420-50300	
15114	SSL CERT ON RMS SERV CHANGE CERT	250.00	08/21/2025	101-41420-50300	
	Check Total:	937.50			
Vendor: 1770	North Shore Research Inc			Check Sequence: 42	ACH Enabled: False
1038	13-LIVE ALARM ANNUAL SUBCRPTION	936.00	08/21/2025	101-42110-50433	
	Check Total:	936.00			
Vendor: 1763	OFFICE OF MNIT SERVICES-ACCOUNTS RECEIVABLE			Check Sequence: 43	ACH Enabled: False
DV25070450	WIDE AREA NETWORK SERVICES	1,150.00	08/21/2025	101-41420-50243	
	Check Total:	1,150.00			
Vendor: 1453	Olson Power & Equipment			Check Sequence: 44	ACH Enabled: False
P23525	NEW LEAF BLOWER FOR PARKS	499.98	08/21/2025	101-45000-50240	
R01271	RENTAL ZERO TURN MOWERS	1,050.00	08/21/2025	101-45000-50410	
R01272	TRACTOR RENTALS	2,600.00	08/21/2025	101-45000-50410	
	Check Total:	4,149.98			
Vendor: 2282	PAKSCADA, LLC			Check Sequence: 45	ACH Enabled: False
71520	ANNUAL SCADA	34,560.00	08/21/2025	101-41420-50300	
	Check Total:	34,560.00			
Vendor: 1465	Paustis Wine Company			Check Sequence: 46	ACH Enabled: False
271923	WINE	743.00	08/21/2025	609-49750-50253	
271924	WINE	869.00	08/21/2025	609-48000-50253	
	Check Total:	1,612.00			
Vendor: 1472	Petersons North Branch Mill			Check Sequence: 47	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
165763/165848	PARKS & TRAILS WEED KILLER/FERT PAR	1,603.32	08/21/2025	101-45000-50210	
	Check Total:	1,603.32			
Vendor: 1474	PHILLIPS WINE & SPIRITS, INC			Check Sequence: 48	ACH Enabled: False
5024505	LIQUOR	8,687.83	08/21/2025	609-49750-50251	
5024506	LIQUOR	227.56	08/21/2025	609-49750-50251	
5024506	WINE	91.68	08/21/2025	609-49750-50253	
5024507	LIQUOR	1,927.85	08/21/2025	609-48000-50251	
5024508	LIQUOR	1,000.84	08/21/2025	609-48000-50251	
5024509	LIQUOR	113.78	08/21/2025	609-48000-50251	
5024509	WINE	137.52	08/21/2025	609-48000-50253	
5028531	LIQUOR	1,022.50	08/21/2025	609-49750-50251	
5028532	WINE	177.77	08/21/2025	609-49750-50253	
5028533	LIQUOR	1,096.66	08/21/2025	609-48000-50251	
5028534	WINE	168.36	08/21/2025	609-48000-50253	
	Check Total:	14,652.35			
Vendor: 1884	SUSO 4 North Branch, LP Pine Tree Commercial Realty			Check Sequence: 49	ACH Enabled: False
08/01/2025	STORE 2 AUGUST RENT	1,837.94	08/21/2025	609-48000-50412	
09/01/2025	STORE 2 SEPTEMBER RENT	6,479.36	08/21/2025	609-48000-50412	
	Check Total:	8,317.30			
Vendor: 2232	Pryes Brewing Company LLC			Check Sequence: 50	ACH Enabled: False
W-103868	BEER	186.50	08/21/2025	609-49750-50252	
	Check Total:	186.50			
Vendor: 2245	Pye-Barker Fire & Safety, LLC			Check Sequence: 51	ACH Enabled: False
IVN00346318	CO2 DETECTOR TESTING	518.00	08/21/2025	602-49450-50300	
	Check Total:	518.00			
Vendor: 2066	RMB Environmental Laboratories, Inc.			Check Sequence: 52	ACH Enabled: False
B018810	WASTEWATER LAB TEST	158.20	08/21/2025	602-49450-50315	
B018903	HYDRANT BACT TEST 377TH/CTY 30 & N C	70.00	08/21/2025	615-49550-50300	
B018929	WATER PLANT SAMPLES	105.00	08/21/2025	615-49550-50315	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
B018930	WASTEWATER LAB TEST	158.20	08/21/2025	602-49450-50315	
	Check Total:	491.40			
Vendor: 1495	Rusch Corporation			Check Sequence: 53	ACH Enabled: False
39567	PUMP REPAIR FOR MIXER	2,981.19	08/21/2025	602-49450-50404	
	Check Total:	2,981.19			
Vendor: 2040	Rustic Roots Winery, Inc.			Check Sequence: 54	ACH Enabled: False
498855*	WINE	403.20	08/21/2025	609-49750-50253	
498856*	WINE	201.60	08/21/2025	609-48000-50253	
	Check Total:	604.80			
Vendor: 1527	SMALL LOT MN			Check Sequence: 55	ACH Enabled: False
MN100470	WINE	519.00	08/21/2025	609-49750-50253	
MN100471	WINE	165.00	08/21/2025	609-48000-50253	
	Check Total:	684.00			
Vendor: 1534	SOUTHERN GLAZERS WINE & SPIRITS OF MINNESOTA			Check Sequence: 56	ACH Enabled: False
0111652	WINE CREDIT	-104.00	08/21/2025	609-49750-50253	
2654964	LIQUOR	6.20	08/21/2025	609-48000-50251	
2654965	WINE	217.48	08/21/2025	609-48000-50253	
2654965	LIQUOR	252.49	08/21/2025	609-48000-50251	
2655416	LIQUOR	6.20	08/21/2025	609-49750-50251	
2655417	LIQUOR	1,463.58	08/21/2025	609-49750-50251	
2655418	WINE	168.93	08/21/2025	609-49750-50253	
2657623	WINE	212.88	08/21/2025	609-48000-50253	
2658094	LIQUOR	3,331.41	08/21/2025	609-49750-50251	
2658095	WINE	292.27	08/21/2025	609-49750-50253	
	Check Total:	5,847.44			
Vendor: 2139	Duane Southworth			Check Sequence: 57	ACH Enabled: False
2025-0350	BALLISTIC TRAINING	350.00	08/21/2025	101-42110-50332	
1274 10/0/42	TACTICAL ARMOR	320.00	08/21/2025	101-42110-50332	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	670.00			
Vendor: 1553	Sunrise Hydraulics, Inc.			Check Sequence: 58	ACH Enabled: False
6399	PLOW TRUCK HYDRAULIC	247.20	08/21/2025	101-43000-50404	
	Check Total:	247.20			
Vendor: 2285	TWIN CITIES TRANSPORT & RECOVERY INC			Check Sequence: 59	ACH Enabled: False
25-0804-250104	TOW CHARGE	447.00	08/21/2025	101-42110-50300	
	Check Total:	447.00			
Vendor: 1584	U.S. Bank Equipment Finance			Check Sequence: 60	ACH Enabled: False
562168104	COPY MACHINE LEASE- CITYWIDE	958.08	08/21/2025	101-41420-50219	
	Check Total:	958.08			
Vendor: 1598	Viking Coca-Cola Bottling Co.			Check Sequence: 61	ACH Enabled: False
3726331	N/A SALES	144.00	08/21/2025	609-49750-50250	
3726378	N/A SALES CREDIT	-8.00	08/21/2025	609-49750-50250	
3726379	N/A SALES CREDIT	-10.96	08/21/2025	609-48000-50250	
3726390	N/A SALES	234.20	08/21/2025	609-49750-50250	
3726391	N/A SALES	130.80	08/21/2025	609-48000-50250	
	Check Total:	490.04			
Vendor: 1611	WATSON COMPANY			Check Sequence: 62	ACH Enabled: False
151830	N/A SALES	1,154.90	08/21/2025	609-49750-50250	
	Check Total:	1,154.90			
Vendor: 1865	Willow Grove of North Branch, Ltd Partnership			Check Sequence: 63	ACH Enabled: False
TIF 2018-1 Will	TIF 2018-1 Willow Grove	2,520.63	08/21/2025	291-46500-50454	
	Check Total:	2,520.63			
Vendor: 1622	WINE MERCHANTS			Check Sequence: 64	ACH Enabled: False
7529570	WINE	1,070.84	08/21/2025	609-49750-50253	
7530434	WINE	855.04	08/21/2025	609-49750-50253	
7530435	WINE	724.88	08/21/2025	609-48000-50253	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	2,650.76			
Vendor: 1637	Ziegler Cat			Check Sequence: 65	ACH Enabled: False
IN002007036	LOADER ENGINE OIL FILTERS	288.71	08/21/2025	101-43000-50404	
IN002007104	WATER PLNT 2 GENERATOR PARTS	2,210.36	08/21/2025	615-49550-50404	
IN002013337	WATER PLNT 2 GENERATOR PARTS	118.50	08/21/2025	615-49550-50404	
IN002013345	THERMO SENSOR ORANGE PLOW TRCK	59.51	08/21/2025	101-43000-50404	
SI000683562	REPAIR LIFT STATION PORTABLE GEN	5,468.98	08/21/2025	602-49450-50404	
	Check Total:	8,146.06			
	Total for Check Run:	325,689.35			
	Total of Number of Checks:	65			



NORTH BRANCH —Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Jeff Goulet
Councilmember

Jim Ibinger
Councilmember

Patrick Meacham
Councilmember

**CITY COUNCIL
REGULAR AGENDA
TUESDAY, AUGUST 12, 2025 @ 7:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF NORTH BRANCH IN THE COUNTY OF CHISAGO AND IN THE STATE OF MINNESOTA

REGULAR MEETING

Tuesday, August 12, 2025

1. CALL TO ORDER

The North Branch City Council met in REGULAR, and Mayor Kevin Schieber called the meeting to order at 7 PM.

2. PLEDGE OF ALLEGIANCE

Mayor Schieber led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Kevin Schieber, Councilmember Jeff Goulet, Councilmember Jim Ibinger, Councilmember Patrick Meacham, Councilmember Robert Canada

Absent:

Remote:

Others Present:

Notes:

4. AGENDA APPROVAL

Mayor Kevin Schieber asked to add a brief proclamation under the Presentation & Proclamation, 5b, which will be a recognition by the League of Minnesota Cities for Senator Mark Koran.

a. Approve Agenda

ACTION

Mayor Kevin Schieber thanked the community members for coming to the City Council Meeting.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

5. PRESENTATION & PROCLAMATION

- a. Presentation of Civic Plus Website service - Ryan Anderson and Kaitlin Berry INFO

Ryan Anderson and Kaitlin Berry from CivicPlus presented on the CivicPlus Website Service. During the presentation, they presented the CivicPlus website service, highlighting its features like ADA accessibility, user-friendly design, easy-to-use site search, and integration with existing systems.

- b. Recognition by the League of Minnesota Cities for Mark Koran. INFO

Mayor Kevin Schieber summarized a letter about Senator Mark Koran, who represents the City in the state legislature, has been selected as a League of Minnesota Cities legislator of distinction for 2025. The league's Board of Directors recognized a total of 28 legislators this year for their actions and leadership on a wide variety of legislative issues of importance to the cities across our state. May Schieber wanted to take a moment and applaud him.

6. PUBLIC COMMENT

Provides an opportunity for the public to address the Council on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes.

Community Member Jim Tholen signed up for public comment.
Tom Hefty signed up for public comment.

7. CONSENT AGENDA

All matters listed under Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

RESULT: Passed
MOVER: Patrick Meacham
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

- a. Claims ACTION
b. Minutes - City Council Meeting - July 22, 2025 ACTION

- c. Consider Approval of Resolution R-214-2025 Approving the State of Minnesota Joint Powers Agreements with the City of North Branch on Behalf of its Police Department and the Court Data Services Subscriber Agreement. ACTION
- d. Memorandum of Agreement for Mass Dispensing Site Security Between Chisago County Public Health and North Branch Police Department ACTION
- e. Approval of Mobile Food Truck License - Learn 2 Eat, Inc ACTION
- f. Approval of Tobacco Sales License - AM Tobacco LLC ACTION
- g. Approval of LG220 Application for Exempt Permit for the Vikings Quarterback Club ACTION
- h. Approval of New Animal Control Contract ACTION
- i. Receive legal report from City Attorney ACTION

8. PUBLIC HEARINGS

9. STAFF REPORTS

- a. Finance Update INFO

Finance Director Sharon Wright gave a finance update for the City of North Branch.

- b. Budget Update INFO

Finance Director Sharon Wright gave a Budget Update for the City of North Branch. Sharon shared the initial draft of the 26 levy projection as well as a 10-year projection.

- c. Approval of proposal for Local Option Sales Tax Report from University of Minnesota Extension Office ACTION

City Administrator Matthew Hill discussed the proposal for a Local Option Sales Tax Report from the University of Minnesota Extension Office. This report on the potential revenue generation via local option sales tax will help support the council in making an informed decision on potentially adding a local option sales tax in the future to finance capital projects, public buildings, public safety, things that have a regional significance, per statutes and per the current allocation availability for local option sales tax. The report costs \$3,000, payable upon completion of the report.

The board approved the proposal for the Local Option Sales Tax Report form the University of Minnesota Extension Office.

RESULT: Passed

MOVER: Jeff Goulet

SECONDER: Jim Ibinger

AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada

ABSENT:

NOTES:

- d. Consider approval of Resolution R-215-2025 to accept the 2025 Assessment Policy ACTION

Justin Messner, the City Engineer, presented the approval of Resolution R-215-2025 to accept the 2025 Assessment Policy. Staff recommendations were to establish a cap on accessible costs and to revise the assessment methodology for residential lots.

The board approved Resolution R-215-2025 to accept the 2025 Assessment Policy.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

e. Consider approval of proposal and quote from Civic Plus for website management ACTION

City Administrator Matthew Hill asked the council to approve the proposal and quote from CivicPlus for our new website solution.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

10. MAYOR/CITY COUNCIL

a. Final discussion of the 2 vs 4 year term for Mayor INFO

City Administrator Matthew Hill asked that the City Council provide direction to staff if they would like to move forward with changing the term for Mayor from a 2-year term to a 4-year term starting in 2028. He discussed the process, which involves having to have an ordinance change to the city code. There was a consensus among the City Council to move forward with this process.

b. Advisory Committee updates VERBAL
UPDATE

Commissioner Meacham gave planning commission updates.
Commissioner Canada gave the personnel updates.
Mayor Keven Schieber gave the public safety updates.

11. ADJOURNMENT

The City Council meeting adjourned at 9:18pm.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:



Prepared By: Matthew Hill, City Administrator

Presenter: Matthew Hill, City Administrator

Date: 08/14/2025

Board & Commission: City Council

Subject: Approval of CoRd 30 project pay request 3

The County Road 30 reconstruction and trail project is underway and Chisago County has submitted pay request #3 for this project. The quantities completed to date have been reviewed and agreed upon by Chisago County and the Contractor and our engineering firm WSB, and have recommended the approval of construction pay voucher No. 3 for Chisago County in the amount of \$27,555.33

Project Background:

The City is partnering with Chisago County for the construction of a trail and crosswalk improvements along the west side of CSAH 30 from Maple Street to 377th Street and a roundabout improvement at the intersection of CSAH 30 and 377th Street. These improvements are included as part of the overall CSAH 30 Improvement project from Maple Street to Co Rd 17.

The City Council approved a letter of understanding (LOU) between Chisago County and the City for the project that outlined the roles and responsibilities for each entity for the project at the September 24, 2024, meeting and approved the plans and specs and authorized obtaining bids at the same meeting.

Chisago County obtained bids and awarded Knife River Corporation the contract with the low quote for the project in the amount of \$6,586,316.60. The City Council approved the award of the low bid and the city's contribution to the project at the October 26, 2024 meeting with the City's contribution for the project would be \$1,718,103.56 with a breakdown of the costs below. The project is bid on unit quantities and final project cost will be based on actual quantities used. The city requires a 5% contingency for all projects. The funding for the project was identified in the 2025 budget discussions and through srts grant funding.

CSAH 30 SRTS and CITY COSTS

Total \$1,718,103.56 Funding Source

City \$1,145,628.06 Reserves
SRTS \$322,475.50 Grant
Developer \$250,000.00 Developer

The developer conducted an EAW for the Townsedge development that required the installation of turn lanes on CSAH 30 to the development. The developer has agreed to contribute funds to the cost of the construction of the roundabout in lieu of the installation of the turn lanes.

Voting Requirements:

Voting Options Simple Majority

STATE OF MINNESOTA
COUNTY OF CHISAGO
CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-216-2025

Resolution R-216-2025 Approving Co.Rd. 30 Project Pay Request #3

WHEREAS, pursuant to City Council Authorization on February 11, 2025 this project was approved, and the project was awarded to Knife River Corporation and the city is partnering with Chisago County Public Works on this project, and the city cost for this project will be \$1,718,103.56. Our funding break down is as follows, received a safe routes to school grant in the amount of \$250,000.00,, the developer Graphic Homes Inc. will pay \$250,000, and the balance of \$1,145,628.06 will come from city reserves.

WHEREAS, Chisago County has submitted pay voucher no.3 in the amount \$27,555.33, and the quantities have been reviewed and approved by both the contractor, Chisago County, and the City's Engineer WSB and Associates as accurate,

Now, Therefore, Be It Resolved That: The City of North Branch Council approve Pay Request number 2 in the amount of \$27,555.33 to Chisago County as outlined in the said report for the Co.Rd. 30 reconstruction and trail project.

ADOPTED this 26th day of August 2025.

Approved:

Kevin Schieber, Mayor

Attested:

Tonya Kostuch, City Clerk



July 15, 2025

Mr. Shawn Williams
City of North Branch
PO Box 910
North Branch, MN 55056

Re: CSAH 30 (Forest Blvd) & Safe Routes to School Trail Project
City of North Branch, MN
WSB Project No. 021646-000

Dear Mr. Williams:

Please find enclosed Construction Pay Voucher No. 3 for the above referenced project in the amount of \$27,555.33 respectively. The quantities completed to date have been reviewed and agreed upon by Chisago County and the contractor, and we hereby recommend that the City of North Branch approve Construction Pay Voucher No. 3 for Chisago County.

The amount indicated above reflects work certified through June 30, 2025, with a 5% retainage applied. Please include one executed copy with the payment to Chisago County and return one executed copy to our office for our file. If you have any questions or comments regarding this voucher, please contact me at 612.388.9652.

Sincerely,

WSB

Justin Messner PE
Director, Municipal Services

Attachments

SRTS - 486-46500-50506 - \$19,214.70
Developer - 101-43000-50482 - \$1,281.09
City Reserves - 101-43000-50482 - \$4,542.04

Nathan Sondrol

178 E 9TH STREET | SUITE 200 | SAINT PAUL, MN 55101 | 651.286.8450 | WSBENG.COM



July 15, 2025

Mr. Shawn Williams
City of North Branch
PO Box 910
North Branch, MN 55056

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Sincerely,

WSB

Justin Messner PE
Director, Municipal Services

Attachments

178 E 9TH STREET | SUITE 200 | SAINT PAUL, MN | 55101 | 651.286.8450 | WSBENG.COM

CSAH 30 Improvements - Pay Voucher #3

Item No.	Description	Unit	Unit Price	NORTH BRANCH TOTAL		50% CHICAGO COUNTY SAP 013-630-021 50% CITY OF NORTH BRANCH SAP 225-102-004						CITY OF NORTH BRANCH			
						ROADWAY		STORM SEWER		SAFE ROUTES TO SCHOOL		CITY OF NORTH BRANCH		Amount To Date	Quantity To Date
				Contract Quantity	Total Cost	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date		
2021-301	MOBILIZATION	LUMP SUM	\$460,000.00	0.19	\$85,100.00		0.13		0.04		\$18,400.00	0.05	0.05	\$23,000.00	
2051-301	MAINT AND RESTORATION OF HAUL ROADS	LUMP SUM	\$10,500.00												
2101-502	CLEARING	EACH	\$199.00	50.50	\$10,049.50		1	\$199.00		58	\$11,542.00				
2101-502	GRUBBING	EACH	\$199.00	50.50	\$10,049.50		1	\$199.00		57	\$11,143.00				
2101-505	CLEARING	ACRE	\$2,501.00	0.35	\$875.35		0.5	\$1,250.50		0.1	\$250.10				
2101-505	GRUBBING	ACRE	\$2,501.00	0.35	\$875.35		0.5	\$1,250.50		0.1	\$250.10				
2104-502	REMOVE BOX CULVERT	EACH	\$3,700.00												
2104-502	REMOVE BOX CULVERT	EACH	\$3,700.00												
2104-502	REMOVE RETAINING WALL AND BOX	EACH	\$1,500.00	3.00	\$5,400.00		1	\$1,800.00		1	\$1,800.00				
2104-502	REMOVE HYDRANT	EACH	\$1,500.00	3.00	\$4,500.00		1	\$1,500.00		1	\$1,500.00				
2104-502	REMOVE DELINEATOR / MARKER	EACH	\$175.00												
2104-502	REMOVE SIGN	EACH	\$25.00	2.50	\$62.50		1	\$25.00					2	\$50.00	
2104-502	REMOVE LIGHT FOUNDATION	EACH	\$150.00	0.50	\$75.00		1	\$150.00							
2104-502	SALVAGE LIGHTING UNIT	EACH	\$635.32	0.50	\$317.66		1	\$635.32							
2104-502	SALVAGE SIGN	EACH	\$25.00										4		
2104-502	SALVAGE MAIL BOX SUPPORT	EACH	\$200.00	5.00	\$1,000.00		2	\$400.00							
2104-503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$6.00	12.00	\$72.00		24	\$144.00							
2104-503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$1.90	110.00	\$209.00		108	\$1,836.00							
2104-503	REMOVE PIPE CULVERTS	LIN FT	\$17.00	54.00	\$918.00		108	\$1,836.00							
2104-503	REMOVE WATER MAIN	LIN FT	\$15.00	110.00	\$1,650.00										
2104-503	REMOVE CURB AND GUTTER	LIN FT	\$4.50	118.00	\$531.00										
2104-503	REMOVE GUARDRAIL PLATE BEAM	LIN FT	\$18.00												
2104-503	REMOVE STEEL CASING	LIN FT	\$10.00	100.00	\$1,000.00								100	\$1,000.00	
2104-503	REMOVE TENSION CABLE GUARDRAIL	LIN FT	\$20.00												
2104-504	REMOVE PAVEMENT	SQ YD	\$2.00	1173.00	\$2,346.00		2346	\$4,704.00							
2104-504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$2.75												
2104-504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	\$2.00	170.00	\$340.00					151	\$302.00		9	\$18.00	
2104-504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$2.00	2005.50	\$4,011.00		3535.4	\$7,070.80					575	\$1,150.00	
2104-518	REMOVE BITUMINOUS WALK	SQ FT	\$2.00	5017.50	\$10,035.00		10035	\$20,070.00					733	\$1,466.00	
2104-518	REMOVE CONCRETE WALK	SQ FT	\$2.00	733.00	\$1,466.00										
2104-602	REMOVE SIGN SPECIAL	EACH	\$35.00	6.50	\$227.50		1	\$35.00							
2104-602	SALVAGE SIGN SPECIAL	EACH	\$35.00												
2104-602	SALVAGE SIGN PANEL SPECIAL	EACH	\$25.00												
2106-507	EXCAVATION - COMMON	CU YD	\$4.00	4587.50	\$18,350.00		4649	\$18,596.00							
2106-507	EXCAVATION - SURFGRADE	CU YD	\$8.50	2645.00	\$22,482.50		3510	\$29,835.00							
2106-507	SELECT GRANULAR EMBANKMENT (CV)	CU YD	\$11.50	3556.00	\$40,894.00		4794	\$55,126.00							
2106-507	SELECT GRANULAR EMBANKMENT MOD 10% (CV)	CU YD	\$11.50												
2106-507	COMMON EMBANKMENT (CV)	CU YD	\$8.00	8555.00	\$68,440.00		1278	\$10,224.00							
2106-601	DEWATERING	LUMP SUM	\$42,000.00												
2130-523	WATER	M GALLON	\$50.00												
2211-507	AGGREGATE BASE (CV) CLASS 5	CU YD	\$42.00	1953.00	\$82,026.00		1650	\$69,300.00					801	\$33,642.00	
2221-509	SHOULDER BASE AGGREGATE CLASS 5 MOD	TON	\$44.50												
2232-504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	\$1.80												
2355-506	BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$6.00												
2371-506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	\$2.50	323.50	\$808.75		403	\$1,012.50							

CSAH 30 Improvements - Pay Voucher #3

Item No.	Description	Unit	Unit Price	NORTH BRANCH TOTAL		ROADWAY			STORM SEWER			SAFE ROUTES TO SCHOOL			CITY OF NORTH BRANCH		
				Contract Quantity	Total Cost	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date
2500.09	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3.B)	TON	\$87.00	151.50	\$10,380.50	303											
2500.09	TYPE SP 12.5 WEARING COURSE MIXTURE (3.C)	TON	\$82.00	672.50	\$55,145.00	605											
2500.09	TYPE SP 12.5 WEARING COURSE MIXTURE (4.F)	TON	\$114.00	238.50	\$27,189.00	477											
2500.09	TYPE SP 12.5 NON WEARING COURSE MIXTURE (4.F)	TON	\$106.00	119.50	\$12,667.00	239											
241.507	STRUCTURE EXCAVATION CLASS E	CU YD	\$10.00														
2412.02	9X4 PRECAST CONCRETE BOX CULVERT END SECTION	EACH	\$12,000.00														
2412.03	9X4 PRECAST CONCRETE BOX CULVERT	LIN FT	\$1,650.00														
2451.307	GRANULAR BEDDING (CV)	CU YD	\$11.50														
2501.302	18" GS PIPE APRON	EACH	\$300.00														
2501.302	15" RC PIPE APRON	EACH	\$2,700.00														
2501.302	18" RC PIPE APRON	EACH	\$2,900.00														
2501.302	24" RC PIPE APRON	EACH	\$3,200.00														
2501.302	30" RC PIPE APRON	EACH	\$3,400.00	1.00	\$3,400.00				2								
2501.303	36" RC PIPE APRON	EACH	\$3,800.00														
2501.302	15" RC SAFETY APRON	EACH	\$2,775.00	1.00	\$2,775.00				2								
2501.302	16" RC SAFETY APRON	EACH	\$2,950.00														
2501.303	18" CAS PIPE CULVERT	LIN FT	\$38.00														
2501.303	18" RC PIPE CULVERT DESIGN 3006 CLASS III	LIN FT	\$46.00	9.00	\$414.00										9		
2501.303	24" RC PIPE CULVERT DESIGN 3006 CLASS III	LIN FT	\$57.50														
2502.303	4" PERE TP PIPE DRAIN	LIN FT	\$18.00	100.00	\$1,800.00	200											
2503.303	12" PVC PIPE SEWER	LIN FT	\$54.00	280.00	\$15,120.00										280		
2503.303	15" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	\$38.10	681.50	\$25,965.15				1363								
2503.303	18" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$52.40														
2503.303	24" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$52.50														
2503.303	30" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$73.00	255.00	\$17,155.00				470								
2503.303	36" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$101.40														
2503.602	CONNECT TO EXISTING MANHOLES (SAN)	EACH	\$4,500.00	1.00	\$4,500.00										1		
2503.603	20" STEEL CASING PIPE	LIN FT	\$140.00	90.00	\$12,600.00										90		
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$4,000.00	4.00	\$16,000.00										4		\$4,000.00
2504.602	HYDRANT	EACH	\$7,600.00	4.00	\$30,400.00										4		\$7,600.00
2504.602	ADJUST HYDRANT AND GATE VALVE	EACH	\$1,500.00	1.00	\$1,500.00										1		
2504.602	ADJUST GATE VALVE AND BOX	EACH	\$500.00	1.00	\$500.00												
2504.602	6" GATE VALVE AND BOX	EACH	\$2,884.00	4.00	\$11,536.00										4		\$2,884.00
2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$54.00	44.00	\$2,376.00												
2504.603	10" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$84.00	170.00	\$14,280.00										44	20	\$1,080.00
2504.603	16" STEEL CASING PIPE	LIN FT	\$100.00	150.00	\$15,000.00										170	150	
2506.502	CASTING ASSEMBLY	EACH	\$1,000.00	11.00	\$11,000.00										2		
2506.502	ADJUST FRAME AND RING CASTING	EACH	\$950.00	1.00	\$950.00				18						1		
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	LIN FT	\$960.00	6.10	\$5,856.00												
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4030	LIN FT	\$705.00	44.20	\$31,161.00				122								
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4030	LIN FT	\$600.00	3.45	\$2,070.00				88.4								
2506.602	ADJUST FRAME AND RING CASTING (SPECIAL)	EACH	\$650.00	0.50	\$325.00				10.9								
2506.603	CONSTRUCT DRAINAGE STRUCTURE SPECIAL	LIN FT	\$600.00	10.50	\$6,300.00										10.5		
2506.603	RECONSTRUCT DRAINAGE STRUCTURE SPECIAL	LIN FT	\$516.00	6.20	\$3,199.20										6.2		
2511.304	GEO/TEXTILE FILTER TYPE 7	SO YD	\$3.80														

CSAH 30 Improvements - Pay Voucher #3

Item No.	Description	Unit	Unit Price	NORTH BRANCH TOTAL		50% CHICAGO COUNTY SAP 013-630-021 50% CITY OF NORTH BRANCH SAP 225-102-004				SAP 225-591-007 CITY OF NORTH BRANCH				CITY OF NORTH BRANCH			
				TOTAL		ROADWAY				STORM SEWER				SAFE ROUTES TO SCHOOL			
				Contract Quantity	Total Cost	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date
2511.507	RANDOM RIPRAP CLASS I	CU YD	\$125.00														
2511.507	RANDOM RIPRAP CLASS II	CU YD	\$125.00	4.10	\$512.50					8.2							
2511.507	RANDOM RIPRAP CLASS III	CU YD	\$120.00														
2521.518	4" CONCRETE WALK	SQ FT	\$5.79	11461.00	\$66,359.19	14310											
2521.518	7" CONCRETE WALK	SQ FT	\$13.35	1762.50	\$23,529.38	3525								3546			
2521.518	3" BITUMINOUS WALK	SQ FT	\$1.75	43632.00	\$76,356.00	11408								37928			
2521.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	EACH	\$8.50	76.50	\$650.25	33								60			
2521.618	CONCRETE CURB RAMP WALK	SQ FT	\$9.50	3111.50	\$29,559.25	1619								2302			
2531.503	CONCRETE CURB AND GUTTER DESIGN B612	LIN FT	\$24.50	107.00	\$2,621.50												
2531.503	CONCRETE CURB AND GUTTER DESIGN B624	LIN FT	\$20.25	750.00	\$15,187.50	386									107		
2531.503	CONCRETE CURB AND GUTTER DESIGN B634	LIN FT	\$20.25	150.00	\$3,037.50	230									570		
2531.503	CONCRETE CURB AND GUTTER DESIGN B524	LIN FT	\$22.75	1843.50	\$41,939.63	3687											
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$71.00														
2531.504	8" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$84.00	125.00	\$10,500.00										125		
2531.618	TRUNCATED DOMES	SQ FT	\$50.00	500.00	\$25,000.00	160											
2540.602	INSTALL MAIL BOX SUPPORT	EACH	\$775.00	5.00	\$1,375.00	2									4		
2545.502	LIGHTING UNIT TYPE 9-30	EACH	\$3,801.18	5.50	\$20,906.49	11											
2545.502	LIGHT FOUNDATION DESIGN E	EACH	\$1,052.09	0.50	\$526.05	1											
2545.502	LIGHT FOUNDATION DESIGN STEEL E	EACH	\$1,440.28	5.50	\$7,921.54	11											
2545.502	SERVICE CABINET -TYPE L1	EACH	\$9,718.81	0.50	\$4,859.41	1											
2545.502	SERVICE EQUIPMENT	EACH	\$1,262.23	0.50	\$631.12	1											
2545.502	EQUIPMENT PAD B	EACH	\$1,140.73	0.50	\$570.38	1											
2545.503	2" NONMETALLIC CONDUIT	LIN FT	\$4.79	750.00	\$3,592.50	1500											
2545.503	UNDERGROUND WIRE 1/2" 6 AWG	LIN FT	\$1.14	3250.00	\$3,705.00	6500											
2545.602	INSTALL LIGHTING UNIT	EACH	\$1,123.50	0.50	\$561.75	1				4							
2554.502	GUIDE POST TYPE B	EACH	\$85.00	2.00	\$170.00												
2557.503	WIRE FENCE DESIGN 48V-4932	LIN FT	\$80.00														
2563.601	TRAFFIC CONTROL	LUMP SUM	\$4,000.00	0.19	\$6,290.00	0.13				0.04				0.05	0.04	\$1,360.00	\$1,700.00
2563.613	PORTABLE CHANGEABLE MESSAGE SIGN	UNIT DAY	\$75.00														
2563.618	CONSTRUCTION SIGN SPECIAL	SQ FT	\$200.00														
2564.603	INSTALL SIGN	EACH	\$400.00														
2564.603	INSTALL SIGN SPECIAL	EACH	\$500.00														
2564.603	INSTALL SIGN PANEL SPECIAL	EACH	\$250.00														
2564.603	DELINEATOR / MARKER	EACH	\$350.00	1.00	\$350.00	2											
2564.603	DELINEATOR / MARKER PANEL	EACH	\$95.00	5.00	\$475.00	4									3		
2564.618	SIGN	SQ FT	\$73.50	154.50	\$11,355.75	173									68		
2565.602	RIGID PVC LOOP DETECTOR 6X6	EACH	\$1,097.52														
2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	SYSTEM	\$26,666.16	1.50	\$39,999.24	1									1		
2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	\$1,500.00														
2573.501	EROSION CONTROL SUPERVISOR	LUMP SUM	\$765.34														
2573.502	STORM DRAIN INLET PROTECTION	EACH	\$200.00	12.00	\$2,400.00	16									4		\$200.00
2573.502	CULVERT END CONTROLS	EACH	\$220.00	8.00	\$1,760.00										8		

CSAH 30 Improvements - Pay Voucher #3

Item No.	Description	Unit	Unit Price	NORTH BRANCH TOTAL				ROADWAY				STORM SEWER				SAFE ROUTES TO SCHOOL				CITY OF NORTH BRANCH			
				Contract		Total	Contract		Quantity	Amount	Contract		Quantity	Amount	Contract		Quantity	Amount	Contract		Quantity	Amount	
				Quantity	Cost	Cost	Quantity	To Date	To Date	Quantity	To Date	Quantity	To Date	Quantity	To Date	Quantity	To Date	Quantity	To Date	Quantity	To Date		
2573.503	SILT FENCE, TYPE MS	LN FT	\$1.95	1126.00	\$2,195.70	474	405	\$789.75							889	786	\$1,532.70						
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LN FT	\$2.35	1235.50	\$2,903.43	729	764	\$1,795.40							597	656	\$1,541.60				\$987.00		
2573.602	TEMPORARY STREAM DIVERSION SYSTEM	EACH	\$10,000.00																				
2574.508	FERTILIZER TYPE 3	POLND	\$0.74	783.50	\$579.79	549								404									
2575.504	RAPID STABILIZATION METHOD :	SO YD	\$1.70	6686.00	\$11,366.20									5450	837	\$1,422.90							
2575.505	SEEDING	ACRE	\$525.00	3.35	\$1,738.75	1.9								1.8						0.6			
2575.505	DISK ANCHORING	ACRE	\$175.00	1.25	\$218.75	1.5														0.5			
2575.508	HYDRAULIC STABILIZED FIBER MATRD	POLND	\$0.91	4183.00	\$3,806.53	1306								3420						110			
2575.509	MULCH MATERIAL TYPE 3	TON	\$650.00	1.60	\$1,040.00	2.2														0.5			
2575.523	RAPID STABILIZATION METHOD 3	M GALLON	\$495.00	10.00	\$4,950.00	3	2	\$990.00						8	4	\$1,980.00				0.5			
2575.608	SEED TURFOGRASS	POLND	\$3.45	286.50	\$988.43	89								214						8			
2575.608	SEED MESIC INSLOPE	POLND	\$10.30	154.50	\$1,591.35	105								80						22			
2582.503	4" SOLID LINE PAINT	LN FT	\$0.13																				
2582.503	6" SOLID LINE PAINT	LN FT	\$0.17																				
2582.503	24" SOLID LINE PAINT	LN FT	\$3.70	42.00	\$155.40															42			
2582.503	4" BROKEN LINE PAINT	LN FT	\$0.13																				
2582.503	6" DOTTED LINE PAINT	LN FT	\$0.17																				
2582.503	10" DOTTED LINE PAINT	LN FT	\$0.40																				
2582.503	4" DOUBLE SOLID LINE PAINT	LN FT	\$0.26	776.00	\$201.76															776			
2582.503	4" SOLID LINE PAINT GROUND IN (WR)	LN FT	\$1.10	1008.50	\$1,109.35	1543														237			
2582.503	6" SOLID LINE PAINT GROUND IN (WR)	LN FT	\$1.30	1020.50	\$1,326.65	2041																	
2582.503	6" DOTTED LINE PAINT GROUND IN (WR)	LN FT	\$1.30	11.50	\$14.95	23																	
2582.503	12" DOTTED LINE PREFORM THERMO GROUND IN	LN FT	\$20.00	64.50	\$1,290.00	43														43			
2582.518	PAVEMENT MESSAGE PAINT	SO FT	\$4.00	15.50	\$62.00	31																	
2582.518	CROSSWALK PREFORM THERMOPLASTIC	SO FT	\$13.00																				
2582.518	CROSSWALK PREFORM THERMOPLASTIC GROUND IN	SQ FT	\$15.00	270.00	\$4,050.00	180														180			
TOTAL					\$1,175,575.14			\$24,764.27									\$81,913.90				\$44,213.70		

50% Split = \$12,382.14
Less 5% Retainage = \$11,763.04

50% Split = \$77,818.21
Less 5% Retainage = \$73,927.20

50% Split = \$42,003.02
Less 5% Retainage = \$39,902.86

Total Amount to Date = \$131,684.27
Less Previous Payments = \$104,088.94
Total Due This Pay Voucher = \$27,595.33



JOE TRIPLETT, P.E., DIRECTOR / ENGINEER

To: City of North Branch
6408 Elm Street
North Branch, MN 55056

INVOICE

Date: 7/11/2025

Quantity	Description	Price	Amount
	Project: SAP 013-630-021 / CSAH 30		
1	Pay Estimate #3 - RAB Split	5823.13	5,823.13
1	Pay Estimate #3 - SRTS	19214.70	19,214.70
1	Pay Estimate #3 - City Funds	2517.50	2,517.50
			\$ 27,555.33
			\$ -
	Total		\$ 27,555.33

All accounts must be paid within 30 days

Make Check Payable to: Chisago County Finance

Please Mail to: Chisago County Public Works
313 North Main Street, Room 400
Center City, MN 55012

410 -> Finance - New envelope
07/02/2025
LH



Chisago County Public Works Department
313 North Main Street, Room 400
Center City, MN 55012
Main: (651) 213-8700

RECEIVED

JUL 02 2025

Chisago County Public Works

Contract Number: SAP 013-630-021
Pay Request Number: 3

Project Number	Project Description
SAP 021-030-021	CSAH 30 Improvement Project

Contractor: Knife River Corporation 4787 Shadowwood Dr NE Sauk Rapids, MN 56379	Vendor Number: N/A Up To Date: 06/30/2025
---	--

Contract Amount		Funds Encumbered	
Original Contract	\$6,586,316.60	Original	\$6,586,316.60
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$6,586,316.60	Total	\$6,586,316.60

Work Certified To Date	
Base Bid Items	\$1,566,890.85
Contract Changes	\$
Material On Hand	\$0.00
Total	\$1,566,890.85

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$456,533.12	\$1,566,890.85	\$78,344.54	\$1,054,839.84	\$433,706.47	\$1,488,546.31
Percent: Retained: 5%			Percent Complete: 23.79%		

IFS = 03.325" 6605
LH 07/07/2025

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By: BEN HOBERT

Approved By: Tom Dobrick

Signature: B. Hobert

Signature: Tom Dobrick

Chisago County Project Engineer

Knife River Corporation Project Manager

Date: 7/1/2025

Date: 7/1/25



Chisago County Public Works Department
313 North Main Street, Room 400
Center City, MN 55012
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Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2025-05-02	\$186,687.57	\$9,334.38	\$177,353.19
2	2025-06-02	\$923,670.16	\$46,183.51	\$877,486.65
3	2025-06-30	\$456,533.12	\$22,826.65	\$433,706.47

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Reconstruction		\$907,596.43	\$45,379.83	\$622,539.71	\$239,676.89	\$862,216.60
Storm Sewer		\$508,402.55	\$25,420.13	\$322,331.29	\$160,651.13	\$482,982.42
Roadway		\$24,764.27	\$1,238.21	\$11,879.81	\$11,646.25	\$23,526.06
3 - SRTS		\$81,913.90	\$4,095.69	\$58,603.51	\$19,214.70	\$77,818.21
4 - City Local		\$44,213.70	\$2,210.68	\$39,485.52	\$2,517.50	\$42,003.02

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1 - County Part	Regular (CSAH) (SAAS Act. # 70)	\$400,328.02	\$4,863,273.04	\$4,863,273.04	\$1,345,199.02
2 - RAB Split	Local / Other[1]	\$11,646.25	\$1,094,936.84	\$1,094,936.84	\$23,526.06
3 - SRTS	Municipal (MSAS > 5000) (SAAS Act.# 90)	\$19,214.70	\$322,475.50	\$322,475.50	\$77,818.21
4 - City Local Funds	Municipal (MSAS > 5000) (SAAS Act.# 90)	\$2,517.50	\$305,631.22	\$305,631.22	\$42,003.02

Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	1	0	\$0.00	0.75	\$345,000.00
Base Bid	2	2051.501/00010 MAINT AND RESTORATION OF HAUL ROADS (LUMP SUM)	\$10,500.00	1	0	\$0.00	0	\$0.00
Base Bid	3	2101.502/00020 CLEARING (EACH)	\$199.00	51	0	\$0.00	59	\$11,741.00
Base Bid	4	2101.502/00030 GRUBBING (EACH)	\$199.00	51	0	\$0.00	58	\$11,542.00
Base Bid	5	2101.505/00020 CLEARING (ACRE)	\$2,501.00	0.7	0	\$0.00	0.7	\$1,750.70
Base Bid	6	2101.505/00030 GRUBBING (ACRE)	\$2,501.00	0.7	0	\$0.00	0.7	\$1,750.70



Chisago County Public Works Department
 313 North Main Street, Room 400
 Center City, MN 55012
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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	7	2104.502/00090 REMOVE BOX CULVERT (EACH)	\$3,700.00	2	0	\$0.00	0	\$0.00
Base Bid	8	2104.502/00100 REMOVE BOX CULVERT END (EACH)	\$3,700.00	4	0	\$0.00	0	\$0.00
Base Bid	9	2104.502/00850 REMOVE GATE VALVE AND BOX (EACH)	\$1,800.00	4	1	\$1,800.00	2	\$3,600.00
Base Bid	10	2104.502/00880 REMOVE HYDRANT (EACH)	\$1,500.00	4	1	\$1,500.00	2	\$3,000.00
Base Bid	11	2104.502/01185 REMOVE DELINEATOR / MARKER (EACH)	\$175.00	5	0	\$0.00	5	\$875.00
Base Bid	12	2104.502/01220 REMOVE SIGN (EACH)	\$25.00	25	0	\$0.00	30	\$750.00
Base Bid	13	2104.502/01580 REMOVE LIGHT FOUNDATION (EACH)	\$150.00	6	0	\$0.00	6	\$900.00
Base Bid	14	2104.502/02920 SALVAGE LIGHTING UNIT (EACH)	\$635.32	6	0	\$0.00	6	\$3,811.92
Base Bid	15	2104.502/03300 SALVAGE SIGN (EACH)	\$25.00	5	0	\$0.00	5	\$125.00
Base Bid	16	2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)	\$200.00	14	9	\$1,800.00	10	\$2,000.00
Base Bid	17	2104.503/00195 SAWING CONCRETE PAVEMENT (FULL DEPTH) (LIN FT)	\$6.00	695	57	\$342.00	754	\$4,524.00



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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	18	2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT)	\$1.90	758	129	\$245.10	963	\$1,829.70
Base Bid	19	2104.503/00255 REMOVE PIPE CULVERTS (LIN FT)	\$17.00	914	192	\$3,264.00	502	\$8,534.00
Base Bid	20	2104.503/00270 REMOVE WATER MAIN (LIN FT)	\$15.00	110	110	\$1,650.00	110	\$1,650.00
Base Bid	21	2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)	\$4.50	1120	0	\$0.00	729	\$3,280.50
Base Bid	22	2104.503/00460 REMOVE GUARDRAIL-PLATE BEAM (LIN FT)	\$18.00	465	0	\$0.00	465	\$8,370.00
Base Bid	23	2104.503/00820 REMOVE STEEL CASING (LIN FT)	\$10.00	100	100	\$1,000.00	100	\$1,000.00
Base Bid	24	2104.503/01150 REMOVE TENSION CABLE GUARDRAIL (LIN FT)	\$20.00	505	0	\$0.00	405	\$8,100.00
Base Bid	25	2104.504/00070 REMOVE PAVEMENT (SQ YD)	\$2.00	10531	2652	\$5,304.00	6745	\$13,490.00
Base Bid	26	2104.504/00080 REMOVE CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$2.75	431	0	\$0.00	0	\$0.00
Base Bid	27	2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)	\$2.00	710	0	\$0.00	238	\$476.00
Base Bid	28	2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)	\$2.00	35469	3846.1	\$7,692.20	38796.1	\$77,592.20



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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	29	2104.518/00100 REMOVE BITUMINOUS WALK (SQ FT)	\$2.00	10035	0	\$0.00	0	\$0.00
Base Bid	30	2104.518/00140 REMOVE CONCRETE WALK (SQ FT)	\$2.00	970	0	\$0.00	0	\$0.00
Base Bid	31	2104.602/00300 REMOVE SIGN SPECIAL (EACH)	\$25.00	1	0	\$0.00	1	\$25.00
Base Bid	32	2104.602/00400 SALVAGE SIGN SPECIAL (EACH)	\$25.00	7	0	\$0.00	7	\$175.00
Base Bid	33	2104.602/00500 SALVAGE SIGN PANEL SPECIAL (EACH)	\$25.00	3	0	\$0.00	3	\$75.00
Base Bid	34	2106.507 EXCAVATION - COMMON (P) (CU YD)	\$6.00	22005	1301.5	\$7,809.00	7183.5	\$43,101.00
Base Bid	35	2106.507 EXCAVATION - SUBGRADE (P) (CU YD)	\$8.50	20871	1803.5	\$15,329.75	7211.5	\$61,297.75
Base Bid	36	2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)	\$11.50	24404	2762.5	\$31,768.75	8812.5	\$101,343.75
Base Bid	37	2106.507 SELECT GRANULAR EMBANKMENT MOD 10% (CV) (P) (CU YD)	\$11.50	1022	0	\$0.00	0	\$0.00
Base Bid	38	2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)	\$8.00	13075	2331	\$18,648.00	3294	\$26,352.00
Base Bid	39	2106.601/00015 DEWATERING (LUMP SUM)	\$42,000.00	1	0	\$0.00	0	\$0.00
Base Bid	40	2130.623/00010 WATER (M GALLON)	\$50.00	400	25.1	\$1,255.00	59.2	\$2,960.00



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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	41	2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)	\$42.00	12188	0	\$0.00	1604	\$67,368.00
Base Bid	42	2221.509/00090 SHOULDER BASE AGGREGATE CLASS 5 MOD (TON)	\$44.50	494	0	\$0.00	0	\$0.00
Base Bid	43	2232.504/00060 MILL BITUMINOUS SURFACE (2.0") (SQ YD)	\$1.80	40837	0	\$0.00	0	\$0.00
Base Bid	44	2355.506/00010 BITUMINOUS MATERIAL FOR FOG SEAL (GALLON)	\$6.00	2163	0	\$0.00	0	\$0.00
Base Bid	45	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)	\$2.50	11170	40	\$100.00	40	\$100.00
Base Bid	46	2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B) (TON)	\$67.00	5102	1591.32	\$106,618.44	1591.32	\$106,618.44
Base Bid	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) (TON)	\$82.00	17081	0	\$0.00	0	\$0.00
Base Bid	48	2360.509/24600 TYPE SP 12.5 WEARING COURSE MIXTURE (4;F) (TON)	\$114.00	477	0	\$0.00	0	\$0.00
Base Bid	49	2360.509/24605 TYPE SP 12.5 NON WEARING COURSE MIXTURE (4;F) (TON)	\$106.00	239	0	\$0.00	0	\$0.00
Base Bid	50	2411.507/04000 STRUCTURE EXCAVATION CLASS E (CU YD)	\$10.00	2743	0	\$0.00	0	\$0.00
Base Bid	51	2412.502/09050 9X4 PRECAST CONCRETE BOX CULVERT END SECTION (EACH)	\$12,000.00	2	0	\$0.00	0	\$0.00



Chisago County Public Works Department
 313 North Main Street, Room 400
 Center City, MN 55012
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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	52	2412.503/09040 9X4 PRECAST CONCRETE BOX CULVERT (LIN FT)	\$1,660.00	200	0	\$0.00	0	\$0.00
Base Bid	53	2451.507/00150 GRANULAR BEDDING (CV) (CU YD)	\$11.50	183	0	\$0.00	0	\$0.00
Base Bid	54	2501.502/04018 18" GS PIPE APRON (EACH)	\$300.00	14	0	\$0.00	0	\$0.00
Base Bid	55	2501.502/05015 15" RC PIPE APRON (EACH)	\$2,700.00	2	2	\$5,400.00	2	\$5,400.00
Base Bid	56	2501.502/05018 18" RC PIPE APRON (EACH)	\$2,900.00	8	4	\$11,600.00	4	\$11,600.00
Base Bid	57	2501.502/05024 24" RC PIPE APRON (EACH)	\$3,200.00	6	0	\$0.00	0	\$0.00
Base Bid	58	2501.502/05030 30" RC PIPE APRON (EACH)	\$3,400.00	3	0	\$0.00	1	\$3,400.00
Base Bid	59	2501.502/05036 36" RC PIPE APRON (EACH)	\$3,800.00	1	0	\$0.00	0	\$0.00
Base Bid	60	2501.502/44015 15" RC SAFETY APRON (EACH)	\$2,775.00	2	0	\$0.00	0	\$0.00
Base Bid	61	2501.502/44018 18" RC SAFETY APRON (EACH)	\$2,950.00	2	2	\$5,900.00	2	\$5,900.00
Base Bid	62	2501.503/00018 18" CAS PIPE CULVERT (LIN FT)	\$38.00	320	0	\$0.00	0	\$0.00
Base Bid	63	2501.503/24183 18" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT)	\$46.00	376	188	\$8,648.00	188	\$8,648.00



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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	64	2501.503/24243 24" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT)	\$57.50	300	0	\$0.00	0	\$0.00
Base Bid	65	2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)	\$18.00	600	106	\$1,908.00	342	\$6,156.00
Base Bid	66	2503.503/13120 12" PVC PIPE SEWER (LIN FT)	\$54.00	280	0	\$0.00	0	\$0.00
Base Bid	67	2503.503/19155 15" RC PIPE SEWER DESIGN 3006 CLASS V (LIN FT)	\$38.10	3307	556	\$21,183.60	1155	\$44,005.50
Base Bid	68	2503.503/19183 18" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$42.40	1012	739	\$31,333.60	937	\$39,728.80
Base Bid	69	2503.503/19243 24" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$52.50	2054	510	\$26,775.00	2054	\$107,835.00
Base Bid	70	2503.503/19303 30" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$73.00	947	100	\$7,300.00	477	\$34,821.00
Base Bid	71	2503.503/19363 36" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$101.40	267	0	\$0.00	0	\$0.00
Base Bid	72	2503.602/00310 CONNECT TO EXISTING MANHOLES (SAN) (EACH)	\$4,500.00	1	0	\$0.00	0	\$0.00
Base Bid	73	2503.603/31200 20" STEEL CASING PIPE (LIN FT)	\$140.00	90	0	\$0.00	0	\$0.00
Base Bid	74	2504.602/00010 CONNECT TO EXISTING WATER MAIN (EACH)	\$4,000.00	4	0	\$0.00	1	\$4,000.00



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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	75	2504.602/00020 HYDRANT (EACH)	\$7,600.00	4	0	\$0.00	1	\$7,600.00
Base Bid	76	2504.602/00026 ADJUST HYDRANT AND GATE VALVE (EACH)	\$1,500.00	1	1	\$1,500.00	1	\$1,600.00
Base Bid	77	2504.602/00032 ADJUST GATE VALVE AND BOX (EACH)	\$500.00	2	0	\$0.00	0	\$0.00
Base Bid	78	2504.602/00806 6" GATE VALVE AND BOX (EACH)	\$2,884.00	4	0	\$0.00	1	\$2,884.00
Base Bid	79	2504.603/01062 6" WATERMAIN DUCTILE IRON CL 52 (LIN FT)	\$54.00	44	0	\$0.00	20	\$1,080.00
Base Bid	80	2504.603/01102 10" WATERMAIN DUCTILE IRON CL 52 (LIN FT)	\$84.00	170	0	\$0.00	0	\$0.00
Base Bid	81	2504.603/04160 16" STEEL CASING PIPE (LIN FT)	\$100.00	150	0	\$0.00	0	\$0.00
Base Bid	82	2506.502/06000 CASTING ASSEMBLY (EACH)	\$1,000.00	70	24	\$24,000.00	24	\$24,000.00
Base Bid	83	2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)	\$950.00	2	0	\$0.00	0	\$0.00
Base Bid	84	2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT)	\$960.00	94.2	12.55	\$12,048.00	51.05	\$49,008.00
Base Bid	85	2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT)	\$705.00	276.7	58.25	\$41,066.25	157.85	\$111,284.25



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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	86	2506.603/03020 CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (LIN FT)	\$800.00	26.9	0	\$0.00	0	\$0.00
Base Bid	87	2506.602/06450 ADJUST FRAME AND RING CASTING (SPECIAL) (EACH)	\$650.00	2	0	\$0.00	0	\$0.00
Base Bid	88	2506.603/30000 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (LIN FT)	\$600.00	10.5	0	\$0.00	0	\$0.00
Base Bid	89	2506.603/50000 RECONSTRUCT DRAINAGE STRUCTURE SPECIAL (LIN FT)	\$516.00	6.2	0	\$0.00	0	\$0.00
Base Bid	90	2511.504/00017 GEOTEXTILE FILTER TYPE 7 (SQ YD)	\$3.80	398	0	\$0.00	0	\$0.00
Base Bid	91	2511.507/00012 RANDOM RIPRAP CLASS I (CU YD)	\$125.00	7	0	\$0.00	0	\$0.00
Base Bid	92	2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)	\$125.00	62.8	0	\$0.00	0	\$0.00
Base Bid	93	2511.507/00014 RANDOM RIPRAP CLASS III (CU YD)	\$120.00	400	0	\$0.00	0	\$0.00
Base Bid	94	2521.518/00040 4" CONCRETE WALK (SQ FT)	\$5.79	19101	0	\$0.00	0	\$0.00
Base Bid	95	2521.518/00070 7" CONCRETE WALK (SQ FT)	\$13.35	3525	0	\$0.00	0	\$0.00
Base Bid	96	2521.518/00130 3" BITUMINOUS WALK (SQ FT)	\$1.75	49336	0	\$0.00	0	\$0.00
Base Bid	97	2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH)	\$8.50	93	0	\$0.00	0	\$0.00



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Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	98	2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)	\$9.50	4449	0	\$0.00	0	\$0.00
Base Bid	99	2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT)	\$24.50	270	88	\$2,156.00	88	\$2,156.00
Base Bid	100	2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)	\$20.25	9892	1951.5	\$39,517.88	4977.5	\$100,794.38
Base Bid	101	2531.503/18120 CONCRETE CURB AND GUTTER DESIGN R424 (LIN FT)	\$26.50	374	0	\$0.00	0	\$0.00
Base Bid	102	2531.503/19220 CONCRETE CURB AND GUTTER DESIGN S524 (LIN FT)	\$22.75	3687	0	\$0.00	0	\$0.00
Base Bid	103	2531.504/00060 6" CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$71.00	340	10.8	\$766.80	10.8	\$766.80
Base Bid	104	2531.504/00080 8" CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$84.00	628	0	\$0.00	0	\$0.00
Base Bid	105	2531.618/00010 TRUNCATED DOMES (SQ FT)	\$50.00	580	0	\$0.00	0	\$0.00
Base Bid	106	2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)	\$275.00	14	0	\$0.00	0	\$0.00
Base Bid	107	2545.502/09030 LIGHTING UNIT TYPE 9-30 (EACH)	\$3,801.18	11	0	\$0.00	0	\$0.00
Base Bid	108	2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)	\$1,052.09	6	0	\$0.00	0	\$0.00



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Contract Item Status

Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	109	2545.502/16050 LIGHT FOUNDATION DESIGN STEEL E (EACH)	\$1,440.28	11	0	\$0.00	0	\$0.00
Base Bid	110	2545.502/21201 SERVICE CABINET -TYPE L1 (EACH)	\$9,718.81	1	0	\$0.00	0	\$0.00
Base Bid	111	2545.502/22510 SERVICE EQUIPMENT (EACH)	\$1,326.23	1	0	\$0.00	0	\$0.00
Base Bid	112	2545.502/22521 EQUIPMENT PAD B (EACH)	\$1,140.75	1	0	\$0.00	0	\$0.00
Base Bid	113	2545.503/01053 2" NON-METALLIC CONDUIT (LIN FT)	\$4.79	1500	0	\$0.00	0	\$0.00
Base Bid	114	2545.503/03080 UNDERGROUND WIRE 1/C 8 AWG (LIN FT)	\$1.14	6500	0	\$0.00	0	\$0.00
Base Bid	115	2545.602/23130 INSTALL LIGHTING UNIT (EACH)	\$1,123.50	6	0	\$0.00	0	\$0.00
Base Bid	116	2554.502/00002 GUIDE POST TYPE B (EACH)	\$85.00	21	0	\$0.00	0	\$0.00
Base Bid	117	2557.503/01223 WIRE FENCE DESIGN 48V-9322 (LIN FT)	\$80.00	50	0	\$0.00	0	\$0.00
Base Bid	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	1	0	\$0.00	0.75	\$25,500.00
Base Bid	119	2563.613/01100 PORTABLE CHANGEABLE MESSAGE SIGN (UNIT DAY)	\$75.00	100	0	\$0.00	28	\$2,100.00



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Base Bid	120	2563.618/00100 CONSTRUCTION SIGN SPECIAL (SQ FT)	\$200.00	7	9	\$1,800.00	10	\$2,000.00
Base Bid	121	2564.602/01515 INSTALL SIGN (EACH)	\$450.00	5	0	\$0.00	0	\$0.00
Base Bid	122	2564.602/01516 INSTALL SIGN SPECIAL (EACH)	\$250.00	7	0	\$0.00	0	\$0.00
Base Bid	123	2564.602/01519 INSTALL SIGN PANEL SPECIAL (EACH)	\$250.00	3	0	\$0.00	0	\$0.00
Base Bid	124	2564.602/02340 DELINEATOR / MARKER (EACH)	\$350.00	3	0	\$0.00	0	\$0.00
Base Bid	125	2564.602/02360 DELINEATOR / MARKER PANEL (EACH)	\$95.00	13	0	\$0.00	0	\$0.00
Base Bid	126	2564.618/00010 SIGN (SQ FT)	\$73.50	682	0	\$0.00	0	\$0.00
Base Bid	127	2565.602/51717 RIGID PVC LOOP DETECTOR 6'X6' (EACH)	\$1,097.52	9	0	\$0.00	0	\$0.00
Base Bid	128	2565.616/00060 PEDESTRIAN CROSSWALK FLASHER SYSTEM (SYSTEM)	\$26,666.16	3	0	\$0.00	0	\$0.00
Base Bid	129	2573.501/00025 STABILIZED CONSTRUCTION EXIT (LUMP SUM)	\$1,500.00	1	0	\$0.00	0	\$0.00
Base Bid	130	2573.501/00030 EROSION CONTROL SUPERVISOR (LUMP SUM)	\$765.34	1	0	\$0.00	0.75	\$574.01



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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	131	2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)	\$200.00	78	23	\$4,600.00	37	\$7,400.00
Base Bid	132	2573.502/00140 CULVERT END CONTROLS (EACH)	\$220.00	17	0	\$0.00	0	\$0.00
Base Bid	133	2573.503/00023 SILT FENCE, TYPE MS (LIN FT)	\$1.95	8278	313	\$610.35	7979	\$15,559.05
Base Bid	134	2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)	\$2.35	3678	344	\$808.40	3710	\$8,718.50
Base Bid	135	2573.602/00030 TEMPORARY STREAM DIVERSION SYSTEM (EACH)	\$10,000.00	1	0	\$0.00	0	\$0.00
Base Bid	136	2574.508/00013 FERTILIZER TYPE 3 (POUND)	\$0.74	3378	0	\$0.00	0	\$0.00
Base Bid	137	2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)	\$1.70	31170	0	\$0.00	837	\$1,422.90
Base Bid	138	2575.505/00021 SEEDING (ACRE)	\$525.00	12.3	0	\$0.00	0	\$0.00
Base Bid	139	2575.505/00025 DISK ANCHORING (ACRE)	\$175.00	8.4	0	\$0.00	0	\$0.00
Base Bid	140	2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND)	\$0.91	9445	0	\$0.00	0	\$0.00
Base Bid	141	2575.509/00030 MULCH MATERIAL TYPE 3 (TON)	\$650.00	12.4	0	\$0.00	0	\$0.00
Base Bid	142	2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)	\$495.00	22	3	\$1,485.00	12	\$5,940.00



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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	143	2575.608/25080 SEED TURFGRASS (POUND)	\$3.45	645	0	\$0.00	0	\$0.00
Base Bid	144	2575.608/25100 SEED MESIC INSLOPE (POUND)	\$10.30	648	0	\$0.00	0	\$0.00
Base Bid	145	2582.503/10104 4" SOLID LINE PAINT (LIN FT)	\$0.13	9597	0	\$0.00	0	\$0.00
Base Bid	146	2582.503/10106 6" SOLID LINE PAINT (LIN FT)	\$0.17	44609	0	\$0.00	0	\$0.00
Base Bid	147	2582.503/10124 24" SOLID LINE PAINT (LIN FT)	\$3.70	545	0	\$0.00	0	\$0.00
Base Bid	148	2582.503/10204 4" BROKEN LINE PAINT (LIN FT)	\$0.13	3950	0	\$0.00	0	\$0.00
Base Bid	149	2582.503/10306 6" DOTTED LINE PAINT (LIN FT)	\$0.17	37	0	\$0.00	0	\$0.00
Base Bid	150	2582.503/10310 10" DOTTED LINE PAINT (LIN FT)	\$0.40	88	0	\$0.00	0	\$0.00
Base Bid	151	2582.503/10404 4" DOUBLE SOLID LINE PAINT (LIN FT)	\$0.26	6680	0	\$0.00	0	\$0.00
Base Bid	152	2582.503/20104 4" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.10	2869	0	\$0.00	0	\$0.00
Base Bid	153	2582.503/20106 6" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	3856	0	\$0.00	0	\$0.00



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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	154	2582.503/20306 6" DOTTED LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	46	0	\$0.00	0	\$0.00
Base Bid	155	2582.503/76312 12" DOTTED LINE PREFORM THERMO GROUND IN (LIN FT)	\$20.00	86	0	\$0.00	0	\$0.00
Base Bid	156	2582.518/01000 PAVEMENT MESSAGE PAINT (SQ FT)	\$4.00	1105	0	\$0.00	0	\$0.00
Base Bid	157	2582.518/08000 CROSSWALK PREFORM THERMOPLASTIC (SQ FT)	\$13.00	474	0	\$0.00	0	\$0.00
Base Bid	158	2582.518/08020 CROSSWALK PREFORM THERMOPLASTIC GROUND IN (SQ FT)	\$15.00	360	0	\$0.00	0	\$0.00
Base Bid Totals:						\$456,533.12		\$1,566,890.85

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
SAP 021-030-021		\$456,533.12	\$1,566,890.85

Contract Change Item Status										
Project	CC	CC#	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Contract Change Totals:								\$		\$

Contract Total	\$1,566,890.85
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date



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Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Item Status by Funding Breakdown								
Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1 - SAP 013-630-021 / Reconditioning	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.07	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconditioning	43	2232.504/00060 MILL BITUMINOUS SURFACE (2.0") (SQ YD)	\$1.80	36863	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconditioning	44	2355.506/00010 BITUMINOUS MATERIAL FOR FOG SEAL (GALLON)	\$6.00	2163	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconditioning	45	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)	\$2.50	3326	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconditioning	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) (TON)	\$82.00	4413	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconditioning	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.07	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconditioning	145	2582.503/10104 4" SOLID LINE PAINT (LIN FT)	\$0.13	3065	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconditioning	146	2582.503/10106 6" SOLID LINE PAINT (LIN FT)	\$0.17	25698	0	\$0.00	0	\$0.00



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1 - SAP 013-630-021 / Reconditioning	148	2582.503/10204 4" BROKEN LINE PAINT (LIN FT)	\$0.13	2610	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconditioning	150	2582.503/10310 10" DOTTED LINE PAINT (LIN FT)	\$0.40	88	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconditioning	156	2582.518/01000 PAVEMENT MESSAGE PAINT (SQ FT)	\$4.00	79	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.48	0	\$0.00	0.48	\$220,800.00
1 - SAP 013-630-021 / Reconstruction	2	2051.501/00010 MAINT AND RESTORATION OF HAUL ROADS (LUMP SUM)	\$10,500.00	1	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	5	2101.505/00020 CLEARING (ACRE)	\$2,501.00	0.1	0	\$0.00	0.1	\$250.10
1 - SAP 013-630-021 / Reconstruction	6	2101.505/00030 GRUBBING (ACRE)	\$2,501.00	0.1	0	\$0.00	0.1	\$250.10
1 - SAP 013-630-021 / Reconstruction	11	2104.502/01185 REMOVE DELINEATOR / MARKER (EACH)	\$175.00	5	0	\$0.00	5	\$875.00
1 - SAP 013-630-021 / Reconstruction	12	2104.502/01220 REMOVE SIGN (EACH)	\$25.00	22	0	\$0.00	27	\$675.00
1 - SAP 013-630-021 / Reconstruction	13	2104.502/01580 REMOVE LIGHT FOUNDATION (EACH)	\$150.00	5	0	\$0.00	5	\$750.00
1 - SAP 013-630-021 / Reconstruction	14	2104.502/02920 SALVAGE LIGHTING UNIT (EACH)	\$635.32	5	0	\$0.00	5	\$3,176.60
1 - SAP 013-630-021 /	15	2104.502/03300 SALVAGE SIGN (EACH)	\$25.00	5	0	\$0.00	5	\$125.00



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Reconstruction								
1 - SAP 013-630-021 / Reconstruction	16	2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)	\$200.00	8	7	\$1,400.00	8	\$1,600.00
1 - SAP 013-630-021 / Reconstruction	17	2104.503/00195 SAWING CONCRETE PAVEMENT (FULL DEPTH) (LIN FT)	\$6.00	671	57	\$342.00	730	\$4,380.00
1 - SAP 013-630-021 / Reconstruction	18	2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT)	\$1.90	648	129	\$245.10	770	\$1,463.00
1 - SAP 013-630-021 / Reconstruction	19	2104.503/00255 REMOVE PIPE CULVERTS (LIN FT)	\$17.00	806	84	\$1,428.00	394	\$6,698.00
1 - SAP 013-630-021 / Reconstruction	21	2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)	\$4.50	1002	0	\$0.00	714	\$3,213.00
1 - SAP 013-630-021 / Reconstruction	22	2104.503/00460 REMOVE GUARDRAIL-PLATE BEAM (LIN FT)	\$18.00	465	0	\$0.00	465	\$8,370.00
1 - SAP 013-630-021 / Reconstruction	24	2104.503/01150 REMOVE TENSION CABLE GUARDRAIL (LIN FT)	\$20.00	505	0	\$0.00	405	\$8,100.00
1 - SAP 013-630-021 / Reconstruction	25	2104.504/00070 REMOVE PAVEMENT (SQ YD)	\$2.00	8185	300	\$600.00	4393	\$8,786.00
1 - SAP 013-630-021 / Reconstruction	26	2104.504/00080 REMOVE CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$2.75	431	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	27	2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)	\$2.00	540	0	\$0.00	238	\$476.00
1 - SAP 013-630-021 /	28	2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)	\$2.00	32033	3735.7	\$7,471.40	35260.7	\$70,521.40



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Reconstruction								
1 - SAP 013-630-021 / Reconstruction	30	2104.518/00140 REMOVE CONCRETE WALK (SQ FT)	\$2.00	237	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	32	2104.602/00400 SALVAGE SIGN SPECIAL (EACH)	\$25.00	7	0	\$0.00	7	\$175.00
1 - SAP 013-630-021 / Reconstruction	33	2104.602/00500 SALVAGE SIGN PANEL SPECIAL (EACH)	\$25.00	3	0	\$0.00	3	\$75.00
1 - SAP 013-630-021 / Reconstruction	34	2106.507 EXCAVATION - COMMON (P) (CU YD)	\$6.00	13093	1301.5	\$7,809.00	5771.5	\$34,629.00
1 - SAP 013-630-021 / Reconstruction	35	2106.507 EXCAVATION - SUBGRADE (P) (CU YD)	\$8.50	16511	1803.5	\$15,329.75	7211.5	\$61,297.75
1 - SAP 013-630-021 / Reconstruction	36	2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)	\$11.50	18751	2762.5	\$31,768.75	8812.5	\$101,343.75
1 - SAP 013-630-021 / Reconstruction	38	2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)	\$8.00	4181	0	\$0.00	963	\$7,704.00
1 - SAP 013-630-021 / Reconstruction	39	2106.601/00015 DEWATERING (LUMP SUM)	\$42,000.00	1	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	40	2130.523/00010 WATER (M GALLON)	\$50.00	400	25.1	\$1,255.00	59.2	\$2,960.00
1 - SAP 013-630-021 / Reconstruction	41	2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)	\$42.00	9420	0	\$0.00	1604	\$67,368.00
1 - SAP 013-630-021 /	42	2221.509/00090 SHOULDER BASE AGGREGATE CLASS 5 MOD (TON)	\$44.50	494	0	\$0.00	0	\$0.00



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Reconstruction								
1 - SAP 013-630-021 / Reconstruction	43	2232.504/00060 MILL BITUMINOUS SURFACE (2.0") (SQ YD)	\$1.80	3974	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	45	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)	\$2.50	7319	40	\$100.00	40	\$100.00
1 - SAP 013-630-021 / Reconstruction	46	2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B) (TON)	\$67.00	4799	1591.32	\$106,618.44	1591.32	\$106,618.44
1 - SAP 013-630-021 / Reconstruction	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) (TON)	\$82.00	11693	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	54	2501.502/04018 18" GS PIPE APRON (EACH)	\$300.00	14	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	56	2501.502/05018 18" RC PIPE APRON (EACH)	\$2,900.00	8	4	\$11,600.00	4	\$11,600.00
1 - SAP 013-630-021 / Reconstruction	57	2501.502/05024 24" RC PIPE APRON (EACH)	\$3,200.00	6	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	61	2501.502/44018 18" RC SAFETY APRON (EACH)	\$2,950.00	2	2	\$5,900.00	2	\$5,900.00
1 - SAP 013-630-021 / Reconstruction	62	2501.503/00018 18" CAS PIPE CULVERT (LIN FT)	\$38.00	320	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	63	2501.503/24183 18" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT)	\$46.00	367	188	\$8,648.00	188	\$8,648.00
1 - SAP 013-630-021 / Reconstruction	64	2501.503/24243 24" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT)	\$57.50	300	0	\$0.00	0	\$0.00



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1 - SAP 013-630-021 / Reconstruction	65	2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)	\$18.00	400	106	\$1,908.00	342	\$6,156.00
1 - SAP 013-630-021 / Reconstruction	83	2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)	\$950.00	1	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	87	2506.602/06450 ADJUST FRAME AND RING CASTING (SPECIAL) (EACH)	\$650.00	1	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	92	2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)	\$125.00	35.8	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	94	2521.518/00040 4" CONCRETE WALK (SQ FT)	\$5.79	485	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	98	2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)	\$9.50	528	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	99	2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT)	\$24.50	163	88	\$2,156.00	88	\$2,156.00
1 - SAP 013-630-021 / Reconstruction	100	2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)	\$20.25	9004	1951.5002 469136	\$39,517.88	4977.5002 469136	\$100,794.38
1 - SAP 013-630-021 / Reconstruction	103	2531.504/00060 6" CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$71.00	340	10.8	\$766.80	10.8	\$766.80
1 - SAP 013-630-021 / Reconstruction	104	2531.504/00080 8" CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$84.00	503	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 /	106	2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)	\$275.00	8	0	\$0.00	0	\$0.00



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Reconstruction								
1 - SAP 013-630-021 / Reconstruction	108	2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)	\$1,052.09	5	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	115	2545.602/23130 INSTALL LIGHTING UNIT (EACH)	\$1,123.50	5	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	116	2554.502/00002 GUIDE POST TYPE B (EACH)	\$85.00	13	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	117	2557.503/01223 WIRE FENCE DESIGN 48V-9322 (LIN FT)	\$80.00	50	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.48	0	\$0.00	0.48	\$16,320.00
1 - SAP 013-630-021 / Reconstruction	119	2563.613/01100 PORTABLE CHANGEABLE MESSAGE SIGN (UNIT DAY)	\$75.00	100	0	\$0.00	28	\$2,100.00
1 - SAP 013-630-021 / Reconstruction	120	2563.618/00100 CONSTRUCTION SIGN SPECIAL (SQ FT)	\$200.00	7	9	\$1,800.00	10	\$2,000.00
1 - SAP 013-630-021 / Reconstruction	121	2564.602/01515 INSTALL SIGN (EACH)	\$450.00	5	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	122	2564.602/01516 INSTALL SIGN SPECIAL (EACH)	\$250.00	7	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	123	2564.602/01519 INSTALL SIGN PANEL SPECIAL (EACH)	\$250.00	3	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 /	124	2564.602/02340 DELINEATOR / MARKER (EACH)	\$350.00	1	0	\$0.00	0	\$0.00



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Reconstruction								
1 - SAP 013-630-021 / Reconstruction	125	2564.602/02350 DELINEATOR / MARKER PANEL (EACH)	\$95.00	6	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	126	2564.618/00010 SIGN (SQ FT)	\$73.50	441	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	127	2565.602/51717 RIGID PVC LOOP DETECTOR 6'X6' (EACH)	\$1,097.52	9	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	128	2565.616/00060 PEDESTRIAN CROSSWALK FLASHER SYSTEM (SYSTEM)	\$26,666.16	1	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	129	2573.501/00025 STABILIZED CONSTRUCTION EXIT (LUMP SUM)	\$1,500.00	1	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	130	2573.501/00030 EROSION CONTROL SUPERVISOR (LUMP SUM)	\$765.34	1	0	\$0.00	0.750006533	\$574.01
1 - SAP 013-630-021 / Reconstruction	131	2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)	\$200.00	58	23	\$4,600.00	36	\$7,200.00
1 - SAP 013-630-021 / Reconstruction	132	2573.502/00140 CULVERT END CONTROLS (EACH)	\$220.00	9	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	133	2573.503/00023 SILT FENCE, TYPE MS (LIN FT)	\$1.95	6915	273	\$532.35	6788	\$13,236.60
1 - SAP 013-630-021 / Reconstruction	134	2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)	\$2.35	2078	0	\$0.00	1870	\$4,394.50
1 - SAP 013-630-021 /	136	2574.508/00013 FERTILIZER TYPE 3 (POUND)	\$0.74	2320	0	\$0.00	0	\$0.00



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Reconstructi on								
1 - SAP 013- 630-021 / Reconstructi on	137	2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)	\$1.70	24484	0	\$0.00	0	\$0.00
1 - SAP 013- 630-021 / Reconstructi on	138	2575.505/00021 SEEDING (ACRE)	\$525.00	8	0	\$0.00	0	\$0.00
1 - SAP 013- 630-021 / Reconstructi on	139	2575.505/00025 DISK ANCHORING (ACRE)	\$175.00	6.4	0	\$0.00	0	\$0.00
1 - SAP 013- 630-021 / Reconstructi on	140	2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND)	\$0.91	4609	0	\$0.00	0	\$0.00
1 - SAP 013- 630-021 / Reconstructi on	141	2575.509/00030 MULCH MATERIAL TYPE 3 (TON)	\$650.00	9.7	0	\$0.00	0	\$0.00
1 - SAP 013- 630-021 / Reconstructi on	142	2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)	\$495.00	10.5	1	\$495.00	6	\$2,970.00
1 - SAP 013- 630-021 / Reconstructi on	143	2575.608/25080 SEED TURFGRASS (POUND)	\$3.45	314	0	\$0.00	0	\$0.00
1 - SAP 013- 630-021 / Reconstructi on	144	2575.608/25100 SEED MESIC INSLOPE (POUND)	\$10.30	441	0	\$0.00	0	\$0.00
1 - SAP 013- 630-021 / Reconstructi on	145	2582.503/10104 4" SOLID LINE PAINT (LIN FT)	\$0.13	6532	0	\$0.00	0	\$0.00
1 - SAP 013- 630-021 / Reconstructi on	146	2582.503/10106 6" SOLID LINE PAINT (LIN FT)	\$0.17	18911	0	\$0.00	0	\$0.00
1 - SAP 013- 630-021 / Reconstructi on	147	2582.503/10124 24" SOLID LINE PAINT (LIN FT)	\$3.70	503	0	\$0.00	0	\$0.00



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1 - SAP 013-630-021 / Reconstruction	148	2582.503/10204 4" BROKEN LINE PAINT (LIN FT)	\$0.13	1340	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	149	2582.503/10306 6" DOTTED LINE PAINT (LIN FT)	\$0.17	37	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	151	2582.503/10404 4" DOUBLE SOLID LINE PAINT (LIN FT)	\$0.26	5904	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	152	2582.503/20104 4" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.10	1089	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	153	2582.503/20106 6" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	1815	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	154	2582.503/20306 6" DOTTED LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	23	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	156	2582.518/01000 PAVEMENT MESSAGE PAINT (SQ FT)	\$4.00	995	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	157	2582.518/08000 CROSSWALK PREFORM THERMOPLASTIC (SQ FT)	\$13.00	474	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.18	0	\$0.00	0.18	\$82,800.00
1 - SAP 013-630-021 / Storm Sewer	7	2104.502/00090 REMOVE BOX CULVERT (EACH)	\$3,700.00	2	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	8	2104.502/00100 REMOVE BOX CULVERT END (EACH)	\$3,700.00	4	0	\$0.00	0	\$0.00



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1 - SAP 013-630-021 / Storm Sewer	37	2106.507 SELECT GRANULAR EMBANKMENT MOD 10% (CV) (P) (CU YD)	\$11.50	1022	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	50	2411.507/04000 STRUCTURE EXCAVATION CLASS E (CU YD)	\$10.00	2743	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	51	2412.502/09050 9X4 PRECAST CONCRETE BOX CULVERT END SECTION (EACH)	\$12,000.00	2	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	52	2412.503/09040 9X4 PRECAST CONCRETE BOX CULVERT (LIN FT)	\$1,650.00	200	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	53	2451.507/00150 GRANULAR BEDDING (CV) (CU YD)	\$11.50	183	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	55	2501.502/05015 15" RC PIPE APRON (EACH)	\$2,700.00	2	2	\$5,400.00	2	\$5,400.00
1 - SAP 013-630-021 / Storm Sewer	58	2501.502/05030 30" RC PIPE APRON (EACH)	\$3,400.00	1	0	\$0.00	1	\$3,400.00
1 - SAP 013-630-021 / Storm Sewer	59	2501.502/05036 36" RC PIPE APRON (EACH)	\$3,800.00	1	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	67	2503.503/19155 15" RC PIPE SEWER DESIGN 3006 CLASS V (LIN FT)	\$38.10	1944	556	\$21,183.60	1155	\$44,005.50
1 - SAP 013-630-021 / Storm Sewer	68	2503.503/19183 18" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$42.40	1012	739	\$31,333.60	937	\$39,728.80
1 - SAP 013-630-021 / Storm Sewer	69	2503.503/19243 24" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$52.50	2054	510	\$26,775.00	2054	\$107,835.00



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1 - SAP 013-630-021 / Storm Sewer	70	2503.503/19303 30" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$73.00	477	100	\$7,300.00	477	\$34,821.00
1 - SAP 013-630-021 / Storm Sewer	71	2503.503/19363 36" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$101.40	267	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	82	2506.502/06000 CASTING ASSEMBLY (EACH)	\$1,000.00	50	24	\$24,000.00	24	\$24,000.00
1 - SAP 013-630-021 / Storm Sewer	84	2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT)	\$960.00	82	12.55	\$12,048.00	51.05	\$49,008.00
1 - SAP 013-630-021 / Storm Sewer	85	2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT)	\$705.00	188.3	58.25	\$41,066.25	157.85	\$111,284.25
1 - SAP 013-630-021 / Storm Sewer	86	2506.503/03020 CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (LIN FT)	\$600.00	16	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	90	2511.504/00017 GEOTEXTILE FILTER TYPE 7 (SQ YD)	\$3.80	398	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	91	2511.507/00012 RANDOM RIPRAP CLASS I (CU YD)	\$125.00	7	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	92	2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)	\$125.00	18.8	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	93	2511.507/00014 RANDOM RIPRAP CLASS III (CU YD)	\$120.00	400	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	116	2554.502/00002 GUIDE POST TYPE B (EACH)	\$85.00	4	0	\$0.00	0	\$0.00



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1 - SAP 013-630-021 / Storm Sewer	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.18	0	\$0.00	0.18	\$6,120.00
1 - SAP 013-630-021 / Storm Sewer	135	2573.602/00030 TEMPORARY STREAM DIVERSION SYSTEM (EACH)	\$10,000.00	1	0	\$0.00	0	\$0.00
2 - RAB / Roadway	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.13	0	\$0.00	0	\$0.00
2 - RAB / Roadway	3	2101.502/00020 CLEARING (EACH)	\$199.00	1	0	\$0.00	1	\$199.00
2 - RAB / Roadway	4	2101.502/00030 GRUBBING (EACH)	\$199.00	1	0	\$0.00	1	\$199.00
2 - RAB / Roadway	5	2101.505/00020 CLEARING (ACRE)	\$2,501.00	0.5	0	\$0.00	0.5	\$1,250.50
2 - RAB / Roadway	6	2101.505/00030 GRUBBING (ACRE)	\$2,501.00	0.5	0	\$0.00	0.5	\$1,250.50
2 - RAB / Roadway	9	2104.502/00850 REMOVE GATE VALVE AND BOX (EACH)	\$1,800.00	2	1	\$1,800.00	1	\$1,800.00
2 - RAB / Roadway	10	2104.502/00880 REMOVE HYDRANT (EACH)	\$1,500.00	2	1	\$1,500.00	1	\$1,500.00
2 - RAB / Roadway	12	2104.502/01220 REMOVE SIGN (EACH)	\$25.00	1	0	\$0.00	1	\$25.00
2 - RAB / Roadway	13	2104.502/01580 REMOVE LIGHT FOUNDATION (EACH)	\$150.00	1	0	\$0.00	1	\$150.00
2 - RAB / Roadway	14	2104.502/02920 SALVAGE LIGHTING UNIT (EACH)	\$635.32	1	0	\$0.00	1	\$635.32



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2 - RAB / Roadway	16	2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)	\$200.00	2	2	\$400.00	2	\$400.00
2 - RAB / Roadway	17	2104.503/00195 SAWING CONCRETE PAVEMENT (FULL DEPTH) (LIN FT)	\$6.00	24	0	\$0.00	24	\$144.00
2 - RAB / Roadway	19	2104.503/00255 REMOVE PIPE CULVERTS (LIN FT)	\$17.00	108	108	\$1,836.00	108	\$1,836.00
2 - RAB / Roadway	25	2104.504/00070 REMOVE PAVEMENT (SQ YD)	\$2.00	2346	2352	\$4,704.00	2352	\$4,704.00
2 - RAB / Roadway	28	2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)	\$2.00	2861	110.4	\$220.80	3535.4	\$7,070.80
2 - RAB / Roadway	29	2104.518/00100 REMOVE BITUMINOUS WALK (SQ FT)	\$2.00	10035	0	\$0.00	0	\$0.00
2 - RAB / Roadway	31	2104.602/00300 REMOVE SIGN SPECIAL (EACH)	\$25.00	1	0	\$0.00	1	\$25.00
2 - RAB / Roadway	34	2106.507 EXCAVATION - COMMON (P) (CU YD)	\$6.00	4649	0	\$0.00	0	\$0.00
2 - RAB / Roadway	35	2106.507 EXCAVATION - SUBGRADE (P) (CU YD)	\$8.50	3510	0	\$0.00	0	\$0.00
2 - RAB / Roadway	36	2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)	\$11.50	4794	0	\$0.00	0	\$0.00
2 - RAB / Roadway	38	2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)	\$8.00	1278	0	\$0.00	0	\$0.00



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2 - RAB / Roadway	41	2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)	\$42.00	1630	0	\$0.00	0	\$0.00
2 - RAB / Roadway	45	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)	\$2.50	403	0	\$0.00	0	\$0.00
2 - RAB / Roadway	46	2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B) (TON)	\$67.00	303	0	\$0.00	0	\$0.00
2 - RAB / Roadway	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) (TON)	\$82.00	605	0	\$0.00	0	\$0.00
2 - RAB / Roadway	48	2360.509/24600 TYPE SP 12.5 WEARING COURSE MIXTURE (4;F) (TON)	\$114.00	477	0	\$0.00	0	\$0.00
2 - RAB / Roadway	49	2360.509/24605 TYPE SP 12.5 NON WEARING COURSE MIXTURE (4;F) (TON)	\$106.00	239	0	\$0.00	0	\$0.00
2 - RAB / Roadway	65	2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)	\$18.00	200	0	\$0.00	0	\$0.00
2 - RAB / Roadway	77	2504.602/00032 ADJUST GATE VALVE AND BOX (EACH)	\$500.00	2	0	\$0.00	0	\$0.00
2 - RAB / Roadway	87	2506.602/06450 ADJUST FRAME AND RING CASTING (SPECIAL) (EACH)	\$650.00	1	0	\$0.00	0	\$0.00
2 - RAB / Roadway	94	2521.518/00040 4" CONCRETE WALK (SQ FT)	\$5.79	14310	0	\$0.00	0	\$0.00
2 - RAB / Roadway	95	2521.518/00070 7" CONCRETE WALK (SQ FT)	\$13.35	3525	0	\$0.00	0	\$0.00



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2 - RAB / Roadway	96	2521.518/00130 3" BITUMINOUS WALK (SQ FT)	\$1.75	11408	0	\$0.00	0	\$0.00
2 - RAB / Roadway	97	2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH)	\$8.50	33	0	\$0.00	0	\$0.00
2 - RAB / Roadway	98	2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)	\$9.50	1619	0	\$0.00	0	\$0.00
2 - RAB / Roadway	100	2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)	\$20.25	286	0	\$0.00	0	\$0.00
2 - RAB / Roadway	101	2531.503/18120 CONCRETE CURB AND GUTTER DESIGN R424 (LIN FT)	\$26.50	374	0	\$0.00	0	\$0.00
2 - RAB / Roadway	102	2531.503/19220 CONCRETE CURB AND GUTTER DESIGN S524 (LIN FT)	\$22.75	3687	0	\$0.00	0	\$0.00
2 - RAB / Roadway	105	2531.618/00010 TRUNCATED DOMES (SQ FT)	\$50.00	160	0	\$0.00	0	\$0.00
2 - RAB / Roadway	106	2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)	\$275.00	2	0	\$0.00	0	\$0.00
2 - RAB / Roadway	107	2545.502/09030 LIGHTING UNIT TYPE 9-30 (EACH)	\$3,801.18	11	0	\$0.00	0	\$0.00
2 - RAB / Roadway	108	2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)	\$1,052.09	1	0	\$0.00	0	\$0.00
2 - RAB / Roadway	109	2545.502/16050 LIGHT FOUNDATION DESIGN STEEL E (EACH)	\$1,440.28	11	0	\$0.00	0	\$0.00



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Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2 - RAB / Roadway	110	2545.502/21201 SERVICE CABINET -TYPE L1 (EACH)	\$9,718.81	1	0	\$0.00	0	\$0.00
2 - RAB / Roadway	111	2545.502/22510 SERVICE EQUIPMENT (EACH)	\$1,326.23	1	0	\$0.00	0	\$0.00
2 - RAB / Roadway	112	2545.502/22521 EQUIPMENT PAD B (EACH)	\$1,140.75	1	0	\$0.00	0	\$0.00
2 - RAB / Roadway	113	2545.503/01053 2" NON-METALLIC CONDUIT (LIN FT)	\$4.79	1500	0	\$0.00	0	\$0.00
2 - RAB / Roadway	114	2545.503/03080 UNDERGROUND WIRE 1/C 8 AWG (LIN FT)	\$1.14	6500	0	\$0.00	0	\$0.00
2 - RAB / Roadway	115	2545.602/23130 INSTALL LIGHTING UNIT (EACH)	\$1,123.50	1	0	\$0.00	0	\$0.00
2 - RAB / Roadway	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.13	0	\$0.00	0	\$0.00
2 - RAB / Roadway	124	2564.602/02340 DELINEATOR / MARKER (EACH)	\$350.00	2	0	\$0.00	0	\$0.00
2 - RAB / Roadway	125	2564.602/02350 DELINEATOR / MARKER PANEL (EACH)	\$95.00	4	0	\$0.00	0	\$0.00
2 - RAB / Roadway	126	2564.618/00010 SIGN (SQ FT)	\$73.50	173	0	\$0.00	0	\$0.00
2 - RAB / Roadway	128	2565.616/00060 PEDESTRIAN CROSSWALK FLASHER SYSTEM (SYSTEM)	\$26,666.16	1	0	\$0.00	0	\$0.00



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Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2 - RAB / Roadway	131	2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)	\$200.00	16	0	\$0.00	0	\$0.00
2 - RAB / Roadway	133	2573.503/00023 SILT FENCE, TYPE MS (LIN FT)	\$1.95	474	0	\$0.00	405	\$789.75
2 - RAB / Roadway	134	2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)	\$2.35	729	344	\$808.40	764	\$1,795.40
2 - RAB / Roadway	136	2574.508/00013 FERTILIZER TYPE 3 (POUND)	\$0.74	549	0	\$0.00	0	\$0.00
2 - RAB / Roadway	138	2575.505/00021 SEEDING (ACRE)	\$525.00	1.9	0	\$0.00	0	\$0.00
2 - RAB / Roadway	139	2575.505/00025 DISK ANCHORING (ACRE)	\$175.00	1.5	0	\$0.00	0	\$0.00
2 - RAB / Roadway	140	2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND)	\$0.91	1306	0	\$0.00	0	\$0.00
2 - RAB / Roadway	141	2575.509/00030 MULCH MATERIAL TYPE 3 (TON)	\$650.00	2.2	0	\$0.00	0	\$0.00
2 - RAB / Roadway	142	2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)	\$495.00	3	2	\$990.00	2	\$990.00
2 - RAB / Roadway	143	2575.608/25080 SEED TURFGRASS (POUND)	\$3.45	89	0	\$0.00	0	\$0.00
2 - RAB / Roadway	144	2575.608/25100 SEED MESIC INSLOPE (POUND)	\$10.30	105	0	\$0.00	0	\$0.00
2 - RAB / Roadway	152	2582.503/20104 4" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.10	1543	0	\$0.00	0	\$0.00



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Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2 - RAB / Roadway	153	2582.503/20106 6" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	2041	0	\$0.00	0	\$0.00
2 - RAB / Roadway	154	2582.503/20306 6" DOTTED LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	23	0	\$0.00	0	\$0.00
2 - RAB / Roadway	155	2582.503/76312 12" DOTTED LINE PREFORM THERMO GROUND IN (LIN FT)	\$20.00	43	0	\$0.00	0	\$0.00
2 - RAB / Roadway	156	2582.518/01000 PAVEMENT MESSAGE PAINT (SQ FT)	\$4.00	31	0	\$0.00	0	\$0.00
2 - RAB / Roadway	158	2582.518/08020 CROSSWALK PREFORM THERMOPLASTIC GROUND IN (SQ FT)	\$15.00	180	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.04	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	58	2501.502/05030 30" RC PIPE APRON (EACH)	\$3,400.00	2	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	60	2501.502/44015 15" RC SAFETY APRON (EACH)	\$2,775.00	2	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	67	2503.503/19155 15" RC PIPE SEWER DESIGN 3006 CLASS V (LIN FT)	\$38.10	1363	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	70	2503.503/19303 30" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$73.00	470	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	82	2506.502/06000 CASTING ASSEMBLY (EACH)	\$1,000.00	18	0	\$0.00	0	\$0.00



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Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2 - RAB / Storm Sewer	84	2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT)	\$960.00	12.2	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	85	2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT)	\$705.00	88.4	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	86	2506.503/03020 CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (LIN FT)	\$600.00	10.9	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	92	2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)	\$125.00	8.2	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	116	2554.502/00002 GUIDE POST TYPE B (EACH)	\$85.00	4	0	\$0.00	0	\$0.00
2 - RAB / Storm Sewer	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.04	0	\$0.00	0	\$0.00
3 - SRTS	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.05	0	\$0.00	0.04	\$18,400.00
3 - SRTS	3	2101.502/00020 CLEARING (EACH)	\$199.00	50	0	\$0.00	58	\$11,542.00
3 - SRTS	4	2101.502/00030 GRUBBING (EACH)	\$199.00	50	0	\$0.00	57	\$11,343.00
3 - SRTS	5	2101.505/00020 CLEARING (ACRE)	\$2,501.00	0.1	0	\$0.00	0.1	\$250.10
3 - SRTS	6	2101.505/00030 GRUBBING (ACRE)	\$2,501.00	0.1	0	\$0.00	0.1	\$250.10
3 - SRTS	9	2104.502/00850 REMOVE GATE VALVE AND BOX (EACH)	\$1,800.00	2	0	\$0.00	1	\$1,800.00



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Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
3 - SRTS	10	2104.502/00880 REMOVE HYDRANT (EACH)	\$1,500.00	2	0	\$0.00	1	\$1,500.00
3 - SRTS	18	2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT)	\$1.90	70	0	\$0.00	160	\$304.00
3 - SRTS	21	2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)	\$4.50	78	0	\$0.00	15	\$67.50
3 - SRTS	27	2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)	\$2.00	161	0	\$0.00	0	\$0.00
3 - SRTS	34	2106.507 EXCAVATION - COMMON (P) (CU YD)	\$6.00	3103	0	\$0.00	1412	\$8,472.00
3 - SRTS	38	2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)	\$8.00	7277	2331	\$18,648.00	2331	\$18,648.00
3 - SRTS	41	2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)	\$42.00	801	0	\$0.00	0	\$0.00
3 - SRTS	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) (TON)	\$82.00	36	0	\$0.00	0	\$0.00
3 - SRTS	76	2504.602/00026 ADJUST HYDRANT AND GATE VALVE (EACH)	\$1,500.00	1	1	\$1,500.00	1	\$1,500.00
3 - SRTS	94	2521.518/00040 4" CONCRETE WALK (SQ FT)	\$5.79	3546	0	\$0.00	0	\$0.00
3 - SRTS	96	2521.518/00130 3" BITUMINOUS WALK (SQ FT)	\$1.75	37928	0	\$0.00	0	\$0.00



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3 - SRTS	97	2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH)	\$8.50	60	0	\$0.00	0	\$0.00
3 - SRTS	98	2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)	\$9.50	2302	0	\$0.00	0	\$0.00
3 - SRTS	100	2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)	\$20.25	32	0	\$0.00	0	\$0.00
3 - SRTS	105	2531.618/00010 TRUNCATED DOMES (SQ FT)	\$50.00	420	0	\$0.00	0	\$0.00
3 - SRTS	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.05	0	\$0.00	0.04	\$1,360.00
3 - SRTS	132	2573.502/00140 CULVERT END CONTROLS (EACH)	\$220.00	8	0	\$0.00	0	\$0.00
3 - SRTS	133	2573.503/00023 SILT FENCE, TYPE MS (LIN FT)	\$1.95	889	40	\$78.00	786	\$1,532.70
3 - SRTS	134	2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)	\$2.35	597	0	\$0.00	656	\$1,541.60
3 - SRTS	136	2574.508/00013 FERTILIZER TYPE 3 (POUND)	\$0.74	404	0	\$0.00	0	\$0.00
3 - SRTS	137	2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)	\$1.70	5450	0	\$0.00	837	\$1,422.90
3 - SRTS	138	2575.505/00021 SEEDING (ACRE)	\$525.00	1.8	0	\$0.00	0	\$0.00



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3 - SRTS	140	2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND)	\$0.91	3420	0	\$0.00	0	\$0.00
3 - SRTS	142	2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)	\$495.00	8	0	\$0.00	4	\$1,980.00
3 - SRTS	143	2575.608/25080 SEED TURFGRASS (POUND)	\$3.45	234	0	\$0.00	0	\$0.00
3 - SRTS	144	2575.608/25100 SEED MESIC INSLOPE (POUND)	\$10.30	80	0	\$0.00	0	\$0.00
4 - City Local	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.05	0	\$0.00	0.05	\$23,000.00
4 - City Local	12	2104.502/01220 REMOVE SIGN (EACH)	\$25.00	2	0	\$0.00	2	\$50.00
4 - City Local	16	2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)	\$200.00	4	0	\$0.00	0	\$0.00
4 - City Local	18	2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT)	\$1.90	40	0	\$0.00	33	\$62.70
4 - City Local	20	2104.503/00270 REMOVE WATER MAIN (LIN FT)	\$15.00	110	110	\$1,650.00	110	\$1,650.00
4 - City Local	21	2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)	\$4.50	40	0	\$0.00	0	\$0.00
4 - City Local	23	2104.503/00820 REMOVE STEEL CASING (LIN FT)	\$10.00	100	100	\$1,000.00	100	\$1,000.00
4 - City Local	27	2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)	\$2.00	9	0	\$0.00	0	\$0.00



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4 - City Local	28	2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)	\$2.00	575	0	\$0.00	0	\$0.00
4 - City Local	30	2104.518/00140 REMOVE CONCRETE WALK (SQ FT)	\$2.00	733	0	\$0.00	0	\$0.00
4 - City Local	34	2106.507 EXCAVATION - COMMON (P) (CU YD)	\$6.00	1160	0	\$0.00	0	\$0.00
4 - City Local	35	2106.507 EXCAVATION - SUBGRADE (P) (CU YD)	\$8.50	850	0	\$0.00	0	\$0.00
4 - City Local	36	2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)	\$11.50	859	0	\$0.00	0	\$0.00
4 - City Local	38	2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)	\$8.00	339	0	\$0.00	0	\$0.00
4 - City Local	41	2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)	\$42.00	337	0	\$0.00	0	\$0.00
4 - City Local	45	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)	\$2.50	122	0	\$0.00	0	\$0.00
4 - City Local	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) (TON)	\$82.00	334	0	\$0.00	0	\$0.00
4 - City Local	63	2501.503/24183 18" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT)	\$46.00	9	0	\$0.00	0	\$0.00
4 - City Local	66	2503.503/13120 12" PVC PIPE SEWER (LIN FT)	\$54.00	280	0	\$0.00	0	\$0.00



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4 - City Local	72	2503.602/00310 CONNECT TO EXISTING MANHOLES (SAN) (EACH)	\$4,500.00	1	0	\$0.00	0	\$0.00
4 - City Local	73	2503.603/31200 20" STEEL CASING PIPE (LIN FT)	\$140.00	90	0	\$0.00	0	\$0.00
4 - City Local	74	2504.602/00010 CONNECT TO EXISTING WATER MAIN (EACH)	\$4,000.00	4	0	\$0.00	1	\$4,000.00
4 - City Local	75	2504.602/00020 HYDRANT (EACH)	\$7,600.00	4	0	\$0.00	1	\$7,600.00
4 - City Local	78	2504.602/00806 6" GATE VALVE AND BOX (EACH)	\$2,884.00	4	0	\$0.00	1	\$2,884.00
4 - City Local	79	2504.603/01082 6" WATERMAIN DUCTILE IRON CL 52 (LIN FT)	\$54.00	44	0	\$0.00	20	\$1,080.00
4 - City Local	80	2504.603/01102 10" WATERMAIN DUCTILE IRON CL 52 (LIN FT)	\$84.00	170	0	\$0.00	0	\$0.00
4 - City Local	81	2504.603/04160 16" STEEL CASING PIPE (LIN FT)	\$100.00	150	0	\$0.00	0	\$0.00
4 - City Local	82	2506.502/06000 CASTING ASSEMBLY (EACH)	\$1,000.00	2	0	\$0.00	0	\$0.00
4 - City Local	83	2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)	\$950.00	1	0	\$0.00	0	\$0.00
4 - City Local	88	2506.603/30000 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (LIN FT)	\$600.00	10.5	0	\$0.00	0	\$0.00



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4 - City Local	89	2506.603/50000 RECONSTRUCT DRAINAGE STRUCTURE SPECIAL (LIN FT)	\$516.00	6.2	0	\$0.00	0	\$0.00
4 - City Local	94	2521.518/00040 4" CONCRETE WALK (SQ FT)	\$5.79	760	0	\$0.00	0	\$0.00
4 - City Local	99	2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT)	\$24.50	107	0	\$0.00	0	\$0.00
4 - City Local	100	2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)	\$20.25	570	0	\$0.00	0	\$0.00
4 - City Local	104	2531.504/00080 8" CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$84.00	125	0	\$0.00	0	\$0.00
4 - City Local	106	2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)	\$275.00	4	0	\$0.00	0	\$0.00
4 - City Local	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.05	0	\$0.00	0.05	\$1,700.00
4 - City Local	125	2564.602/02350 DELINEATOR / MARKER PANEL (EACH)	\$95.00	3	0	\$0.00	0	\$0.00
4 - City Local	126	2564.618/00010 SIGN (SQ FT)	\$73.50	68	0	\$0.00	0	\$0.00
4 - City Local	128	2565.616/00060 PEDESTRIAN CROSSWALK FLASHER SYSTEM (SYSTEM)	\$26,666.16	1	0	\$0.00	0	\$0.00
4 - City Local	131	2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)	\$200.00	4	0	\$0.00	1	\$200.00



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4 - City Local	134	2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)	\$2.35	274	0	\$0.00	420	\$987.00
4 - City Local	136	2574.508/00013 FERTILIZER TYPE 3 (POUND)	\$0.74	105	0	\$0.00	0	\$0.00
4 - City Local	137	2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)	\$1.70	1236	0	\$0.00	0	\$0.00
4 - City Local	138	2575.505/00021 SEEDING (ACRE)	\$525.00	0.6	0	\$0.00	0	\$0.00
4 - City Local	139	2575.505/00025 DISK ANCHORING (ACRE)	\$175.00	0.5	0	\$0.00	0	\$0.00
4 - City Local	140	2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND)	\$0.91	110	0	\$0.00	0	\$0.00
4 - City Local	141	2575.509/00030 MULCH MATERIAL TYPE 3 (TON)	\$650.00	0.5	0	\$0.00	0	\$0.00
4 - City Local	142	2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)	\$495.00	0.5	0	\$0.00	0	\$0.00
4 - City Local	143	2575.608/25080 SEED TURFGRASS (POUND)	\$3.45	8	0	\$0.00	0	\$0.00
4 - City Local	144	2575.608/25100 SEED MESIC INSLOPE (POUND)	\$10.30	22	0	\$0.00	0	\$0.00
4 - City Local	147	2582.503/10124 24" SOLID LINE PAINT (LIN FT)	\$3.70	42	0	\$0.00	0	\$0.00
4 - City Local	151	2582.503/10404 4" DOUBLE SOLID LINE PAINT (LIN FT)	\$0.26	776	0	\$0.00	0	\$0.00



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4 - City Local	152	2582.503/20104 4" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.10	237	0	\$0.00	0	\$0.00
4 - City Local	155	2582.503/76312 12" DOTTED LINE PREFORM THERMO GROUND IN (LIN FT)	\$20.00	43	0	\$0.00	0	\$0.00
4 - City Local	158	2582.518/08020 CROSSWALK PREFORM THERMOPLASTIC GROUND IN (SQ FT)	\$15.00	180	0	\$0.00	0	\$0.00
Totals:						\$456,533.12		\$1,566,890.85



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 Center City, MN 55012
 Main: (651) 213-8700

Contract Item Status by Funding Breakdown								
Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
4 - City Local	152	2582.503/20104 4" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.10	237	0	\$0.00	0	\$0.00
4 - City Local	155	2582.503/76312 12" DOTTED LINE PREFORM THERMO GROUND IN (LIN FT)	\$20.00	43	0	\$0.00	0	\$0.00
4 - City Local	158	2582.518/08020 CROSSWALK PREFORM THERMOPLASTIC GROUND IN (SQ FT)	\$15.00	180	0	\$0.00	0	\$0.00
Totals:						\$456,533.12		\$1,566,890.85



Prepared By: Tonya Kostuch, City Clerk

Presenter: Tonya Kostuch, City Clerk

Date: 08/15/2025

Board & Commission: City Council

Subject: Approval of LG220 Application for Exempt Permit for the East Central Friends of NRA

Background Information:

The East Central Friends of NRA would like to have Bingo at the North Branch American Legion, located at 6439 Elm Street, North Branch, MN 55056. The clerk's office reviews and signs off on the application before the applicant sends it to the Minnesota Gambling Control Board, which then issues a permit for the event as requested.

Requested Action:

Staff recommends council approval of this application for submission to the Minnesota Gambling Control Board by the East Central Friends of NRA.

Voting Requirements:

Voting Options Simple Majority

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

4/22
Page 1 of 4

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: East Central Friends of NRA Previous Gambling Permit Number: X-
Minnesota Tax ID Number, if any: Federal Employer ID Number (FEIN), if any: 2
Mailing Address:
City: NORTH BRANCH State: MN Zip: 55056 County: CHISAGO
Name of Chief Executive Officer (CEO): DAN LEMMERMAN
CEO Daytime Phone: 651-539-1900 CEO Email: ~~dan@eastcentralfriends.com~~
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO):

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of **both** of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): North Branch American Legion

Physical Address (do not use P.O. box): 6439 Elm St. North Branch, MN 55056

Check one:

☒ City: North Branch Zip: 55056 County: CHISAGO
☐ Township: Zip: County:

Date(s) of activity (for raffles, indicate the date of the drawing):

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☐ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**CITY APPROVAL
for a gambling premises
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

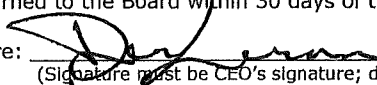
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 8-12-25
(Signature must be CEO's signature; designee may not sign)

Print Name: DAN LEMMERMAN**REQUIREMENTS****Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS**Mail application with:**

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer



Prepared By: Tonya Kostuch, City Clerk

Presenter: Tonya Kostuch, City Clerk

Date: 08/15/2025

Board & Commission: City Council

Subject: Approval of Transient Merchant License - LePage and Sons, Inc.

Background:

Kristi Jane Norby has completed an application for a 30-day Transient License for LePage & Sons, Inc. All required paperwork has been received, along with a completed background check and payment.

Recommended Action:

Motion and second to approve the application for a 30-day Transient Merchant License to Kristi Jane Norby with LePage & Sons, Inc.

Voting Requirements:

Voting Options Simple Majority

CITY OF NORTH BRANCH

Application for Transient Merchant License

****IF YOU HAVE MULTIPLE EMPLOYEES GOING DOOR TO DOOR, EACH INDIVIDUAL MUST COMPLETE SECTION 1. ADDITIONAL SPACE IS PROVIDED ON BACK****

SECTION 1 - INFORMATION ON APPLICANT

APPLICANT'S FULL LEGAL NAME (LAST, FIRST, MIDDLE)

Nordby, Kristi Jane

APPLICANT'S ADDRESS (STREET ADDRESS, CITY, STATE, ZIP)

APPLICANT'S PHONE NUMBER

APPLICANT'S DRIVER'S LICENSE NUMBER

APPLICANT'S DATE OF BIRTH

APPLICANT'S SOCIAL SECURITY NUMBER

HAS APPLICANT EVER BEEN CONVICTED OF A VIOLATION OF ANY FEDERAL STATE OR CITY ORDINANCES OR LAWS? ☐ YES ☒ NO
IF SO LIST NATURE OF VIOLATION, DATE OF CONVICTION, AND NAME OF JURISDICTION INVOLVED.

SECTION 2 - INFORMATION ON COMPANY

COMPANY NAME (PERSON, FIRM, ASSOCIATION OR CORPORATION WHOSE MERCHANDISE IS BEING SOLD)

LePage & Sons, Inc.

COMPANY ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) A PO BOX NUMBER IS NOT AN ACCEPTABLE ADDRESS

23602 University Ave NW Bethel, MN 55005

COMPANY PHONE NUMBER

MINNESOTA ID NUMBER

FEDERAL ID NUMBER

SECTION 3 - INFORMATION ON GOODS TO BE OFFERED

DESCRIPTION OF GOODS, WARES, MERCHANDISE, OR SERVICES BEING OFFERED BY TRANSIENT MERCHANT

Residential and commercial garbage services

DATES GOODS ARE BEING OFFERED

30 days

AREA WHERE GOODS ARE BEING OFFERED

west side of 35 moving east

I certify that the information given herein is true and complete to the best of my knowledge. I authorize the City of North Branch to do a criminal background investigation as may be necessary in issuance of a Transient Merchant License.

Kristi Nordby
SIGNATURE OF APPLICANT

8/7/2025

DATE

FOR OFFICE USE ONLY

BACKGROUND CHECK COMPLETED BY _____

DATE OF INVESTIGATION _____

RECOMMEND ☐ APPROVAL OR ☐ DENIAL

☐ APPROVED OR ☐ DENIED BY CITY COUNCIL

DATE OF COUNCIL ACTION _____

Transient Merchant License Applicants

Notice to all License Applicants:

Attached is:

- The North Branch City Code on Peddlers, Solicitors and Transient Merchants.
- Transient Merchant License Application

The license is good for a 30-day period. The license fee is \$78.

The North Branch Police Department will conduct a background investigation on all solicitors. If more than one individual will be going door-to-door you must request a Transient Merchant License Group Sale application

License applications must be approved by the North Branch City Council before you can begin going door-to-door. You must be in possession of the approved licensed signed by the City prior to going door-to-door.

G

I certify that the information given herein is true and complete to the best of my knowledge. I authorize the City of North Branch to do a criminal background investigation as may be necessary in issuance of a Transient Merchant License.

Kristi Nordby
SIGNATURE OF APPLICANT

8/7/2025
DATE

FOR OFFICE USE ONLY

BACKGROUND CHECK COMPLETED BY _____

DATE OF INVESTIGATION _____

RECOMMEND ☐ APPROVAL OR ☐ DENIAL

☐ APPROVED OR ☐ DENIED BY CITY COUNCIL

DATE OF COUNCIL ACTION _____

LICENSE APPLICANT:

Pursuant to Minnesota Statute 270.72 Tax Clearance: Issuance of Licenses, the licensing authority is required to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification number and the social security number of each license applicant.

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties or interest;
2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue upon their request. However, under the Federal Exchange of Information Agreement the Department of Revenue may supply this information to the Internal Revenue Service;
3. Failure to supply this information may jeopardize or delay the processing of your licensing issuance or renewal application.

Please supply the following information and return along with your application to the agency issuing the license. **DO NOT RETURN TO THE DEPARTMENT OF REVENUE.**

LICENSE BEING APPLIED FOR OR RENEWED: Solicitors permit

LICENSING AUTHORITY: City of North Branch, Chisago County, Minnesota

LICENSE RENEWAL DATE: _____

PERSONAL INFORMATION (If applicable):

Applicant's Name Kristi Nordby

Applicant's Address _____ City _____ State _____ Zip _____

Social Security Number: _____

BUSINESS INFORMATION (If applicable):

Business Name LePage & Sons, Inc.

Business Address 23602 University Ave NW Bethel, MN 55005
City _____ State _____ Zip _____

MINNESOTA TAX IDENTIFICATION NO: _____

FEDERAL TAX IDENTIFICATION NO: _____

If a Minnesota Tax Identification number is not required, please explain on the reverse side.

Kristi Nordby Sales Manager 8/7/2025
Signature Position (Officer, Partner, etc.) Date



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 08/20/2025

Board & Commission: Parks, Trails and Open Space Commission

Subject: Approval of Williams Park Signage

Background

The PTOS Commission has been working on the development a strategic plan for the City's Parks, Trails and Open Space System. As part of the review, the Commission has identified the need for having a uniform signage throughout the city.

The City's Comprehensive Plan also identifies a Goal of: Providing a welcoming and safe parks and recreation system. Policy 5.1.1 of the plan states:

Ensure visible and legible signage at park entrances, use recognizable branding to indicate that parks are open to all people, provide entrances on public streets, and utilize vegetation that does not obscure views into and through the parks.

The Commission approved the installation of new park monument signs in all developed city parks in 2023; however, Williams Park was not included. Williams Park currently has a metal sign noting Williams Park Community Garden; however, it does not identify this as a city park. The estimated cost of the sign along with the posts and brackets is \$3,600.

The PTOS Commission discussed this at their August 4, 2025, meeting and recommended approval of the purchase of 2 monument signs for Williams Park to be placed at both (east and west) entrances to the park with the funds to come from the park dedication fund.

Requested Action

To recommend approval of an amount not to exceed \$4,000 for the Williams Park entrance/monument sign.

Voting Requirements:

Voting Options Simple Majority

North Branch

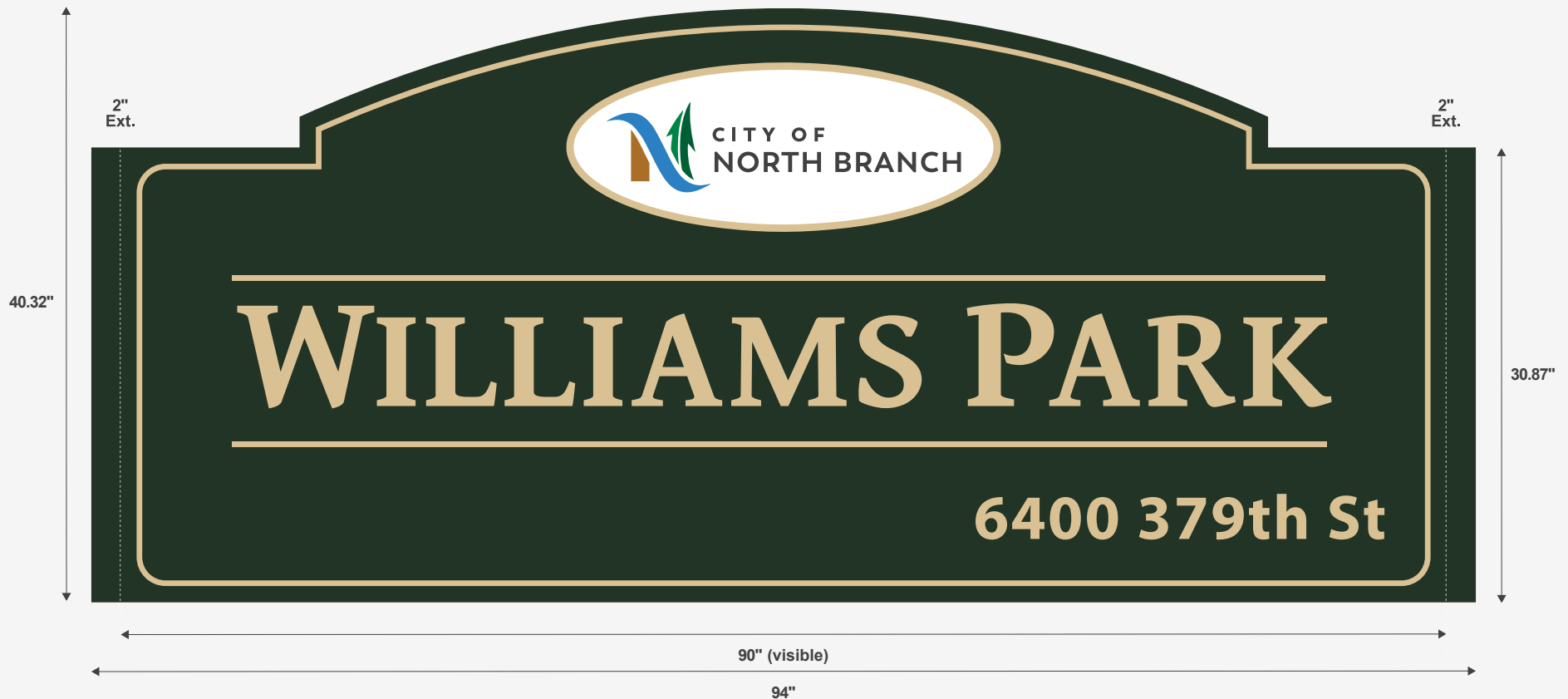
3/4" Thick Plastic
Flat-Routed

Quantity: 1

Darkwoods Green / Tan / Darkwoods Green*

*Digital representation of color is approximate. Contact us for a material color sample if needed

Single-Sided



PROPRIETARY | This design is the property of Vacker Inc.. Any reproduction or use, in part or as a whole, without the written permission of Vacker Inc. is prohibited.

EXPANSION AND CONTRACTION | HDPE sign board should be allowed to move freely with expansion and contraction. Any thru holes should be oversized by 1/8"–1/4" and care should be taken to not over-tighten fasteners.

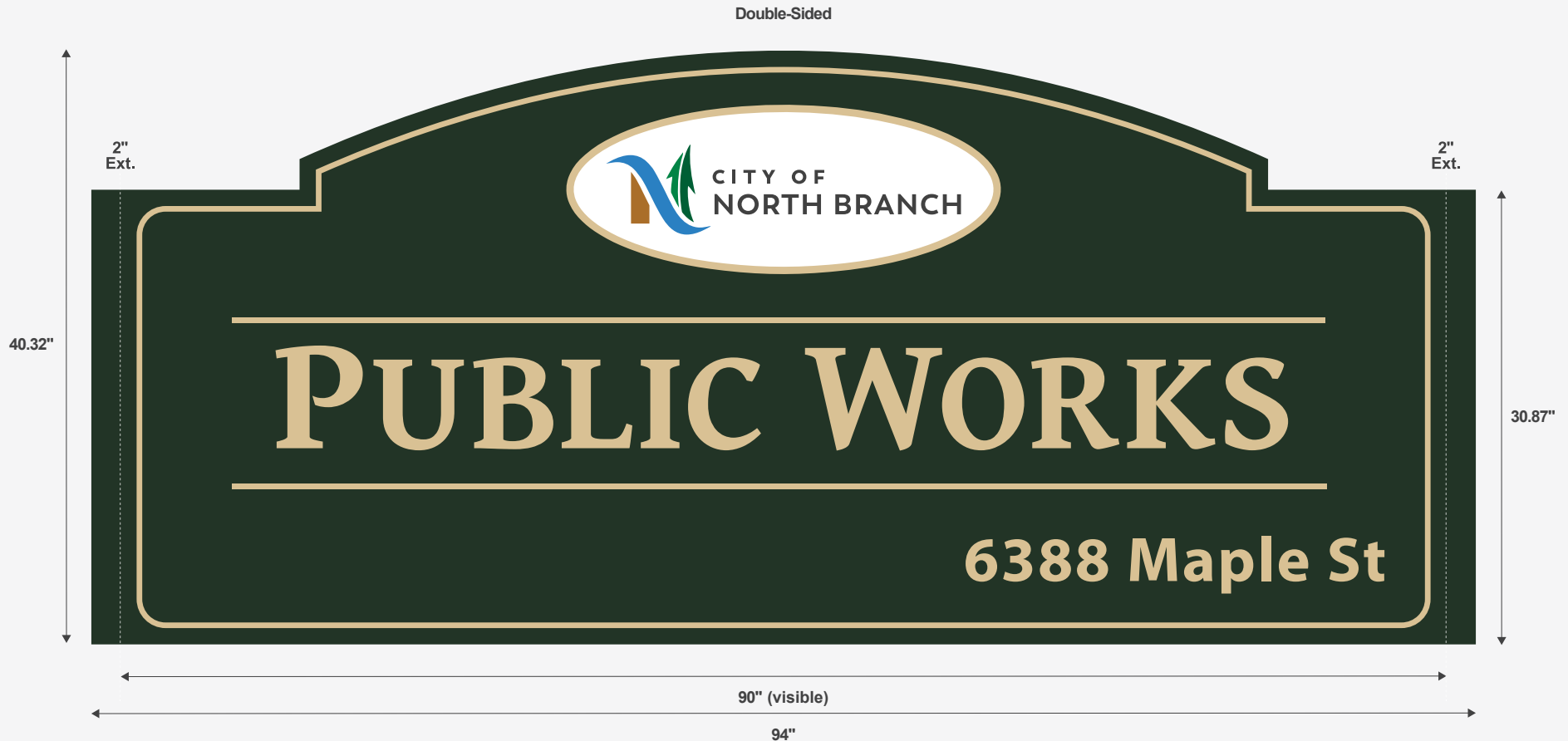
North Branch

3/4" Thick Plastic
Flat-Routed

Quantity: 1

Darkwoods Green / Tan / Darkwoods Green*

*Digital representation of color is approximate. Contact us for a material color sample if needed



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EXPANSION AND CONTRACTION | HDPE sign board should be allowed to move freely with expansion and contraction. Any thru holes should be oversized by 1/8"–1/4" and care should be taken to not over-tighten fasteners.

ESTIMATE

Vacker Inc.
948 Sherren St. W.
Roseville, MN 55113-4420

ckriegler@vackersign.com
+1 (651) 487-3100



Bill to

North Branch, City of
Nate Sondrol

Ship to

North Branch, City of
Nate Sondrol

Estimate details

Estimate no.: 7780
Estimate date: 07/30/2025

Sales Rep: Nicholas Kriegler

#	Product or service	Description	Qty	Rate	Amount
1.	Routed Plastic double-sided >16 sf logo panel insert	42"Hx94"W Flat routed double-sided bi-color HDPE (dark woods green / tan / dark woods green) sign panel with TUFF Panel logo panel insert . Panel length includes 2" extensions for insertion in post slot, if desired. [Public Works]	1	\$1,680.00	\$1,680.00
2.	Routed Plastic single-sided >16 sf logo panel insert	42"Hx94"W Routed or V-grooved single-sided bi-color HDPE (dark woods green / tan / dark woods green) sign panel with TUFF Panel logo panel insert.. Panel length includes 2" extensions for insertion in post slot, if desired. [WILLIAMS PARK]	1	\$1,456.00	\$1,456.00
3.	24RPSShip.Freight.NoSpecialServices	Shipping by freight to location with off-loading capabilities (forklift or loading dock) and no special services (Ex. appointment, or limited access. Lift gate services typically adds \$70).	1	\$150.00	\$150.00

Total

\$3,286.00

Note to customer

Thank you for the opportunity to provide you with a proposal. Feel free to get back to me with any questions, requested revisions, or if you'd like to proceed with the order. If you'd like to proceed as proposed, PLEASE SIGN OFF AND RETURN as an acknowledgement of the proposed details, including shipping contact and address.
Have a great day,
Vacker Sign

Accepted date

Accepted by



Prepared By:

Presenter:

Date: 08/20/2025

Board & Commission: Parks, Trails and Open Space Commission

Subject: Approval of the acceptance of a donation for a bench in Wildridge Park

Background

Delaine Rebeck has requested to donate a bench along with the concrete pad to be installed along the trail in the pocket park in the Wildridge development. See the attached photo. Ms Rebeck donated 2 benches in 2020 and is requesting an additional bench to be located near the other benches. Attached is a photo of the bench along with a map showing the location.

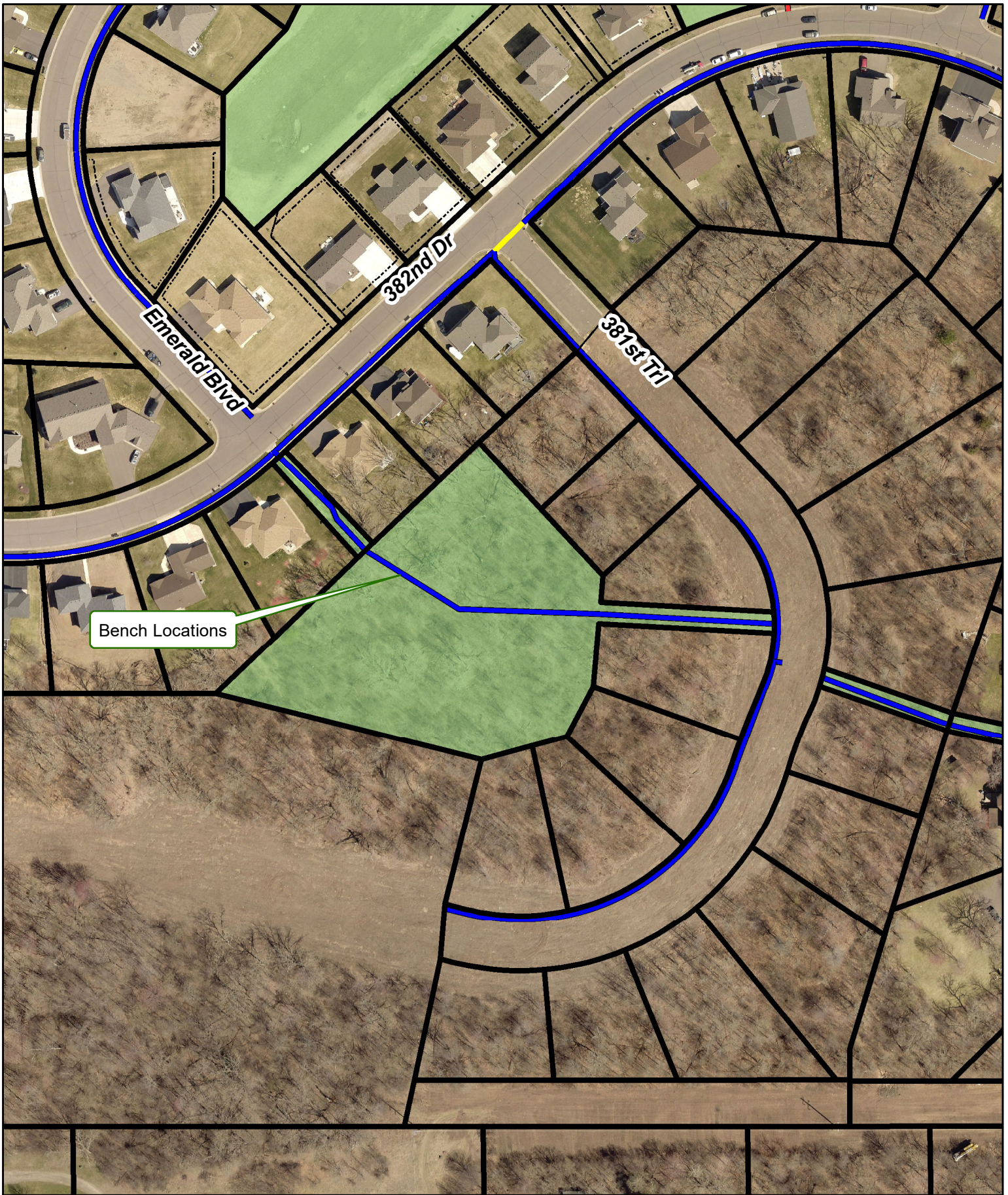
Requested Action

To approve the acceptance of the donation of a bench and concrete pad to be installed along the walking path in the pocket park in Wildridge Park from Delaine Rebeck.

Voting Requirements:

Voting Options Simple Majority







Prepared By: Ryan Saltis, City Planner

Presenter: Ryan Saltis, City Planner

Date: 08/20/2025

Board & Commission: Planning Commission

Subject: Approval of Resolution R-217-2025 approving a Home Occupation / Interim Use Permit for a Dog Grooming Business at 39479 Ash Ct

Requested Action

To recommend approval of Resolution R-217-2025 approving a home occupation/interim use permit for a dog grooming business at 39479 Ash Court.

Overview / Background

A request for a dog grooming home occupation is proposed at 39479 Ash Court. The applicant, Julie Nordquist has provided building plans, a site layout and pictures in addition to the home occupation permit application. Home Occupation requirements are listed in Section 66-942 of North Branch City Code and can be found in the Analysis section of this report.

Attachments

- Staff Report
- Permit Application
- Site Layout Plans
- Building Plans
- Dog Bath Building Plan Picture
- Resolution R-217-2025

Planning Commission Recommendation

The Planning Commission held a public hearing on the request on August 5, 2025, and received no public comments outside of the applicant. The Planning Commission recommended approval of the request with findings of fact and conditions listed in the resolution.

Voting Requirements:

Voting Options Simple Majority

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-217-2025

**A RESOLUTION APPROVING A INTERIM USE PERMIT FOR HOME
OCCUPATION/INTERIM USE PERMIT FOR A DOG GROOMING BUSINESS AT
39479 ASH CT**

WHEREAS, Julie Nordquist (“Applicant”), has requested a home occupation/interim use permit for a dog grooming business at 39479 Ash Court; and,

WHEREAS, the property is legally described as:

Lot 1, Block 1, Oak Ridge 1st Addition, Chisago County, Minnesota; and,

WHEREAS, the Subject Property is guided as Low Density Residential, per the Comprehensive Plan (“Land Use”), and zoned as R1 – Single-Family Residential (“Zoning”); and,

WHEREAS, a home occupation is an interim use in the Single-Family Residential district as stated in Section 66-6 of the City Code; and,

WHEREAS, pursuant to Minnesota Statute §462.357 the Planning Commission (“Commission”) held a Public Hearing (“Hearing”) on August 5, 2025, to consider and receive public comment regarding the proposed conditional use permit; and,

WHEREAS, notice of the Hearing was posted, published in the City’s official newspaper, and mailed to any and all owners of affected properties, as required by State Statute; and,

WHEREAS, all persons desiring to be heard concerning the conditional use permit were given the opportunity to speak thereon; and,

WHEREAS, following the Hearing, the Commission found the interim use permit satisfies zoning standards and unanimously recommended approval of the requested conditional use permit with conditions as stated herein; and,

WHEREAS, the City Council of the City of North Branch, on August 26, 2025, considered the requested interim use permit and how it might affect public health, safety, or welfare and found that the project will not negatively impact the public health, safety, or welfare.

**NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF
NORTH BRANCH, MINNESOTA**, the Interim Use Permit for a home occupation dog grooming business for at 39479 Ash Court is hereby approved based on the following findings of fact:

1. The proposed IUP is consistent with the City's Comprehensive Plan and the proposed use is compatible with present and future land uses of the area.
2. Subject to conditions, the proposed use conforms with all performance standards contained in the City's Zoning Ordinance.
3. The proposed use will be served by municipal utilities and will not overextend the City's infrastructure.
4. The proposed use will not place an undue financial burden on the city.
5. The proposed IUP will not impair light to adjacent property.
6. Traffic generation by the proposed use is within capabilities of streets serving the property.
7. The proposed use is consistent with the spirit and intent of the division.

BE IT FURTHER RESOLVED that approval of the Interim Use Permit for a home occupation dog grooming business at 39479 Ash Court shall be subject to the following conditions:

1. The applicant shall apply for all necessary building permits for the dog wash station build out including but not limited to mechanical, plumbing and electrical.
2. There shall be no overnight boarding of dogs.
3. There shall be no outdoor storage for the home occupation.
4. There shall be no outdoor grooming or kenneling. All activities must be conducted indoors.
5. A waste management plan must be in place for pet hair and animal waste.
6. Barking or grooming noise must comply with city code.
7. Customer visits shall be made by appointment only and limited to one per hour.
8. There shall be no additional employees other than the homeowner.
9. There shall be no exterior signage advertising the business.
10. The applicant shall comply with entirety of Section 66-942 of North Branch City Code for Home Occupations.
11. The Applicant shall be responsible for all costs associated with the Conditional Use Permit application.
12. All fees and financial obligations shall be received by the City prior to the releasing of the approval documents for recording.
13. Failure to comply with conditions can result in revocation of the interim use permit.

Passed by the City Council of North Branch, Minnesota this 26th day of August, 2025.

Kevin Schieber, Mayor

Attested:

Matthew Hill, City Administrator



NORTH BRANCH

ZONING & LAND USE APPLICATION

HOME OCCUPATION / INTERIM USE PERMIT

PROPERTY INFORMATION	
Property Address	39479 Ash CT. North Branch MN 55056
Parcel ID Number	16.00534.20

APPLICANT & OWNER INFORMATION	
Business Name	
Property Owner Name	Julie Nordquist
Address	39479 Ash CT North Branch MN
Phone	320-237-8821
Email	jnordquist13@icloud.com

HOME OCCUPATION OPERATION DETAIL	
Zoning District	[Select Zoning From List]
Type of Business	Dog Grooming
Business Operations	Hours 8-5 Days
	Location (Check all that apply.) ☐ In Home ☐ Accessory Building ☐ Outside
	☐ Yes ☒ No Employees # of Employees:
	☐ Yes ☒ No Employee Parking # of Spaces:
	☒ Yes ☐ No Customers ☐ Yes ☐ No Deliveries
	☐ Yes ☒ No Goods Sold List:
	☐ Yes ☒ No On-Site Storage List:
	☐ Yes ☒ No Equipment List:

APPLICATION FEES			
Application	\$300	Escrow	\$1,000

ACKNOWLEDGEMENT

APPLICANT STATEMENT

This application should be processed in my name, and I am the party whom the City of North Branch should contact about this application. I have completed all of the applicable filing requirements and, to the best of my knowledge, the documents and information I have submitted are true and correct.

Julie Nordquist
Applicant Signature

05-29-2025
Date

OWNER STATEMENT

I am the owner of the above described property and I agree to this application. By signing this application, I certify that all fees, charges, utility bills, taxes, special assessments, and other debts or obligations due to the City of North Branch by me or for this property are paid in full. I further certify that I am in compliance with all ordinance requirements and conditions regarding other City approvals that have been granted to me for any matter(s). (If corporation or partnership, a resolution authorizing this action from the board or partnership must be attached.)

Julie Nordquist
Applicant Signature

05-29-2025
Date



ZONING & LAND USE APPLICATION

PROJECT TRACKING FORM

PROJECT NAME	
Project Name	<i>Official Use Only.</i>

APPLICATION	
Project Description	Dog Groom shop
Application Type	Home Occupation
Site Address or PIN	

APPLICANT INFORMATION	
Name	
Address	
Phone	
Email	

APPLICANT STATEMENT

By signing this, I understand the City of North Branch shall only return any unspent escrow funds to the Applicant listed above, unless otherwise authorized by the Applicant in writing. I also understand the Applicant listed above is solely responsible for providing additional escrow funds, if required by the City, related to the review of my Zoning & Land Use Application. Furthermore, I understand it shall be my responsibility to request, in writing to the attention of the Community Development Director, return of unspent escrow funds.

Applicant Signature

 5/29/25
 Date

APPLICANT INFORMATION					
Date Received		Check Amount	\$	Check Number	

 City Staff Signature

 Date

PROJECT TRACKING			
Project Number		Submittal Date	
Application Fee	Initial Escrow	Escrow Deposit	Escrow Deposit
Date	Date	Date	Date
\$	\$	\$	\$
15 Day Review	60 Day Review	60 Day Extension	120 Day Review
Date	Date	Date	Date
Planning Commission	Date	City Council	Date
Development Agreement	Development Fees	Security	Mylars Recorded
Date	Date	Date	Date



City of North Branch
PO Box 910
North Branch, MN 55056
(651) 674-8113

XBP Confirmation Number: 236550069

Transaction detail for payment to City of North Branch.			Date: 07/09/2025 - 2:34:48 PM MT	
Transaction Number: 246955855 Visa — XXXX-XXXX-XXXX-3487 Status: Successful				
Account #	Item	Receipt Number	Quantity	Item Amount
	ZONING		1	\$300.00
Notes: Home occupation				

TOTAL: \$300.00

Transaction detail for payment to City of North Branch.			Date: 07/09/2025 - 2:34:50 PM MT
Transaction Number: 246955856 Visa — XXXX-XXXX-XXXX-3487 Status: Successful			
Account #	Item	Quantity	Item Amount
	North Branch SF	1	\$9.00
Notes: Home occupation			

TOTAL: \$9.00

Billing Information
JULIE M NORDQUIST
Home Occupation
55056

Transaction taken by: Admin rochellek

BUILDING PERMIT APPLICATION

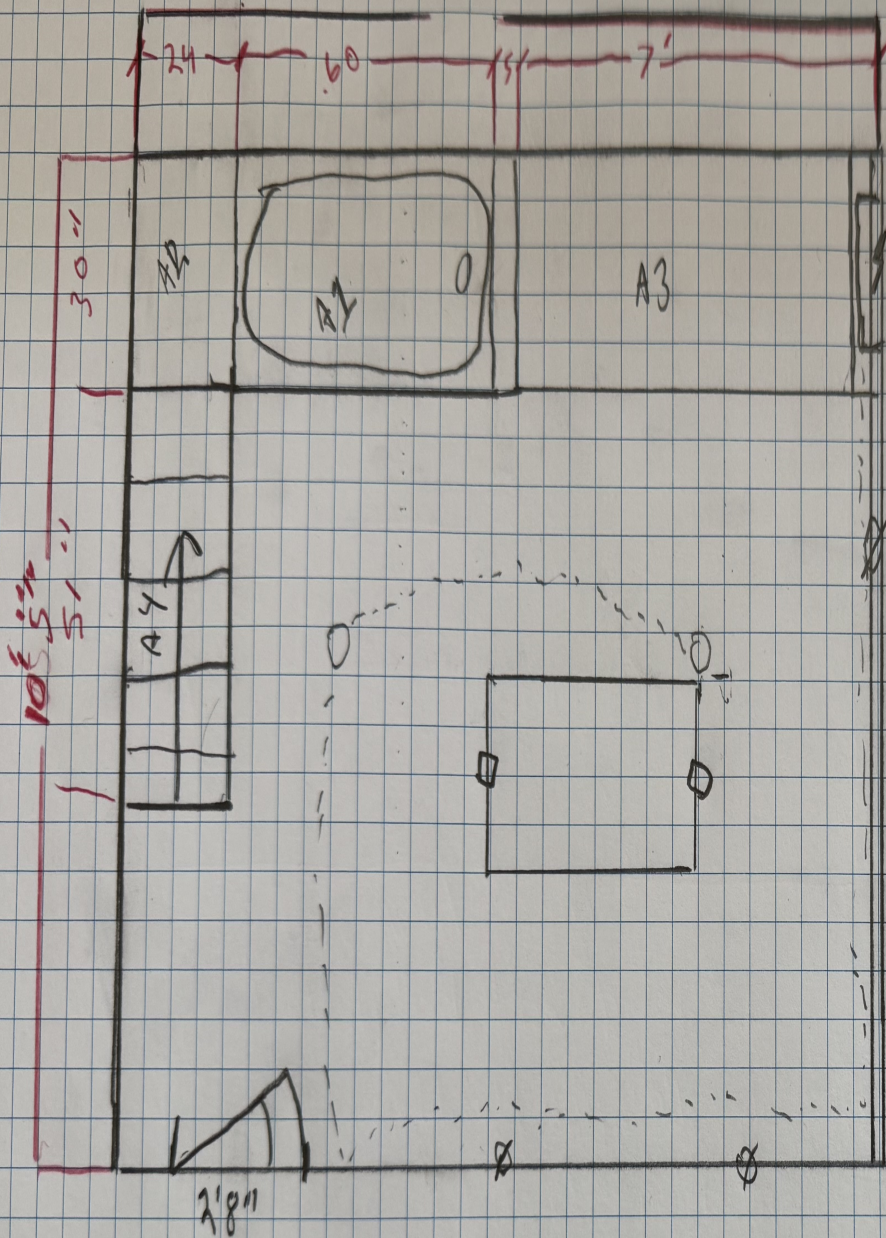
Applicant to complete numbered spaces only

1) Job Address 39479 Ash Court		PID #	
2) Legal Description Lot Number	Block	Tract	☐ See Attached Sheet
3) Owner Julie Nordquist	Mailing Address 39479 Ash Ct	Phone 5505	North Branch
4) Contractor	Mailing Address	City / State	Zip Code
Contractor License Number		Phone Number	Email Address
5) Engineer	Mailing Address	Phone	License Number
6) Septic/Excavation Contractor	Mailing Address	Phone	License Number
7) Heating Contractor	Mailing Address	Phone	License Number
8) Plumbing Contractor	Mailing Address	Phone	License Number
9) Fireplace Installer	Mailing Address	Phone	License Number
10) Use of Building			
11) Class of Work ☐ New ☐ Addition ☐ Alteration ☐ Garage ☐ Repair ☒ Remodel ☐ Replace ☐ Other _____			
12) Occupancy	Type of Construction Build-out	Total Sq. Foot 302	No. of Stories
13) Zoning	No. of Dwelling units	Required Parking	
14) Special Conditions			
15) Valuation of Work \$		Description of Work	

Notice Separate permits are required for Plumbing and Mechanical. This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction work is suspended or abandoned for a period of 180 days at any time after work is commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All Provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. <i>Julie Nordquist</i> Signature of Contractor or Owner 7/9/25 Date Approved by Building Official _____ Date _____ PERMIT NO. _____	FEES Permit _____ Plan Check _____ Penalty _____ Water Availability _____ Sewer Availability _____ Water Connection _____ Sewer Connection _____ Surcharge _____ Water Meter _____ Irrigation Meter _____ Other _____ Other _____ Copies _____ TOTAL FEE: _____ DATE PAID: _____ RECEIPT NO: _____	Inspector Notes In order to have an active permit the permittee needs to schedule an inspection every 180 days after the initial permit is obtained, regardless of the status of the work being performed.
---	---	--

WHEN PROPERLY VALIDATED THIS IS YOUR PERMIT – City of North Branch 651.674.8113

14'5"



1/4" = 1'

N

- A1 Tub is sitting 26" off the floor
- A2 counter top is 44" off the floor
- A3 counter top is 36" off the floor
- A4 Stairs are 10" tread 7 1/4" Rise

Julie Nordquist
~~394~~ 79 Ash Court
 North Branch, MN 55056
 320-237-8821

Pet Grooming Shop

Building plan
Julie Nordquist
39479 Ash Court
North Branch, MN 55056
Future pet grooming plan
July 8, 2025

Building supply for renovation of basement room.

Already existing items in space of 14'5X 10'5

Studded Walls 14'5 X 10'5. Two by four

Electric outlets on all walls in place

2 overhead light fixtures

Plumbing of Hot and Cold lines in place with drain to sewer

Floor drain

Stuff that will be need to be add to floor plan

Mold And moist resistant drywall 14 sheets

Installation in walls plastic for vapor barrier

NRP 4 X8 pebbled interior wall plastic- shower walls

60" tub

Build up tub to 36' green treat 2x4

Faucet

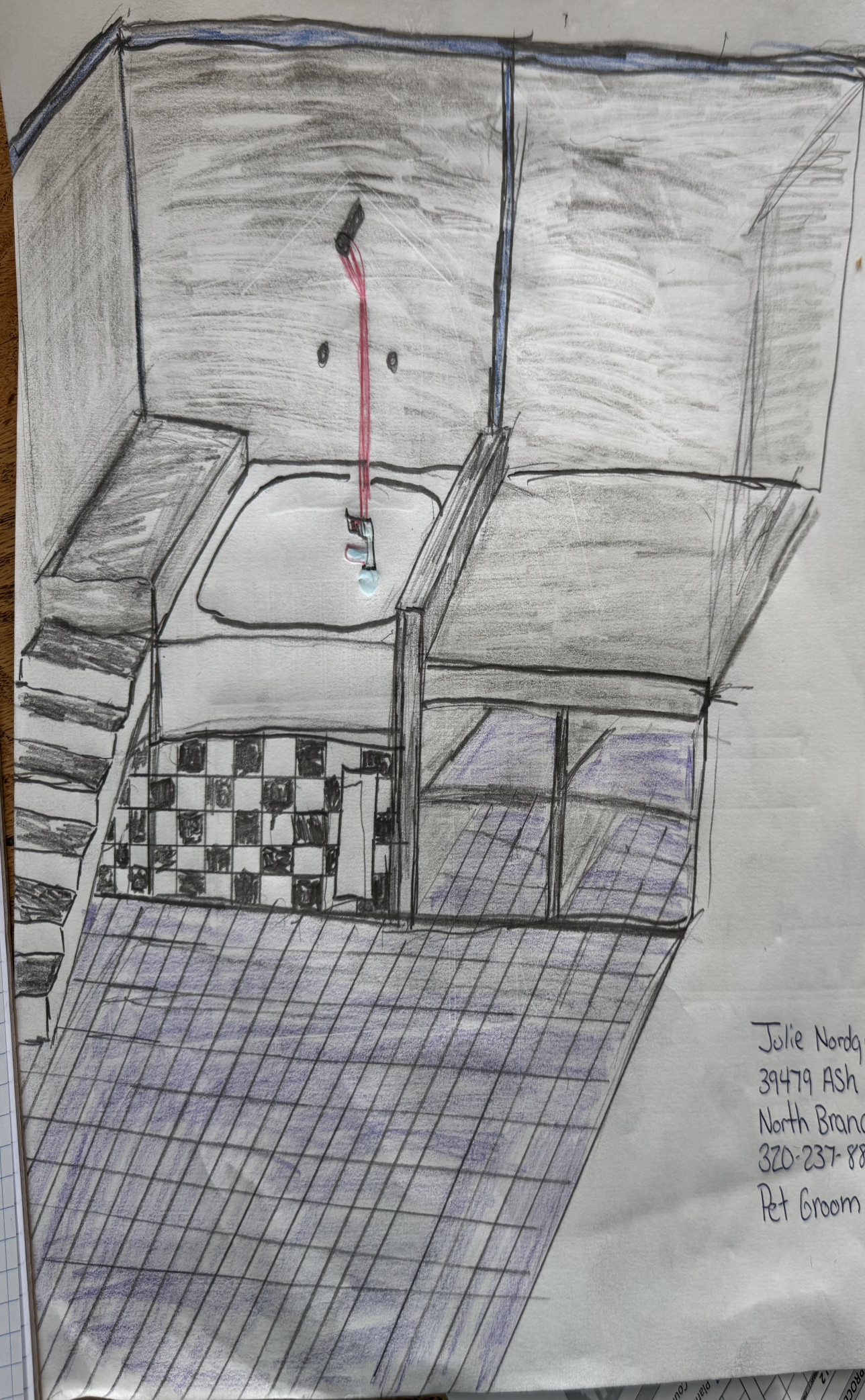
Hose with sprayer

Extra drain trap for dog hair

Stick and peel tile for floor

Versa tech on stairs going into tub

For parking I have a driveway that can park two Vehicles. Sidewalk for customer. Hours of operation is by appointment only would be open 9:00 AM to 5:00 PM Monday Wednesday Friday. Tuesday and Thursday 11:00 to 8:00 PM. Saturday by appointment Sunday closed. One client per hour and a half.



Jolie Nordquist
39479 Ash Court
North Branch MN 55056
320-237-8821
Pet Groom Shop



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 08/20/2025

Board & Commission: Parks, Trails and Open Space Commission

Subject: Approval of Chisago County Historical Society Digital Memories Trail Marker

The Chisago County Historical Society (CCHS) has been working on developing a Chisago County Digital Memories Trail project for 2025. This County-sponsored initiative allows residents and visitors to follow the trail and learn about history across the County. As part of the project, they will provide one marker in North Branch, that will include North Branch specific information. The planned location is Central Park. The City has the option to purchase additional markers for \$150 if they are interested. The signs are scheduled to be installed in August/September 2025.

The PTOS Commission discussed this at the August 4, 2025, meeting and recommended approval of the placement of the marker in Central Park and approved the purchase of a second marker to be located near the Sunrise Prairie Regional Trail head.

Requested Action

To approve the placement of Chisago County Digital Memories Trail marker in Central Park and authorize the purchase of one additional sign marker to be placed near the Sunrise Prairie Regional Trailhead with the funds (\$150) from the park improvement fund.

Voting Requirements:

Voting Options Simple Majority



The Chisago County Historical Society (CCHS) is excited to announce the **Chisago County Digital Memories Trail**, our major project for 2025. This County-sponsored initiative will allow residents and visitors to follow the trail and learn about history across the County. We are writing to request your participation and assistance as we launch this new project.

Digital Memories across Chisago County

The primary goal is to capture history, foster a sense of community identity, and increase tourism across the townships and cities in the County, including:

Almelund/Amador	Harris	Rush City	Taylors Falls
Center City	Kost	Rush Point	Wyoming
Chisago City	Lent	Shafer	
Chisago Lake	Lindstrom	Stacy	
Franconia	Nessel	Stark	
Fish Lake	North Branch	Sunrise	
Rushseba			

We propose placing a signpost/marker in your City/Township at a location approved by you. The signpost will have a digital code (QR code) that can be scanned with a smartphone. This code will open a slideshow that includes photos, history, and stories/memories from your City/Township. A Digital Map will show the location of each marker across the County. The Digital Trail can be easily accessed from the Chisago County Historical Society's website, the County's website, and any of the signposts/markers along the trail. You will be able to place a link to the Digital Memories Trail on your City/Township website to promote local history, engagement, and tourism.

Example of a Chisago County Digital Memory Map



Example Sign Post: New Richmond WI Heritage Center “Points of History” sign



Creating the Content for Historical Memories

The CCHS will conduct research and develop six key “topics” (image/story) for each township/city. These topics will center on historical roots or origin of the township/city and unique features that define the township/city’s characteristics and history.

The research and content team for this project will be led by Lora Tatinger (Executive Director of CCHS) and will include CCHS volunteers and local historians from your area. We welcome your suggestions as well. This portion of the project will help us preserve historical facts and personal stories that might otherwise be lost to time.

Sign Post Location and Materials

We will ask that you identify/approve the location where you want your signpost/marker placed. We plan to install metal posts. However, we will follow your guidance on the type of material that is easiest for your maintenance (e.g., when you weed whip around the post).

Project Timeline and Management

January-February: Introduce the project to Cities/Townships (this letter) and have a follow up phone call (February) to confirm City/Township involvement and requirements for this project.

March-April: Review the six key topics (images/stories) chosen for your city/township and determine the location of the signpost marker.

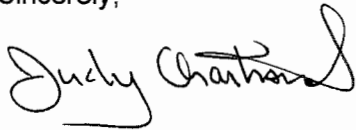
May-June: CCHS will complete all research, writing, and design work for the project; order signs and posts; and begin to work on the digital map that supports digital navigation.

July-August: Install signposts/markers in your city/township. We will call prior to installation.

September: Promote and launch the Digital Memory Trail

We look forward to collaborating with you on this project. To foster communication, I will be responsible for managing the project timeline and communication with Cities/Townships. I am happy to discuss the project further, and if you have questions or concerns, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Judy Chartrand". The signature is fluid and cursive, with a large loop at the end.

Judy Chartrand, Ph.D.

CCHS Grants and Development

651. 334. 1263



Prepared By: Matthew Hill, City Administrator

Presenter: Matthew Hill, City Administrator

Date: 08/21/2025

Board & Commission: City Council

Subject: Request for Approval of Low Bid for Library Flooring Replacement

Background:

The carpet in the library's community room has been significantly stained and in poor condition for some time. Despite multiple cleaning efforts, including professional cleaning, the stains have not come out. The carpet was noted as being over ten years old and stained and worn in many places, creating a hazard for visitors. The current carpet was installed in 2013. With input from Library staff, the decision was made to move from carpet to luxury vinyl tile, in an effort to eliminate stains, easy clean up, long term use.

Quotes for replacing the library flooring were obtained from two local flooring providers and installers after consultation with Library Staff on style and color: Giese Carpet for \$20,009.95 and Monarch Flooring for \$11,403.13.

Expense will come out of the Library - Repairs/Maintenance Building account. This is a budgeted expense.

Recommendation:

It is recommended that the City Council approve the low bid for the replacement of the library carpet from Monarch Flooring for \$11,403.13.

Voting Requirements:

Voting Options Simple Majority



Shawn Williams <shawnw@ci.north-branch.mn.us>

Library community center

Monarch Flooring <monarchflooring@outlook.com>
To: Shawn Williams <shawnw@ci.north-branch.mn.us>

Thu, Jul 24, 2025 at 3:25 PM

Library community center

Carpet take up and disposal-\$861.25
Removal and reinstalling baseboards-\$324
New luxury vinyl plank-\$5691.88
Matching transitions-\$150
Prep (if needed)-\$100
Labor-\$4176
Shipping-\$100

Grand total-\$11403.13

Monarch Flooring
(651) 674-4300
6372 Main St ste B
North Branch, MN 55056

From: Shawn Williams <shawnw@ci.north-branch.mn.us>
Sent: Thursday, July 24, 2025 3:06 PM
To: Monarch Flooring <monarchflooring@outlook.com>
Subject: Re: Library community center

[Quoted text hidden]

Confidentiality Note: The information contained in this e-mail and document(s) attached are for the exclusive use of the addressee and may contain confidential, privileged and non-disclosable information. If the recipient of this e-mail is not the addressee, such recipient is strictly prohibited from reading, photocopying, distributing or otherwise using this e-mail or its contents in any way.

GIESE CARPET NB
P.O. BOX 71
CHISAGO CITY, MN 55013
Telephone: 651-674-4959

Page 1

ES500672

QUOTE

Sold To	Ship To
NORTH BRANCH LIBRARY 6355 - 379TH ST NORTH BRANCH, MN 55056	NORTH BRANCH LIBRARY 6355 - 379TH ST NORTH BRANCH, MN 55056

Quote Date	MAIN	PO Number	Quote Number
07/31/25	651-674-8493		ES500672

Inventory	Style/Item	Color/Description	Quantity Units	Price	Extension
VV024-07304	CORETEG PLUS 7"	EASTWELL OAK	1,407.11 SF	7.49	10,539.25
	Conference room				
VV024-07304	BABY THRESHOLD	EASTWELL OAK	3.00 EA	110.00	330.00
VV024-07304	BABY TMOLD	EASTWELL OAK	1.00 EA	110.00	110.00
LVT2	LUXURY VINYL TILE INSTALL		1,407.11 SF	5.00	7,035.55
RCP	REMOVE OLD CARPET AND PAD HAUL		156.35 SY	9.00	1,407.15
	AND DISPOSE				
WBRR	WALL BASE REMOVE & REPLACE		168.00 LF	3.50	588.00

May need to schedule to go remove base prior to install due to painting.

— 07/31/25 —	3:12PM —
Sales Representative(s):	Material: 10,979.25
WES WILSON	Service: 9,030.70
	Misc. Charges: 0.00
	Sales Tax: 0.00
	Misc. Tax: 0.00

QUOTE TOTAL: \$20,009.95

We appreciate your business!



Prepared By: Matthew Hill, City Administrator

Presenter: Matthew Hill, City Administrator

Date: 08/21/2025

Board & Commission: City Council

Subject: Acceptance of Statutory Tort Liability Limits

Background Information:

As part of our insurance renewal process, the City is asked to accept or waive the Statutory Tort Liability Limits for the term of the policy. Accepting the tort limit (not waiving) caps the tort limit at \$500,000 per claimant with a \$1,500,000 limit per occurrence. This applies to claims filed

under state statute and limits the overall city loss exposure.

We also carry an umbrella liability policy for \$1,000,000, which is an important portion of our overall coverage given the Liquor Store operation, as well as any claims that would be brought in federal court.

Other Pertinent Information:

Not waiving the statutory tort limit (which is being requested/recommended) caps the tort limit at \$500,000 per claimant with a \$1,500,000 limit per occurrence.

On the other hand, waiving the statutory tort limit (which is not recommended) would mean a single claimant could recover up to \$2,000,000 for a single occurrence.

Staff Recommendation:

Staff recommendation is for the City to not waive the Statutory Tort Liability Limits for the term of the policy.

Voting Requirements:

Voting Options Simple Majority

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

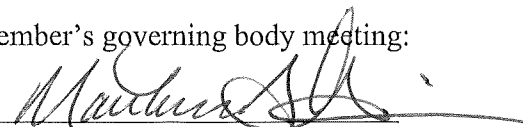
LMCIT Member Name:

Check one:

☒ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting:

Signature: 

Position: *City Administrator*



Prepared By: Nathan Sondrol, Community Development Director, Ryan Saltis, City Planner

Presenter: Nathan Sondrol, Community Development Director

Date: 08/20/2025

Board & Commission: City Council

Subject: Consider Approval of Resolution R-218-2025 approving a Comprehensive Land use Amendment from (RR) Rural Residential to (AG) Agricultural at 36000 Evergreen Avenue

Consider Approval of Resolution R-218-2025 approving a Comprehensive Land use Amendment from (RR) Rural Residential to (AG) Agricultural at 36000 Evergreen Avenue

Voting Requirements:

Voting Options Simple Majority

STAFF REPORT

Meeting Date: August 26, 2025
Prepared by: Ryan Saltis, City Planner
Nate Sondrol, Community
Development Director

Requested Action

Motion to recommend approval of Resolution R-218-2025 approving a comprehensive plan amendment to amend the land use designation on 40 acres from LURR - Rural Residential to LUAG - Agricultural with conditions and findings of fact.

Overview / Background

A request has been proposed for a Comprehensive Plan/Map Amendment and Rezoning from Rural Residential (RR) to Agricultural District (AG) at 36000 Evergreen Ave. The applicants, Craig Johnson and Brandon Zehrer intend to rezone the parcel to Agricultural District to diversify the current business on the property (Greenworld Greenhouse) to include indoor cannabis cultivation. According to the Zoning District Use Table, Indoor Cannabis Cultivation is only permitted in the Agricultural (AG) and Industrial Zoning Districts.

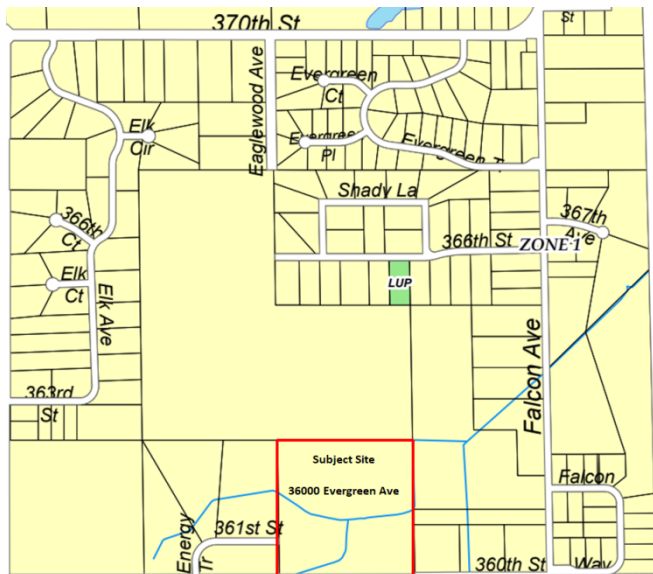


Issue(s) to Consider

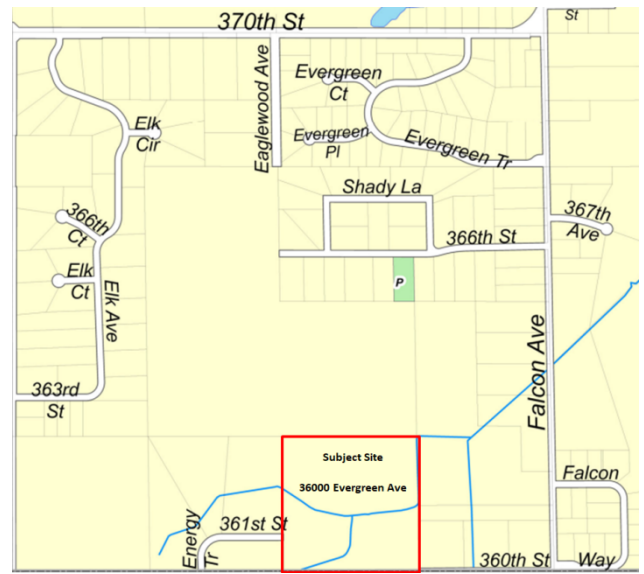
1. Land Use and Zoning
2. Comprehensive Plan Compatibility

Analysis of Issue(s)

Land Use Map Excerpt:



Zoning Map Excerpt:



The 40 acre parcel located at 36000 Evergreen Ave is currently zoned Rural Residential (RR) and is surrounded entirely by Rural Residential properties. The intent of this request is to rezone to Agricultural (AG) and reguide the Land Use of this parcel as Agricultural (LUAG). The property is located in the southwest corner of North Branch City limits with the southern border of the city being this parcel's south property line. Properties zoned AG are currently only designated in the Northeast section of the city and can be found on the Zoning Map attached to this report.

The surrounding properties of the subject site are all zoned Rural Residential, with some of the parcels immediately adjacent being used for farming/agriculture. Single family homes are located on all surrounding properties and are at minimum 5 acres. The proposed rezoning of this 40 acre parcel seems to fit the surrounding area and uses, while being over the 10 acre minimum for AG zoned properties.

The proposed comprehensive plan amendment would remove the area guided as Rural Residential by approximately 40 acres and increase the guided area as Agricultural by the same amount. When considering comprehensive plan amendments it is important to consider the overall mix of uses, compatibility of uses, and future development potential before and after the change.

Considering the site from a development point of view, the parcel would have to remain primarily as a single family residence and development would be limited. Density on the parcel and area as a whole would not be impacted and utilities and nearby roadways would not see a change due to the re-guiding/rezoning.

Analysis of the Rural Residential (RR) and Agricultural District (AG) are provided below. Comments from city staff are *italicized* and **bolded**:

DIVISION 9 RR RURAL RESIDENTIAL DISTRICT

Sec 66-447 Purpose

The purpose of the RR rural residential district is:

- a. To prevent scattered nonfarm uses from developing improperly.
- b. To allow suitable areas of the city to be retained and utilized in open space and/or agricultural uses.
- c. To promote orderly development and secure economy in government expenditures for public utilities and service.

DIVISION 7 AG AGRICULTURAL DISTRICT

Sec 66-384 Purpose

The purpose of the AG agricultural district is to preserve, promote, maintain and enhance the use of land for agricultural purposes and to protect such land from encroachment by nonagricultural uses.

The use of the parcel will not change as a single family residence and fits the purpose of both the RR Rural Residential District and AG Agricultural District. These zoning districts are similar in purpose, however the permitted uses for each district differ. Based on the Zoning District Use Table, Agricultural zoned parcels show more permitted uses than parcels zoned Rural Residential. Permitted uses in Agricultural Zoned parcels that are not permitted or are conditional uses in Rural Residential include the following:

- ***Retail Greenhouses***
- ***Indoor cannabis cultivation***
- ***Ag building accessory structures***
- ***Liquid/gas fuel storage of above ground tanks 400+ gallons***

Approving the rezoning of the parcel would allow the above operations on this site and should be considered by the Planning Commission.

Attachments

- Zoning Map
- Future Land Use Map

The Dimensional & Design Standards Table provides minimums for zoning districts in which this parcel will have to meet in order to rezone/reguide to AG.

Dimensional & Design Standards Table

Use	R-1 single family	R-1, 2 family dwellings , per unit	R-2, single family	R-2, 2 family dwellings , per unit	R-2, 3-6 attached units, per townhouse	R-3, 2 family dwellings, per unit	R-3 3-6 attached units - per townhouse	R-3: 7+ attached units and condominium s (see below for apartment standards) ^H	R -3 detached single family	RR	AG
Front yard setback- interior in ft - at lot line or ROW	30	30	30	30	30	30	30	30	30	40	50
Lot Width - corner - in ft at front set-back line	80	50	80	50	150	50	150	150	50	110	300
Lot Width - in ft - at front set-back line	80	50	80	50	150	50	150	150	50	110	300
Ditch easement - in ft	45	45	45	45	45	45	45	45	45	45	45
Rear yard setback- interior lot - in ft	30	30	30	30	30	30	30	30	30	30	50
Rear-yard setback corner lot - in ft	15	15	15	15	15	15	15	30	15	15	50
Side set-back- interior lot - in ft	6	6', 0' for attached portion of unit	6	6', 0' for attached portion of unit	6', 0' for attached portion of unit	6', 0' for attached portion of unit	6', 0' for attached portion of unit	10	6	10	50
Side setback- corner - in ft	30	30	30	20	30	30	20	30	30	30	50
Lot Depth - minimum in ft	100	100	100	100	100	100	100	100	100	300	500
Minimum Lot Size - sq ft	12,000	7,500	12,000	6,500	2,000	6,500	2,000	Not more than 35% of the lot shall be covered by all buildings.	6,500	1 acre buildable	10 acres
Maximum base density	1-4 units per acre	1-4 units per acre	1-6 units per acre	1-6 units per acre	1-6 units per acre	6+ units per acre	6+ units per acre	6+ units per acre	6+ units per acre	1 house per buildable acre	1 SF home
Minimum Principal building size sq ft - main floor, per dwelling ^C	800	800	800	800	800	800	800	800	800	800	800

After reviewing minimum lot depths, lot widths and lot sizes, the parcel would meet the requirements for rezoning to AG.

Comprehensive Plan Compatibility

The Land Use & Growth section of the 2018 North Branch Comprehensive Plan addresses distinctions between zoning districts and gives direction for land uses. The Agriculture and Rural Residential District from the Land Use & Growth section of the Comprehensive Plan are described below:

Agriculture (AG1 and AG2)

Over one-third of the city's land area (37.6%) is currently used for agricultural purposes. Housing densities are low, and this zoning is characterized by active farms, hobby farms and homes on large lots. The northeast corner of the city is the historic river bottom of the St. Croix River and is framed by the historic river bluff line. Soils are well suited for sod farming and the production of produce. By maintaining a low density of development, it is the City's intent to preserve and protect the many natural resources found in this part of North Branch, including lakes, streams, wetlands and woodlands.

Rural Residential (RR)

Rural Residential makes up 9,961 acres or 43% of the total acreage in the City of North Branch. This land use is largely characterized by single family residences set on larger lot sizes to accommodate onsite sewage treatment systems. Some of these areas are located within the city's designated Urban Service Area and no new development is allowed within this zoning district without connecting to municipal services. Areas located outside of the Urban Service Area must meet a minimum buildable acre standard so as to ensure that there is sufficient land area with the appropriate soil separation to support both a primary and a future secondary on-site sewage treatment system.

The Planning Commission should examine these distinctions between zoning districts when considering the rezoning of the subject parcel from RR Rural Residential to AG Agricultural. The parcel and existing uses shall be thought about whether or not they fit into the definition and guided land use of the Agricultural District.

Sec 66-64 Findings of Fact

In considering all requests for variances, appeals, amendments or conditional use permits, the planning agency and the city council shall make a finding of fact. Its judgment shall be based upon, but not limited to, the following factors:

1. Relationship to the city's comprehensive plan;
2. The geographical area involved;
3. The character of the surrounding area;
4. The availability and design capacities of existing or proposed utilities;
5. Whether such a request will tend to or actually depreciate the surrounding area;
6. Whether the request will place an undue financial burden on the city;
7. Whether the request will impair an adequate supply of light and air to adjacent property;
8. Whether the request will unreasonably increase the congestion in the public right-of-way;
9. Whether the request will increase the danger of fire or endanger the public safety;
10. Whether the request is consistent with the spirit and intent of this division.

Planning Commission Recommendation

The Planning Commission held a public hearing on August 5, 2025, to consider the request and recommended approval of the proposed Comprehensive Plan amendment to re-guide the subject property to Land Use Agricultural District (LUAG) with conditions and findings of fact.

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-218-2025

A RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT TO AMEND THE LAND USE DESIGNATION ON 40 ACRES FROM LURR – RURAL RESIDENTIAL TO LUAG AGRICULTURAL

WHEREAS, Craig Johnson and Brandon Zehrer (“Applicant”) have submitted an application for a Comprehensive Plan Amendment to amend the existing land use of Rural Residential to Agricultural for a 40 acre site within the City of North Branch, Minnesota; and

WHEREAS, the property is being reguided from LU-RR Rural Residential to LUR-AG Agricultural as shown in Exhibit A:

WHEREAS, the Planning Commission has considered the Applicant’s request at a duly noticed Public Hearing which took place on August 5, 2025, and has recommended approval to the City Council; and

WHEREAS, the City Council for the City of North Branch has considered the Planning Commission’s recommendation at its August 26, 2025, City Council Meeting;

NOW THEREFORE, BE IT RESOLVED BY THE city council OF the city of NORTH BRANCH, MINNESOTA; that it does hereby approve the request of the Applicant for a reguiding of the Comprehensive Land Use designation for the 40 acre site from LURR – Rural Residential to LU-AG Agricultural based upon the following findings pursuant to MN Statute and North Branch Zoning Ordinance. The City Council’s approval is based upon the following findings:

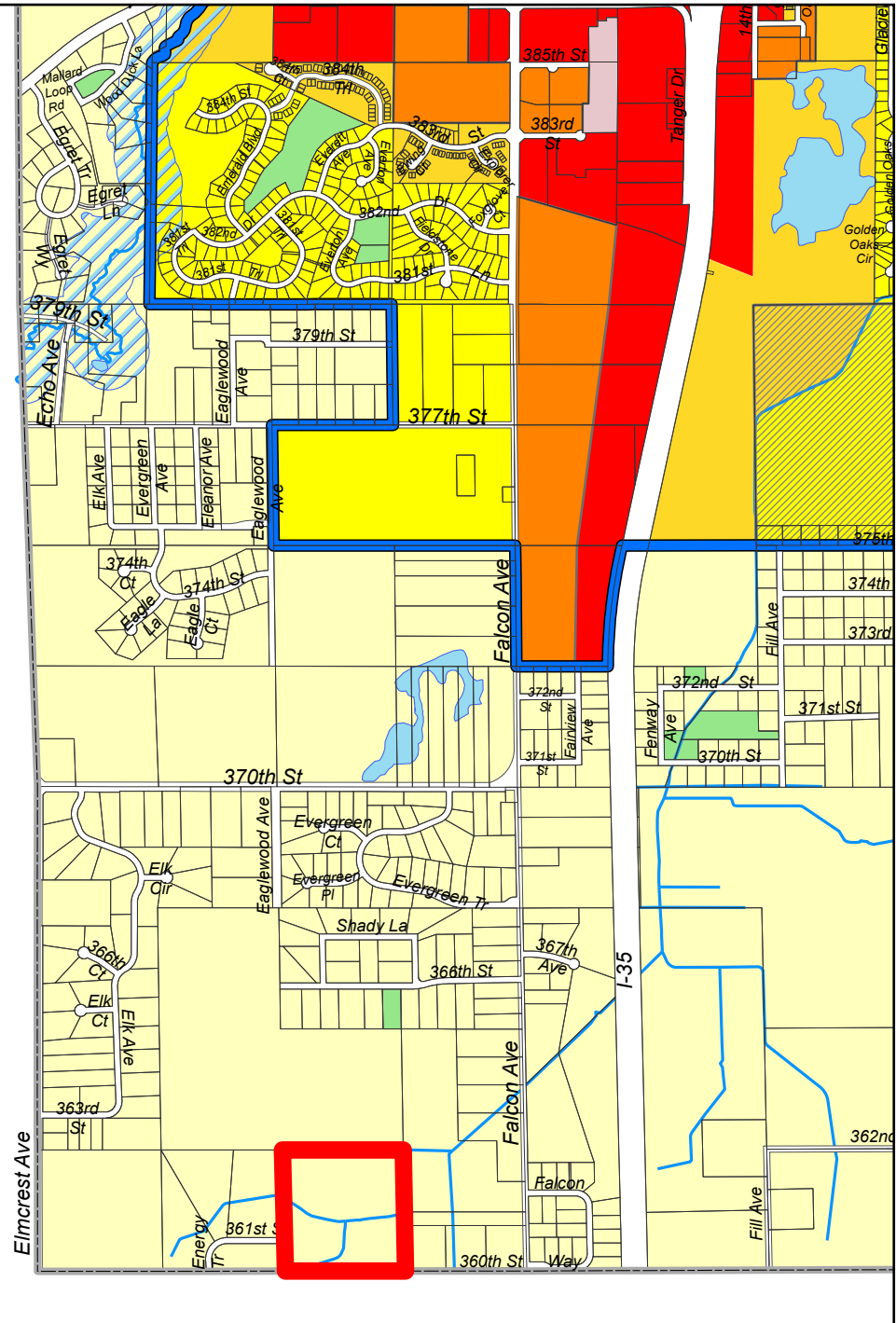
1. The Comprehensive Plan amendment will not impair the supply of light and air to adjacent properties.
2. The Comprehensive Plan amendment will not depreciate the surrounding area.
3. The Comprehensive Plan amendment will not place an undue financial burden on the city.
4. The Comprehensive Plan amendment will not increase the congestion in the public right - of-way.
5. The Comprehensive Plan amendment is consistent with the spirit and intent of the zoning ordinance section for plan amendments.

Passed by the City Council of North Branch, Minnesota this 26th day of August, 2025.

Kevin Schieber, Mayor

Attested:

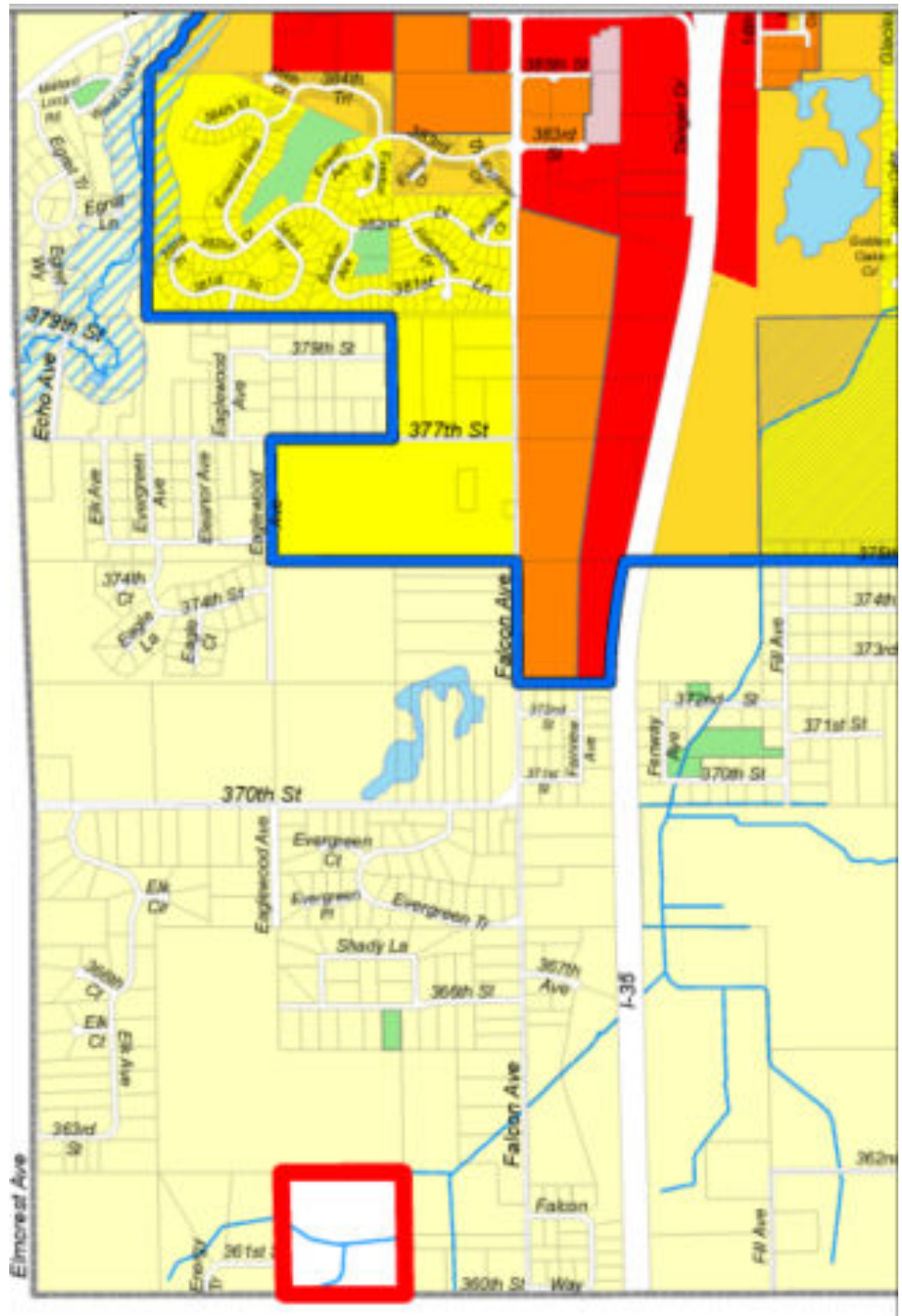
Matthew Hill, City Administrator



Existing

EXHIBIT "A"

Proposed





Prepared By: Nathan Sondrol, Community Development Director, Ryan Saltis, City Planner

Presenter: Nathan Sondrol, Community Development Director

Date: 08/20/2025

Board & Commission: City Council

Subject: Consider Approval of Ordinance 396-25 approving a Zoning Map Amendment from (RR) Rural Residential to (AG) Agricultural for the property located at 36000 Evergreen Ave

Consider Approval of Ordinance 396-25 approving a Zoning Map Amendment from (RR) Rural Residential to (AG) Agricultural for the property located at 36000 Evergreen Ave

Voting Requirements:

Voting Options Simple Majority

STAFF REPORT

Meeting Date: August 26, 2025
 Prepared by: Ryan Saltis, City Planner
 Nate Sondrol, Community
 Development Director

Requested Action

Motion to recommend approval of Ordinance 396-25 approving a rezoning on 40 acres from RR Rural Residential to AG - Agricultural with conditions and findings of fact.

Overview / Background

A request has been proposed for a Comprehensive Plan/Map Amendment and Rezoning from Rural Residential (RR) to Agricultural District (AG) at 36000 Evergreen Ave. The applicants, Craig Johnson and Brandon Zehrer intend to rezone the parcel to Agricultural District to diversify the current business on the property (Greenworld Greenhouse) to include indoor cannabis cultivation. According to the Zoning District Use Table, Indoor Cannabis Cultivation is only permitted in the Agricultural (AG) and Industrial Zoning Districts.

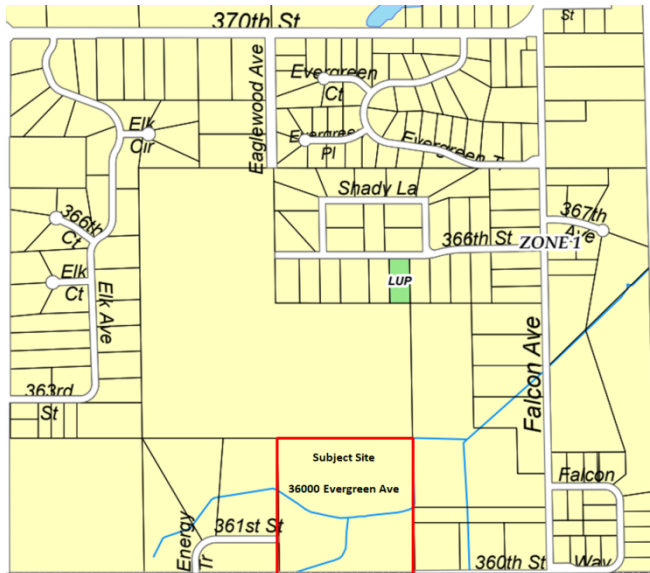


Issue(s) to Consider

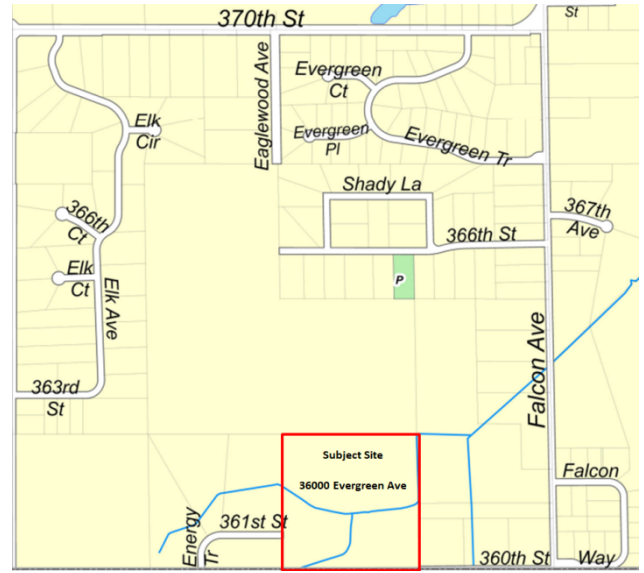
1. Land Use and Zoning
2. Comprehensive Plan Compatibility

Analysis of Issue(s)

Land Use Map Excerpt:



Zoning Map Excerpt:



The 40 acre parcel located at 36000 Evergreen Ave is currently zoned Rural Residential (RR) and is surrounded entirely by Rural Residential properties. The intent of this request is to rezone to Agricultural (AG) and reguide the Land Use of this parcel as Agricultural (LUAG). The property is located in the southwest corner of North Branch City limits with the southern border of the city being this parcel's south property line. Properties zoned AG are currently only designated in the Northeast section of the city and can be found on the Zoning Map attached to this report.

The surrounding properties of the subject site are all zoned Rural Residential, with some of the parcels immediately adjacent being used for farming/agriculture. Single family homes are located on all surrounding properties and are at minimum 5 acres. The proposed rezoning of this 40 acre parcel seems to fit the surrounding area and uses, while being over the 10 acre minimum for AG zoned properties.

The proposed comprehensive plan amendment would remove the area guided as Rural Residential by approximately 40 acres and increase the guided area as Agricultural by the same amount. When considering comprehensive plan amendments it is important to consider the overall mix of uses, compatibility of uses, and future development potential before and after the change.

Considering the site from a development point of view, the parcel would have to remain primarily as a single family residence and development would be limited. Density on the parcel and area as a whole would not be impacted and utilities and nearby roadways would not see a change due to the re-guiding/rezoning.

Analysis of the Rural Residential (RR) and Agricultural District (AG) are provided below. Comments from city staff are *italicized* and **bolded**:

DIVISION 9 RR RURAL RESIDENTIAL DISTRICT

Sec 66-447 Purpose

The purpose of the RR rural residential district is:

- a. To prevent scattered nonfarm uses from developing improperly.
- b. To allow suitable areas of the city to be retained and utilized in open space and/or agricultural uses.
- c. To promote orderly development and secure economy in government expenditures for public utilities and service.

DIVISION 7 AG AGRICULTURAL DISTRICT

Sec 66-384 Purpose

The purpose of the AG agricultural district is to preserve, promote, maintain and enhance the use of land for agricultural purposes and to protect such land from encroachment by nonagricultural uses.

The use of the parcel will not change as a single family residence and fits the purpose of both the RR Rural Residential District and AG Agricultural District. These zoning districts are similar in purpose, however the permitted uses for each district differ. Based on the Zoning District Use Table, Agricultural zoned parcels show more permitted uses than parcels zoned Rural Residential. Permitted uses in Agricultural Zoned parcels that are not permitted or are conditional uses in Rural Residential include the following:

- ***Retail Greenhouses***
- ***Indoor cannabis cultivation***
- ***Ag building accessory structures***
- ***Liquid/gas fuel storage of above ground tanks 400+ gallons***

Approving the rezoning of the parcel would allow the above operations on this site and should be considered by the Planning Commission.

Attachments

- Zoning Map
- Future Land Use Map

The Dimensional & Design Standards Table provides minimums for zoning districts in which this parcel will have to meet in order to rezone/reguide to AG.

Dimensional & Design Standards Table

Use	R-1 single family	R-1, 2 family dwellings , per unit	R-2, single family	R-2, 2 family dwellings , per unit	R-2, 3-6 attached units, per townhouse	R-3, 2 family dwellings, per unit	R-3 3-6 attached units - per townhouse	R-3: 7+ attached units and condominium s (see below for apartment standards) ^H	R -3 detached single family	RR	AG
Front yard setback- interior in ft - at lot line or ROW	30	30	30	30	30	30	30	30	30	40	50
Lot Width - corner - in ft at front set-back line	80	50	80	50	150	50	150	150	50	110	300
Lot Width - in ft - at front set-back line	80	50	80	50	150	50	150	150	50	110	300
Ditch easement - in ft	45	45	45	45	45	45	45	45	45	45	45
Rear yard setback- interior lot - in ft	30	30	30	30	30	30	30	30	30	30	50
Rear-yard setback corner lot - in ft	15	15	15	15	15	15	15	30	15	15	50
Side set-back- interior lot - in ft	6	6', 0' for attached portion of unit	6	6', 0' for attached portion of unit	6', 0' for attached portion of unit	6', 0' for attached portion of unit	6', 0' for attached portion of unit	10	6	10	50
Side setback- corner - in ft	30	30	30	20	30	30	20	30	30	30	50
Lot Depth - minimum in ft	100	100	100	100	100	100	100	100	100	300	500
Minimum Lot Size - sq ft	12,000	7,500	12,000	6,500	2,000	6,500	2,000	Not more than 35% of the lot shall be covered by all buildings.	6,500	1 acre buildable	10 acres
Maximum base density	1-4 units per acre	1-4 units per acre	1-6 units per acre	1-6 units per acre	1-6 units per acre	6+ units per acre	6+ units per acre	6+ units per acre	6+ units per acre	1 house per buildable acre	1 SF home
Minimum Principal building size sq ft - main floor, per dwelling ^C	800	800	800	800	800	800	800	800	800	800	800

After reviewing minimum lot depths, lot widths and lot sizes, the parcel would meet the requirements for rezoning to AG.

Comprehensive Plan Compatibility

The Land Use & Growth section of the 2018 North Branch Comprehensive Plan addresses distinctions between zoning districts and gives direction for land uses. The Agriculture and Rural Residential District from the Land Use & Growth section of the Comprehensive Plan are described below:

Agriculture (AG1 and AG2)

Over one-third of the city's land area (37.6%) is currently used for agricultural purposes. Housing densities are low, and this zoning is characterized by active farms, hobby farms and homes on large lots. The northeast corner of the city is the historic river bottom of the St. Croix River and is framed by the historic river bluff line. Soils are well suited for sod farming and the production of produce. By maintaining a low density of development, it is the City's intent to preserve and protect the many natural resources found in this part of North Branch, including lakes, streams, wetlands and woodlands.

Rural Residential (RR)

Rural Residential makes up 9,961 acres or 43% of the total acreage in the City of North Branch. This land use is largely characterized by single family residences set on larger lot sizes to accommodate onsite sewage treatment systems. Some of these areas are located within the city's designated Urban Service Area and no new development is allowed within this zoning district without connecting to municipal services. Areas located outside of the Urban Service Area must meet a minimum buildable acre standard so as to ensure that there is sufficient land area with the appropriate soil separation to support both a primary and a future secondary on-site sewage treatment system.

The Planning Commission should examine these distinctions between zoning districts when considering the rezoning of the subject parcel from RR Rural Residential to AG Agricultural. The parcel and existing uses shall be thought about whether or not they fit into the definition and guided land use of the Agricultural District.

Sec 66-64 Findings of Fact

In considering all requests for variances, appeals, amendments or conditional use permits, the planning agency and the city council shall make a finding of fact. Its judgment shall be based upon, but not limited to, the following factors:

1. Relationship to the city's comprehensive plan;
2. The geographical area involved;
3. The character of the surrounding area;
4. The availability and design capacities of existing or proposed utilities;
5. Whether such a request will tend to or actually depreciate the surrounding area;
6. Whether the request will place an undue financial burden on the city;
7. Whether the request will impair an adequate supply of light and air to adjacent property;
8. Whether the request will unreasonably increase the congestion in the public right-of-way;
9. Whether the request will increase the danger of fire or endanger the public safety;
10. Whether the request is consistent with the spirit and intent of this division.

Planning Commission Recommendation

The Planning Commission held a public hearing on August 5, 2025, to consider the request and recommended approval of the proposed rezoning of the subject property to RR Rural Residential with conditions and findings of fact.

ORDINANCE NO. 396-25

AN ORDINANCE AMENDING OFFICIAL ZONING MAP OF THE CITY OF NORTH BRANCH

The North Branch City Council hereby ordains as follows:

Section 1. Rezoning to AG Agricultural

The official zoning map of the City of North Branch is hereby amended as follows:

The Subject Property depicted in Exhibit A is hereby rezoned from RR – Rural Residential to AG – Agricultural. The rezoning is consistent with the amended Land Use Plan and guiding of the Subject Properties.

Section 2. Effective Date.

The City Clerk is hereby directed to revise the Official Zoning Map consistent with this ordinance.

This ordinance shall have full force effect upon its passage and publication.

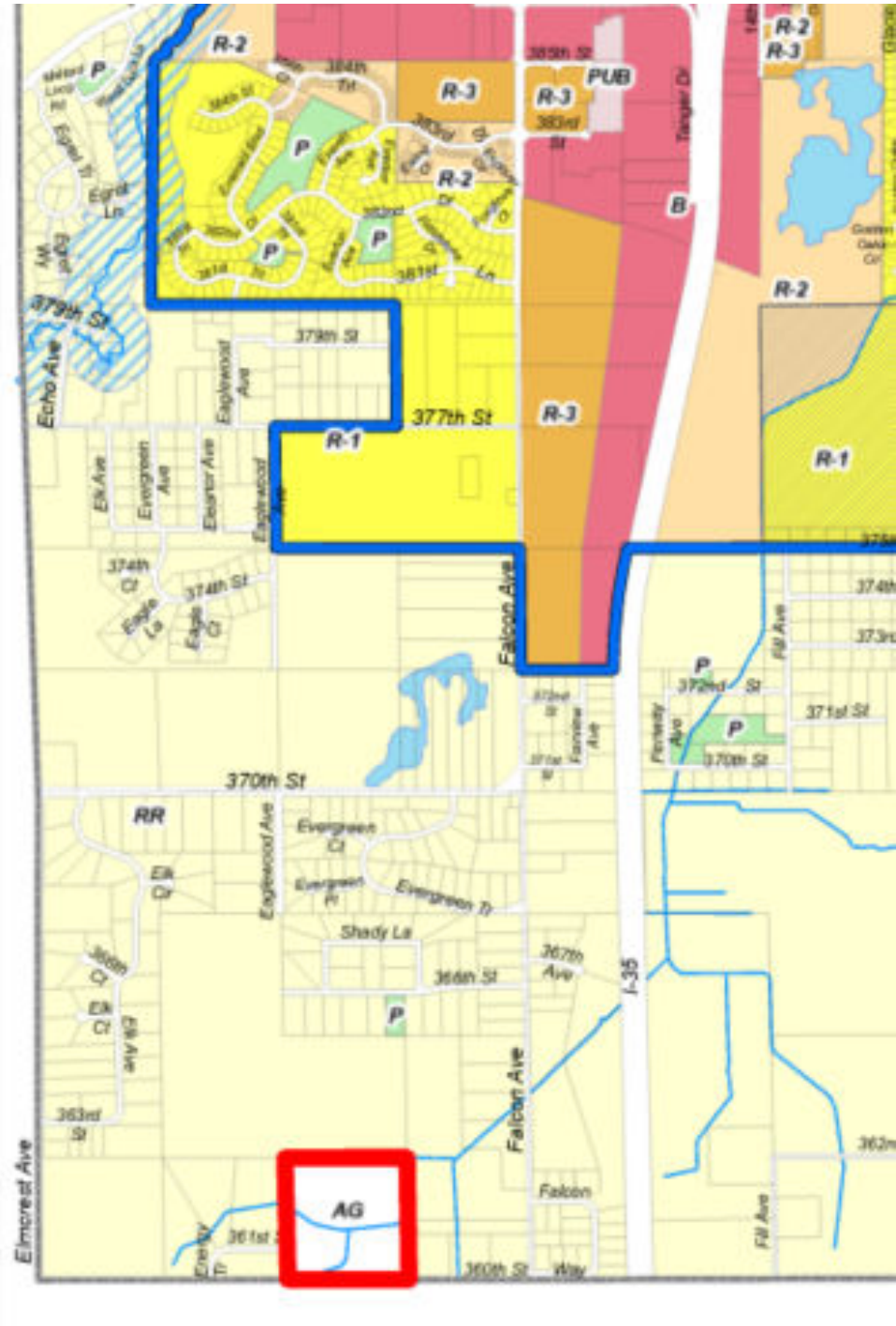
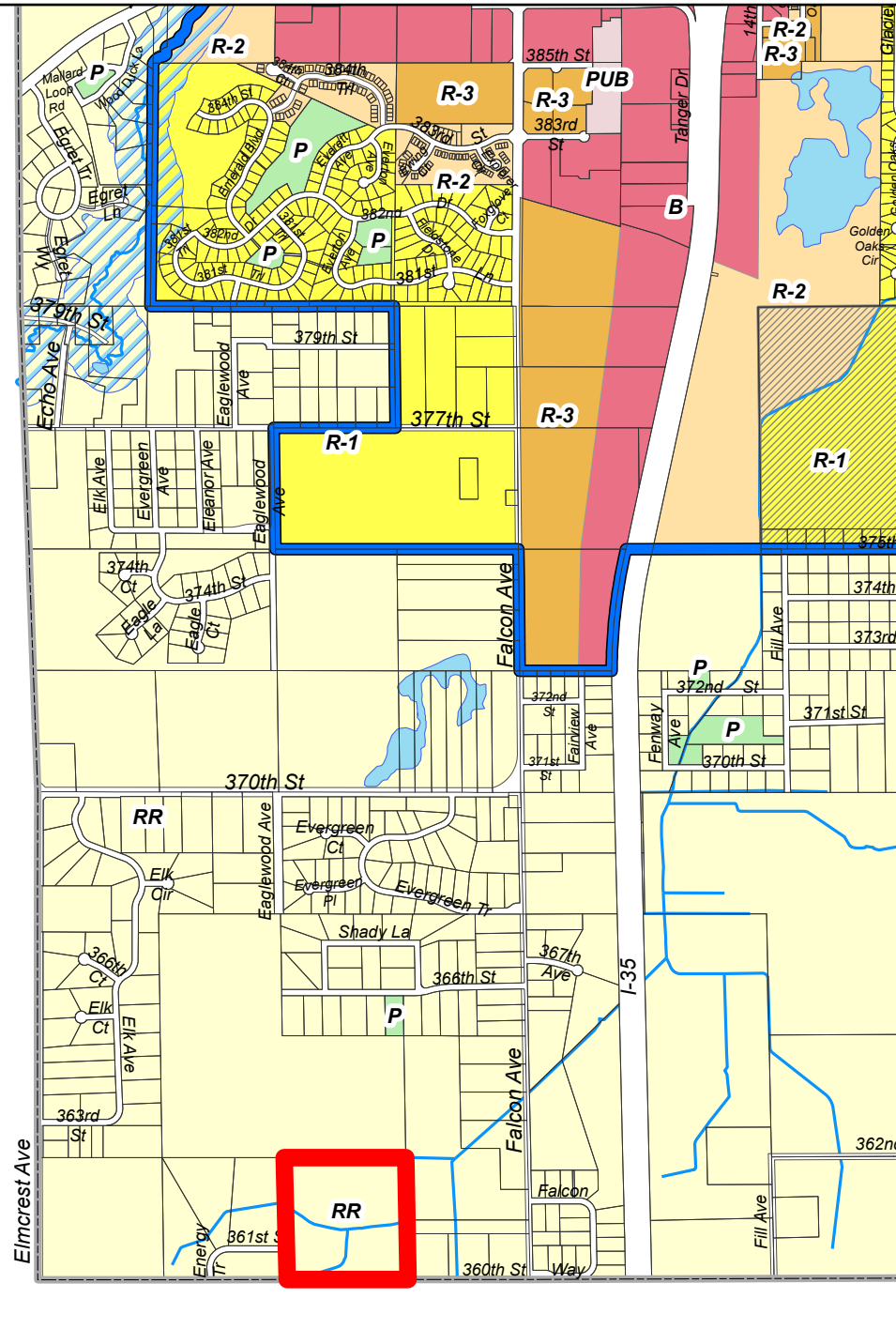
Passed by the City Council of the City of North Branch, Chisago County, Minnesota, this 26th day of August 2025.

Approved:

Kevin Schieber, Mayor

Attested:

Matthew Hill, City Administrator



Existing

EXHIBIT "A"

Proposed



NORTH BRANCH

Zoning

○ AG - Agricultural
● B - Business

● BN - Business Neighborhood
● CBD - Central Business District
● I - Industrial

● I2 Heavy Industrial
● P - Park/Open Space
● PUB - Public/Semi-Public

● R-1 Single Family Residential
● R-2 - Medium Density Residential
● R-3 - High Density Residential
● RR - Rural Residential
Land Use Cases





Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 08/20/2025

Board & Commission: City Council

Subject: Closed Session pursuant to Minnesota Statutes 13D.05 to discuss Sale of City Owned Land 38791 Forest Boulevard

This agenda item is to develop or consider offers or counteroffers for the sale of City Owned Land 38791 Forest Boulevard.

Voting Requirements:

Voting Options Simple Majority