



# 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, OCTOBER 28, 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

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 Summary                                                                                                                                             | <b>ACTION</b> |
| b. Minutes - City Council Meeting - October 14th, 2025, 7:00 PM                                                                                               | <b>ACTION</b> |
| c. Approval of LG220 Application for Exempt Permit for St. Gregory the Great Catholic Church                                                                  | <b>ACTION</b> |
| d. Approval of Resolution R-245-2025 authorizing payment #6 for the CSAH 30 Project.                                                                          | <b>ACTION</b> |
| e. Approval of Letter of Understanding between the City of North Branch and Chisago County for the CSAH 14/Hemingway Avenue/Lincoln Trail Roundabout project. | <b>ACTION</b> |

- f. Approval of Resolution No. R-247-2025, Releasing Developer Obligations as Stated in the Development Agreement for Westside Commons ACTION
- g. Approval of Letter of Support for Chisago County's Local Road Improvement Program application for funding for the CSAH 14/Hemingway Avenue/Lincoln Trail roundabout ACTION
- 8. PUBLIC HEARINGS
  - a. Public Hearing regarding New Comfort Massage business license ACTION
- 9. STAFF REPORTS
  - a. Consider approval of Resolution R-248-2025 concerning Bond Reimbursement Regulations ACTION
  - b. Municipal Finance 101 INFO
  - c. Consider approval of proposal for completing the Part 1 Wellhead Protection (WHP) Plan Amendment ACTION
  - d. Approval of Resolution R-242-2025 approving the Cannabis Retail Registration Application for Wild River Cannabis LLC ACTION
- 10. MAYOR/CITY COUNCIL
  - a. Advisory Committee member updates - Public Safety, Personnel, Public Works, Finance, Liquor Store VERBAL UPDATE
- 11. ADJOURNMENT

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*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.*

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**Prepared By: Sharon Wright, Finance Director**

**Presenter: Sharon Wright, Finance Director**

**Date: 07/31/2025**

**Board & Commission: City Council**

**Subject: Claims Summary**

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Claims Summary

**Voting Requirements:**

**Voting Options      Simple Majority**

# City of North Branch

## ACH Checks

5957 to 5974 - \$209,324.28

## Checks

92363 to 92433 - \$175,635.84

## Payroll

10/24/2025 - \$115,083.30



# Accounts Payable

## Checks by Date - Summary by Check Number

User: TiffaniFolstad  
Printed: 10/23/2025 2:43 PM



| Check No                  | Vendor No | Vendor Name                     | Check Date | Check Amount |
|---------------------------|-----------|---------------------------------|------------|--------------|
| 5957                      | 1941      | WEX, Inc.                       | 09/19/2025 | 5,137.81     |
| 5958                      | 1468      | PERA (Payroll W/H)              | 10/10/2025 | 32,489.26    |
| 5959                      | 1941      | WEX, Inc.                       | 09/26/2025 | 5,137.81     |
| 5960                      | 1424      | N.B. Fire Relief Association    | 10/10/2025 | 630.00       |
| 5961                      | 1585      | United States Treasury          | 10/10/2025 | 35,680.45    |
| 5962                      | 1362      | MINNESOTA REVENUE               | 10/10/2025 | 34,517.00    |
| 5963                      | 1372      | Minnesota State Retirement      | 10/10/2025 | 2,462.90     |
| 5964                      | 1118      | Commissioner Of Revenue (W/H)   | 10/10/2025 | 7,868.63     |
| 5965                      | 1365      | Minnesota Energy Resources      | 10/13/2025 | 686.78       |
| 5966                      | 1033      | Associated Bank                 | 06/12/2025 | 12.00        |
| 5967                      | 1033      | Associated Bank                 | 07/15/2025 | 73.80        |
| 5968                      | 1033      | Associated Bank                 | 08/14/2025 | 122.80       |
| 5969                      | 1033      | Associated Bank                 | 09/15/2025 | 68.60        |
| 5970                      | 1899      | BlueCross/Blue Shield Minnesota | 09/18/2025 | 38,114.08    |
| 5971                      | 1899      | BlueCross/Blue Shield Minnesota | 10/18/2025 | 41,457.52    |
| 5972                      | 2236      | Delta Dental                    | 10/05/2025 | 2,539.96     |
| 5973                      | 1033      | Associated Bank                 | 10/15/2025 | 121.50       |
| 5974                      | 2170      | Pathpoint Merchant Services LLC | 10/02/2025 | 2,203.38     |
| Report Total (18 checks): |           |                                 |            | 209,324.28   |

# Accounts Payable

## Computer Check Proof List by Vendor

User: TiffaniFolstad  
Printed: 10/15/2025 - 3:38PM  
Batch: 00003.10.2025 - 10152025



| Invoice No       | Description                              | Amount | Pmt Date   | Acct Number       | Reference          |
|------------------|------------------------------------------|--------|------------|-------------------|--------------------|
| Vendor: 2244     | MATTHEW HILL                             |        |            | Check Sequence: 1 | ACH Enabled: False |
| 0422 REG MTG     | REGIONAL ADMIN MTG CHISAGO               | 22.96  | 05/08/2025 | 101-41310-50331   |                    |
| 0422 REG MTG     | REGIONAL ADMIN MTG LUNCH                 | 19.91  | 05/08/2025 | 101-41310-50331   |                    |
| 0423 COMM MTG    | COMMUNITY LEADERSHIP CHISAGO             | 17.43  | 05/08/2025 | 101-41310-50331   |                    |
|                  | Check Total:                             | 60.30  |            |                   |                    |
| Vendor: UB*00060 | CODY HUMMELGARD                          |        |            | Check Sequence: 2 | ACH Enabled: False |
|                  | Refund Check 005145-000, 6671 MAPLE ST   | 0.59   | 07/25/2025 | 615-00000-20200   |                    |
|                  | Refund Check 005145-000, 6671 MAPLE ST   | 4.58   | 07/25/2025 | 612-00000-20200   |                    |
|                  | Refund Check 005145-000, 6671 MAPLE ST   | 10.67  | 07/25/2025 | 602-00000-20200   |                    |
|                  | Refund Check 005145-000, 6671 MAPLE ST   | 10.40  | 07/25/2025 | 615-00000-20200   |                    |
|                  | Refund Check 005145-000, 6671 MAPLE ST   | 16.06  | 07/25/2025 | 602-00000-20200   |                    |
|                  | Refund Check 005145-000, 6671 MAPLE ST   | 6.20   | 07/25/2025 | 615-00000-20200   |                    |
|                  | Refund Check 005145-000, 6671 MAPLE ST   | 14.72  | 07/25/2025 | 615-00000-20200   |                    |
|                  | Check Total:                             | 63.22  |            |                   |                    |
| Vendor: 1364     | Minnesota Elevator, Inc.                 |        |            | Check Sequence: 3 | ACH Enabled: False |
| 1146465          | SEPTEMBER MONTHLY SERVICE                | 140.00 | 10/15/2025 | 101-41940-50300   |                    |
|                  | Check Total:                             | 140.00 |            |                   |                    |
| Vendor: 1432     | NCPERS Group Life Ins.                   |        |            | Check Sequence: 4 | ACH Enabled: False |
| FOR OCT 2025     | LIFE INSURANCE                           | 48.00  | 10/15/2025 | 101-00000-21714   |                    |
|                  | Check Total:                             | 48.00  |            |                   |                    |
| Vendor: UB*00037 | PINECREEK COUNTRY COLLECTIBLES & ANTIQUE |        |            | Check Sequence: 5 | ACH Enabled: False |
|                  | Refund Check 012499-000, 6344 MAIN ST    | 0.40   | 04/15/2025 | 615-00000-20200   |                    |

| Invoice No       | Description                            | Amount | Pmt Date   | Acct Number       | Reference          |
|------------------|----------------------------------------|--------|------------|-------------------|--------------------|
|                  | Refund Check 012499-000, 6344 MAIN ST  | 1.03   | 04/15/2025 | 615-00000-20200   |                    |
|                  | Refund Check 012499-000, 6344 MAIN ST  | 18.51  | 04/15/2025 | 602-00000-20200   |                    |
|                  | Refund Check 012499-000, 6344 MAIN ST  | 0.62   | 04/15/2025 | 602-00000-20200   |                    |
|                  | Refund Check 012499-000, 6344 MAIN ST  | 25.53  | 04/15/2025 | 615-00000-20200   |                    |
|                  | Refund Check 012499-000, 6344 MAIN ST  | 1.92   | 04/15/2025 | 615-00000-20200   |                    |
|                  | Refund Check 012499-000, 6344 MAIN ST  | 7.95   | 04/15/2025 | 612-00000-20200   |                    |
|                  | Check Total:                           | 55.96  |            |                   |                    |
| Vendor: UB*00046 | MEGAN & SPENCER WERNESS                |        |            | Check Sequence: 6 | ACH Enabled: False |
|                  | Refund Check 006590-000, 6488 377TH ST | 3.76   | 06/23/2025 | 602-00000-20200   |                    |
|                  | Refund Check 006590-000, 6488 377TH ST | 0.35   | 06/23/2025 | 612-00000-20200   |                    |
|                  | Refund Check 006590-000, 6488 377TH ST | 0.01   | 06/23/2025 | 615-00000-20200   |                    |
|                  | Refund Check 006590-000, 6488 377TH ST | 1.12   | 06/23/2025 | 615-00000-20200   |                    |
|                  | Refund Check 006590-000, 6488 377TH ST | 0.04   | 06/23/2025 | 615-00000-20200   |                    |
|                  | Refund Check 006590-000, 6488 377TH ST | 2.44   | 06/23/2025 | 615-00000-20200   |                    |
|                  | Refund Check 006590-000, 6488 377TH ST | 0.82   | 06/23/2025 | 602-00000-20200   |                    |
|                  | Check Total:                           | 8.54   |            |                   |                    |
|                  | Total for Check Run:                   | 376.02 |            |                   |                    |
|                  | Total of Number of Checks:             | 6      |            |                   |                    |

# Accounts Payable

## Computer Check Proof List by Vendor

User: TiffaniFolstad  
Printed: 10/23/2025 - 3:44PM  
Batch: 00004.10.2025 - 10232025



| Invoice No     | Description                      | Amount   | Pmt Date   | Acct Number       | Reference          |
|----------------|----------------------------------|----------|------------|-------------------|--------------------|
| Vendor: 2140   | ALERT 360 OPCO, INC.             |          |            | Check Sequence: 1 | ACH Enabled: False |
| 16695762       | ALERT MONITORING                 | 56.16    | 10/23/2025 | 101-41420-50300   |                    |
| 16695764       | ALERT MONITORING                 | 70.45    | 10/23/2025 | 101-41420-50300   |                    |
|                | Check Total:                     | 126.61   |            |                   |                    |
| Vendor: 1662   | AMAZON CAPITAL SERVICES          |          |            | Check Sequence: 2 | ACH Enabled: False |
| 139V-FTX6-MQ64 | OPERATING SUPPLIES               | 24.79    | 10/23/2025 | 609-48000-50210   |                    |
| 139V-FTX6-MQ64 | OPERATING SUPPLIES               | 157.00   | 10/23/2025 | 609-49750-50210   |                    |
| 14Y9-9YFD-JX6F | Screen Protectors                | 34.86    | 10/23/2025 | 101-41420-50210   |                    |
| 1GN6-6Q4L-93VG | Ethernet Adapter                 | 8.99     | 10/23/2025 | 101-42110-50210   |                    |
| 1P61-N7GG-YDVL | PAPER/BADGE HOLDER               | 80.15    | 10/23/2025 | 101-42110-50210   |                    |
| 1RTN-WNY9-FV7M | Business Prime Annual Membership | 349.00   | 10/23/2025 | 101-41940-50433   |                    |
|                | Check Total:                     | 654.79   |            |                   |                    |
| Vendor: 1646   | Ameritas                         |          |            | Check Sequence: 3 | ACH Enabled: False |
| 1014 AMER      | PAYROLL 10-24-2025               | 90.00    | 10/23/2025 | 101-00000-21705   |                    |
|                | Check Total:                     | 90.00    |            |                   |                    |
| Vendor: 2144   | AT&T                             |          |            | Check Sequence: 4 | ACH Enabled: False |
| 2072547010     | OFFICE @ HAND ACCT               | 31.30    | 10/23/2025 | 101-41420-50321   |                    |
|                | Check Total:                     | 31.30    |            |                   |                    |
| Vendor: 1040   | Axon Enterprise, Inc.            |          |            | Check Sequence: 5 | ACH Enabled: False |
| 386897         | TASER AND HOLSTER                | 533.45   | 10/23/2025 | 101-42110-50237   |                    |
| 386927         | TASER AND TRUE UP                | 573.91   | 10/23/2025 | 101-42110-50237   |                    |
| 387455         | TASERS AND CARTRIDGES            | 1,738.63 | 10/23/2025 | 101-42110-50237   |                    |

| Invoice No   | Description                 | Amount    | Pmt Date   | Acct Number       | Reference          |
|--------------|-----------------------------|-----------|------------|-------------------|--------------------|
| 387559       | TASER LICENSE & ACCESSORIES | 973.02    | 10/23/2025 | 101-42110-50237   |                    |
|              | Check Total:                | 3,819.01  |            |                   |                    |
| Vendor: 1049 | BELLBOY CORPORATION         |           |            | Check Sequence: 6 | ACH Enabled: False |
| 0209223000   | LIQUOR                      | 610.05    | 10/23/2025 | 609-48000-50251   |                    |
| 0300376600   | THC                         | 91.65     | 10/23/2025 | 609-48000-50254   |                    |
|              | Check Total:                | 701.70    |            |                   |                    |
| Vendor: 1052 | BERNICKS                    |           |            | Check Sequence: 7 | ACH Enabled: False |
| 10413246     | N/A SALES                   | 117.90    | 10/23/2025 | 609-48000-50250   |                    |
| 10413246     | BEER                        | 1,545.50  | 10/23/2025 | 609-48000-50252   |                    |
| 10413255     | BEER                        | 3,376.00  | 10/23/2025 | 609-49750-50252   |                    |
| 10413255     | N/A SALES                   | 322.40    | 10/23/2025 | 609-49750-50250   |                    |
| 10413256     | BEER CREDIT                 | -19.60    | 10/23/2025 | 609-49750-50252   |                    |
| 10413256     | KEG DEPOSIT CREDIT          | -30.00    | 10/23/2025 | 609-00000-11560   |                    |
| 10415826     | BEER                        | 1,318.10  | 10/23/2025 | 609-48000-50252   |                    |
| 10415826     | N/A SALES                   | 29.00     | 10/23/2025 | 609-48000-50250   |                    |
| 10415832     | BEER                        | 4,511.30  | 10/23/2025 | 609-49750-50252   |                    |
| 10415832     | N/A SALES                   | 29.00     | 10/23/2025 | 609-49750-50250   |                    |
| 10415833     | N/A SALES                   | 20.00     | 10/23/2025 | 609-49750-50250   |                    |
| 10415834     | BEER CREDIT                 | -28.27    | 10/23/2025 | 609-49750-50252   |                    |
|              | Check Total:                | 11,191.33 |            |                   |                    |
| Vendor: 1921 | Bituminous Roadways, Inc.   |           |            | Check Sequence: 8 | ACH Enabled: False |
| 250403       | BLACKTOP PATCHING           | 229.51    | 10/23/2025 | 101-43000-50224   |                    |
| 250425       | POTHOLE PATCHING            | 226.97    | 10/23/2025 | 101-43000-50224   |                    |
|              | Check Total:                | 456.48    |            |                   |                    |
| Vendor: 1066 | Breakthru Beverage MN       |           |            | Check Sequence: 9 | ACH Enabled: False |
| 123708899    | LIQUOR                      | 227.30    | 10/23/2025 | 609-49750-50251   |                    |
| 123709018    | LIQUOR                      | 386.08    | 10/23/2025 | 609-49750-50251   |                    |
| 123817877    | LIQUOR                      | 1,417.33  | 10/23/2025 | 609-49750-50251   |                    |
|              | Check Total:                | 2,030.71  |            |                   |                    |

| Invoice No   | Description                    | Amount   | Pmt Date   | Acct Number        | Reference          |
|--------------|--------------------------------|----------|------------|--------------------|--------------------|
| Vendor: 1082 | Capitol Beverage Sales LP      |          |            | Check Sequence: 10 | ACH Enabled: False |
| 3200447      | N/A SALES                      | 69.00    | 10/23/2025 | 609-49750-50250    |                    |
| 3200447      | BEER                           | 851.00   | 10/23/2025 | 609-49750-50252    |                    |
| 3200456      | BEER                           | 73.20    | 10/23/2025 | 609-48000-50252    |                    |
| 3200456      | LIQUOR                         | 450.00   | 10/23/2025 | 609-48000-50251    |                    |
|              | Check Total:                   | 1,443.20 |            |                    |                    |
| Vendor: 2247 | JASON CARDINAL                 |          |            | Check Sequence: 11 | ACH Enabled: False |
| NBRCH25-3    | PUBLIC SAFETY BACKGROUND       | 1,852.50 | 10/23/2025 | 101-42110-50300    |                    |
|              | Check Total:                   | 1,852.50 |            |                    |                    |
| Vendor: 1109 | CINTAS                         |          |            | Check Sequence: 12 | ACH Enabled: False |
| 4245903551   | WASTE WATER UNIFORMS           | 30.01    | 10/23/2025 | 602-49450-50237    |                    |
| 4245903605   | PARKS UNIFORMS                 | 7.71     | 10/23/2025 | 101-45000-50237    |                    |
| 4245903605   | SHOP TOWELS                    | 10.55    | 10/23/2025 | 101-43000-50300    |                    |
| 4245903605   | PW UNIFORMS                    | 98.39    | 10/23/2025 | 101-43000-50237    |                    |
| 4245903605   | WATER UNIFORMS                 | 16.59    | 10/23/2025 | 615-49550-50237    |                    |
| 4245903605   | GENERATION UNIFORMS            | 8.04     | 10/23/2025 | 620-49600-50237    |                    |
| 4246619091   | MATS                           | 22.04    | 10/23/2025 | 602-49450-50300    |                    |
| 4246619091   | WW UNIFORMS                    | 30.01    | 10/23/2025 | 602-49450-50237    |                    |
| 4246619180   | GENERATION UNIFORMS            | 8.04     | 10/23/2025 | 620-49600-50237    |                    |
| 4246619180   | SHOP TOWELS AND MATS           | 28.28    | 10/23/2025 | 101-43000-50300    |                    |
| 4246619180   | PW UNIFORMS                    | 98.39    | 10/23/2025 | 101-43000-50237    |                    |
| 4246619180   | GENERATION MATS                | 18.70    | 10/23/2025 | 620-49600-50300    |                    |
| 4246619180   | PARKS UNIFORMS                 | 7.71     | 10/23/2025 | 101-45000-50237    |                    |
| 4246619180   | WATER UNIFORMS                 | 16.59    | 10/23/2025 | 615-49550-50237    |                    |
| 4246633644   | FIRE HALL MATS                 | 14.03    | 10/23/2025 | 101-42280-50300    |                    |
| 4246633681   | LIBRARY MOP & MATS             | 26.60    | 10/23/2025 | 101-45500-50300    |                    |
| 4246633696   | CITY HALL SUPPLIES & MATS      | 52.00    | 10/23/2025 | 101-41940-50300    |                    |
| 4246633806   | LIQUOR STORE 1 SUPPLIES & MATS | 49.93    | 10/23/2025 | 609-49750-50300    |                    |
| 4246633880   | LIQUOR STORE 2 SUPPLIES & MATS | 47.19    | 10/23/2025 | 609-48000-50300    |                    |
| 4246633973   | 5419 383RD WATER MATS          | 4.80     | 10/23/2025 | 615-49550-50300    |                    |
| 9339786228   | CREDIT                         | -18.70   | 10/23/2025 | 101-43000-50300    |                    |

| Invoice No   | Description              | Amount    | Pmt Date   | Acct Number        | Reference          |
|--------------|--------------------------|-----------|------------|--------------------|--------------------|
| Check Total: |                          | 576.90    |            |                    |                    |
| Vendor: 1114 | Coffee Mill Inc          |           |            | Check Sequence: 13 | ACH Enabled: False |
| 0276031-IN   | COFFEE AND FIELD SERVICE | 94.00     | 10/23/2025 | 101-41940-50210    |                    |
| 0276032-IN   | COFFEE                   | 154.00    | 10/23/2025 | 101-42110-50210    |                    |
| Check Total: |                          | 248.00    |            |                    |                    |
| Vendor: 2206 | Core & Main LP           |           |            | Check Sequence: 14 | ACH Enabled: False |
| 0557320      | PUMP REPAIR PLANT 1      | 1,068.85  | 10/23/2025 | 615-49550-50404    |                    |
| INV0021362   | WATER PLANT DEHUMIDIFIER | 7,039.92  | 10/23/2025 | 615-49550-50404    |                    |
| INV0021872   | WASTE WATER CHEMICALS    | 1,275.66  | 10/23/2025 | 602-49450-50404    |                    |
| INV0021872   | WATER CHEMICALS          | 483.22    | 10/23/2025 | 615-49550-50404    |                    |
| X811269      | 2 GATE VALVES            | 3,235.00  | 10/23/2025 | 615-49550-50404    |                    |
| X811377      | WATERMAIN STOCK PARTS    | 1,348.87  | 10/23/2025 | 615-49550-50404    |                    |
| Check Total: |                          | 14,451.52 |            |                    |                    |
| Vendor: 1122 | Crystal Springs Ice      |           |            | Check Sequence: 15 | ACH Enabled: False |
| 01-501600    | N/A SALES                | 57.66     | 10/23/2025 | 609-48000-50250    |                    |
| Check Total: |                          | 57.66     |            |                    |                    |
| Vendor: 1129 | DAHLHEIMER DISTRIBUTING  |           |            | Check Sequence: 16 | ACH Enabled: False |
| 1836-00050   | KEG DEPOSIT CREDIT       | -30.00    | 10/23/2025 | 609-00000-11560    |                    |
| 1836-00051   | KEG DEPOSIT CREDIT       | -60.00    | 10/23/2025 | 609-00000-11560    |                    |
| 2595240      | THC                      | 268.00    | 10/23/2025 | 609-49750-50254    |                    |
| 2595242      | N/A SALES                | 447.53    | 10/23/2025 | 609-49750-50250    |                    |
| 2595243      | BEER                     | 7,852.75  | 10/23/2025 | 609-49750-50252    |                    |
| 2595303      | THC                      | 338.50    | 10/23/2025 | 609-48000-50254    |                    |
| 2595304      | LIQUOR                   | 492.40    | 10/23/2025 | 609-48000-50251    |                    |
| 2595305      | BEER                     | 2,412.55  | 10/23/2025 | 609-48000-50252    |                    |
| 2596081      | N/A SALES                | 209.00    | 10/23/2025 | 609-49750-50250    |                    |
| 2596130      | N/A SALES CREDIT         | -14.40    | 10/23/2025 | 609-48000-50250    |                    |
| 2596131      | N/A SALES CREDIT         | -118.00   | 10/23/2025 | 609-49750-50250    |                    |
| 2596826      | THC CREDIT               | -114.00   | 10/23/2025 | 609-49750-50254    |                    |
| 2600876      | LIQUOR                   | 235.00    | 10/23/2025 | 609-49750-50251    |                    |

| Invoice No    | Description                      | Amount    | Pmt Date   | Acct Number        | Reference          |
|---------------|----------------------------------|-----------|------------|--------------------|--------------------|
| 2600877       | N/A SALES                        | 478.75    | 10/23/2025 | 609-49750-50250    |                    |
| 2600878       | BEER                             | 5,689.15  | 10/23/2025 | 609-49750-50252    |                    |
| 2600904       | N/A SALES                        | 33.85     | 10/23/2025 | 609-48000-50250    |                    |
| 2600905       | BEER                             | 2,360.35  | 10/23/2025 | 609-48000-50252    |                    |
| 2600957       | THC                              | 307.00    | 10/23/2025 | 609-48000-50254    |                    |
| 2600960       | LIQUOR                           | 289.00    | 10/23/2025 | 609-48000-50251    |                    |
|               | Check Total:                     | 21,077.43 |            |                    |                    |
| Vendor: 2132  | Data-Smart Computers, Inc.       |           |            | Check Sequence: 17 | ACH Enabled: False |
| 95436         | SONIC WALL SUPPORT               | 652.50    | 10/23/2025 | 101-41420-50300    |                    |
| 95437         | SONICWALL & VPN SUPPORT          | 2,465.00  | 10/23/2025 | 101-41420-50300    |                    |
|               | Check Total:                     | 3,117.50  |            |                    |                    |
| Vendor: 1133  | Dell Marketing, L.P.             |           |            | Check Sequence: 18 | ACH Enabled: False |
| 10842493399   | 19 ADOBE ACROBAT PRO             | 3,723.41  | 10/23/2025 | 101-41420-50300    |                    |
|               | Check Total:                     | 3,723.41  |            |                    |                    |
| Vendor: 1143  | Dr Pepper Snapple Group          |           |            | Check Sequence: 19 | ACH Enabled: False |
| 4849206488    | N/A SALES                        | 240.00    | 10/23/2025 | 609-49750-50250    |                    |
|               | Check Total:                     | 240.00    |            |                    |                    |
| Vendor: 1797  | Emily Sampson                    |           |            | Check Sequence: 20 | ACH Enabled: False |
| 6338 Main St  | Storefront Facade - 6338 Main St | 18,464.01 | 10/23/2025 | 201-46500-50430    |                    |
|               | Check Total:                     | 18,464.01 |            |                    |                    |
| Vendor: 1175  | F.I.R.E.                         |           |            | Check Sequence: 21 | ACH Enabled: False |
| 7755          | FDC/STANDPIPES, APT PACKS        | 650.00    | 10/23/2025 | 101-42280-50332    |                    |
|               | Check Total:                     | 650.00    |            |                    |                    |
| Vendor: 1179  | Fastenal Company                 |           |            | Check Sequence: 22 | ACH Enabled: False |
| W4UZ8K72R3WY1 | NUTS/BOLTS                       | 1.46      | 10/23/2025 | 101-43000-50226    |                    |
| W4UZ8K72R3WY1 | NUTS/BOLTS                       | 14.77     | 10/23/2025 | 101-43000-50404    |                    |
|               | Check Total:                     | 16.23     |            |                    |                    |



| Invoice No                                                                                                                          | Description                                                                                                                                                                               | Amount                                                                   | Pmt Date                                                                                       | Acct Number                                                                                                                                             | Reference          |
|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Vendor: 1180<br>0557320                                                                                                             | Ferguson US Holdings, Inc<br>METER COUPLINGS                                                                                                                                              | 605.60                                                                   | 10/23/2025                                                                                     | Check Sequence: 23<br>615-49550-50210                                                                                                                   | ACH Enabled: False |
|                                                                                                                                     | Check Total:                                                                                                                                                                              | 605.60                                                                   |                                                                                                |                                                                                                                                                         |                    |
| Vendor: 1706<br>EMP SEPT 2025<br>EMP SEPT 2025<br>MUN SEPT 2025<br>MUN SEPT 2025<br>MUN SEPT 2025<br>MUN SEPT 2025<br>MUN SEPT 2025 | Flaherty & Hood, P.A.<br>LABOR & EMPLOYMENT MATTERS<br>LABOR & EMPLOYMENT MATTERS<br>ADMINISTRATIVE MATTERS<br>COMM DEV MATTERS<br>EDA MATTERS<br>BLDG ORD UPDATE<br>GENERAL MUNI MATTERS | 1,375.00<br>660.00<br>358.75<br>625.00<br>1,881.25<br>410.00<br>1,742.50 | 10/23/2025<br>10/23/2025<br>10/23/2025<br>10/23/2025<br>10/23/2025<br>10/23/2025<br>10/23/2025 | Check Sequence: 24<br>101-41610-50304<br>101-42110-50304<br>101-41610-50304<br>101-41910-50304<br>201-46500-50304<br>101-41610-50304<br>101-41610-50304 | ACH Enabled: False |
|                                                                                                                                     | Check Total:                                                                                                                                                                              | 7,052.50                                                                 |                                                                                                |                                                                                                                                                         |                    |
| Vendor: 2240<br>718315                                                                                                              | GigFire LLC<br>North Branch Parks Wifi                                                                                                                                                    | 70.00                                                                    | 10/23/2025                                                                                     | Check Sequence: 25<br>101-41420-50243                                                                                                                   | ACH Enabled: False |
|                                                                                                                                     | Check Total:                                                                                                                                                                              | 70.00                                                                    |                                                                                                |                                                                                                                                                         |                    |
| Vendor: 1220<br>9665198561                                                                                                          | Grainger<br>TEMP GE REPAIRS                                                                                                                                                               | 42.67                                                                    | 10/23/2025                                                                                     | Check Sequence: 26<br>612-49700-50404                                                                                                                   | ACH Enabled: False |
|                                                                                                                                     | Check Total:                                                                                                                                                                              | 42.67                                                                    |                                                                                                |                                                                                                                                                         |                    |
| Vendor: 1225<br>9350419812<br>9350419812<br>9350419812<br>9350419812                                                                | Graybar<br>EXT LIGHTS NEW ASH ST BLDG<br>EXT LIGHTS NEW ASH ST BLDG<br>EXT LIGHTS NEW ASH ST BLDG<br>EXT LIGHTS NEW ASH ST BLDG                                                           | 43.87<br>43.87<br>29.24<br>175.46                                        | 10/23/2025<br>10/23/2025<br>10/23/2025<br>10/23/2025                                           | Check Sequence: 27<br>612-49700-50525<br>602-49450-50525<br>615-49550-50525<br>101-49990-50525                                                          | ACH Enabled: False |
|                                                                                                                                     | Check Total:                                                                                                                                                                              | 292.44                                                                   |                                                                                                |                                                                                                                                                         |                    |
| Vendor: 1239<br>7225498                                                                                                             | Hawkins, Inc.<br>WASTEWATER CHEMICALS                                                                                                                                                     | 10.00                                                                    | 10/23/2025                                                                                     | Check Sequence: 28<br>602-49450-50272                                                                                                                   | ACH Enabled: False |
|                                                                                                                                     | Check Total:                                                                                                                                                                              | 10.00                                                                    |                                                                                                |                                                                                                                                                         |                    |
| Vendor: 1998                                                                                                                        | HEWLETT-PACKARD FINANCIAL SERVICES COMPANY                                                                                                                                                |                                                                          |                                                                                                | Check Sequence: 29                                                                                                                                      | ACH Enabled: False |

| Invoice No   | Description                  | Amount   | Pmt Date   | Acct Number        | Reference          |
|--------------|------------------------------|----------|------------|--------------------|--------------------|
| 100001428194 | NETWORK SWITCHES/FIREWALLS   | 1,849.78 | 10/23/2025 | 101-41420-50244    |                    |
|              | Check Total:                 | 1,849.78 |            |                    |                    |
| Vendor: 2142 | INSIGHT BREWING COMPANY, LLC |          |            | Check Sequence: 30 | ACH Enabled: False |
| 27243        | BEER                         | 55.34    | 10/23/2025 | 609-49750-50252    |                    |
|              | Check Total:                 | 55.34    |            |                    |                    |
| Vendor: 1265 | Isanti-Chisago County Star   |          |            | Check Sequence: 31 | ACH Enabled: False |
| 1917819      | ORDINANCE 398-25             | 9.75     | 10/23/2025 | 101-41910-50351    |                    |
|              | Check Total:                 | 9.75     |            |                    |                    |
| Vendor: 1279 | JOHNSON BROTHERS LIQUOR CO   |          |            | Check Sequence: 32 | ACH Enabled: False |
| 2862136      | LIQUOR                       | 69.50    | 10/23/2025 | 609-49750-50251    |                    |
| 2898365      | LIQUOR                       | 504.87   | 10/23/2025 | 609-49750-50251    |                    |
| 2898366      | WINE                         | 46.89    | 10/23/2025 | 609-49750-50253    |                    |
| 2898367      | N/A SALES                    | 125.75   | 10/23/2025 | 609-49750-50250    |                    |
| 2898368      | LIQUOR                       | 1,755.63 | 10/23/2025 | 609-49750-50251    |                    |
| 2898369      | WINE                         | 678.08   | 10/23/2025 | 609-49750-50253    |                    |
| 2898370      | LIQUOR                       | 440.20   | 10/23/2025 | 609-49750-50251    |                    |
| 2898371      | WINE                         | 394.22   | 10/23/2025 | 609-49750-50253    |                    |
| 2898372      | WINE                         | 647.84   | 10/23/2025 | 609-48000-50253    |                    |
| 2898373      | N/A SALES                    | 125.75   | 10/23/2025 | 609-48000-50250    |                    |
| 2898374      | LIQUOR                       | 818.40   | 10/23/2025 | 609-48000-50251    |                    |
| 2898375      | WINE                         | 115.68   | 10/23/2025 | 609-49750-50253    |                    |
| 2903431      | LIQUOR                       | 5,006.78 | 10/23/2025 | 609-49750-50251    |                    |
| 2903433      | LIQUOR                       | 2,378.74 | 10/23/2025 | 609-49750-50251    |                    |
| 2903434      | WINE                         | 45.84    | 10/23/2025 | 609-49750-50253    |                    |
| 2903435      | LIQUOR                       | 263.84   | 10/23/2025 | 609-49750-50251    |                    |
| 2903436      | WINE                         | 140.67   | 10/23/2025 | 609-49750-50253    |                    |
| 2903437      | LIQUOR                       | 1,463.40 | 10/23/2025 | 609-48000-50251    |                    |
| 2903438      | WINE                         | 187.36   | 10/23/2025 | 609-48000-50253    |                    |
| 2903439      | LIQUOR                       | 594.33   | 10/23/2025 | 609-48000-50251    |                    |
| 2903440      | WINE                         | 578.20   | 10/23/2025 | 609-48000-50253    |                    |
| 2903441      | LIQUOR                       | 973.90   | 10/23/2025 | 609-48000-50251    |                    |

| Invoice No                      | Description                                            | Amount    | Pmt Date   | Acct Number                           | Reference          |
|---------------------------------|--------------------------------------------------------|-----------|------------|---------------------------------------|--------------------|
|                                 | Check Total:                                           | 17,355.87 |            |                                       |                    |
| Vendor: 1685<br>002424          | Lakes Brewing Company<br>BEER                          | 121.00    | 10/23/2025 | Check Sequence: 33<br>609-49750-50252 | ACH Enabled: False |
|                                 | Check Total:                                           | 121.00    |            |                                       |                    |
| Vendor: 1878<br>864228 SEP 2025 | Larkin Hoffman Attorneys<br>Legislative Representation | 2,500.00  | 10/23/2025 | Check Sequence: 34<br>101-41800-50300 | ACH Enabled: False |
|                                 | Check Total:                                           | 2,500.00  |            |                                       |                    |
| Vendor: 1643                    | McDonald Distributing                                  |           |            | Check Sequence: 35                    | ACH Enabled: False |
| 829712                          | N/A SALES                                              | 18.00     | 10/23/2025 | 609-48000-50250                       |                    |
| 829712                          | LIQUOR                                                 | 180.90    | 10/23/2025 | 609-48000-50251                       |                    |
| 829712                          | BEER                                                   | 1,422.45  | 10/23/2025 | 609-48000-50252                       |                    |
| 829746                          | BEER CREDIT                                            | -12.65    | 10/23/2025 | 609-48000-50252                       |                    |
| 829824                          | LIQUOR                                                 | 180.90    | 10/23/2025 | 609-49750-50251                       |                    |
| 829825                          | BEER                                                   | 5,587.55  | 10/23/2025 | 609-49750-50252                       |                    |
| 829825                          | LIQUOR                                                 | 67.20     | 10/23/2025 | 609-49750-50251                       |                    |
| 829825                          | N/A SALES                                              | 62.70     | 10/23/2025 | 609-49750-50250                       |                    |
| 829871                          | BEER CREDIT                                            | -32.93    | 10/23/2025 | 609-49750-50252                       |                    |
| 830802                          | LIQUOR                                                 | 154.20    | 10/23/2025 | 609-48000-50251                       |                    |
| 830802                          | BEER                                                   | 1,051.70  | 10/23/2025 | 609-48000-50252                       |                    |
| 830827                          | LIQUOR                                                 | 60.30     | 10/23/2025 | 609-49750-50251                       |                    |
| 830828                          | BEER                                                   | 1,826.80  | 10/23/2025 | 609-49750-50252                       |                    |
| 830828                          | LIQUOR                                                 | 33.60     | 10/23/2025 | 609-49750-50251                       |                    |
| 830829                          | BEER CREDIT                                            | -37.20    | 10/23/2025 | 609-49750-50252                       |                    |
| 8860712                         | BEER CREDIT                                            | -16.85    | 10/23/2025 | 609-49750-50252                       |                    |
|                                 | Check Total:                                           | 10,546.67 |            |                                       |                    |
| Vendor: 1376                    | MMUA                                                   |           |            | Check Sequence: 36                    | ACH Enabled: False |
| 67276                           | DRUG & ALCOHOL TESTING                                 | 50.00     | 10/23/2025 | 101-43000-50314                       |                    |
| 67276                           | DRUG & ALCOHOL TESTING                                 | 50.00     | 10/23/2025 | 101-41500-50300                       |                    |
| 67276                           | DRUG & ALCOHOL TESTING                                 | 50.00     | 10/23/2025 | 101-42110-50314                       |                    |
| 67276                           | DRUG & ALCOHOL TESTING                                 | 50.00     | 10/23/2025 | 101-43000-50314                       |                    |

| Invoice No   | Description                                 | Amount   | Pmt Date   | Acct Number        | Reference          |
|--------------|---------------------------------------------|----------|------------|--------------------|--------------------|
|              | Check Total:                                | 200.00   |            |                    |                    |
| Vendor: 1386 | MN Dept Of Labor Industry Bld               |          |            | Check Sequence: 37 | ACH Enabled: False |
| Q3 SURCHARGE | Q3 BLDG PERMIT SURCHARGE                    | 4,283.59 | 10/23/2025 | 101-00000-21716    |                    |
|              | Check Total:                                | 4,283.59 |            |                    |                    |
| Vendor: 1393 | MN Fire Service Certification               |          |            | Check Sequence: 38 | ACH Enabled: False |
| 14696        | 21 RECERTIFICATIONS                         | 551.25   | 10/23/2025 | 101-42280-50332    |                    |
|              | Check Total:                                | 551.25   |            |                    |                    |
| Vendor: 1411 | Moose Lake Brewing Co. LLC                  |          |            | Check Sequence: 39 | ACH Enabled: False |
| SW42-005     | BEER                                        | 51.00    | 10/23/2025 | 609-48000-50252    |                    |
| SW42-006     | BEER                                        | 51.00    | 10/23/2025 | 609-49750-50252    |                    |
|              | Check Total:                                | 102.00   |            |                    |                    |
| Vendor: 2203 | Morris Electronics, Inc.                    |          |            | Check Sequence: 40 | ACH Enabled: False |
| 15862        | PD IT SUPPORT 9/20/2025                     | 93.75    | 10/23/2025 | 101-41420-50300    |                    |
| 15900        | NEW SERVER TESTING 9/22/2025                | 250.00   | 10/23/2025 | 101-41420-50300    |                    |
| 15975        | NEW SERVER PROPHOENIX 9/25/2025             | 500.00   | 10/23/2025 | 101-41420-50300    |                    |
| 16041        | MTG WITH TONYA 9/29/2025                    | 62.50    | 10/23/2025 | 101-41420-50300    |                    |
|              | Check Total:                                | 906.25   |            |                    |                    |
| Vendor: 1763 | OFFICE OF MNIT SERVICES-ACCOUNTS RECEIVABLE |          |            | Check Sequence: 41 | ACH Enabled: False |
| DV25090446   | WIDE AREA NETWORK SERVICES                  | 1,150.00 | 10/23/2025 | 101-41420-50243    |                    |
|              | Check Total:                                | 1,150.00 |            |                    |                    |
| Vendor: 1893 | Parman Energy Group, LLC                    |          |            | Check Sequence: 42 | ACH Enabled: False |
| 0349139      | HYDRAULIC FLUID - PLOWS                     | 654.68   | 10/23/2025 | 101-43000-50404    |                    |
|              | Check Total:                                | 654.68   |            |                    |                    |
| Vendor: 1474 | PHILLIPS WINE & SPIRITS, INC                |          |            | Check Sequence: 43 | ACH Enabled: False |
| 5059551      | LIQUOR                                      | 1,575.85 | 10/23/2025 | 609-49750-50251    |                    |
| 5063248      | LIQUOR                                      | 590.12   | 10/23/2025 | 609-49750-50251    |                    |
| 5063249      | WINE                                        | 150.45   | 10/23/2025 | 609-49750-50253    |                    |

| Invoice No   | Description                                         | Amount   | Pmt Date   | Acct Number        | Reference          |
|--------------|-----------------------------------------------------|----------|------------|--------------------|--------------------|
| 5063250      | N/A SALES                                           | 179.68   | 10/23/2025 | 609-49750-50250    |                    |
| 5063251      | THC                                                 | 199.50   | 10/23/2025 | 609-49750-50254    |                    |
| 5063252      | LIQUOR                                              | 1,474.10 | 10/23/2025 | 609-48000-50251    |                    |
| 5063253      | WINE                                                | 387.77   | 10/23/2025 | 609-48000-50253    |                    |
| 5063254      | N/A SALES                                           | 89.84    | 10/23/2025 | 609-48000-50250    |                    |
| 559707       | N/A SALES CREDIT                                    | -8.69    | 10/23/2025 | 609-49750-50250    |                    |
| 559707       | WINE CREDIT                                         | -3.33    | 10/23/2025 | 609-49750-50253    |                    |
| 559708       | LIQUOR CREDIT                                       | -14.50   | 10/23/2025 | 609-49750-50251    |                    |
|              | Check Total:                                        | 4,620.79 |            |                    |                    |
| Vendor: 1884 | SUSO 4 North Branch, LP Pine Tree Commercial Realty |          |            | Check Sequence: 44 | ACH Enabled: False |
|              | STORE 2 NOVEMBER RENT                               | 6,479.36 | 10/23/2025 | 609-48000-50412    |                    |
|              | Check Total:                                        | 6,479.36 |            |                    |                    |
| Vendor: 1987 | POMP'S TIRE SERVICE INC                             |          |            | Check Sequence: 45 | ACH Enabled: False |
| 2390029919   | TIRES FOR TRUCKS 350 & 400                          | 2,009.17 | 10/23/2025 | 101-43000-50404    |                    |
| 2390029919   | TIRES FOR CRANE TRUCK                               | 1,004.59 | 10/23/2025 | 602-49450-50404    |                    |
|              | Check Total:                                        | 3,013.76 |            |                    |                    |
| Vendor: 1494 | Red Bull Distribution Company                       |          |            | Check Sequence: 46 | ACH Enabled: False |
| 2029464008   | N/A SALES                                           | 78.11    | 10/23/2025 | 609-49750-50250    |                    |
|              | Check Total:                                        | 78.11    |            |                    |                    |
| Vendor: 2066 | RMB Environmental Laboratories, Inc.                |          |            | Check Sequence: 47 | ACH Enabled: False |
| B019845      | WASTEWATER LAB TEST                                 | 250.60   | 10/23/2025 | 602-49450-50315    |                    |
| B019960      | WASTEWATER LAB TEST                                 | 250.60   | 10/23/2025 | 602-49450-50315    |                    |
| B020025      | WATER TOWER ECOLI TEST                              | 17.50    | 10/23/2025 | 615-49550-50315    |                    |
| B020054      | WASTE WATER TESTS                                   | 142.10   | 10/23/2025 | 602-49450-50315    |                    |
| B020164      | WATER SAMPLE TESTS                                  | 105.00   | 10/23/2025 | 615-49550-50315    |                    |
| D080972      | Biosolid application lab tests                      | 659.40   | 10/23/2025 | 602-49450-50315    |                    |
|              | Check Total:                                        | 1,425.20 |            |                    |                    |
| Vendor: 1534 | SOUTHERN GLAZERS WINE & SPIRITS OF MINNESOTA        |          |            | Check Sequence: 48 | ACH Enabled: False |
| 2678255      | WINE                                                | 504.26   | 10/23/2025 | 609-48000-50253    |                    |

| Invoice No   | Description                 | Amount    | Pmt Date   | Acct Number        | Reference          |
|--------------|-----------------------------|-----------|------------|--------------------|--------------------|
| 2678255      | LIQUOR                      | 1,777.11  | 10/23/2025 | 609-48000-50251    |                    |
| 2678753      | WINE                        | 1.55      | 10/23/2025 | 609-49750-50253    |                    |
| 2678754      | LIQUOR                      | 5,298.26  | 10/23/2025 | 609-49750-50251    |                    |
| 2678755      | WINE                        | 113.02    | 10/23/2025 | 609-49750-50253    |                    |
| 2680884      | WINE                        | 330.74    | 10/23/2025 | 609-48000-50253    |                    |
| 2680884      | LIQUOR                      | 1,872.63  | 10/23/2025 | 609-48000-50251    |                    |
| 2681391      | LIQUOR                      | 160.55    | 10/23/2025 | 609-49750-50251    |                    |
| 2681392      | LIQUOR                      | 2,240.44  | 10/23/2025 | 609-49750-50251    |                    |
| 2681393      | WINE                        | 756.11    | 10/23/2025 | 609-49750-50253    |                    |
|              | Check Total:                | 13,054.67 |            |                    |                    |
| Vendor: 1542 | Staples                     |           |            | Check Sequence: 49 | ACH Enabled: False |
| 7007246151   | INV 6045058112 & 6045058113 | 269.62    | 10/23/2025 | 101-41940-50210    |                    |
|              | Check Total:                | 269.62    |            |                    |                    |
| Vendor: 1191 | STEIN SERVICES, LLC         |           |            | Check Sequence: 50 | ACH Enabled: False |
| 25-1239      | FLOW METER CALIBRATION      | 330.00    | 10/23/2025 | 602-49450-50404    |                    |
|              | Check Total:                | 330.00    |            |                    |                    |
| Vendor: 1550 | STREICHERS                  |           |            | Check Sequence: 51 | ACH Enabled: False |
| 1787525      | HOLSTERS                    | 145.00    | 10/23/2025 | 101-42110-50237    |                    |
| 1789067      | NEW HIRE UNIFORM - IL       | 1,766.73  | 10/23/2025 | 101-42110-50237    |                    |
| 1789071      | NEW HIRE UNIFORM - IL       | 145.97    | 10/23/2025 | 101-42110-50237    |                    |
| 1789079      | NEW HIRE UNIFORM - IL       | 309.99    | 10/23/2025 | 101-42110-50237    |                    |
| 1789162      | EARPIECE/BOOTS/JACKET       | 344.99    | 10/23/2025 | 101-42110-50237    |                    |
| 1789234      | NEW HIRE UNIFORM - IL       | 35.99     | 10/23/2025 | 101-42110-50237    |                    |
| 1789380      | Single Earpiece             | 129.99    | 10/23/2025 | 101-42110-50237    |                    |
|              | Check Total:                | 2,878.66  |            |                    |                    |
| Vendor: 1698 | Tactical Solutions          |           |            | Check Sequence: 52 | ACH Enabled: False |
| 11125        | LASER/RADAR CERTIFICATES    | 615.00    | 10/23/2025 | 101-42110-50404    |                    |
|              | Check Total:                | 615.00    |            |                    |                    |
| Vendor: 1563 | TDS Media Direct, Inc.      |           |            | Check Sequence: 53 | ACH Enabled: False |

| Invoice No   | Description                   | Amount     | Pmt Date   | Acct Number        | Reference          |
|--------------|-------------------------------|------------|------------|--------------------|--------------------|
| 36042        | ADVERTISING                   | 402.99     | 10/23/2025 | 609-49750-50340    |                    |
|              | Check Total:                  | 402.99     |            |                    |                    |
| Vendor: 1584 | U.S. Bank Equipment Finance   |            |            | Check Sequence: 54 | ACH Enabled: False |
| 566375226    | COPY MACHINE LEASE            | 185.00     | 10/23/2025 | 101-41420-50219    |                    |
| 566440046    | COPY MACHINE LEASE            | 958.08     | 10/23/2025 | 101-41420-50219    |                    |
|              | Check Total:                  | 1,143.08   |            |                    |                    |
| Vendor: 1598 | Viking Coca-Cola Bottling Co. |            |            | Check Sequence: 55 | ACH Enabled: False |
| 3781845      | N/A SALES                     | 183.60     | 10/23/2025 | 609-49750-50250    |                    |
| 3781909      | N/A SALES                     | 267.30     | 10/23/2025 | 609-49750-50250    |                    |
|              | Check Total:                  | 450.90     |            |                    |                    |
| Vendor: 1611 | WATSON COMPANY                |            |            | Check Sequence: 56 | ACH Enabled: False |
| 153317       | N/A SALES                     | 1,367.04   | 10/23/2025 | 609-49750-50250    |                    |
|              | Check Total:                  | 1,367.04   |            |                    |                    |
| Vendor: 1623 | Winebow, Inc.                 |            |            | Check Sequence: 57 | ACH Enabled: False |
| MN00173724   | WINE                          | 271.00     | 10/23/2025 | 609-49750-50253    |                    |
|              | Check Total:                  | 271.00     |            |                    |                    |
| Vendor: 1867 | WORKSTRATEGIES                |            |            | Check Sequence: 58 | ACH Enabled: False |
| 84057683     | NEW HIRE MED EXAM             | 185.00     | 10/23/2025 | 101-42110-50314    |                    |
|              | Check Total:                  | 185.00     |            |                    |                    |
| Vendor: 1637 | Ziegler Cat                   |            |            | Check Sequence: 59 | ACH Enabled: False |
| SI000712798  | Generator 3 Repair            | 5,294.96   | 10/23/2025 | 620-49600-50404    |                    |
|              | Check Total:                  | 5,294.96   |            |                    |                    |
|              | Total for Check Run:          | 175,259.82 |            |                    |                    |
|              | Total of Number of Checks:    | 59         |            |                    |                    |



# 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, OCTOBER 14, 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, October 14, 2025**

**1. CALL TO ORDER**

Mayor Kevin Schieber called the City Council Meeting to order at 7 PM.

**2. PLEDGE OF ALLEGIANCE**

Mayor Kevin 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**

**Commissioner Robert Canada requested that 7f, the Approval of Resolution R-242-2025 approving the Cannabis Retail Registration Application for Wild River Cannabis LLC, be moved to 9a in Staff Reports.**

**RESULT:** Passed  
**MOVER:** Robert Canada  
**SECONDER:** Jim Ibinger



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

**ABSENT:**

**NOTES:**

a. Approve Agenda

**ACTION**

**RESULT:** Passed

**MOVER:** Patrick Meacham

**SECONDER:** Robert Canada

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

**ABSENT:**

**NOTES:**

## 5. PRESENTATION & PROCLAMATION

a. Life Saving Award Presentation

**INFO**

Police Chief Dan Mayer presented the Life Saving Medal to Officer Adam Hanson in recognition of Officer Hanson's actions during an emergency that took place on August 30th, 2025. This award is presented to employees who displayed performance in his/her duty to save the life of a person who would have likely died if not for the actions of the officer. Employees who earn the Life Saving Medal will be presented with a plaque and a uniform bar that may be worn on the uniform. On August 30, 2025, approximately 3:15 in the afternoon, North Branch police officers were dispatched to a reported medical drug overdose, with the victim described as turning blue. Officer Adam Hansen was the first officer to arrive on the scene and immediately took control of the situation, providing critical, lifesaving care. When he entered the residence, Officer Hansen located the victim, who was unconscious and unresponsive. He administered two doses of Narcan and prepared to initiate CPR as additional officers arrived. Officer Hanson demonstrated co-leadership by delegating tasks, ensuring and ensuring an organized and effective response. He administered oxygen through a non-rebreather mask and provided assisted breathing for the victim. Officer Hansen continued to monitor and stimulate the victim through sternum rubs and verbal prompts, working tirelessly to restore signs of life. The victim was severely cyanotic with blue and purple discoloration in the face and remained unresponsive for a period of time. But because of Officer Hansen's advanced training, quick thinking, and decisive actions, the victim ultimately regained alertness and began breathing independently, and Officer Hansen's actions directly saved that life. His professionalism, medical expertise, and ability to lead under pressure exemplify the highest standards of our police department.

b. 2025 MSFDA Firefighter of the year presentation

**VERBAL  
UPDATE**

Fire Chief Pat Heinen presented the 2025 MSFDA Firefighter of the year award to Training Captain Bobby Morelli for the Firefighter of the Year Award. He has an unmatched work ethic, demonstrated clearly by the fact that he has held the highest percentage of fire call responses in the department for the last three consecutive years. That level of consistency and commitment is rare—and it speaks volumes about his reliability and dedication to our mission and our community. In his role as Training Captain, Bobby goes above and beyond to ensure our members are not only trained, but confident and capable. He leads by example, fosters a positive learning environment, and always makes time to support the growth of others. Whether leading department-wide training sessions or mentoring recruits, his passion for this work is clear. Bobby also stands out for his flexibility and problem-solving mindset. He steps into any role as needed, switches between duties without conflict, and brings thoughtful solutions to every situation. He is a natural leader who encourages communication, asks insightful questions, and is never afraid to challenge himself in pursuit of a better outcome. He also serves as a trusted liaison between department leadership and members, advocating for others and maintaining open, respectful

communication across the board. Most importantly, Bobby consistently puts his fellow firefighters first—always looking out for their safety, well-being, and success.

c. A Proclamation Declaring October as Manufacturing Month

VERBAL  
UPDATE

Mayor Kevin Schieber declared a Proclamation declaring the month of October 2025 as Manufacturing Month in the City of North Branch. Manufacturing is a dynamic and robust industry that is crucial to the health and sustainability of the City of North Branch, Chisago County, and the State of Minnesota's diverse economy, and is essential to the strength of our Community. Manufacturing Month is an incredible opportunity to recognize and thank our amazing North Branch manufacturing businesses.

## 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.*

Connor Landry, Jerry McFarlane, Gloria Karsky, and Adam Grobove III gave 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.*

**Commissioner Robert Canada requested that 7f, the Approval of Resolution R-242-2025 approving the Cannabis Retail Registration Application for Wild River Cannabis LLC, be moved to 9a in Staff Reports.**

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

- |    |                                                                                                                      |        |
|----|----------------------------------------------------------------------------------------------------------------------|--------|
| a. | Claims                                                                                                               | ACTION |
| b. | Minutes - City Council Meeting - September 23, 2025, 7:00 PM                                                         | ACTION |
| c. | Approval of Resolution R-234-2025 authorizing enhanced street sweeping funding grant                                 | ACTION |
| d. | Approval of Resolution R-236-2025 authorizing the low bid for water tower cleaning                                   | ACTION |
| e. | Receive Legal Staff Report                                                                                           | INFO   |
| f. | Approval of Resolution R-242-2025 approving the Cannabis Retail Registration Application for Wild River Cannabis LLC | ACTION |

**RESULT:** Passed  
**MOVER:** Robert Canada

**SECONDER:** Jim Ibinger  
**AYES:** Kevin Schieber, Jim Ibinger, Patrick Meacham, Robert Canada  
**ABSENT:**  
**NOTES:**

**The motion is to table the registration application until October 28th at the next City Council meeting, not to approve Resolution R-242-2025.**

Community Development Director Nate Sondrol introduced R-242-2025, which would be the approval of a Cannabis Retail Registration Application for Wild River Cannabis LLC. Wild River Cannabis submitted a Cannabis Retail Registration Application to open a Cannabis micro business at 4628 Isanti Trail, North Branch, MN 55056. This application is contingent upon the following:

- A copy of the lease agreement or other contract authorizing the applicant to occupy the retail location if the applicant is not the owner of the property.
- A copy of documentation showing compliance with zoning from the zoning authority and compliance with state fire and building codes.
- A certificate of liability insurance covering the license period.
- Completed Tennessee Warning form for each person referenced on the application
- Completed MN Workers Comp Law for business
- Complete the MN Tax Clearance Certificate form for business.
- A copy of a valid state license or a written notice of license pre-approval letter issued by the Minnesota Office of Cannabis Management.
- Initial Registration Fee \$500, Renewal Registration Fee \$1,000 due upon State approval.

Director Sondrol explained that they received approval from the state for a Cannabis retail site. there's a couple of things that, just to be clarifying what's in the packet, the location on there is different than the address businesses have, the ability to move the location one from the pre-approval they have. That's part of that process. The process is somewhat complicated, because when they submit, it doesn't have to have that specific business, because there are a lot of things that have changed. Essentially, the legislature has wanted the cannabis retail registration to be a very simplified process. There are requirements that they have that require to provide so with a pre-approval. Once they have that, they have 18 months to essentially find a location, and then they'll submit an application. They'll submit that go to the state, and once they were asking for the preliminary zoning approval, essentially, does the site meet zoning requirements here? And this location does its own B business. These are permanent uses cannabis retail is permitted in that zoning district. And then, once they receive that freedom under approval, they will submit to the state to apply for registration after they get their site, in accordance the one system is safer for the registration, they have 30 days to have. So the state requires the city that they receive registration. They have 30 days to comply with all the zoning regulations and all the building code regulations, and part of that includes significant safety security requirements by the state, such as in the alarm system, hidden surveillance, lighting, locks, immediate response protocol. So there are various significant controls that need to be met within that 30-day window. The city did adopt the cannabis code, we are required to provide one license for 12,500 people. And so with that, we adopted those rules and regulations. We discussed setbacks from schools, daycares, parks, playgrounds, and the council at that time made a recommendation to have the setbacks be 1000 feet from school and 1000 feet from another Cannabis retail store. The daycare component that was or the licensed facilities that state statute does talk about the ability of having to impose those setbacks, if you so choose, with this to see that North Branch also did not include those. So with that, the site does meet the zoning requirements for what they're requesting,

Commissioner Canada responded that he doesn't understand the location of the retail shop, and he believes that it's a safety concern. He explained that he is also worried about increased traffic that this retail shop will also bring to the area. Commissioner Canada mentioned that he is also worried about the crime statistics of this proposed business.

Commissioner Ibinger stated that he isn't against Cannabis in North Branch, he just believes that we need to do a little extra homework before a decision is made, and if there's another location available.

Mayor Kevin Schieber questioned the applicant if he would be growing Cannabis. The applicant had initially applied for 2 endorsements, and he dropped the cultivation endorsement. So he will not be cultivating it.

The City Council decided to table the approval of Resolution R-242-2025 until the October 28th City Council Meeting to get some more questions answered and some feedback from our police chief regarding the crime increase. The three items that the City Council would like more information about are:

1. Legal conformity with State Statute
2. Traffic Statistics/Impacts
3. Crime Statistics

- g. Approval of Resolution R-235-2025 authorizing a letter of support for Veteran's Memorial ACTION
- h. Approval of Resolution R-238-2025 providing for an irrevocable appropriation of funds ACTION
- i. Approval of Resolution R-239-2025 Approving Special Event Permit for the Space Race Disc Golf Tournament at Harder Park ACTION

## 8. PUBLIC HEARINGS

## 9. STAFF REPORTS

- a. Consider approval of Resolution # R-244-2025 authorizing the feasibility study for NW Old Town Street and Utility project ACTION

City Engineer Justin Messner brought a presentation in front of the City Council for the approval of Resolution R-244-2025, authorizing the feasibility study for the NW Old Town Street and Utility Project. Past studies were done in 1995 and 2005. The new assessment policy aligns with Minnesota statute 429, which allows the City to bond for improvements. The project area includes some portions of Cedar Street, Elm Street, 12th Avenue, 11th Avenue, and 10th Avenue, with proposed improvements such as roadway upgrades, sidewalk improvements, storm sewer improvements, and water main upgrades. The process that we're looking at here tonight is just to authorize preparation and a feasibility study. Justin listed out the nine major meetings that will be public meetings for this particular project. So the first meeting we have here tonight is for the council to consider authorizing the preparation of the feasibility study. Our staff would do that work, and we would bring the feasibility study back for your consideration at the November 11 meeting. Then, if that were to be accepted at that time, what you would do is we would hear that it's accepted, and then you decide to move forward with our first public

engagement to interact with the public, understand what their concerns are, and can incorporate that into the feasibility study, and that would take place sometime in November. We would come back in December, then, once we gathered all that information, made those final comments on the feasibility study, and then hold a public hearing. We'd have the public into to discuss with the council about the concerns or the desire to move forward with the project. And at that time, then you would accept the feasibility and choose whether or not you want to authorize the final design. We would bring those final plans to the City Council at the end of February, where you would then accept the design and authorize an advertisement that authorizes us to place a bid in the local paper to seek contractors and understand the construction cost of that project. So then we open bids on March 26, and we compute assessments, we bring that back to a council meeting to talk to you about the low bid that's been received and the assessment amount. And then we hold our third public information meeting. And that public information is needed. Really to talk to the residents about not so much about the design anymore, but to talk about the final project costs and those final assessment costs, and help them understand that, and help them understand their options following that. Then we do hold a public hearing where we hear the public, and then we decide to whether or not you want to award the construction contract, and that would be in the April, May timeframe of 2026 I do have on here, in May 2026 awarding sales of bonds. Construction will begin in June, 2026 with the final completion in October, November 2026

Commissioner Goulet mentioned two questions of concern on Elm. The sidewalks and parking, especially during busier downtown times. Commissioner Canada asked how communication would get to the effective owners. Justin answered the questions, saying that we do have a public improvement or a public engagement process that we have here with the city. So we do it a number of different ways. We mail postcards to all the residents who are within that area. On that postcard, there is a quick blurb about the potential project coming in. It has a QR code where they can scan it and visit the city's website to get additional information on the project. It would include all the historical information to date about how the project came to be and where it's required to read and post some of the Public Information presentations. If they were able to make those meetings, they can then view those virtually, an online recording of those. We also do social media posts. We could also use the Cities Facebook page. We utilized that in the past, letting residents know to attend an upcoming meeting about potential projects in their area, very similar to the process that we've used here in the past with our safe houses, safe houses, students.

The motion was not to exceed \$37,332 for the feasibility study and report.

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

- b. Consider approval of Resolution R-237-2025 authorization low bid for water tower ACTION #3 reconditioning service proposal for 2026

City Engineer Justin Messner asked the City Council to consider approval of Resolution R-237-2025, authorization low bid for water tower #3 reconditioning service proposal for 2026.

As background, Water Tower No. 3, located on Grant Avenue near the high school, is scheduled for reconditioning in 2026 as part of the City's capital improvement plan. This tower was originally constructed in 2004, and it is standard practice to recondition municipal water towers approximately every 20 years. Reconditioning typically involves removing corrosion from the interior of the tank,

repainting, and upgrading components to ensure compliance with current OSHA and state safety standards.

To initiate this process, City staff have obtained a proposal from KLM Engineering to perform a full pre-inspection of the tank—both inside and out—followed by the preparation of a condition report. Based on their findings, KLM will then develop detailed plans and specifications for the reconditioning project and provide construction administration services throughout the duration of the work. The total cost of these services is \$114,740.

The proposed timeline begins with Council authorization of the inspection, plans, and specifications this evening. KLM would begin their inspection work in November 2025, which includes draining the tank and conducting a full condition assessment. Plans and specifications would be prepared by early 2026, with the project going out to bid in February or March. Staff would then return to Council in March 2026 with a recommendation to award the construction contract. Reconditioning work is anticipated to begin in spring 2026.

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

c. Finance Update

INFO

Finance Director Sharon Wright gave the August Finance Update to the City Council, and Liquor Store Director Carla Golden gave the August Liquor Store Update. Included in the Finance Update are reports for Cash and Investments, the August Finance Update, and the August Liquor Store Update.

At the end of August 2025, the City held \$25,273,665.62 in cash and investments. Approximately \$7.8 million has been held in the checking accounts and money markets. This is higher than normal due to the property taxes that were received in July. The accounts are kept high at this time of year due to debt payments that occur in early August. The remaining balance is held in CDs, Treasuries, Agencies, and Bonds. Ideally, we try to invest no further out than 3 years.

Profits at the Liquor Stores are still operating at about 10%, way better than they've been in the past. Margins are holding for the gross margin between 29% and 30%

d. Consider approval of job description for Director of Public Works and Utilities ACTION

Human Resources Travis Miles asked the City Council to approve the job description for Director of Public Works and Utilities. Upon reviewing the current job description for the Director of Public Works and Utilities, it was noted that the original document was written in July 2004 and last amended in August 2014. Given the evolving scope and responsibilities of this role, a comprehensive re-evaluation was conducted to ensure it accurately reflects the leadership and operational needs of the department today.

The Director oversees five distinct divisions within Public Works: Maintenance, Water, Wastewater, Mechanical, and Electric Generation. The revised job description aims to encompass leadership responsibilities across all these areas while aligning with current organizational expectations and future needs. To support the revision process, an anonymous survey was distributed to staff within the Public

Works department to gather input on the qualities and competencies they value in a new leader. With a 50% response rate, employees indicated a strong preference for a leader who is approachable and open-minded, with key strengths in clear and consistent communication, project management, and decision-making. They also emphasized the importance of a balanced and supportive management style, one that encourages collaboration, trust, and professional growth.

A parallel survey was conducted with department heads, who echoed many of the same sentiments. They highlighted the need for a peer who fosters team-building, communicates clearly, leads collaboratively, and supports staff development within their respective teams. Feedback from City Council members aligned closely with that of staff and leadership. Council emphasized the importance of appointing a Director who demonstrates strong leadership and management capabilities, excels in conflict resolution, and maintains a safe and productive work environment. Additionally, there is a desire to see the role focus on talent development, with a goal of cultivating future leaders within the department, including future Leads and Directors of Public Works.

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

e. Consider Resolution R-240-2025 to deny a variance request from design standards ACTION at 39777 Flink Avenue

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

City Planner Ryan Saltis presented to the City Council three separate resolutions. Ryan started by giving background on the requests. This went to a special meeting with the planning commission on September 17th, first for the variance from design standards, next the text amendment to the city code to include outdoor storage equipment materials as a conditional use in the B business zoning district. And then with that, would be a conditional use permit for the outdoor storage equipment and materials. It's located on Flink Avenue, and then it's also visible from 35, and it's also guided B business in the comp plan. The applicant applied for the variance for building materials used on the garage portion of the building. The parcel is located in Zone One for design standards, which requires 65% of class one building materials and 35% of class two materials. Getting into those materials, class one is more durable materials, such as brick, stone, glass, and then class two. The top left picture is the front of the office portion of the building, and then the other angles are the shop portion. It is a heavy truck repair. And kind of trucking operation. The recommendation of the planning commission at the September 17th meeting was to deny it, and it passed 4-0. There were public comments, there was opposition from adjacent property owners for the use of the heavy truck operation, and there were access issues. The site is only accessible from an easement from that surrounding parcel to the west and then impact on property values. Some findings in fact from that meeting are listed. They're also listed in the resolution there. So, just going down the list of the locations subject to stricter design standards, basically due to the visibility from highly traveled roads. The variance request would set precedence for other properties

looking to avoid conforming to the higher design standards. Variance request is considered an economic consideration which does not constitute a practical difficulty. The variance has the potential to decrease surrounding property values by allowing less durable building materials. The applicant has not demonstrated that strict allocation of the design standards would result in an undue hardship that is unique to the property and not self-imposed. The subject properties do not possess unique physical characteristics, size, shapeography or location by deviation from the design standards, and granting a variance may negatively impact the public interest, neighborhood, character or the intent of the design standards.\

Mayor Kevin Schieber asked how granting the variance may negatively impact the public interest, neighborhood, character or intent of the design standards. City Planner Ryan Saltis answered that these findings are from the Planning Commissions and the neighboring parcel owners.

- f. Consider Resolution R-243-20025 to deny Ordinance 399-25 to allow outdoor storage as a conditional use within the (B) Business District ACTION

**RESULT:** Passed

**MOVER:** Jeff Goulet

**SECONDER:** Patrick Meacham

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

**ABSENT:**

**NOTES:**

City Planner Ryan Saltis explained that this text amendment to allow outdoor storage and the business district semi-trucks and operational business equipment and materials would be located outdoors on the site. Ryan showed on the screen that the out lot on the northern part of the office and shop areas where they proposed the outdoor storage. Basically what we hear is that it's just going to be storage of semi-trailers waiting to get work done, and then they will be brought into the shop to be repaired. So it is currently not permitted in the B business zoning district. It's only listed as a conditional use in the industrial zoning district. On this chart here, we're just showing that outdoor storage and equipment materials doesn't have any letters under the B business category. So the P means that it's a permitted use. C is a conditional use. It has neither so similar to the other item, the planning commission recommended denial for this. There were public comments. Opposition from adjacent property owners, same as the other one, access and impact the property values. The findings for this text amendment, in particular, the request for outdoor storage would apply to all parcels that are zoned be business within the city. So that was a big issue. The planning commission really thought about so the B business district is on all major roadways in the city. Outdoor storage doesn't particularly make sense to be located in those locations. Number two, that is potentially a decrease in property values. And then it is proposed for a single property, but this would kind of impact all parcels.

City Planner Ryan Saltis told the City Council that if they decide to table this for whatever reason, the 60 day rule puts itself to O?ctober 25th.

- g. Consider Resolution R-241-2025 for a Conditional Use Permit for Outdoor Storage at 39777 Flink Ave ACTION

**RESULT:** Failed

**MOVER:** Jeff Goulet

**SECONDER:** Patrick Meacham

**AYES:** None

**ABSENT:**

**NOTES:**

If you do decide to table this for whatever reason, the 60-day rule puts it to October 25, moving on to the



conditioning use permit. These are some bullet points that the planning commission took into consideration. So they considered existing surrounding uses of the outdoor storage, how businesses in the immediate area as part of the overall operation of the business, considered surrounding businesses approval previously zone b3 outdoor storage, as we discussed, they considered the impact of depreciation of surrounding properties, and then also asked some questions as far as the surfacing, and would this be sufficient for this use? The outdoor storage would be moving about the site, potentially causing dust to circulate around the area, in fact, any surrounding properties. So the findings for this one, it's pretty straightforward, just because you know that chart, it isn't listed as a permitted or conditional use, so we just put as the findings that it's currently not allowed. So, for this one to get approved, it would have to be passed first to do the text amendment before you know if you decided it.

10. MAYOR/CITY COUNCIL

- a. Advisory Committee member updates - Public Safety, Personnel, Public Works, Finance, Liquor Store VERBAL  
UPDATE

Mayor Kevin Schieber made a motion to table the advisory committee updates until the next meeting on October 28th, 2025.

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

11. ADJOURNMENT

Mayor Kevin Schieber made a motion to adjourn the meeting at 9:12 PM.

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



**Prepared By: Tonya Kostuch, City Clerk**

**Presenter: Tonya Kostuch, City Clerk**

**Date: 10/21/2025**

**Board & Commission: City Council**

**Subject: Approval of LG220 Application for Exempt Permit for St. Gregory the Great Catholic Church**

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**Background Information:**

St. Gregory the Great Catholic Church would like to have a raffle at the Church of St. Gregory the Great, located at 38725 Forest Blvd, 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 St. Gregory the Great Catholic Church.

**Voting Requirements:**

**Voting Options          Simple Majority**

**LG220 Application for Exempt Permit**

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: St. Gregory the Great Catholic Church

Previous Gambling Permit Number:                     

Minnesota Tax ID Number, if any:                     

Federal Employer ID Number (FEIN), if any:                     

Mailing Address: P.O. Box 609

City: North Branch State: MN Zip: 55056 County: Chisago

Name of Chief Executive Officer (CEO): Fr. Matthew Shireman

CEO Daytime Phone:                      CEO Email:                     

(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](http://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): Church of St. Gregory the Great

Physical Address (do not use P.O. box): 38725 Forest Blvd

Check one:

☒ City: North Branch Zip: 55056 County: Chisago

☐ Township:                      Zip:                      County:                     

Date(s) of activity (for raffles, indicate the date of the drawing): December 4, 2025

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](http://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: Fr. Matthew Shireman Date: 10/15/25  
(Signature must be CEO's signature; designee may not sign)

Print Name: Fr. Matthew Shireman

**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

**Internal Revenue Service**  
**P.O. Box 2508**  
**Cincinnati, OH 45201**

**Department of the Treasury**

**Date: October 24, 2018**

**Person to Contact:**

R. Meyer ID# 0110429

**Toll Free Telephone Number:**

United States Conference of Catholic  
Bishops  
3211 4<sup>th</sup> Street, NE  
Washington, DC 20017-1194

**Group Exemption Number:**  
0928

Dear Sir/Madam:

This responds to your October 12, 2018, request for information regarding the status of your group tax exemption.

Our records indicate that you were issued a determination letter in March 1946, that you are currently exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, and are not a private foundation within the meaning of section 509(a) of the Code because you are described in sections 509(a)(1) and 170(b)(1)(A)(i).

With your request, you provided a copy of the *Official Catholic Directory for 2018*, which includes the names and addresses of the agencies and instrumentalities and the educational, charitable, and religious institutions operated by the Roman Catholic Church in the United States, its territories, and possessions that are subordinate organizations under your group tax exemption. Your request indicated that each subordinate organization is a non-profit organization, that no part of the net earnings thereof inures to the benefit of any individual, and that no substantial part of their activities is for promotion of legislation. You have further represented that none of your subordinate organizations is a private foundation under section 509(a), although all subordinates do not all share the same sub-classification under section 509(a). Based on your representations, the subordinate organizations in the *Official Catholic Directory for 2018* are recognized as exempt under section 501(c)(3) of the Code under GEN 0928.

Donors may deduct contributions to you and your subordinate organizations as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to them or for their use are deductible for federal estate and gifts tax purposes if they meet the applicable provisions of section 2055, 2106, and 2522 of the Code.

Subordinate organizations under a group exemption do not receive individual exemption letters. Subordinate organizations are not listed in Tax Exempt Organization Search (Pub 78 data), and many are not listed in the Exempt Organizations Business Master

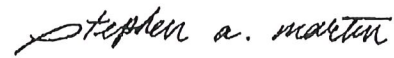


File extract, or EO BMF. Donors may verify that a subordinate organization is included in your group exemption by consulting the *Official Catholic Directory*, the official subordinate listing approved by you, or by contacting you directly. IRS does not verify the inclusion of subordinate organizations under your group exemption. See IRS Publication 4573, *Group Exemption*, for additional information about group exemptions.

Each subordinate organization covered in a group exemption should have its own EIN. Each subordinate organization must use its own EIN, not the EIN of the central organization, in all filings with IRS.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

A handwritten signature in cursive script that reads "Stephen A. Martin".

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements



ARCHDIOCESE  
OF  
SAINT PAUL &  
MINNEAPOLIS

OFFICE OF THE CHANCELLOR FOR CIVIL AFFAIRS

November 18, 2019

Reverend Shane Stoppel-Wasinger  
Church of Saint Gregory  
38725 Forest Blvd  
North Branch, MN 55056

Dear Reverend Stoppel-Wasinger,

The Church of Saint Gregory, a Minnesota religious parish corporation, is a tax exempt organization under the provisions of Section 501(c)(3) of the Internal Revenue Code by reason of a Group Ruling issued to the United States Conference of Catholic Bishops by the Internal Revenue Service on October 24, 2018, which is the latest annual update in a series that began with the original determination of March 25, 1946. A copy of the 2018 Group Ruling is enclosed. The Group Exemption Number is 0928.

The Group Ruling provides that any organizations listed in the *Official Catholic Directory* for 2018 as being an agency, instrumentality and educational, charitable and religious institutions operated, supervised or controlled by or in connection with the Roman Catholic Church in the United States, are tax exempt.

The Church of Saint Gregory, is listed in the *Official Catholic Directory* for 2018 on page 1268. A copy of the Archdiocesan section from the directory showing that listing is enclosed.

If you have any questions about the tax exempt status, please contact me.

Sincerely,

Joseph F. Kueppers  
Chancellor for Civil Affairs

ENCLOSURES



**Prepared By: Matthew Hill, City Administrator**

**Presenter: Matthew Hill, City Administrator**

**Date: 10/21/2025**

**Board & Commission: City Council**

**Subject: Approval of Resolution R-245-2025 authorizing payment #6 for the CSAH 30 Project.**

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The County Road 30 reconstruction and trail project is complete and Chisago County has submitted pay request #6 for this project. This is not the final. 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. 6 for Chisago County in the amount of \$215,320.62.

**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.

**Requested Action:**

Approve Resolution R-245-2025 approving the CSAH 30 (Forest Blvd & SRTS Trail Project)  
Pay Request #6

**Voting Requirements:**

**Voting Options**            **Simple Majority**



October 21, 2025

Mr. Matthew Hill  
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. Hill:

Enclosed is Construction Pay Voucher No. 6 for the CSAH 30 (Forest Blvd) & Safe Routes to School Trail Project. Chisago County and the contractor have reviewed and agreed on the completed quantities, and we recommend that the City of North Branch pay Chisago County Finance \$215,320.62 for its share.

This amount covers work certified through September 29, 2025, with a 5% retainage applied. For questions or comments, please contact me at 612.388.9652.

Sincerely,

WSB

Justin Messner PE  
Director, Municipal Services

Attachments



JOE TRIPLETT, P.E., DIRECTOR / ENGINEER

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

## INVOICE

Date: 10/12/2025

| Quantity | Description                        | Price     | Amount        |
|----------|------------------------------------|-----------|---------------|
|          | Project: SAP 013-630-021 / CSAH 30 |           |               |
| 1        | Pay Estimate #6 - RAB Split        | 204375.95 | 102,187.98    |
| 1        | Pay Estimate #6 - SRTS             | 58592.29  | 58,592.29     |
| 1        | Pay Estimate #6 - City Funds       | 54540.35  | 54,540.35     |
|          |                                    |           | \$ 215,320.62 |
|          | Total                              |           | \$ 215,320.62 |

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

CSAH 30 Improvements - Pay Voucher #6

| Item No. | Description                             | Unit     | Unit Price   |                    |             | 50% CHISAGO COUNTY SAP 013-630-021<br>50% CITY OF NORTH BRANCH SAP 225-102-004 |                  |                |                   |                  |                | SAP 225-591-007<br>CITY OF NORTH BRANCH |                  |                | CITY OF NORTH BRANCH |                  |                |
|----------|-----------------------------------------|----------|--------------|--------------------|-------------|--------------------------------------------------------------------------------|------------------|----------------|-------------------|------------------|----------------|-----------------------------------------|------------------|----------------|----------------------|------------------|----------------|
|          |                                         |          |              | 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 |
| 2021.501 | MOBILIZATION                            | LUMP SUM | \$460,000.00 | 0.19               | \$85,100.00 | 0.13                                                                           | 0.10             | \$46,000.00    | 0.04              | 0.04             | \$18,400.00    | 0.05                                    | 0.05             | \$23,000.00    | 0.05                 | 0.05             | \$23,000.00    |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2051.501 | MAINT AND RESTORATION OF HAUL ROADS     | LUMP SUM | \$10,500.00  |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2101.502 | CLEARING                                | EACH     | \$199.00     | 50.50              | \$10,049.50 | 1                                                                              | 8                | \$1,592.00     |                   |                  |                | 50                                      | 58               | \$11,542.00    |                      |                  |                |
| 2101.502 | GRUBBING                                | EACH     | \$199.00     | 50.50              | \$10,049.50 | 1                                                                              | 8                | \$1,592.00     |                   |                  |                | 50                                      | 59               | \$11,741.00    |                      |                  |                |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2101.505 | CLEARING                                | ACRE     | \$2,501.00   | 0.35               | \$875.35    | 0.5                                                                            | 0.5              | \$1,250.50     |                   |                  |                | 0.1                                     | 0.1              | \$250.10       |                      |                  |                |
| 2101.505 | GRUBBING                                | ACRE     | \$2,501.00   | 0.35               | \$875.35    | 0.5                                                                            | 0.5              | \$1,250.50     |                   |                  |                | 0.1                                     | 0.1              | \$250.10       |                      |                  |                |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.502 | REMOVE BOX CULVERT                      | EACH     | \$3,700.00   |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.502 | REMOVE BOX CULVERT END                  | EACH     | \$3,700.00   |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.502 | REMOVE GATE VALVE AND BOX               | EACH     | \$1,800.00   | 3.00               | \$5,400.00  | 2                                                                              | 4                | \$7,200.00     |                   |                  |                | 2                                       | 2                | \$3,600.00     |                      |                  |                |
| 2104.502 | REMOVE HYDRANT                          | EACH     | \$1,500.00   | 3.00               | \$4,500.00  | 2                                                                              | 2                | \$3,000.00     |                   |                  |                | 2                                       | 2                | \$3,000.00     |                      |                  |                |
| 2104.502 | REMOVE DELINEATOR / MARKER              | EACH     | \$175.00     |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.502 | REMOVE SIGN                             | EACH     | \$25.00      | 2.50               | \$62.50     | 1                                                                              | 1                | \$25.00        |                   |                  |                |                                         |                  |                | 2                    | 2                | \$50.00        |
| 2104.502 | REMOVE LIGHT FOUNDATION                 | EACH     | \$150.00     | 0.50               | \$75.00     | 1                                                                              | 1                | \$150.00       |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.502 | SALVAGE LIGHTING UNIT                   | EACH     | \$635.32     | 0.50               | \$317.66    | 1                                                                              |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.502 | SALVAGE SIGN                            | EACH     | \$25.00      |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.502 | SALVAGE MAIL BOX SUPPORT                | EACH     | \$200.00     | 5.00               | \$1,000.00  | 2                                                                              | 2                | \$400.00       |                   |                  |                |                                         |                  |                | 4                    | 4                | \$800.00       |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.503 | SAWING CONCRETE PAVEMENT (FULL DEPTH)   | LIN FT   | \$6.00       | 12.00              | \$72.00     | 24                                                                             | 24               | \$144.00       |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.503 | SAWING BITUMINOUS PAVEMENT (FULL DEPTH) | LIN FT   | \$1.90       | 110.00             | \$209.00    |                                                                                |                  |                |                   |                  |                | 70                                      | 160              | \$304.00       | 40                   | 431              | \$818.90       |
| 2104.503 | REMOVE PIPE CULVERTS                    | LIN FT   | \$17.00      | 54.00              | \$918.00    | 108                                                                            | 108              | \$1,836.00     |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.503 | REMOVE WATER MAIN                       | LIN FT   | \$15.00      | 110.00             | \$1,650.00  |                                                                                |                  |                |                   |                  |                |                                         |                  |                | 110                  | 142.5            | \$2,137.50     |
| 2104.503 | REMOVE CURB AND GUTTER                  | LIN FT   | \$4.50       | 118.00             | \$531.00    |                                                                                |                  |                |                   |                  |                | 78                                      | 230              | \$1,035.00     | 40                   | 323              | \$1,453.50     |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 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                  | 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                                                                           | 2352             | \$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    |                                                                                |                  |                |                   |                  |                | 161                                     | 38               | \$75.80        | 9                    | 215              | \$430.00       |
| 2104.504 | REMOVE BITUMINOUS PAVEMENT              | SQ YD    | \$2.00       | 2005.50            | \$4,011.00  | 2861                                                                           | 3535.4           | \$7,070.80     |                   |                  |                |                                         |                  |                | 575                  | 979.2            | \$1,958.40     |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.518 | REMOVE BITUMINOUS WALK                  | SQ FT    | \$2.00       | 5017.50            | \$10,035.00 | 10035                                                                          | 10200            | \$20,400.00    |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.518 | REMOVE CONCRETE WALK                    | SQ FT    | \$2.00       | 733.00             | \$1,466.00  |                                                                                |                  |                |                   |                  |                |                                         |                  |                | 733                  | 991              | \$1,982.00     |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.602 | REMOVE SIGN SPECIAL                     | EACH     | \$25.00      | 0.50               | \$12.50     | 1                                                                              | 1                | \$25.00        |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.602 | SALVAGE SIGN SPECIAL                    | EACH     | \$25.00      |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2104.602 | SALVAGE SIGN PANEL SPECIAL              | EACH     | \$25.00      |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2106.507 | EXCAVATION - COMMON                     | CU YD    | \$6.00       | 6667.50            | \$40,005.00 | 4649                                                                           | 4649             | \$27,894.00    |                   |                  |                | 3183                                    | 3181             | \$19,086.00    | 1160                 | 1240             | \$7,440.00     |
| 2106.507 | EXCAVATION - SUBGRADE                   | CU YD    | \$8.50       | 2605.00            | \$22,142.50 | 3510                                                                           | 3510             | \$29,835.00    |                   |                  |                |                                         |                  |                | 850                  | 850              | \$7,225.00     |
| 2106.507 | SELECT GRANULAR EMBANKMENT (CV)         | CU YD    | \$11.50      | 3256.00            | \$37,444.00 | 4794                                                                           | 4794             | \$55,131.00    |                   |                  |                |                                         |                  |                | 859                  | 859              | \$9,878.50     |
| 2106.507 | SELECT GRANULAR EMBANKMENT MOD 10% (CV) | CU YD    | \$11.50      |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2106.507 | COMMON EMBANKMENT (CV)                  | CU YD    | \$8.00       | 8266.00            | \$66,128.00 | 1278                                                                           | 1278             | \$10,224.00    |                   |                  |                | 7288                                    | 7288             | \$58,304.00    | 339                  | 379              | \$3,032.00     |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 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      | 2033.00            | \$85,386.00 | 1630                                                                           | 1630             | \$68,460.00    |                   |                  |                | 881                                     | 881              | \$37,002.00    | 337                  | 370              | \$15,540.00    |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 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       |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2357.506 | BITUMINOUS MATERIAL FOR TACK COAT       | GALLON   | \$2.50       | 323.50             | \$808.75    | 403                                                                            | 107.5            | \$268.75       |                   |                  |                |                                         |                  |                | 122                  |                  |                |
|          |                                         |          |              |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |

CSAH 30 Improvements - Pay Voucher #6

| Item No. | Description                                   | Unit   | Unit Price  |                    |             | 50% CHISAGO COUNTY SAP 013-630-021<br>50% CITY OF NORTH BRANCH SAP 225-102-004 |                  |                |                   |                  |                | SAP 225-591-007<br>CITY OF NORTH BRANCH |                  |                | CITY OF NORTH BRANCH |                  |                |             |
|----------|-----------------------------------------------|--------|-------------|--------------------|-------------|--------------------------------------------------------------------------------|------------------|----------------|-------------------|------------------|----------------|-----------------------------------------|------------------|----------------|----------------------|------------------|----------------|-------------|
|          |                                               |        |             | 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 |             |
| 2360.509 | TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B) | TON    | \$67.00     | 151.50             | \$10,150.50 | 303                                                                            | 303              | \$20,301.00    |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2360.509 | TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)     | TON    | \$82.00     | 672.50             | \$55,145.00 | 605                                                                            |                  |                |                   |                  |                | 36                                      |                  |                |                      | 334              | 165            | \$13,545.58 |
| 2360.509 | TYPE SP 12.5 WEARING COURSE MIXTURE (4;F)     | TON    | \$114.00    | 238.50             | \$27,189.00 | 477                                                                            | 251.67           | \$28,690.38    |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2360.509 | TYPE SP 12.5 NON WEARING COURSE MIXTURE (4;F) | TON    | \$106.00    | 119.50             | \$12,667.00 | 239                                                                            | 244.38           | \$25,904.28    |                   |                  |                |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2411.507 | STRUCTURE EXCAVATION CLASS E                  | CU YD  | \$10.00     |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2412.502 | 9X4 PRECAST CONCRETE BOX CULVERT END SECTION  | EACH   | \$12,000.00 |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2412.503 | 9X4 PRECAST CONCRETE BOX CULVERT              | LIN FT | \$1,650.00  |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2451.507 | GRANULAR BEDDING (CV)                         | CU YD  | \$11.50     |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2501.502 | 18" GS PIPE APRON                             | EACH   | \$300.00    |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2501.502 | 15" RC PIPE APRON                             | EACH   | \$2,700.00  |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2501.502 | 18" RC PIPE APRON                             | EACH   | \$2,900.00  |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2501.502 | 24" RC PIPE APRON                             | EACH   | \$3,200.00  |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2501.502 | 30" RC PIPE APRON                             | EACH   | \$3,400.00  | 1.00               | \$3,400.00  |                                                                                |                  |                | 2                 | 2                | \$6,800.00     |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2501.502 | 36" RC PIPE APRON                             | EACH   | \$3,800.00  |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2501.502 | 15" RC SAFETY APRON                           | EACH   | \$2,775.00  | 1.00               | \$2,775.00  |                                                                                |                  |                | 2                 | 2                | \$5,550.00     |                                         |                  |                |                      |                  |                |             |
| 2501.502 | 18" RC SAFETY APRON                           | EACH   | \$2,950.00  |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2501.503 | 18" CAS PIPE CULVERT                          | LIN FT | \$38.00     |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2501.503 | 18" RC PIPE CULVERT DESIGN 3006 CLASS III     | LIN FT | \$46.00     | 9.00               | \$414.00    |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 9                | 29             | \$1,334.00  |
| 2501.503 | 24" RC PIPE CULVERT DESIGN 3006 CLASS III     | LIN FT | \$57.50     |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2502.503 | 4" PERF TP PIPE DRAIN                         | LIN FT | \$18.00     | 100.00             | \$1,800.00  | 200                                                                            | 154              | \$2,772.00     |                   |                  |                |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2503.503 | 12" PVC PIPE SEWER                            | LIN FT | \$54.00     | 280.00             | \$15,120.00 |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 280              | 302            | \$16,308.00 |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2503.503 | 15" RC PIPE SEWER DESIGN 3006 CLASS V         | LIN FT | \$38.10     | 681.50             | \$25,965.15 |                                                                                |                  |                | 1363              | 1389             | \$52,920.90    |                                         |                  |                |                      |                  |                |             |
| 2503.503 | 18" RC PIPE SEWER DESIGN 3006 CLASS III       | LIN FT | \$42.40     |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2503.503 | 24" RC PIPE SEWER DESIGN 3006 CLASS III       | LIN FT | \$52.50     |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2503.503 | 30" RC PIPE SEWER DESIGN 3006 CLASS III       | LIN FT | \$73.00     | 235.00             | \$17,155.00 |                                                                                |                  |                | 470               | 470              | \$34,310.00    |                                         |                  |                |                      |                  |                |             |
| 2503.503 | 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                | 1              | \$4,500.00  |
| 2503.603 | 20" STEEL CASING PIPE                         | LIN FT | \$140.00    | 90.00              | \$12,600.00 |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 90               | 90             | \$12,600.00 |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2504.602 | CONNECT TO EXISTING WATER MAIN                | EACH   | \$4,000.00  | 4.00               | \$16,000.00 |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 4                | 4              | \$16,000.00 |
| 2504.602 | HYDRANT                                       | EACH   | \$7,600.00  | 4.00               | \$30,400.00 |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 4                | 5              | \$38,000.00 |
| 2504.602 | ADJUST HYDRANT AND GATE VALVE                 | EACH   | \$1,500.00  | 1.00               | \$1,500.00  |                                                                                |                  |                |                   |                  |                | 1                                       | 1                | \$1,500.00     |                      |                  |                |             |
| 2504.602 | ADJUST GATE VALVE AND BOX                     | EACH   | \$500.00    | 1.00               | \$500.00    | 2                                                                              |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2504.602 | 6" GATE VALVE AND BOX                         | EACH   | \$2,884.00  | 4.00               | \$11,536.00 |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 4                | 4              | \$11,536.00 |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2504.603 | 6" WATERMAIN DUCTILE IRON CL 52               | LIN FT | \$54.00     | 44.00              | \$2,376.00  |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 44               | 66             | \$3,537.00  |
| 2504.603 | 10" WATERMAIN DUCTILE IRON CL 52              | LIN FT | \$84.00     | 170.00             | \$14,280.00 |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 170              |                |             |
| 2504.603 | 16" STEEL CASING PIPE                         | LIN FT | \$100.00    | 150.00             | \$15,000.00 |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 150              | 163            | \$16,300.00 |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2506.502 | CASTING ASSEMBLY                              | EACH   | \$1,000.00  | 11.00              | \$11,000.00 |                                                                                |                  |                | 18                | 18               | \$18,000.00    |                                         |                  |                |                      | 2                | 3              | \$3,000.00  |
| 2506.502 | ADJUST FRAME AND RING CASTING                 | EACH   | \$950.00    | 1.00               | \$950.00    |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 1                | 1              | \$950.00    |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2506.503 | CONSTRUCT DRAINAGE STRUCTURE DESIGN G         | LIN FT | \$960.00    | 6.10               | \$5,856.00  |                                                                                |                  |                | 12.2              | 12.2             | \$11,712.00    |                                         |                  |                |                      |                  |                |             |
| 2506.503 | CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020   | LIN FT | \$705.00    | 44.20              | \$31,161.00 |                                                                                |                  |                | 88.4              | 88.4             | \$62,322.00    |                                         |                  |                |                      |                  |                |             |
| 2506.503 | CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020   | LIN FT | \$600.00    | 5.45               | \$3,270.00  |                                                                                |                  |                | 10.9              | 10.9             | \$6,540.00     |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2506.602 | ADJUST FRAME AND RING CASTING (SPECIAL)       | EACH   | \$650.00    | 0.50               | \$325.00    | 1                                                                              | 1                | \$650.00       |                   |                  |                |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2506.603 | CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL   | LIN FT | \$600.00    | 10.50              | \$6,300.00  |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 10.5             | 12.8           | \$7,680.00  |
| 2506.603 | RECONSTRUCT DRAINAGE STRUCTURE SPECIAL        | LIN FT | \$516.00    | 6.20               | \$3,199.20  |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      | 6.2              | 10.7           | \$5,521.20  |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
| 2511.504 | GEOTEXTILE FILTER TYPE 7                      | SQ YD  | \$3.80      |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |
|          |                                               |        |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |             |

CSAH 30 Improvements - Pay Voucher #6

| Item No. | Description                              | Unit     | Unit Price  |                    |             | 50% CHISAGO COUNTY SAP 013-630-021<br>50% CITY OF NORTH BRANCH SAP 225-102-004 |                  |                |                   |                  |                | SAP 225-591-007<br>CITY OF NORTH BRANCH |                  |                | CITY OF NORTH BRANCH |                  |                |
|----------|------------------------------------------|----------|-------------|--------------------|-------------|--------------------------------------------------------------------------------|------------------|----------------|-------------------|------------------|----------------|-----------------------------------------|------------------|----------------|----------------------|------------------|----------------|
|          |                                          |          |             | 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               | 10.8             | \$1,350.00     |                                         |                  |                |                      |                  |                |
| 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                                                                          | 14185.30         | \$82,132.88    |                   |                  |                | 3546                                    | 3564.30          | \$20,637.30    | 760                  | 858              | \$4,967.82     |
| 2521.518 | 7" CONCRETE WALK                         | SQ FT    | \$13.35     | 1762.50            | \$23,529.38 | 3525                                                                           | 3531             | \$47,138.85    |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2521.518 | 3" BITUMINOUS WALK                       | SQ FT    | \$1.75      | 43632.00           | \$76,356.00 | 11408                                                                          | 8110             | \$14,192.50    |                   |                  |                | 37928                                   | 21153            | \$37,017.75    |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2521.602 | DRILL AND GROUT REINF BAR (EPOXY COATED) | EACH     | \$8.50      | 76.50              | \$650.25    | 33                                                                             | 33               | \$280.50       |                   |                  |                | 60                                      | 76               | \$646.00       |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2521.618 | CONCRETE CURB RAMP WALK                  | SQ FT    | \$9.50      | 3111.50            | \$29,559.25 | 1619                                                                           | 473.9            | \$4,502.05     |                   |                  |                | 2302                                    | 1679             | \$15,950.50    |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2531.503 | CONCRETE CURB AND GUTTER DESIGN B612     | LIN FT   | \$24.50     | 107.00             | \$2,621.50  |                                                                                |                  |                |                   |                  |                |                                         |                  |                | 107                  | 385              | \$9,432.50     |
| 2531.503 | CONCRETE CURB AND GUTTER DESIGN B624     | LIN FT   | \$20.25     | 745.00             | \$15,086.25 | 286                                                                            | 61               | \$1,235.25     |                   |                  |                | 32                                      | 78               | \$1,579.50     | 570                  |                  |                |
| 2531.503 | CONCRETE CURB AND GUTTER DESIGN R424     | LIN FT   | \$26.50     | 187.00             | \$4,955.50  | 374                                                                            | 374              | \$9,911.00     |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2531.503 | CONCRETE CURB AND GUTTER DESIGN S524     | LIN FT   | \$22.75     | 1843.50            | \$41,939.63 | 3687                                                                           | 3841             | \$87,382.75    |                   |                  |                |                                         |                  |                |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 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                  | 544.3            | \$45,721.20    |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2531.618 | TRUNCATED DOMES                          | SQ FT    | \$50.00     | 500.00             | \$25,000.00 | 160                                                                            | 76               | \$3,800.00     |                   |                  |                | 420                                     | 375              | \$18,750.00    |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2540.602 | INSTALL MAIL BOX SUPPORT                 | EACH     | \$275.00    | 5.00               | \$1,375.00  | 2                                                                              | 2                | \$550.00       |                   |                  |                |                                         |                  |                | 4                    | 4                | \$1,100.00     |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2545.502 | LIGHTING UNIT TYPE 9-30                  | EACH     | \$3,801.18  | 5.50               | \$20,906.49 | 11                                                                             | 11               | \$41,812.98    |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2545.502 | LIGHT FOUNDATION DESIGN E                | EACH     | \$1,052.09  | 0.50               | \$526.05    | 1                                                                              | 1                | \$1,052.09     |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2545.502 | LIGHT FOUNDATION DESIGN STEEL E          | EACH     | \$1,440.28  | 5.50               | \$7,921.54  | 11                                                                             | 11.00            | \$15,843.08    |                   |                  |                |                                         |                  |                |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2545.502 | SERVICE CABINET -TYPE L1                 | EACH     | \$9,718.81  | 0.50               | \$4,859.41  | 1                                                                              | 0.75             | \$7,289.11     |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2545.502 | SERVICE EQUIPMENT                        | EACH     | \$1,326.23  | 0.50               | \$663.12    | 1                                                                              | 1                | \$1,326.23     |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2545.502 | EQUIPMENT PAD B                          | EACH     | \$1,140.75  | 0.50               | \$570.38    | 1                                                                              | 1                | \$1,140.75     |                   |                  |                |                                         |                  |                |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2545.503 | 2" NON-METALLIC CONDUIT                  | LIN FT   | \$4.79      | 750.00             | \$3,592.50  | 1500                                                                           | 210              | \$1,005.90     |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2545.503 | UNDERGROUND WIRE 1/C 8 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                                                                              |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2554.502 | GUIDE POST TYPE B                        | EACH     | \$85.00     | 2.00               | \$170.00    |                                                                                |                  |                | 4                 |                  |                |                                         |                  |                |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2557.503 | WIRE FENCE DESIGN 48V-9322               | LIN FT   | \$80.00     |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2563.601 | TRAFFIC CONTROL                          | LUMP SUM | \$34,000.00 | 0.19               | \$6,290.00  | 0.13                                                                           | 0.10             | \$3,400.00     | 0.04              | 0.04             | \$1,360.00     | 0.05                                    | 0.05             | \$1,700.00     | 0.05                 | 0.05             | \$1,700.00     |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2563.613 | PORTABLE CHANGEABLE MESSAGE SIGN         | UNIT DAY | \$75.00     |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2563.618 | CONSTRUCTION SIGN SPECIAL                | SQ FT    | \$200.00    |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2564.602 | INSTALL SIGN                             | EACH     | \$450.00    |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2564.602 | INSTALL SIGN SPECIAL                     | EACH     | \$250.00    |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2564.602 | INSTALL SIGN PANEL SPECIAL               | EACH     | \$250.00    |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2564.602 | DELINEATOR / MARKER                      | EACH     | \$350.00    | 1.00               | \$350.00    | 2                                                                              |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2564.602 | 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 6'X6'            | EACH     | \$1,097.52  |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 2565.616 | PEDESTRIAN CROSSWALK FLASHER SYSTEM      | SYSTEM   | \$26,666.16 | 1.50               | \$39,999.24 | 1                                                                              | 1                | \$26,666.16    |                   |                  |                |                                         |                  |                | 1                    | 1                | \$26,666.16    |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |
| 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                                                                             | 16               | \$3,200.00     |                   |                  |                |                                         |                  |                | 4                    | 5                | \$1,000.00     |
| 2573.502 | CULVERT END CONTROLS                     | EACH     | \$220.00    | 8.00               | \$1,760.00  |                                                                                |                  |                |                   |                  |                | 8                                       | 7                | \$1,540.00     |                      |                  |                |
|          |                                          |          |             |                    |             |                                                                                |                  |                |                   |                  |                |                                         |                  |                |                      |                  |                |

CSAH 30 Improvements - Pay Voucher #6

| Item No. | Description                               | Unit     | Unit Price  |                    |                | 50% CHISAGO COUNTY SAP 013-630-021<br>50% CITY OF NORTH BRANCH SAP 225-102-004 |                  |                | SAP 225-591-007<br>CITY OF NORTH BRANCH |                       |                | CITY OF NORTH BRANCH |                  |                |                   |                  |                |
|----------|-------------------------------------------|----------|-------------|--------------------|----------------|--------------------------------------------------------------------------------|------------------|----------------|-----------------------------------------|-----------------------|----------------|----------------------|------------------|----------------|-------------------|------------------|----------------|
|          |                                           |          |             | 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 |
| 2573.503 | SILT FENCE, TYPE MS                       | LIN FT   | \$1.95      | 1126.00            | \$2,195.70     | 474                                                                            | 405              | \$789.75       |                                         |                       |                | 889                  | 950              | \$1,852.50     |                   |                  |                |
| 2573.503 | SEDIMENT CONTROL LOG TYPE STRAW           | LIN FT   | \$2.35      | 1235.50            | \$2,903.43     | 729                                                                            | 764              | \$1,795.40     |                                         |                       |                | 597                  | 656              | \$1,541.60     | 274               | 420              | \$987.00       |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2573.602 | TEMPORARY STREAM DIVERSION SYSTEM         | EACH     | \$10,000.00 |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2574.508 | FERTILIZER TYPE 3                         | POUND    | \$0.74      | 783.50             | \$579.79       | 549                                                                            | 100              | \$74.00        |                                         |                       |                | 404                  | 75               | \$55.50        | 105               | 15               | \$11.10        |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2575.504 | RAPID STABILIZATION METHOD 4              | SQ YD    | \$1.70      | 6686.00            | \$11,366.20    |                                                                                |                  |                |                                         |                       |                | 5450                 | 1037             | \$1,762.90     | 1236              |                  |                |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2575.505 | SEEDING                                   | ACRE     | \$525.00    | 3.35               | \$1,758.75     | 1.9                                                                            | 0.4              | \$210.00       |                                         |                       |                | 1.8                  | 1.31             | \$687.75       | 0.6               |                  |                |
| 2575.505 | DISK ANCHORING                            | ACRE     | \$175.00    | 1.25               | \$218.75       | 1.5                                                                            | 0.4              | \$70.00        |                                         |                       |                |                      |                  |                | 0.5               |                  |                |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2575.508 | HYDRAULIC STABILIZED FIBER MATRIX         | POUND    | \$0.91      | 4183.00            | \$3,806.53     | 1306                                                                           |                  |                |                                         |                       |                | 3420                 |                  |                | 110               | 125              | \$113.75       |
| 2575.509 | MULCH MATERIAL TYPE 3                     | TON      | \$650.00    | 1.60               | \$1,040.00     | 2.2                                                                            | 1.1              | \$715.00       |                                         |                       |                |                      |                  |                | 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 TURFGRASS                            | POUND    | \$3.45      | 286.50             | \$988.43       | 89                                                                             |                  |                |                                         |                       |                | 234                  |                  |                | 8                 | 2.50             | \$8.63         |
| 2575.608 | SEED MESIC INSLOPE                        | POUND    | \$10.30     | 154.50             | \$1,591.35     | 105                                                                            | 20               | \$206.00       |                                         |                       |                | 80                   | 11               | \$113.30       | 22                | 5                | \$51.50        |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.503 | 4" SOLID LINE PAINT                       | LIN FT   | \$0.13      |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.503 | 6" SOLID LINE PAINT                       | LIN FT   | \$0.17      |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.503 | 24" SOLID LINE PAINT                      | LIN FT   | \$3.70      | 42.00              | \$155.40       |                                                                                |                  |                |                                         |                       |                |                      |                  |                | 42                |                  |                |
| 2582.503 | 4" BROKEN LINE PAINT                      | LIN FT   | \$0.13      |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.503 | 6" DOTTED LINE PAINT                      | LIN FT   | \$0.17      |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.503 | 10" DOTTED LINE PAINT                     | LIN FT   | \$0.40      |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.503 | 4" DOUBLE SOLID LINE PAINT                | LIN FT   | \$0.26      | 776.00             | \$201.76       |                                                                                |                  |                |                                         |                       |                |                      |                  |                | 776               |                  |                |
| 2582.503 | 4" SOLID LINE PAINT GROUND IN (WR)        | LIN FT   | \$1.10      | 1008.50            | \$1,109.35     | 1543                                                                           |                  |                |                                         |                       |                |                      |                  |                | 237               |                  |                |
| 2582.503 | 6" SOLID LINE PAINT GROUND IN (WR)        | LIN FT   | \$1.30      | 1020.50            | \$1,326.65     | 2041                                                                           |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.503 | 6" DOTTED LINE PAINT GROUND IN (WR)       | LIN FT   | \$1.30      | 11.50              | \$14.95        | 23                                                                             |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.503 | 12" DOTTED LINE PREFORM THERMO GROUND IN  | LIN FT   | \$20.00     | 64.50              | \$1,290.00     | 43                                                                             |                  |                |                                         |                       |                |                      |                  |                | 43                |                  |                |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.518 | PAVEMENT MESSAGE PAINT                    | SQ FT    | \$4.00      | 15.50              | \$62.00        | 31                                                                             |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.518 | CROSSWALK PREFORM THERMOPLASTIC           | SQ FT    | \$13.00     |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2582.518 | CROSSWALK PREFORM THERMOPLASTIC GROUND IN | SQ FT    | \$15.00     | 270.00             | \$4,050.00     | 180                                                                            |                  |                |                                         |                       |                |                      |                  |                | 180               |                  |                |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2104.502 | REMOVE UTILITY VAULT                      | EACH     | \$300.00    |                    |                |                                                                                |                  |                |                                         |                       |                | 1                    | 1                | \$300.00       |                   |                  |                |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2231.507 | BITUMINOUS PATCHING MIXTURE               | TON      | \$150.00    |                    |                |                                                                                |                  |                |                                         |                       |                | 21                   | 25               | \$3,750.00     |                   |                  |                |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2504.603 | 10" WATERMAIN C900                        | LIN FT   | \$76.00     |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                | 415               | 446.35           | \$33,922.60    |
| 2504.602 | 10" GATE VALVE & BOX                      | EACH     | \$7,370.00  |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                | 3                 | 3                | \$22,110.00    |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| 2411.601 | REINFORCEMENT BARS                        | LUMP SUM | \$13,838.00 |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                | 1                 | 0                | \$5,535.20     |
|          |                                           |          |             |                    |                |                                                                                |                  |                |                                         |                       |                |                      |                  |                |                   |                  |                |
| TOTAL    |                                           |          |             |                    | \$1,179,503.14 |                                                                                |                  | \$725,482.44   |                                         |                       | \$219,264.90   |                      |                  | \$280,554.60   |                   |                  | \$380,885.04   |

50% Split = \$362,741.22

Less 5% Retainage = \$344,604.18

50% Split = \$109,632.45

Less 5% Retainage = \$104,150.84

Less 5% Retainage = \$266,526.87

Less 5% Retainage = \$361,840.79

Total Amount to Date = \$1,077,122.68

Less Previoius Payments = \$861,802.06

Total Due This Pay Voucher = \$215,320.62

Hand-delivered - 765  
10/18/2025 RTA ML



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

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Chisago County Public Works

Contract Number: SAP 013-630-021  
Pay Request Number: 6

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

|                                                                                       |                                              |
|---------------------------------------------------------------------------------------|----------------------------------------------|
| Contractor: Knife River Corporation<br>4787 Shadowwood Dr NE<br>Sauk Rapids, MN 56379 | Vendor Number: N/A<br>Up To Date: 09/26/2025 |
|---------------------------------------------------------------------------------------|----------------------------------------------|

| Contract Amount   |                | Funds Encumbered |                |
|-------------------|----------------|------------------|----------------|
| Original Contract | \$6,586,316.60 | Original         | \$6,586,316.60 |
| Contract Changes  | \$71,786.00    | Additional       | N/A            |
| Revised Contract  | \$6,658,102.60 | Total            | \$6,586,316.60 |

| Work Certified To Date |                |
|------------------------|----------------|
| Base Bid Items         | \$5,667,568.78 |
| Contract Changes       | \$73,920.60    |
| Material On Hand       | \$0.00         |
| Total                  | \$5,741,489.38 |

| Work Certified This Request | Work Certified To Date | Less Amount Retained | Less Previous Payments   | Amount Paid This Request | Total Amount Paid To Date |
|-----------------------------|------------------------|----------------------|--------------------------|--------------------------|---------------------------|
| \$1,812,204.21              | \$5,741,489.38         | \$287,074.47         | \$3,732,820.91           | \$1,721,594.00           | \$5,454,414.91            |
| Percent: Retained: 5%       |                        |                      | Percent Complete: 86.23% |                          |                           |

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

Signature: [Signature]

Chisago County Project Engineer

Date: 9/30/2025

Approved By: Tom Dobrick

Signature: [Signature]

Knife River Corporation Project Manager

Date: 9/30/25





Chisago County Public Works Department  
313 North Main Street, Room 400  
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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            |
| 4               | 2025-08-01 | \$1,063,975.97             | \$53,198.80                 | \$1,010,777.17          |
| 5               | 2025-08-29 | \$1,298,418.35             | \$64,920.92                 | \$1,233,497.43          |
| 6               | 2025-09-26 | \$1,812,204.21             | \$90,610.21                 | \$1,721,594.00          |

| 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 |
|-----------------------|-------------------------|------------------------|----------------------|------------------------|--------------------------|---------------------------|
| Reconditioning        |                         | \$463,922.62           | \$23,196.14          | \$0.00                 | \$440,726.48             | \$440,726.48              |
| Reconstruction        |                         | \$2,593,088.26         | \$129,654.42         | \$1,505,913.25         | \$957,520.59             | \$2,463,433.84            |
| Storm Sewer           |                         | \$1,078,291.52         | \$53,914.58          | \$1,018,538.60         | \$5,838.34               | \$1,024,376.94            |
| Roadway               |                         | \$725,482.44           | \$36,274.11          | \$486,114.88           | \$203,093.45             | \$689,208.33              |
| Storm Sewer           |                         | \$219,264.90           | \$10,963.24          | \$207,019.16           | \$1,282.50               | \$208,301.66              |
| 3 - SRTS              |                         | \$280,554.60           | \$14,027.73          | \$207,934.58           | \$58,592.29              | \$266,526.87              |
| 4 - City Local        |                         | \$380,885.04           | \$19,044.25          | \$307,300.44           | \$54,540.35              | \$361,840.79              |

| 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)         | \$1,404,085.41           | \$4,871,575.84          | \$4,863,273.04           | \$3,928,537.26          |
| 2 - RAB Split        | Local / Other[1]                        | \$204,375.95             | \$1,094,936.84          | \$1,094,936.84           | \$897,509.99            |
| 3 - SRTS             | Municipal (MSAS > 5000) (SAAS Act.# 90) | \$58,592.29              | \$329,841.50            | \$322,475.50             | \$266,526.87            |
| 4 - City Local Funds | Municipal (MSAS > 5000) (SAAS Act.# 90) | \$54,540.35              | \$361,748.42            | \$305,631.22             | \$361,840.79            |

| 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              | 0.9              | \$414,000.00   |
| Base Bid             | 2    | 2051.501/00010 MAINT AND RESTORATION OF HAUL ROADS (LUMP SUM) | \$10,500.00  | 1                 | 0                     | \$0.00              | 0.5              | \$5,250.00     |
| Base Bid             | 3    | 2101.502/00020 CLEARING (EACH)                                | \$199.00     | 51                | 0                     | \$0.00              | 66               | \$13,134.00    |
| Base Bid             | 4    | 2101.502/00030 GRUBBING (EACH)                                | \$199.00     | 51                | 0                     | \$0.00              | 67               | \$13,333.00    |



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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             | 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     |
| Base Bid             | 7    | 2104.502/00090 REMOVE BOX CULVERT (EACH)         | \$3,700.00 | 2                 | 0                     | \$0.00              | 2                | \$7,400.00     |
| Base Bid             | 8    | 2104.502/00100 REMOVE BOX CULVERT END (EACH)     | \$3,700.00 | 4                 | 0                     | \$0.00              | 4                | \$14,800.00    |
| Base Bid             | 9    | 2104.502/00850 REMOVE GATE VALVE AND BOX (EACH)  | \$1,800.00 | 4                 | 0                     | \$0.00              | 6                | \$10,800.00    |
| Base Bid             | 10   | 2104.502/00880 REMOVE HYDRANT (EACH)             | \$1,500.00 | 4                 | 0                     | \$0.00              | 4                | \$6,000.00     |
| 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                 | -6                    | (\$3,811.92)        | 0                | \$0.00         |
| Base Bid             | 15   | 2104.502/03300 SALVAGE SIGN (EACH)               | \$25.00    | 5                 | 0                     | \$0.00              | 11               | \$275.00       |
| Base Bid             | 16   | 2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)   | \$200.00   | 14                | 0                     | \$0.00              | 14               | \$2,800.00     |



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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 | 17   | 2104.503/00195 SAWING CONCRETE PAVEMENT (FULL DEPTH) (LIN FT)   | \$6.00     | 695               | 0                     | \$0.00              | 754              | \$4,524.00     |
| Base Bid | 18   | 2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT) | \$1.90     | 758               | 66                    | \$125.40            | 1648             | \$3,131.20     |
| Base Bid | 19   | 2104.503/00255 REMOVE PIPE CULVERTS (LIN FT)                    | \$17.00    | 914               | 0                     | \$0.00              | 715              | \$12,155.00    |
| Base Bid | 20   | 2104.503/00270 REMOVE WATER MAIN (LIN FT)                       | \$15.00    | 110               | 0                     | \$0.00              | 142.5            | \$2,137.50     |
| Base Bid | 21   | 2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)                  | \$4.50     | 1220              | 36                    | \$162.00            | 1522             | \$6,849.00     |
| 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               | 0                     | \$0.00              | 100              | \$1,000.00     |
| Base Bid | 24   | 2104.503/01150 REMOVE TENSION CABLE GUARDRAIL (LIN FT)          | \$20.00    | 505               | 0                     | \$0.00              | 505              | \$10,100.00    |
| Base Bid | 25   | 2104.504/00070 REMOVE PAVEMENT (SQ YD)                          | \$2.00     | 10531             | 1460                  | \$2,920.00          | 8231.7           | \$16,463.40    |
| Base Bid | 26   | 2104.504/00080 REMOVE CONCRETE DRIVEWAY PAVEMENT (SQ YD)        | \$2.75     | 431               | 0                     | \$0.00              | 457.3            | \$1,257.58     |
| Base Bid | 27   | 2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)      | \$2.00     | 710               | 221.9                 | \$443.80            | 693.9            | \$1,387.80     |



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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 | 28   | 2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)            | \$2.00     | 35469             | 301.7                 | \$603.40            | 40476.9          | \$80,953.80    |
| Base Bid | 29   | 2104.518/00100 REMOVE BITUMINOUS WALK (SQ FT)                | \$2.00     | 10035             | 0                     | \$0.00              | 10200            | \$20,400.00    |
| Base Bid | 30   | 2104.518/00140 REMOVE CONCRETE WALK (SQ FT)                  | \$2.00     | 970               | 0                     | \$0.00              | 1281             | \$2,562.00     |
| 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     | 22163             | 6552                  | \$39,312.00         | 22163            | \$132,978.00   |
| Base Bid | 35   | 2106.507 EXCAVATION - SUBGRADE (P) (CU YD)                   | \$8.50     | 20871             | 6248                  | \$53,108.00         | 21120            | \$179,520.00   |
| Base Bid | 36   | 2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)         | \$11.50    | 24404             | 6654                  | \$76,521.00         | 24653            | \$283,509.50   |
| 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     | 13126             | 3251                  | \$26,008.00         | 13126            | \$105,008.00   |



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| Base Bid | 39   | 2106.601/00015 DEWATERING (LUMP SUM)                               | \$42,000.00 | 1                 | 0                     | \$0.00              | 1                | \$42,000.00    |
| Base Bid | 40   | 2130.523/00010 WATER (M GALLON)                                    | \$50.00     | 400               | 0                     | \$0.00              | 90.8             | \$4,540.00     |
| Base Bid | 41   | 2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)                   | \$42.00     | 12301             | 4218                  | \$177,156.00        | 12301            | \$516,642.00   |
| 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             | 40917.5               | \$73,651.50         | 40917.5          | \$73,651.50    |
| Base Bid | 44   | 2355.506/00010 BITUMINOUS MATERIAL FOR FOG SEAL (GALLON)           | \$6.00      | 2163              | 2168                  | \$13,008.00         | 2168             | \$13,008.00    |
| Base Bid | 45   | 2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)          | \$2.50      | 11170             | 5907.5                | \$14,768.75         | 5947.5           | \$14,868.75    |
| Base Bid | 46   | 2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B) (TON) | \$67.00     | 5102              | 2172.73               | \$145,572.91        | 5290.17          | \$354,441.39   |
| Base Bid | 47   | 2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) (TON)     | \$82.00     | 17081             | 10133.5               | \$830,947.00        | 10272.35         | \$842,332.70   |
| Base Bid | 48   | 2360.509/24600 TYPE SP 12.5 WEARING COURSE MIXTURE (4,F) (TON)     | \$114.00    | 477               | 251.67                | \$28,690.38         | 251.67           | \$28,690.38    |
| Base Bid | 49   | 2360.509/24605 TYPE SP 12.5 NON WEARING COURSE MIXTURE (4,F) (TON) | \$106.00    | 239               | 0                     | \$0.00              | 244.38           | \$25,904.28    |



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| Base Bid             | 50   | 2411.507/04000 STRUCTURE EXCAVATION CLASS E (CU YD)                | \$10.00     | 2743              | 0                     | \$0.00              | 2743             | \$27,430.00    |
| Base Bid             | 51   | 2412.502/09050 9X4 PRECAST CONCRETE BOX CULVERT END SECTION (EACH) | \$12,000.00 | 2                 | 0                     | \$0.00              | 2                | \$24,000.00    |
| Base Bid             | 52   | 2412.503/09040 9X4 PRECAST CONCRETE BOX CULVERT (LIN FT)           | \$1,650.00  | 200               | 0                     | \$0.00              | 200              | \$330,000.00   |
| 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                | 6                     | \$1,800.00          | 12               | \$3,600.00     |
| Base Bid             | 55   | 2501.502/05015 15" RC PIPE APRON (EACH)                            | \$2,700.00  | 2                 | 0                     | \$0.00              | 2                | \$5,400.00     |
| Base Bid             | 56   | 2501.502/05018 18" RC PIPE APRON (EACH)                            | \$2,900.00  | 8                 | 0                     | \$0.00              | 8                | \$23,200.00    |
| Base Bid             | 57   | 2501.502/05024 24" RC PIPE APRON (EACH)                            | \$3,200.00  | 6                 | 2                     | \$6,400.00          | 6                | \$19,200.00    |
| Base Bid             | 58   | 2501.502/05030 30" RC PIPE APRON (EACH)                            | \$3,400.00  | 3                 | 0                     | \$0.00              | 3                | \$10,200.00    |
| Base Bid             | 59   | 2501.502/05036 36" RC PIPE APRON (EACH)                            | \$3,800.00  | 1                 | 0                     | \$0.00              | 1                | \$3,800.00     |
| Base Bid             | 60   | 2501.502/44015 15" RC SAFETY APRON (EACH)                          | \$2,775.00  | 2                 | 0                     | \$0.00              | 2                | \$5,550.00     |
| Base Bid             | 61   | 2501.502/44018 18" RC SAFETY APRON (EACH)                          | \$2,950.00  | 2                 | 0                     | \$0.00              | 2                | \$5,900.00     |
| Base Bid             | 62   | 2501.503/00018 18" CAS PIPE CULVERT (LIN FT)                       | \$38.00     | 320               | 131                   | \$4,978.00          | 261              | \$9,918.00     |



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| Base Bid | 63   | 2501.503/24183 18" RC PIPE CULVERT DESIGN<br>3006 CLASS III (LIN FT) | \$46.00    | 396               | 0                     | \$0.00              | 388              | \$17,848.00    |
| Base Bid | 64   | 2501.503/24243 24" RC PIPE CULVERT DESIGN<br>3006 CLASS III (LIN FT) | \$57.50    | 300               | 104                   | \$5,980.00          | 268              | \$15,410.00    |
| Base Bid | 65   | 2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)                        | \$18.00    | 600               | 0                     | \$0.00              | 605              | \$10,890.00    |
| Base Bid | 66   | 2503.503/13120 12" PVC PIPE SEWER (LIN FT)                           | \$54.00    | 302               | 0                     | \$0.00              | 302              | \$16,308.00    |
| Base Bid | 67   | 2503.503/19155 15" RC PIPE SEWER DESIGN<br>3006 CLASS V (LIN FT)     | \$38.10    | 3307              | 0                     | \$0.00              | 3327             | \$126,758.70   |
| Base Bid | 68   | 2503.503/19183 18" RC PIPE SEWER DESIGN<br>3006 CLASS III (LIN FT)   | \$42.40    | 1012              | 0                     | \$0.00              | 1012             | \$42,908.80    |
| Base Bid | 69   | 2503.503/19243 24" RC PIPE SEWER DESIGN<br>3006 CLASS III (LIN FT)   | \$52.50    | 2054              | 0                     | \$0.00              | 2054             | \$107,835.00   |
| Base Bid | 70   | 2503.503/19303 30" RC PIPE SEWER DESIGN<br>3006 CLASS III (LIN FT)   | \$73.00    | 947               | 0                     | \$0.00              | 947              | \$69,131.00    |
| Base Bid | 71   | 2503.503/19363 36" RC PIPE SEWER DESIGN<br>3006 CLASS III (LIN FT)   | \$101.40   | 267               | 0                     | \$0.00              | 267              | \$27,073.80    |
| Base Bid | 72   | 2503.602/00310 CONNECT TO EXISTING<br>MANHOLES (SAN) (EACH)          | \$4,500.00 | 1                 | 0                     | \$0.00              | 1                | \$4,500.00     |
| Base Bid | 73   | 2503.603/31200 20" STEEL CASING PIPE (LIN FT)                        | \$140.00   | 90                | 0                     | \$0.00              | 90               | \$12,600.00    |



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| Base Bid | 74   | 2504.602/00010 CONNECT TO EXISTING WATER MAIN (EACH)          | \$4,000.00 | 4                 | 0                     | \$0.00              | 4                | \$16,000.00    |
| Base Bid | 75   | 2504.602/00020 HYDRANT (EACH)                                 | \$7,600.00 | 4                 | 0                     | \$0.00              | 5                | \$38,000.00    |
| Base Bid | 76   | 2504.602/00026 ADJUST HYDRANT AND GATE VALVE (EACH)           | \$1,500.00 | 1                 | 0                     | \$0.00              | 1                | \$1,500.00     |
| 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              | 4                | \$11,536.00    |
| Base Bid | 79   | 2504.603/01062 6" WATERMAIN DUCTILE IRON CL 52 (LIN FT)       | \$54.00    | 56                | 0                     | \$0.00              | 65.5             | \$3,537.00     |
| Base Bid | 80   | 2504.603/01102 10" WATERMAIN DUCTILE IRON CL 52 (LIN FT)      | \$84.00    | 0                 | 0                     | \$0.00              | 0                | \$0.00         |
| Base Bid | 81   | 2504.603/04160 16" STEEL CASING PIPE (LIN FT)                 | \$100.00   | 164               | 0                     | \$0.00              | 163              | \$16,300.00    |
| Base Bid | 82   | 2506.502/06000 CASTING ASSEMBLY (EACH)                        | \$1,000.00 | 70                | 4                     | \$4,000.00          | 69               | \$69,000.00    |
| Base Bid | 83   | 2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)           | \$950.00   | 2                 | 0                     | \$0.00              | 2                | \$1,900.00     |
| Base Bid | 84   | 2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT) | \$960.00   | 94.2              | 0                     | \$0.00              | 94.2             | \$90,432.00    |





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| Base Bid | 85   | 2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT) | \$705.00   | 276.7             | 0                     | \$0.00              | 276.7            | \$195,073.50   |
| Base Bid | 86   | 2506.503/03020 CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (LIN FT) | \$600.00   | 26.9              | 0                     | \$0.00              | 26.9             | \$16,140.00    |
| Base Bid | 87   | 2506.602/06450 ADJUST FRAME AND RING CASTING (SPECIAL) (EACH)       | \$650.00   | 2                 | 1                     | \$650.00            | 1                | \$650.00       |
| Base Bid | 88   | 2506.603/30000 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (LIN FT) | \$600.00   | 12.8              | 0                     | \$0.00              | 12.8             | \$7,680.00     |
| Base Bid | 89   | 2506.603/50000 RECONSTRUCT DRAINAGE STRUCTURE SPECIAL (LIN FT)      | \$516.00   | 6.2               | 0                     | \$0.00              | 10.7             | \$5,521.20     |
| Base Bid | 90   | 2511.504/00017 GEOTEXTILE FILTER TYPE 7 (SQ YD)                     | \$3.80     | 398               | 169.9                 | \$645.62            | 169.9            | \$645.62       |
| Base Bid | 91   | 2511.507/00012 RANDOM RIPRAP CLASS I (CU YD)                        | \$125.00   | 7                 | 0                     | \$0.00              | 9.6              | \$1,200.00     |
| Base Bid | 92   | 2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)                       | \$125.00   | 62.8              | 51.6                  | \$6,450.00          | 51.6             | \$6,450.00     |
| Base Bid | 93   | 2511.507/00014 RANDOM RIPRAP CLASS III (CU YD)                      | \$120.00   | 400               | 0                     | \$0.00              | 110.4            | \$13,248.00    |
| Base Bid | 94   | 2521.518/00040 4" CONCRETE WALK (SQ FT)                             | \$5.79     | 19101             | 15996.3               | \$92,618.58         | 19288.1          | \$111,678.10   |
| Base Bid | 95   | 2521.518/00070 7" CONCRETE WALK (SQ FT)                             | \$13.35    | 3525              | 0                     | \$0.00              | 3531             | \$47,138.85    |
| Base Bid | 96   | 2521.518/00130 3" BITUMINOUS WALK (SQ FT)                           | \$1.75     | 49336             | 3410                  | \$5,967.50          | 29263            | \$51,210.25    |



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| Base Bid             | 97   | 2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH) | \$8.50     | 93                | 42                    | \$357.00            | 109              | \$926.50       |
| Base Bid             | 98   | 2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)                 | \$9.50     | 4449              | 573.9                 | \$5,452.05          | 2267.9           | \$21,545.05    |
| Base Bid             | 99   | 2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT)   | \$24.50    | 310               | 0                     | \$0.00              | 659              | \$16,145.50    |
| Base Bid             | 100  | 2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)   | \$20.25    | 9892              | 0                     | \$0.00              | 10028            | \$203,067.00   |
| Base Bid             | 101  | 2531.503/18120 CONCRETE CURB AND GUTTER DESIGN R424 (LIN FT)   | \$26.50    | 374               | 0                     | \$0.00              | 374              | \$9,911.00     |
| Base Bid             | 102  | 2531.503/19220 CONCRETE CURB AND GUTTER DESIGN S524 (LIN FT)   | \$22.75    | 3687              | 0                     | \$0.00              | 3841             | \$87,382.75    |
| Base Bid             | 103  | 2531.504/00060 6" CONCRETE DRIVEWAY PAVEMENT (SQ YD)           | \$71.00    | 340               | 534.8                 | \$37,970.80         | 620.6            | \$44,062.60    |
| Base Bid             | 104  | 2531.504/00080 8" CONCRETE DRIVEWAY PAVEMENT (SQ YD)           | \$84.00    | 828               | 472.8                 | \$39,715.20         | 1002.6           | \$84,218.40    |
| Base Bid             | 105  | 2531.618/00010 TRUNCATED DOMES (SQ FT)                         | \$50.00    | 580               | 86                    | \$4,300.00          | 451              | \$22,550.00    |
| Base Bid             | 106  | 2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)                 | \$275.00   | 14                | 14                    | \$3,850.00          | 14               | \$3,850.00     |
| Base Bid             | 107  | 2545.502/09030 LIGHTING UNIT TYPE 9-30 (EACH)                  | \$3,801.18 | 11                | 11                    | \$41,812.98         | 11               | \$41,812.98    |



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| Base Bid | 108  | 2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)       | \$1,052.09  | 6                 | 0                     | \$0.00              | 6                | \$6,312.54     |
| Base Bid | 109  | 2545.502/16050 LIGHT FOUNDATION DESIGN STEEL E (EACH) | \$1,440.28  | 11                | 11                    | \$15,843.08         | 11               | \$15,843.08    |
| Base Bid | 110  | 2545.502/21201 SERVICE CABINET -TYPE L1 (EACH)        | \$9,718.81  | 1                 | 0.75                  | \$7,289.11          | 0.75             | \$7,289.11     |
| Base Bid | 111  | 2545.502/22510 SERVICE EQUIPMENT (EACH)               | \$1,326.23  | 1                 | 1                     | \$1,326.23          | 1                | \$1,326.23     |
| Base Bid | 112  | 2545.502/22521 EQUIPMENT PAD B (EACH)                 | \$1,140.75  | 1                 | 1                     | \$1,140.75          | 1                | \$1,140.75     |
| Base Bid | 113  | 2545.503/01053 2" NON-METALLIC CONDUIT (LIN FT)       | \$4.79      | 1500              | 0                     | \$0.00              | 210              | \$1,005.90     |
| 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              | 0.9              | \$30,600.00    |



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| Base Bid | 119  | 2563.613/01100 PORTABLE CHANGEABLE MESSAGE SIGN (UNIT DAY)  | \$75.00     | 100               | 0                     | \$0.00              | 93               | \$6,975.00     |
| Base Bid | 120  | 2563.618/00100 CONSTRUCTION SIGN SPECIAL (SQ FT)            | \$200.00    | 7                 | 0                     | \$0.00              | 10               | \$2,000.00     |
| Base Bid | 121  | 2564.602/01515 INSTALL SIGN (EACH)                          | \$450.00    | 5                 | 7                     | \$3,150.00          | 7                | \$3,150.00     |
| 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  | 2564.602/02350 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                 | 2                     | \$53,332.32         | 3                | \$79,998.48    |
| Base Bid | 129  | 2573.501/00025 STABILIZED CONSTRUCTION EXIT (LUMP SUM)      | \$1,500.00  | 1                 | 1                     | \$1,500.00          | 1                | \$1,500.00     |



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| Base Bid | 130  | 2573.501/00030 EROSION CONTROL SUPERVISOR (LUMP SUM)     | \$765.34    | 1                 | 0                     | \$0.00              | 0.9              | \$688.81       |
| Base Bid | 131  | 2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)       | \$200.00    | 78                | 22                    | \$4,400.00          | 78               | \$15,600.00    |
| Base Bid | 132  | 2573.502/00140 CULVERT END CONTROLS (EACH)               | \$220.00    | 17                | 12                    | \$2,640.00          | 14               | \$3,080.00     |
| Base Bid | 133  | 2573.503/00023 SILT FENCE, TYPE MS (LIN FT)              | \$1.95      | 8278              | 0                     | \$0.00              | 8381             | \$16,342.95    |
| Base Bid | 134  | 2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)  | \$2.35      | 3678              | 0                     | \$0.00              | 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              | 625                   | \$462.50            | 1350             | \$999.00       |
| Base Bid | 137  | 2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)      | \$1.70      | 31170             | 2716                  | \$4,617.20          | 4203             | \$7,145.10     |
| Base Bid | 138  | 2575.505/00021 SEEDING (ACRE)                            | \$525.00    | 12.3              | 1.76                  | \$924.00            | 4.11             | \$2,157.75     |
| Base Bid | 139  | 2575.505/00025 DISK ANCHORING (ACRE)                     | \$175.00    | 8.4               | 1.2                   | \$210.00            | 1.2              | \$210.00       |
| Base Bid | 140  | 2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND) | \$0.91      | 9445              | 875                   | \$796.25            | 3875             | \$3,526.25     |
| Base Bid | 141  | 2575.509/00030 MULCH MATERIAL TYPE 3 (TON)               | \$650.00    | 12.4              | 2.45                  | \$1,592.50          | 2.45             | \$1,592.50     |



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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             | 142  | 2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)     | \$495.00   | 22                | 0                     | \$0.00              | 12               | \$5,940.00     |
| Base Bid             | 143  | 2575.608/25080 SEED TURFGRASS (POUND)                      | \$3.45     | 645               | 45                    | \$155.25            | 45               | \$155.25       |
| Base Bid             | 144  | 2575.608/25100 SEED MESIC INSLOPE (POUND)                  | \$10.30    | 648               | 115                   | \$1,184.50          | 196              | \$2,018.80     |
| 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         |



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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                | 153  | 2582.503/20106 6" SOLID LINE PAINT GROUND IN (WR) (LIN FT)       | \$1.30     | 3856              | 0                     | \$0.00                | 0                | \$0.00                |
| 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                |
| <b>Base Bid Totals:</b> |      |                                                                  |            |                   |                       | <b>\$1,842,697.64</b> |                  | <b>\$5,667,568.78</b> |

| Project Category Totals |          |                     |                |
|-------------------------|----------|---------------------|----------------|
| Project                 | Category | Amount This Request | Amount To Date |
| SAP 021-030-021         |          | \$1,842,697.64      | \$5,667,568.78 |

| 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 |
| SAP 021-030-021             | CO | 1   | 159  | 2504.603 10" WATERMAIN C900 (LIN FT) | \$76.00    | 415               | 0                     | \$0.00              | 446.35           | \$33,922.60    |
| SAP 021-030-021             | CO | 1   | 160  | 2504.602 10" GATE VALVE & BOX (EACH) | \$7,370.00 | 1                 | 0                     | \$0.00              | 3                | \$22,110.00    |
| SAP 021-030-021             | CO | 2   | 162  | 2104.502 REMOVE UTILITY VAULT (EACH) | \$300.00   | 1                 | 0                     | \$0.00              | 1                | \$300.00       |



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#### 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     |
|--------------------------------|----|-----|------|--------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|--------------------|
| SAP 021-030-021                | CO | 3   | 163  | 2231.507 BITUMINOUS PATCHING MIXTURE (TON) | \$150.00    | 21                | 0                     | \$0.00              | 25               | \$3,750.00         |
| SAP 021-030-021                | CO | 5   | 164  | 2411.601 REINFORCEMENT BARS (LS)           | \$13,838.00 | 1                 | 1                     | \$13,838.00         | 1                | \$13,838.00        |
| <b>Contract Change Totals:</b> |    |     |      |                                            |             |                   |                       | <b>\$13,838.00</b>  |                  | <b>\$73,920.60</b> |

|                       |                       |
|-----------------------|-----------------------|
| <b>Contract Total</b> | <b>\$5,741,489.38</b> |
|-----------------------|-----------------------|

#### Contract Change Totals

| Number | Description                                    | Amount This Request | Amount To Date |
|--------|------------------------------------------------|---------------------|----------------|
| 5      | Add rebar to the Fire Hall's concrete driveway | \$13,838.00         | \$13,838.00    |
| 4      |                                                | \$0.00              | \$0.00         |
| 3      | Oak to Maple Walk Width and Maple Improvements | \$0.00              | \$3,750.00     |
| 2      | Empty utility vault removal                    | \$0.00              | \$300.00       |
| 1      | The                                            | \$0.00              | \$56,032.60    |

#### Material On Hand Additions

| Line | Item | Description | Date | Added | Comments |
|------|------|-------------|------|-------|----------|
|      |      |             |      |       |          |

#### Material On Hand Balance

| Line | Item            | Description                         | Date       | Added                | Used                 | Remaining       |
|------|-----------------|-------------------------------------|------------|----------------------|----------------------|-----------------|
| 109  | 2545.502/16 050 | LIGHT FOUNDATION DESIGN STEEL E     | 2025-08-06 | 11 EACH \$9,210.55   | 11 EACH \$9,210.55   | 0 EACH \$0.00   |
| 128  | 2565.616/00 060 | PEDESTRIAN CROSSWALK FLASHER SYSTEM | 2025-08-06 | 1 SYSTEM \$17,560.44 | 1 SYSTEM \$17,560.44 | 0 SYSTEM \$0.00 |
| 128  | 2565.616/00 060 | PEDESTRIAN CROSSWALK FLASHER SYSTEM | 2025-08-06 | 1 SYSTEM \$17,560.44 | 1 SYSTEM \$17,560.44 | 0 SYSTEM \$0.00 |

#### 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         |





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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 | 43   | 2232.504/00060 MILL BITUMINOUS SURFACE (2.0") (SQ YD)          | \$1.80       | 36863             | 40917.5               | \$73,651.50         | 40917.5          | \$73,651.50    |
| 1 - SAP 013-630-021 / Reconditioning | 44   | 2355.506/00010 BITUMINOUS MATERIAL FOR FOG SEAL (GALLON)       | \$6.00       | 2163              | 2168                  | \$13,008.00         | 2168             | \$13,008.00    |
| 1 - SAP 013-630-021 / Reconditioning | 45   | 2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)      | \$2.50       | 3326              | 3300                  | \$8,250.00          | 3300             | \$8,250.00     |
| 1 - SAP 013-630-021 / Reconditioning | 47   | 2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3.C) (TON) | \$82.00      | 4413              | 4500.16               | \$369,013.12        | 4500.16          | \$369,013.12   |
| 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         |
| 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   |



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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 / Reconstruction | 2    | 2051.501/00010 MAINT AND RESTORATION OF HAUL ROADS (LUMP SUM)   | \$10,500.00 | 1                 | 0                     | \$0.00              | 0.5              | \$5,250.00     |
| 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                 | -5                    | (\$3,176.60)        | 0                | \$0.00         |
| 1 - SAP 013-630-021 / Reconstruction | 15   | 2104.502/03300 SALVAGE SIGN (EACH)                              | \$25.00     | 5                 | 0                     | \$0.00              | 11               | \$275.00       |
| 1 - SAP 013-630-021 / Reconstruction | 16   | 2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)                  | \$200.00    | 8                 | 0                     | \$0.00              | 8                | \$1,600.00     |
| 1 - SAP 013-630-021 / Reconstruction | 17   | 2104.503/00195 SAWING CONCRETE PAVEMENT (FULL DEPTH) (LIN FT)   | \$6.00      | 671               | 0                     | \$0.00              | 730              | \$4,380.00     |
| 1 - SAP 013-630-021 / Reconstruction | 18   | 2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT) | \$1.90      | 648               | 66                    | \$125.40            | 1057             | \$2,008.30     |



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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 / Reconstruction | 19   | 2104.503/00255 REMOVE PIPE CULVERTS (LIN FT)               | \$17.00    | 806               | 0                     | \$0.00              | 607                | \$10,319.00    |
| 1 - SAP 013-630-021 / Reconstruction | 21   | 2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)             | \$4.50     | 1002              | 36                    | \$162.00            | 969                | \$4,360.50     |
| 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              | 505                | \$10,100.00    |
| 1 - SAP 013-630-021 / Reconstruction | 25   | 2104.504/00070 REMOVE PAVEMENT (SQ YD)                     | \$2.00     | 8185              | 1460                  | \$2,920.00          | 5879.7             | \$11,759.40    |
| 1 - SAP 013-630-021 / Reconstruction | 26   | 2104.504/00080 REMOVE CONCRETE DRIVEWAY PAVEMENT (SQ YD)   | \$2.75     | 431               | 0                     | \$0.00              | 457.30181<br>81818 | \$1,257.58     |
| 1 - SAP 013-630-021 / Reconstruction | 27   | 2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD) | \$2.00     | 540               | 203                   | \$406.00            | 441                | \$882.00       |
| 1 - SAP 013-630-021 / Reconstruction | 28   | 2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)          | \$2.00     | 32033             | 301.7                 | \$603.40            | 35962.3            | \$71,924.60    |
| 1 - SAP 013-630-021 / Reconstruction | 30   | 2104.518/00140 REMOVE CONCRETE WALK (SQ FT)                | \$2.00     | 237               | 0                     | \$0.00              | 290                | \$580.00       |
| 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        |



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| 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 / Reconstruction | 34   | 2106.507 EXCAVATION - COMMON (P) (CU YD)                           | \$6.00      | 13093             | 4869                  | \$29,214.00         | 13093            | \$78,558.00    |
| 1 - SAP 013-630-021 / Reconstruction | 35   | 2106.507 EXCAVATION - SUBGRADE (P) (CU YD)                         | \$8.50      | 16511             | 6248                  | \$53,108.00         | 16760            | \$142,460.00   |
| 1 - SAP 013-630-021 / Reconstruction | 36   | 2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)               | \$11.50     | 18751             | 6654                  | \$76,521.00         | 19000            | \$218,500.00   |
| 1 - SAP 013-630-021 / Reconstruction | 38   | 2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)                        | \$8.00      | 4181              | 2081                  | \$16,648.00         | 4181             | \$33,448.00    |
| 1 - SAP 013-630-021 / Reconstruction | 39   | 2106.601/00015 DEWATERING (LUMP SUM)                               | \$42,000.00 | 1                 | 0                     | \$0.00              | 1                | \$42,000.00    |
| 1 - SAP 013-630-021 / Reconstruction | 40   | 2130.523/00010 WATER (M GALLON)                                    | \$50.00     | 400               | 0                     | \$0.00              | 90.8             | \$4,540.00     |
| 1 - SAP 013-630-021 / Reconstruction | 41   | 2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)                   | \$42.00     | 9420              | 3460                  | \$145,320.00        | 9420             | \$395,640.00   |
| 1 - SAP 013-630-021 / Reconstruction | 42   | 2221.509/00090 SHOULDER BASE AGGREGATE CLASS 5 MOD (TON)           | \$44.50     | 494               | 0                     | \$0.00              | 0                | \$0.00         |
| 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              | 2500                  | \$6,250.00          | 2540             | \$6,350.00     |
| 1 - SAP 013-630-021 / Reconstruction | 46   | 2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B) (TON) | \$67.00     | 4799              | 1869.73               | \$125,271.91        | 4987.17          | \$334,140.39   |



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| 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 / Reconstruction | 47   | 2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) (TON)    | \$82.00    | 11693             | 5468.15               | \$448,388.30        | 5607             | \$459,774.00   |
| 1 - SAP 013-630-021 / Reconstruction | 54   | 2501.502/04018 18" GS PIPE APRON (EACH)                           | \$300.00   | 14                | 6                     | \$1,800.00          | 12               | \$3,600.00     |
| 1 - SAP 013-630-021 / Reconstruction | 56   | 2501.502/05018 18" RC PIPE APRON (EACH)                           | \$2,900.00 | 8                 | 0                     | \$0.00              | 8                | \$23,200.00    |
| 1 - SAP 013-630-021 / Reconstruction | 57   | 2501.502/05024 24" RC PIPE APRON (EACH)                           | \$3,200.00 | 6                 | 2                     | \$6,400.00          | 6                | \$19,200.00    |
| 1 - SAP 013-630-021 / Reconstruction | 61   | 2501.502/44018 18" RC SAFETY APRON (EACH)                         | \$2,950.00 | 2                 | 0                     | \$0.00              | 2                | \$5,900.00     |
| 1 - SAP 013-630-021 / Reconstruction | 62   | 2501.503/00018 18" CAS PIPE CULVERT (LIN FT)                      | \$38.00    | 320               | 131                   | \$4,978.00          | 261              | \$9,918.00     |
| 1 - SAP 013-630-021 / Reconstruction | 63   | 2501.503/24183 18" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT) | \$46.00    | 367               | 0                     | \$0.00              | 359              | \$16,514.00    |
| 1 - SAP 013-630-021 / Reconstruction | 64   | 2501.503/24243 24" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT) | \$57.50    | 300               | 104                   | \$5,980.00          | 268              | \$15,410.00    |
| 1 - SAP 013-630-021 / Reconstruction | 65   | 2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)                     | \$18.00    | 400               | 0                     | \$0.00              | 451              | \$8,118.00     |
| 1 - SAP 013-630-021 / Reconstruction | 83   | 2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)               | \$950.00   | 1                 | 0                     | \$0.00              | 1                | \$950.00       |
| 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         |



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| 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 / Reconstruction | 92   | 2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)                | \$125.00   | 35.8              | 20.8                  | \$2,600.00          | 20.8             | \$2,600.00     |
| 1 - SAP 013-630-021 / Reconstruction | 94   | 2521.518/00040 4" CONCRETE WALK (SQ FT)                      | \$5.79     | 485               | 142.5008635579        | \$825.08            | 680.5008635579   | \$3,940.10     |
| 1 - SAP 013-630-021 / Reconstruction | 98   | 2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)               | \$9.50     | 528               | 0                     | \$0.00              | 115              | \$1,092.50     |
| 1 - SAP 013-630-021 / Reconstruction | 99   | 2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT) | \$24.50    | 163               | 0                     | \$0.00              | 274              | \$6,713.00     |
| 1 - SAP 013-630-021 / Reconstruction | 100  | 2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT) | \$20.25    | 9004              | 0                     | \$0.00              | 9889             | \$200,252.25   |
| 1 - SAP 013-630-021 / Reconstruction | 103  | 2531.504/00060 6" CONCRETE DRIVEWAY PAVEMENT (SQ YD)         | \$71.00    | 340               | 534.8                 | \$37,970.80         | 620.6            | \$44,062.60    |
| 1 - SAP 013-630-021 / Reconstruction | 104  | 2531.504/00080 8" CONCRETE DRIVEWAY PAVEMENT (SQ YD)         | \$84.00    | 503               | 236.4                 | \$19,857.60         | 458.3            | \$38,497.20    |
| 1 - SAP 013-630-021 / Reconstruction | 106  | 2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)               | \$275.00   | 8                 | 8                     | \$2,200.00          | 8                | \$2,200.00     |
| 1 - SAP 013-630-021 / Reconstruction | 108  | 2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)              | \$1,052.09 | 5                 | 0                     | \$0.00              | 5                | \$5,260.45     |
| 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         |



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|--------------------------------------|------|------------------------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 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              | 93               | \$6,975.00     |
| 1 - SAP 013-630-021 / Reconstruction | 120  | 2563.618/00100 CONSTRUCTION SIGN SPECIAL (SQ FT)           | \$200.00    | 7                 | 0                     | \$0.00              | 10               | \$2,000.00     |
| 1 - SAP 013-630-021 / Reconstruction | 121  | 2564.602/01515 INSTALL SIGN (EACH)                         | \$450.00    | 5                 | 7                     | \$3,150.00          | 7                | \$3,150.00     |
| 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 / Reconstruction | 124  | 2564.602/02340 DELINEATOR / MARKER (EACH)                  | \$350.00    | 1                 | 0                     | \$0.00              | 0                | \$0.00         |
| 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         |





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|--------------------------------------|------|-------------------------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 1 - SAP 013-630-021 / Reconstruction | 128  | 2565.616/00060 PEDESTRIAN CROSSWALK FLASHER SYSTEM (SYSTEM) | \$26,666.16 |                   | 1                     | \$0.00              | 1                | \$26,666.16    |
| 1 - SAP 013-630-021 / Reconstruction | 129  | 2573.501/00025 STABILIZED CONSTRUCTION EXIT (LUMP SUM)      | \$1,500.00  |                   | 1                     | \$1,500.00          | 1                | \$1,500.00     |
| 1 - SAP 013-630-021 / Reconstruction | 130  | 2573.501/00030 EROSION CONTROL SUPERVISOR (LUMP SUM)        | \$765.34    |                   | 1                     | \$0.00              | 0.9000052<br>264 | \$688.81       |
| 1 - SAP 013-630-021 / Reconstruction | 131  | 2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)          | \$200.00    | 58                | 3                     | \$600.00            | 57               | \$11,400.00    |
| 1 - SAP 013-630-021 / Reconstruction | 132  | 2573.502/00140 CULVERT END CONTROLS (EACH)                  | \$220.00    | 9                 | 7                     | \$1,540.00          | 7                | \$1,540.00     |
| 1 - SAP 013-630-021 / Reconstruction | 133  | 2573.503/00023 SILT FENCE, TYPE MS (LIN FT)                 | \$1.95      | 6915              | 0                     | \$0.00              | 7026             | \$13,700.70    |
| 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 / Reconstruction | 136  | 2574.508/00013 FERTILIZER TYPE 3 (POUND)                    | \$0.74      | 2320              | 510                   | \$377.40            | 1160             | \$858.40       |
| 1 - SAP 013-630-021 / Reconstruction | 137  | 2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)         | \$1.70      | 24484             | 2716                  | \$4,617.20          | 3166             | \$5,382.20     |
| 1 - SAP 013-630-021 / Reconstruction | 138  | 2575.505/00021 SEEDING (ACRE)                               | \$525.00    | 8                 | 1.3                   | \$682.50            | 2.4              | \$1,260.00     |
| 1 - SAP 013-630-021 / Reconstruction | 139  | 2575.505/00025 DISK ANCHORING (ACRE)                        | \$175.00    | 6.4               | 0.8                   | \$140.00            | 0.8              | \$140.00       |





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|--------------------------------------|------|----------------------------------------------------------|------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 1 - SAP 013-630-021 / Reconstruction | 140  | 2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND) | \$0.91     | 4609              | 750                   | \$682.50            | 3750             | \$3,412.50     |
| 1 - SAP 013-630-021 / Reconstruction | 141  | 2575.509/00030 MULCH MATERIAL TYPE 3 (TON)               | \$650.00   | 9.7               | 1.35                  | \$877.50            | 1.35             | \$877.50       |
| 1 - SAP 013-630-021 / Reconstruction | 142  | 2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)   | \$495.00   | 10.5              | 0                     | \$0.00              | 6                | \$2,970.00     |
| 1 - SAP 013-630-021 / Reconstruction | 143  | 2575.608/25080 SEED TURFGRASS (POUND)                    | \$3.45     | 314               | 42.4985507246         | \$146.62            | 42.4985507246    | \$146.62       |
| 1 - SAP 013-630-021 / Reconstruction | 144  | 2575.608/25100 SEED MESIC INSLOPE (POUND)                | \$10.30    | 441               | 90                    | \$927.00            | 160              | \$1,648.00     |
| 1 - SAP 013-630-021 / Reconstruction | 145  | 2582.503/10104 4" SOLID LINE PAINT (LIN FT)              | \$0.13     | 6532              | 0                     | \$0.00              | 0                | \$0.00         |
| 1 - SAP 013-630-021 / Reconstruction | 146  | 2582.503/10106 6" SOLID LINE PAINT (LIN FT)              | \$0.17     | 18911             | 0                     | \$0.00              | 0                | \$0.00         |
| 1 - SAP 013-630-021 / Reconstruction | 147  | 2582.503/10124 24" SOLID LINE PAINT (LIN FT)             | \$3.70     | 503               | 0                     | \$0.00              | 0                | \$0.00         |
| 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         |



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|--------------------------------------|------|--------------------------------------------------------------|--------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 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 / Reconstruction | 164  | 2411.601 REINFORCEMENT BARS (LS)                             | \$13,838.00  | 0.6               | 0.6                   | \$8,302.80          | 0.6              | \$8,302.80     |
| 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              | 2                | \$7,400.00     |
| 1 - SAP 013-630-021 / Storm Sewer    | 8    | 2104.502/00100 REMOVE BOX CULVERT END (EACH)                 | \$3,700.00   | 4                 | 0                     | \$0.00              | 4                | \$14,800.00    |
| 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              | 2743             | \$27,430.00    |



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|-----------------------------------|------|--------------------------------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 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              | 2                | \$24,000.00    |
| 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              | 200              | \$330,000.00   |
| 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                 | 0                     | \$0.00              | 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              | 1                | \$3,800.00     |
| 1 - SAP 013-630-021 / Storm Sewer | 67   | 2503.503/19155 15" RC PIPE SEWER DESIGN 3006 CLASS V (LIN FT)      | \$38.10     | 1944              | 0                     | \$0.00              | 1938             | \$73,837.80    |
| 1 - SAP 013-630-021 / Storm Sewer | 68   | 2503.503/19183 18" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)    | \$42.40     | 1012              | 0                     | \$0.00              | 1012             | \$42,908.80    |
| 1 - SAP 013-630-021 / Storm Sewer | 69   | 2503.503/19243 24" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)    | \$52.50     | 2054              | 0                     | \$0.00              | 2054             | \$107,835.00   |
| 1 - SAP 013-630-021 / Storm Sewer | 70   | 2503.503/19303 30" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)    | \$73.00     | 477               | 0                     | \$0.00              | 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              | 267              | \$27,073.80    |
| 1 - SAP 013-630-021 / Storm Sewer | 82   | 2506.502/06000 CASTING ASSEMBLY (EACH)                             | \$1,000.00  | 50                | 3                     | \$3,000.00          | 48               | \$48,000.00    |



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|-----------------------------------|------|---------------------------------------------------------------------|--------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 1 - SAP 013-630-021 / Storm Sewer | 84   | 2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT)       | \$960.00     | 82                | 0                     | \$0.00              | 82               | \$78,720.00    |
| 1 - SAP 013-630-021 / Storm Sewer | 85   | 2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT) | \$705.00     | 188.3             | 0                     | \$0.00              | 188.3            | \$132,751.50   |
| 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              | 16               | \$9,600.00     |
| 1 - SAP 013-630-021 / Storm Sewer | 90   | 2511.504/00017 GEOTEXTILE FILTER TYPE 7 (SQ YD)                     | \$3.80       | 398               | 169.9                 | \$645.62            | 169.9            | \$645.62       |
| 1 - SAP 013-630-021 / Storm Sewer | 91   | 2511.507/00012 RANDOM RIPRAP CLASS I (CU YD)                        | \$125.00     | 7                 | 0                     | \$0.00              | 9.6              | \$1,200.00     |
| 1 - SAP 013-630-021 / Storm Sewer | 92   | 2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)                       | \$125.00     | 18.8              | 20                    | \$2,500.00          | 20               | \$2,500.00     |
| 1 - SAP 013-630-021 / Storm Sewer | 93   | 2511.507/00014 RANDOM RIPRAP CLASS III (CU YD)                      | \$120.00     | 400               | 0                     | \$0.00              | 110.4            | \$13,248.00    |
| 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         |
| 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              | 0.1              | \$46,000.00    |



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| 2 - RAB / Roadway | 3    | 2101.502/00020 CLEARING (EACH)                                | \$199.00   | 1                 | 0                     | \$0.00              | 8                | \$1,592.00     |
| 2 - RAB / Roadway | 4    | 2101.502/00030 GRUBBING (EACH)                                | \$199.00   | 1                 | 0                     | \$0.00              | 8                | \$1,592.00     |
| 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                 | 0                     | \$0.00              | 4                | \$7,200.00     |
| 2 - RAB / Roadway | 10   | 2104.502/00880 REMOVE HYDRANT (EACH)                          | \$1,500.00 | 2                 | 0                     | \$0.00              | 2                | \$3,000.00     |
| 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                 | -1                    | (\$635.32)          | 0                | \$0.00         |
| 2 - RAB / Roadway | 16   | 2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)                | \$200.00   | 2                 | 0                     | \$0.00              | 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               | 0                     | \$0.00              | 108              | \$1,836.00     |



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| 2 - RAB / Roadway | 25   | 2104.504/00070 REMOVE PAVEMENT (SQ YD)                             | \$2.00     | 2346              | 0                     | \$0.00              | 2352             | \$4,704.00     |
| 2 - RAB / Roadway | 28   | 2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)                  | \$2.00     | 2861              | 0                     | \$0.00              | 3535.4           | \$7,070.80     |
| 2 - RAB / Roadway | 29   | 2104.518/00100 REMOVE BITUMINOUS WALK (SQ FT)                      | \$2.00     | 10035             | 0                     | \$0.00              | 10200            | \$20,400.00    |
| 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              | 4649             | \$27,894.00    |
| 2 - RAB / Roadway | 35   | 2106.507 EXCAVATION - SUBGRADE (P) (CU YD)                         | \$8.50     | 3510              | 0                     | \$0.00              | 3510             | \$29,835.00    |
| 2 - RAB / Roadway | 36   | 2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)               | \$11.50    | 4794              | 0                     | \$0.00              | 4794             | \$55,131.00    |
| 2 - RAB / Roadway | 38   | 2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)                        | \$8.00     | 1278              | 0                     | \$0.00              | 1278             | \$10,224.00    |
| 2 - RAB / Roadway | 41   | 2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)                   | \$42.00    | 1630              | 0                     | \$0.00              | 1630             | \$68,460.00    |
| 2 - RAB / Roadway | 45   | 2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)          | \$2.50     | 403               | 107.5                 | \$268.75            | 107.5            | \$268.75       |
| 2 - RAB / Roadway | 46   | 2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3.B) (TON) | \$67.00    | 303               | 303                   | \$20,301.00         | 303              | \$20,301.00    |



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| 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               | 251.67                | \$28,690.38         | 251.67              | \$28,690.38    |
| 2 - RAB / Roadway | 49   | 2360.509/24605 TYPE SP 12.5 NON WEARING COURSE MIXTURE (4;F) (TON) | \$106.00   | 239               | 0                     | \$0.00              | 244.38              | \$25,904.28    |
| 2 - RAB / Roadway | 65   | 2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)                      | \$18.00    | 200               | 0                     | \$0.00              | 154                 | \$2,772.00     |
| 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                 | 1                     | \$650.00            | 1                   | \$650.00       |
| 2 - RAB / Roadway | 94   | 2521.518/00040 4" CONCRETE WALK (SQ FT)                            | \$5.79     | 14310             | 14185.298<br>791019   | \$82,132.88         | 14185.298<br>791019 | \$82,132.88    |
| 2 - RAB / Roadway | 95   | 2521.518/00070 7" CONCRETE WALK (SQ FT)                            | \$13.35    | 3525              | 0                     | \$0.00              | 3531                | \$47,138.85    |
| 2 - RAB / Roadway | 96   | 2521.518/00130 3" BITUMINOUS WALK (SQ FT)                          | \$1.75     | 11408             | 3120                  | \$5,460.00          | 8110                | \$14,192.50    |
| 2 - RAB / Roadway | 97   | 2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH)     | \$8.50     | 33                | 33                    | \$280.50            | 33                  | \$280.50       |
| 2 - RAB / Roadway | 98   | 2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)                     | \$9.50     | 1619              | 473.9                 | \$4,502.05          | 473.9               | \$4,502.05     |



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|-------------------|------|--------------------------------------------------------------|------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 2 - RAB / Roadway | 100  | 2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT) | \$20.25    | 286               | 0                     | \$0.00              | 61               | \$1,235.25     |
| 2 - RAB / Roadway | 101  | 2531.503/18120 CONCRETE CURB AND GUTTER DESIGN R424 (LIN FT) | \$26.50    | 374               | 0                     | \$0.00              | 374              | \$9,911.00     |
| 2 - RAB / Roadway | 102  | 2531.503/19220 CONCRETE CURB AND GUTTER DESIGN S524 (LIN FT) | \$22.75    | 3687              | 0                     | \$0.00              | 3841             | \$87,382.75    |
| 2 - RAB / Roadway | 105  | 2531.618/00010 TRUNCATED DOMES (SQ FT)                       | \$50.00    | 160               | 0                     | \$0.00              | 76               | \$3,800.00     |
| 2 - RAB / Roadway | 106  | 2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)               | \$275.00   | 2                 | 2                     | \$550.00            | 2                | \$550.00       |
| 2 - RAB / Roadway | 107  | 2545.502/09030 LIGHTING UNIT TYPE 9-30 (EACH)                | \$3,801.18 | 11                | 11                    | \$41,812.98         | 11               | \$41,812.98    |
| 2 - RAB / Roadway | 108  | 2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)              | \$1,052.09 | 1                 | 0                     | \$0.00              | 1                | \$1,052.09     |
| 2 - RAB / Roadway | 109  | 2545.502/16050 LIGHT FOUNDATION DESIGN STEEL E (EACH)        | \$1,440.28 | 11                | 4.605028189           | \$6,632.53          | 11               | \$15,843.08    |
| 2 - RAB / Roadway | 110  | 2545.502/21201 SERVICE CABINET -TYPE L1 (EACH)               | \$9,718.81 | 1                 | 0.7500002572          | \$7,289.11          | 0.7500002572     | \$7,289.11     |
| 2 - RAB / Roadway | 111  | 2545.502/22510 SERVICE EQUIPMENT (EACH)                      | \$1,326.23 | 1                 | 1                     | \$1,326.23          | 1                | \$1,326.23     |
| 2 - RAB / Roadway | 112  | 2545.502/22521 EQUIPMENT PAD B (EACH)                        | \$1,140.75 | 1                 | 1                     | \$1,140.75          | 1                | \$1,140.75     |





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|-------------------|------|-------------------------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 2 - RAB / Roadway | 113  | 2545.503/01053 2" NON-METALLIC CONDUIT (LIN FT)             | \$4.79      | 1500              | 0                     | \$0.00              | 210              | \$1,005.90     |
| 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              | 0.1              | \$3,400.00     |
| 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                 | 0.3414709879          | \$9,105.72          | 1                | \$26,666.16    |
| 2 - RAB / Roadway | 131  | 2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)          | \$200.00    | 16                | 15                    | \$3,000.00          | 16               | \$3,200.00     |
| 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               | 0                     | \$0.00              | 764              | \$1,795.40     |



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|-------------------|------|------------------------------------------------------------------|------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 2 - RAB / Roadway | 136  | 2574.508/00013 FERTILIZER TYPE 3 (POUND)                         | \$0.74     | 549               | 100                   | \$74.00             | 100              | \$74.00        |
| 2 - RAB / Roadway | 138  | 2575.505/00021 SEEDING (ACRE)                                    | \$525.00   | 1.9               | 0.4                   | \$210.00            | 0.4              | \$210.00       |
| 2 - RAB / Roadway | 139  | 2575.505/00025 DISK ANCHORING (ACRE)                             | \$175.00   | 1.5               | 0.4                   | \$70.00             | 0.4              | \$70.00        |
| 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               | 1.1                   | \$715.00            | 1.1              | \$715.00       |
| 2 - RAB / Roadway | 142  | 2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)           | \$495.00   | 3                 | 0                     | \$0.00              | 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               | 20                    | \$206.00            | 20               | \$206.00       |
| 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         |
| 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         |



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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                         | 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              | 0.04             | \$18,400.00    |
| 2 - RAB / Storm Sewer                     | 58   | 2501.502/05030 30" RC PIPE APRON (EACH)                             | \$3,400.00   | 2                 | 0                     | \$0.00              | 2                | \$6,800.00     |
| 2 - RAB / Storm Sewer                     | 60   | 2501.502/44015 15" RC SAFETY APRON (EACH)                           | \$2,775.00   | 2                 | 0                     | \$0.00              | 2                | \$5,550.00     |
| 2 - RAB / Storm Sewer                     | 67   | 2503.503/19155 15" RC PIPE SEWER DESIGN 3006 CLASS V (LIN FT)       | \$38.10      | 1363              | 0                     | \$0.00              | 1363             | \$52,920.90    |
| 2 - RAB / Storm Sewer                     | 70   | 2503.503/19303 30" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)     | \$73.00      | 470               | 0                     | \$0.00              | 470              | \$34,310.00    |
| 2 - RAB / Storm Sewer                     | 82   | 2506.502/06000 CASTING ASSEMBLY (EACH)                              | \$1,000.00   | 18                | 0                     | \$0.00              | 18               | \$18,000.00    |
| 2 - RAB / Storm Sewer                     | 84   | 2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT)       | \$960.00     | 12.2              | 0                     | \$0.00              | 12.2             | \$11,712.00    |
| 2 - RAB / Storm Sewer                     | 85   | 2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT) | \$705.00     | 88.4              | 0                     | \$0.00              | 88.4             | \$62,322.00    |
| 2 - RAB / Storm Sewer                     | 86   | 2506.503/03020 CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (LIN FT) | \$600.00     | 10.9              | 0                     | \$0.00              | 10.9             | \$6,540.00     |



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|-----------------------|------|-----------------------------------------------------------------|--------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 2 - RAB / Storm Sewer | 92   | 2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)                   | \$125.00     | 8.2               | 10.8                  | \$1,350.00          | 10.8             | \$1,350.00     |
| 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              | 0.04             | \$1,360.00     |
| 3 - SRTS              | 1    | 2021.501/00010 MOBILIZATION (LUMP SUM)                          | \$460,000.00 | 0.05              | 0                     | \$0.00              | 0.05             | \$23,000.00    |
| 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              | 59               | \$11,741.00    |
| 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              | 2                | \$3,600.00     |
| 3 - SRTS              | 10   | 2104.502/00880 REMOVE HYDRANT (EACH)                            | \$1,500.00   | 2                 | 0                     | \$0.00              | 2                | \$3,000.00     |
| 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              | 230              | \$1,035.00     |



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|-------------|------|----------------------------------------------------------------|------------|-------------------|-----------------------|---------------------|---------------------|----------------|
| 3 - SRTS    | 27   | 2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)     | \$2.00     | 161               | 18.9                  | \$37.80             | 37.9                | \$75.80        |
| 3 - SRTS    | 34   | 2106.507 EXCAVATION - COMMON (P) (CU YD)                       | \$6.00     | 3181              | 1464                  | \$8,784.00          | 3181                | \$19,086.00    |
| 3 - SRTS    | 38   | 2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)                    | \$8.00     | 7288              | 1170                  | \$9,360.00          | 7288                | \$58,304.00    |
| 3 - SRTS    | 41   | 2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)               | \$42.00    | 881               | 758                   | \$31,836.00         | 881                 | \$37,002.00    |
| 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                 | 0                     | \$0.00              | 1                   | \$1,500.00     |
| 3 - SRTS    | 94   | 2521.518/00040 4" CONCRETE WALK (SQ FT)                        | \$5.79     | 3546              | 810.50086<br>35579    | \$4,692.80          | 3564.3005<br>181347 | \$20,637.30    |
| 3 - SRTS    | 96   | 2521.518/00130 3" BITUMINOUS WALK (SQ FT)                      | \$1.75     | 37928             | 290                   | \$507.50            | 21153               | \$37,017.75    |
| 3 - SRTS    | 97   | 2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH) | \$8.50     | 60                | 9                     | \$76.50             | 76                  | \$646.00       |
| 3 - SRTS    | 98   | 2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)                 | \$9.50     | 2302              | 100                   | \$950.00            | 1679                | \$15,950.50    |
| 3 - SRTS    | 100  | 2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)   | \$20.25    | 32                | 0                     | \$0.00              | 78                  | \$1,579.50     |



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|-------------|------|----------------------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 3 - SRTS    | 105  | 2531.618/00010 TRUNCATED DOMES (SQ FT)                   | \$50.00     | 420               | 86                    | \$4,300.00          | 375              | \$18,750.00    |
| 3 - SRTS    | 118  | 2563.601/00010 TRAFFIC CONTROL (LUMP SUM)                | \$34,000.00 | 0.05              | 0                     | \$0.00              | 0.05             | \$1,700.00     |
| 3 - SRTS    | 132  | 2573.502/00140 CULVERT END CONTROLS (EACH)               | \$220.00    | 8                 | 5                     | \$1,100.00          | 7                | \$1,540.00     |
| 3 - SRTS    | 133  | 2573.503/00023 SILT FENCE, TYPE MS (LIN FT)              | \$1.95      | 889               | 0                     | \$0.00              | 950              | \$1,852.50     |
| 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              | 75               | \$55.50        |
| 3 - SRTS    | 137  | 2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)      | \$1.70      | 5450              | 0                     | \$0.00              | 1037             | \$1,762.90     |
| 3 - SRTS    | 138  | 2575.505/00021 SEEDING (ACRE)                            | \$525.00    | 1.8               | 0.06                  | \$31.50             | 1.31             | \$687.75       |
| 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         |



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| 3 - SRTS       | 144  | 2575.608/25100 SEED MESIC INSLOPE (POUND)                       | \$10.30      | 80                | 0                     | \$0.00              | 11               | \$113.30       |
| 3 - SRTS       | 162  | 2104.502 REMOVE UTILITY VAULT (EACH)                            | \$300.00     | 1                 | 0                     | \$0.00              | 1                | \$300.00       |
| 3 - SRTS       | 163  | 2231.507 BITUMINOUS PATCHING MIXTURE (TON)                      | \$150.00     | 21                | 0                     | \$0.00              | 25               | \$3,750.00     |
| 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              | 4                | \$800.00       |
| 4 - City Local | 18   | 2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT) | \$1.90       | 40                | 0                     | \$0.00              | 431              | \$818.90       |
| 4 - City Local | 20   | 2104.503/00270 REMOVE WATER MAIN (LIN FT)                       | \$15.00      | 110               | 0                     | \$0.00              | 142.5            | \$2,137.50     |
| 4 - City Local | 21   | 2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)                  | \$4.50       | 140               | 0                     | \$0.00              | 323              | \$1,453.50     |
| 4 - City Local | 23   | 2104.503/00820 REMOVE STEEL CASING (LIN FT)                     | \$10.00      | 100               | 0                     | \$0.00              | 100              | \$1,000.00     |
| 4 - City Local | 27   | 2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)      | \$2.00       | 9                 | 0                     | \$0.00              | 215              | \$430.00       |
| 4 - City Local | 28   | 2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)               | \$2.00       | 575               | 0                     | \$0.00              | 979.2            | \$1,958.40     |



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|----------------|------|-------------------------------------------------------------------|------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 4 - City Local | 30   | 2104.518/00140 REMOVE CONCRETE WALK (SQ FT)                       | \$2.00     | 733               | 0                     | \$0.00              | 991              | \$1,982.00     |
| 4 - City Local | 34   | 2106.507 EXCAVATION - COMMON (P) (CU YD)                          | \$6.00     | 1240              | 219                   | \$1,314.00          | 1240             | \$7,440.00     |
| 4 - City Local | 35   | 2106.507 EXCAVATION - SUBGRADE (P) (CU YD)                        | \$8.50     | 850               | 0                     | \$0.00              | 850              | \$7,225.00     |
| 4 - City Local | 36   | 2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)              | \$11.50    | 859               | 0                     | \$0.00              | 859              | \$9,878.50     |
| 4 - City Local | 38   | 2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)                       | \$8.00     | 379               | 0                     | \$0.00              | 379              | \$3,032.00     |
| 4 - City Local | 41   | 2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)                  | \$42.00    | 370               | 0                     | \$0.00              | 370              | \$15,540.00    |
| 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               | 165.19                | \$13,545.58         | 165.19           | \$13,545.58    |
| 4 - City Local | 63   | 2501.503/24183 18" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT) | \$46.00    | 29                | 0                     | \$0.00              | 29               | \$1,334.00     |
| 4 - City Local | 66   | 2503.503/13120 12" PVC PIPE SEWER (LIN FT)                        | \$54.00    | 302               | 0                     | \$0.00              | 302              | \$16,308.00    |
| 4 - City Local | 72   | 2503.602/00310 CONNECT TO EXISTING MANHOLES (SAN) (EACH)          | \$4,500.00 | 1                 | 0                     | \$0.00              | 1                | \$4,500.00     |





Chisago County Public Works Department  
313 North Main Street, Room 400  
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 | 73   | 2503.603/31200 20" STEEL CASING PIPE (LIN FT)                       | \$140.00   | 90                | 0                     | \$0.00              | 90               | \$12,600.00    |
| 4 - City Local | 74   | 2504.602/00010 CONNECT TO EXISTING WATER MAIN (EACH)                | \$4,000.00 | 4                 | 0                     | \$0.00              | 4                | \$16,000.00    |
| 4 - City Local | 75   | 2504.602/00020 HYDRANT (EACH)                                       | \$7,600.00 | 4                 | 0                     | \$0.00              | 5                | \$38,000.00    |
| 4 - City Local | 78   | 2504.602/00806 6" GATE VALVE AND BOX (EACH)                         | \$2,884.00 | 4                 | 0                     | \$0.00              | 4                | \$11,536.00    |
| 4 - City Local | 79   | 2504.603/01062 6" WATERMAIN DUCTILE IRON CL 52 (LIN FT)             | \$54.00    | 56                | 0                     | \$0.00              | 65.5             | \$3,537.00     |
| 4 - City Local | 81   | 2504.603/04160 16" STEEL CASING PIPE (LIN FT)                       | \$100.00   | 164               | 0                     | \$0.00              | 163              | \$16,300.00    |
| 4 - City Local | 82   | 2506.502/06000 CASTING ASSEMBLY (EACH)                              | \$1,000.00 | 2                 | 1                     | \$1,000.00          | 3                | \$3,000.00     |
| 4 - City Local | 83   | 2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)                 | \$950.00   | 1                 | 0                     | \$0.00              | 1                | \$950.00       |
| 4 - City Local | 88   | 2506.603/30000 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (LIN FT) | \$600.00   | 12.8              | 0                     | \$0.00              | 12.8             | \$7,680.00     |
| 4 - City Local | 89   | 2506.603/50000 RECONSTRUCT DRAINAGE STRUCTURE SPECIAL (LIN FT)      | \$516.00   | 6.2               | 0                     | \$0.00              | 10.7             | \$5,521.20     |
| 4 - City Local | 94   | 2521.518/00040 4" CONCRETE WALK (SQ FT)                             | \$5.79     | 760               | 858                   | \$4,967.82          | 858              | \$4,967.82     |



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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 |
|----------------|------|--------------------------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 4 - City Local | 99   | 2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT) | \$24.50     | 147               | 0                     | \$0.00              | 385              | \$9,432.50     |
| 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     | 325               | 236.4                 | \$19,857.60         | 544.3            | \$45,721.20    |
| 4 - City Local | 106  | 2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)               | \$275.00    | 4                 | 4                     | \$1,100.00          | 4                | \$1,100.00     |
| 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                 | 0.3414709<br>879      | \$9,105.72          | 1                | \$26,666.16    |
| 4 - City Local | 131  | 2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)           | \$200.00    | 4                 | 4                     | \$800.00            | 5                | \$1,000.00     |
| 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               | 15                    | \$11.10             | 15               | \$11.10        |



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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 |
|----------------|------|------------------------------------------------------------------|------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 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               | 125                   | \$113.75            | 125              | \$113.75       |
| 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                 | 2.5014492754          | \$8.63              | 2.5014492754     | \$8.63         |
| 4 - City Local | 144  | 2575.608/25100 SEED MESIC INSLOPE (POUND)                        | \$10.30    | 22                | 5                     | \$51.50             | 5                | \$51.50        |
| 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         |
| 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         |



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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        |
|----------------|------|------------------------------------------------------------------|-------------|-------------------|-----------------------|-----------------------|------------------|-----------------------|
| 4 - City Local | 158  | 2582.518/08020 CROSSWALK PREFORM THERMOPLASTIC GROUND IN (SQ FT) | \$15.00     | 180               | 0                     | \$0.00                | 0                | \$0.00                |
| 4 - City Local | 159  | 2504.603 10" WATERMAIN C900 (LIN FT)                             | \$76.00     | 415               | 0                     | \$0.00                | 446.35           | \$33,922.60           |
| 4 - City Local | 160  | 2504.602 10" GATE VALVE & BOX (EACH)                             | \$7,370.00  | 1                 | 0                     | \$0.00                | 3                | \$22,110.00           |
| 4 - City Local | 164  | 2411.601 REINFORCEMENT BARS (LS)                                 | \$13,838.00 | 0.4               | 0.4                   | \$5,535.20            | 0.4              | \$5,535.20            |
| <b>Totals:</b> |      |                                                                  |             |                   |                       | <b>\$1,812,204.21</b> |                  | <b>\$5,741,489.38</b> |



JOE TRIPLETT, P.E., DIRECTOR / ENGINEER

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

## INVOICE

Date: 10/12/2025

| Quantity | Description                        | Price     | Amount        |
|----------|------------------------------------|-----------|---------------|
|          | Project: SAP 013-630-021 / CSAH 30 |           |               |
| 1        | Pay Estimate #6 - RAB Split        | 204375.95 | 102,187.98    |
| 1        | Pay Estimate #6 - SRTS             | 58592.29  | 58,592.29     |
| 1        | Pay Estimate #6 - City Funds       | 54540.35  | 54,540.35     |
|          |                                    |           | \$ 215,320.62 |
|          | Total                              |           | \$ 215,320.62 |

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

Hand-delivered - 765  
10/18/2025 RTA ML



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

RECEIVED  
OCT 01 2025

Chisago County Public Works

Contract Number: SAP 013-630-021  
Pay Request Number: 6

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

|                                                                                       |                                              |
|---------------------------------------------------------------------------------------|----------------------------------------------|
| Contractor: Knife River Corporation<br>4787 Shadowwood Dr NE<br>Sauk Rapids, MN 56379 | Vendor Number: N/A<br>Up To Date: 09/26/2025 |
|---------------------------------------------------------------------------------------|----------------------------------------------|

| Contract Amount   |                | Funds Encumbered |                |
|-------------------|----------------|------------------|----------------|
| Original Contract | \$6,586,316.60 | Original         | \$6,586,316.60 |
| Contract Changes  | \$71,786.00    | Additional       | N/A            |
| Revised Contract  | \$6,658,102.60 | Total            | \$6,586,316.60 |

| Work Certified To Date |                |
|------------------------|----------------|
| Base Bid Items         | \$5,667,568.78 |
| Contract Changes       | \$73,920.60    |
| Material On Hand       | \$0.00         |
| Total                  | \$5,741,489.38 |

| Work Certified This Request | Work Certified To Date | Less Amount Retained | Less Previous Payments   | Amount Paid This Request | Total Amount Paid To Date |
|-----------------------------|------------------------|----------------------|--------------------------|--------------------------|---------------------------|
| \$1,812,204.21              | \$5,741,489.38         | \$287,074.47         | \$3,732,820.91           | \$1,721,594.00           | \$5,454,414.91            |
| Percent: Retained: 5%       |                        |                      | Percent Complete: 86.23% |                          |                           |

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 HABERT

Signature: [Signature]

Chisago County Project Engineer

Date: 9/30/2025

Approved By: Tom Dobrick

Signature: [Signature]

Knife River Corporation Project Manager

Date: 9/30/25



Chisago County Public Works Department  
313 North Main Street, Room 400  
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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            |
| 4               | 2025-08-01 | \$1,063,975.97             | \$53,198.80                 | \$1,010,777.17          |
| 5               | 2025-08-29 | \$1,298,418.35             | \$64,920.92                 | \$1,233,497.43          |
| 6               | 2025-09-26 | \$1,812,204.21             | \$90,610.21                 | \$1,721,594.00          |

| 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 |
|-----------------------|-------------------------|------------------------|----------------------|------------------------|--------------------------|---------------------------|
| Reconditioning        |                         | \$463,922.62           | \$23,196.14          | \$0.00                 | \$440,726.48             | \$440,726.48              |
| Reconstruction        |                         | \$2,593,088.26         | \$129,654.42         | \$1,505,913.25         | \$957,520.59             | \$2,463,433.84            |
| Storm Sewer           |                         | \$1,078,291.52         | \$53,914.58          | \$1,018,538.60         | \$5,838.34               | \$1,024,376.94            |
| Roadway               |                         | \$725,482.44           | \$36,274.11          | \$486,114.88           | \$203,093.45             | \$689,208.33              |
| Storm Sewer           |                         | \$219,264.90           | \$10,963.24          | \$207,019.16           | \$1,282.50               | \$208,301.66              |
| 3 - SRTS              |                         | \$280,554.60           | \$14,027.73          | \$207,934.58           | \$58,592.29              | \$266,526.87              |
| 4 - City Local        |                         | \$380,885.04           | \$19,044.25          | \$307,300.44           | \$54,540.35              | \$361,840.79              |

| 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)         | \$1,404,085.41           | \$4,871,575.84          | \$4,863,273.04           | \$3,928,537.26          |
| 2 - RAB Split        | Local / Other[1]                        | \$204,375.95             | \$1,094,936.84          | \$1,094,936.84           | \$897,509.99            |
| 3 - SRTS             | Municipal (MSAS > 5000) (SAAS Act.# 90) | \$58,592.29              | \$329,841.50            | \$322,475.50             | \$266,526.87            |
| 4 - City Local Funds | Municipal (MSAS > 5000) (SAAS Act.# 90) | \$54,540.35              | \$361,748.42            | \$305,631.22             | \$361,840.79            |

| 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              | 0.9              | \$414,000.00   |
| Base Bid             | 2    | 2051.501/00010 MAINT AND RESTORATION OF HAUL ROADS (LUMP SUM) | \$10,500.00  | 1                 | 0                     | \$0.00              | 0.5              | \$5,250.00     |
| Base Bid             | 3    | 2101.502/00020 CLEARING (EACH)                                | \$199.00     | 51                | 0                     | \$0.00              | 66               | \$13,134.00    |
| Base Bid             | 4    | 2101.502/00030 GRUBBING (EACH)                                | \$199.00     | 51                | 0                     | \$0.00              | 67               | \$13,333.00    |



Chisago County Public Works Department  
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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 | 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     |
| Base Bid | 7    | 2104.502/00090 REMOVE BOX CULVERT (EACH)         | \$3,700.00 | 2                 | 0                     | \$0.00              | 2                | \$7,400.00     |
| Base Bid | 8    | 2104.502/00100 REMOVE BOX CULVERT END (EACH)     | \$3,700.00 | 4                 | 0                     | \$0.00              | 4                | \$14,800.00    |
| Base Bid | 9    | 2104.502/00850 REMOVE GATE VALVE AND BOX (EACH)  | \$1,800.00 | 4                 | 0                     | \$0.00              | 6                | \$10,800.00    |
| Base Bid | 10   | 2104.502/00880 REMOVE HYDRANT (EACH)             | \$1,500.00 | 4                 | 0                     | \$0.00              | 4                | \$6,000.00     |
| 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                 | -6                    | (\$3,811.92)        | 0                | \$0.00         |
| Base Bid | 15   | 2104.502/03300 SALVAGE SIGN (EACH)               | \$25.00    | 5                 | 0                     | \$0.00              | 11               | \$275.00       |
| Base Bid | 16   | 2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)   | \$200.00   | 14                | 0                     | \$0.00              | 14               | \$2,800.00     |





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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 | 17   | 2104.503/00195 SAWING CONCRETE PAVEMENT (FULL DEPTH) (LIN FT)   | \$6.00     | 695               | 0                     | \$0.00              | 754              | \$4,524.00     |
| Base Bid | 18   | 2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT) | \$1.90     | 758               | 66                    | \$125.40            | 1648             | \$3,131.20     |
| Base Bid | 19   | 2104.503/00255 REMOVE PIPE CULVERTS (LIN FT)                    | \$17.00    | 914               | 0                     | \$0.00              | 715              | \$12,155.00    |
| Base Bid | 20   | 2104.503/00270 REMOVE WATER MAIN (LIN FT)                       | \$15.00    | 110               | 0                     | \$0.00              | 142.5            | \$2,137.50     |
| Base Bid | 21   | 2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)                  | \$4.50     | 1220              | 36                    | \$162.00            | 1522             | \$6,849.00     |
| 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               | 0                     | \$0.00              | 100              | \$1,000.00     |
| Base Bid | 24   | 2104.503/01150 REMOVE TENSION CABLE GUARDRAIL (LIN FT)          | \$20.00    | 505               | 0                     | \$0.00              | 505              | \$10,100.00    |
| Base Bid | 25   | 2104.504/00070 REMOVE PAVEMENT (SQ YD)                          | \$2.00     | 10531             | 1460                  | \$2,920.00          | 8231.7           | \$16,463.40    |
| Base Bid | 26   | 2104.504/00080 REMOVE CONCRETE DRIVEWAY PAVEMENT (SQ YD)        | \$2.75     | 431               | 0                     | \$0.00              | 457.3            | \$1,257.58     |
| Base Bid | 27   | 2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)      | \$2.00     | 710               | 221.9                 | \$443.80            | 693.9            | \$1,387.80     |



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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 | 28   | 2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)            | \$2.00     | 35469             | 301.7                 | \$603.40            | 40476.9          | \$80,953.80    |
| Base Bid | 29   | 2104.518/00100 REMOVE BITUMINOUS WALK (SQ FT)                | \$2.00     | 10035             | 0                     | \$0.00              | 10200            | \$20,400.00    |
| Base Bid | 30   | 2104.518/00140 REMOVE CONCRETE WALK (SQ FT)                  | \$2.00     | 970               | 0                     | \$0.00              | 1281             | \$2,562.00     |
| 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     | 22163             | 6552                  | \$39,312.00         | 22163            | \$132,978.00   |
| Base Bid | 35   | 2106.507 EXCAVATION - SUBGRADE (P) (CU YD)                   | \$8.50     | 20871             | 6248                  | \$53,108.00         | 21120            | \$179,520.00   |
| Base Bid | 36   | 2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)         | \$11.50    | 24404             | 6654                  | \$76,521.00         | 24653            | \$283,509.50   |
| 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     | 13126             | 3251                  | \$26,008.00         | 13126            | \$105,008.00   |



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| Base Bid | 39   | 2106.601/00015 DEWATERING (LUMP SUM)                               | \$42,000.00 | 1                 | 0                     | \$0.00              | 1                | \$42,000.00    |
| Base Bid | 40   | 2130.523/00010 WATER (M GALLON)                                    | \$50.00     | 400               | 0                     | \$0.00              | 90.8             | \$4,540.00     |
| Base Bid | 41   | 2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)                   | \$42.00     | 12301             | 4218                  | \$177,156.00        | 12301            | \$516,642.00   |
| 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             | 40917.5               | \$73,651.50         | 40917.5          | \$73,651.50    |
| Base Bid | 44   | 2355.506/00010 BITUMINOUS MATERIAL FOR FOG SEAL (GALLON)           | \$6.00      | 2163              | 2168                  | \$13,008.00         | 2168             | \$13,008.00    |
| Base Bid | 45   | 2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)          | \$2.50      | 11170             | 5907.5                | \$14,768.75         | 5947.5           | \$14,868.75    |
| Base Bid | 46   | 2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B) (TON) | \$67.00     | 5102              | 2172.73               | \$145,572.91        | 5290.17          | \$354,441.39   |
| Base Bid | 47   | 2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) (TON)     | \$82.00     | 17081             | 10133.5               | \$830,947.00        | 10272.35         | \$842,332.70   |
| Base Bid | 48   | 2360.509/24600 TYPE SP 12.5 WEARING COURSE MIXTURE (4,F) (TON)     | \$114.00    | 477               | 251.67                | \$28,690.38         | 251.67           | \$28,690.38    |
| Base Bid | 49   | 2360.509/24605 TYPE SP 12.5 NON WEARING COURSE MIXTURE (4,F) (TON) | \$106.00    | 239               | 0                     | \$0.00              | 244.38           | \$25,904.28    |



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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             | 50   | 2411.507/04000 STRUCTURE EXCAVATION CLASS E (CU YD)                | \$10.00     | 2743              | 0                     | \$0.00              | 2743             | \$27,430.00    |
| Base Bid             | 51   | 2412.502/09050 9X4 PRECAST CONCRETE BOX CULVERT END SECTION (EACH) | \$12,000.00 | 2                 | 0                     | \$0.00              | 2                | \$24,000.00    |
| Base Bid             | 52   | 2412.503/09040 9X4 PRECAST CONCRETE BOX CULVERT (LIN FT)           | \$1,650.00  | 200               | 0                     | \$0.00              | 200              | \$330,000.00   |
| 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                | 6                     | \$1,800.00          | 12               | \$3,600.00     |
| Base Bid             | 55   | 2501.502/05015 15" RC PIPE APRON (EACH)                            | \$2,700.00  | 2                 | 0                     | \$0.00              | 2                | \$5,400.00     |
| Base Bid             | 56   | 2501.502/05018 18" RC PIPE APRON (EACH)                            | \$2,900.00  | 8                 | 0                     | \$0.00              | 8                | \$23,200.00    |
| Base Bid             | 57   | 2501.502/05024 24" RC PIPE APRON (EACH)                            | \$3,200.00  | 6                 | 2                     | \$6,400.00          | 6                | \$19,200.00    |
| Base Bid             | 58   | 2501.502/05030 30" RC PIPE APRON (EACH)                            | \$3,400.00  | 3                 | 0                     | \$0.00              | 3                | \$10,200.00    |
| Base Bid             | 59   | 2501.502/05036 36" RC PIPE APRON (EACH)                            | \$3,800.00  | 1                 | 0                     | \$0.00              | 1                | \$3,800.00     |
| Base Bid             | 60   | 2501.502/44015 15" RC SAFETY APRON (EACH)                          | \$2,775.00  | 2                 | 0                     | \$0.00              | 2                | \$5,550.00     |
| Base Bid             | 61   | 2501.502/44018 18" RC SAFETY APRON (EACH)                          | \$2,950.00  | 2                 | 0                     | \$0.00              | 2                | \$5,900.00     |
| Base Bid             | 62   | 2501.503/00018 18" CAS PIPE CULVERT (LIN FT)                       | \$38.00     | 320               | 131                   | \$4,978.00          | 261              | \$9,918.00     |



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| Base Bid | 63   | 2501.503/24183 18" RC PIPE CULVERT DESIGN<br>3006 CLASS III (LIN FT) | \$46.00    | 396               | 0                     | \$0.00              | 388              | \$17,848.00    |
| Base Bid | 64   | 2501.503/24243 24" RC PIPE CULVERT DESIGN<br>3006 CLASS III (LIN FT) | \$57.50    | 300               | 104                   | \$5,980.00          | 268              | \$15,410.00    |
| Base Bid | 65   | 2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)                        | \$18.00    | 600               | 0                     | \$0.00              | 605              | \$10,890.00    |
| Base Bid | 66   | 2503.503/13120 12" PVC PIPE SEWER (LIN FT)                           | \$54.00    | 302               | 0                     | \$0.00              | 302              | \$16,308.00    |
| Base Bid | 67   | 2503.503/19155 15" RC PIPE SEWER DESIGN<br>3006 CLASS V (LIN FT)     | \$38.10    | 3307              | 0                     | \$0.00              | 3327             | \$126,758.70   |
| Base Bid | 68   | 2503.503/19183 18" RC PIPE SEWER DESIGN<br>3006 CLASS III (LIN FT)   | \$42.40    | 1012              | 0                     | \$0.00              | 1012             | \$42,908.80    |
| Base Bid | 69   | 2503.503/19243 24" RC PIPE SEWER DESIGN<br>3006 CLASS III (LIN FT)   | \$52.50    | 2054              | 0                     | \$0.00              | 2054             | \$107,835.00   |
| Base Bid | 70   | 2503.503/19303 30" RC PIPE SEWER DESIGN<br>3006 CLASS III (LIN FT)   | \$73.00    | 947               | 0                     | \$0.00              | 947              | \$69,131.00    |
| Base Bid | 71   | 2503.503/19363 36" RC PIPE SEWER DESIGN<br>3006 CLASS III (LIN FT)   | \$101.40   | 267               | 0                     | \$0.00              | 267              | \$27,073.80    |
| Base Bid | 72   | 2503.602/00310 CONNECT TO EXISTING<br>MANHOLES (SAN) (EACH)          | \$4,500.00 | 1                 | 0                     | \$0.00              | 1                | \$4,500.00     |
| Base Bid | 73   | 2503.603/31200 20" STEEL CASING PIPE (LIN FT)                        | \$140.00   | 90                | 0                     | \$0.00              | 90               | \$12,600.00    |



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| Base Bid | 74   | 2504.602/00010 CONNECT TO EXISTING WATER MAIN (EACH)          | \$4,000.00 | 4                 | 0                     | \$0.00              | 4                | \$16,000.00    |
| Base Bid | 75   | 2504.602/00020 HYDRANT (EACH)                                 | \$7,600.00 | 4                 | 0                     | \$0.00              | 5                | \$38,000.00    |
| Base Bid | 76   | 2504.602/00026 ADJUST HYDRANT AND GATE VALVE (EACH)           | \$1,500.00 | 1                 | 0                     | \$0.00              | 1                | \$1,500.00     |
| 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              | 4                | \$11,536.00    |
| Base Bid | 79   | 2504.603/01062 6" WATERMAIN DUCTILE IRON CL 52 (LIN FT)       | \$54.00    | 56                | 0                     | \$0.00              | 65.5             | \$3,537.00     |
| Base Bid | 80   | 2504.603/01102 10" WATERMAIN DUCTILE IRON CL 52 (LIN FT)      | \$84.00    | 0                 | 0                     | \$0.00              | 0                | \$0.00         |
| Base Bid | 81   | 2504.603/04160 16" STEEL CASING PIPE (LIN FT)                 | \$100.00   | 164               | 0                     | \$0.00              | 163              | \$16,300.00    |
| Base Bid | 82   | 2506.502/06000 CASTING ASSEMBLY (EACH)                        | \$1,000.00 | 70                | 4                     | \$4,000.00          | 69               | \$69,000.00    |
| Base Bid | 83   | 2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)           | \$950.00   | 2                 | 0                     | \$0.00              | 2                | \$1,900.00     |
| Base Bid | 84   | 2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT) | \$960.00   | 94.2              | 0                     | \$0.00              | 94.2             | \$90,432.00    |



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| Base Bid | 85   | 2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT) | \$705.00   | 276.7             | 0                     | \$0.00              | 276.7            | \$195,073.50   |
| Base Bid | 86   | 2506.503/03020 CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (LIN FT) | \$600.00   | 26.9              | 0                     | \$0.00              | 26.9             | \$16,140.00    |
| Base Bid | 87   | 2506.602/06450 ADJUST FRAME AND RING CASTING (SPECIAL) (EACH)       | \$650.00   | 2                 | 1                     | \$650.00            | 1                | \$650.00       |
| Base Bid | 88   | 2506.603/30000 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (LIN FT) | \$600.00   | 12.8              | 0                     | \$0.00              | 12.8             | \$7,680.00     |
| Base Bid | 89   | 2506.603/50000 RECONSTRUCT DRAINAGE STRUCTURE SPECIAL (LIN FT)      | \$516.00   | 6.2               | 0                     | \$0.00              | 10.7             | \$5,521.20     |
| Base Bid | 90   | 2511.504/00017 GEOTEXTILE FILTER TYPE 7 (SQ YD)                     | \$3.80     | 398               | 169.9                 | \$645.62            | 169.9            | \$645.62       |
| Base Bid | 91   | 2511.507/00012 RANDOM RIPRAP CLASS I (CU YD)                        | \$125.00   | 7                 | 0                     | \$0.00              | 9.6              | \$1,200.00     |
| Base Bid | 92   | 2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)                       | \$125.00   | 62.8              | 51.6                  | \$6,450.00          | 51.6             | \$6,450.00     |
| Base Bid | 93   | 2511.507/00014 RANDOM RIPRAP CLASS III (CU YD)                      | \$120.00   | 400               | 0                     | \$0.00              | 110.4            | \$13,248.00    |
| Base Bid | 94   | 2521.518/00040 4" CONCRETE WALK (SQ FT)                             | \$5.79     | 19101             | 15996.3               | \$92,618.58         | 19288.1          | \$111,678.10   |
| Base Bid | 95   | 2521.518/00070 7" CONCRETE WALK (SQ FT)                             | \$13.35    | 3525              | 0                     | \$0.00              | 3531             | \$47,138.85    |
| Base Bid | 96   | 2521.518/00130 3" BITUMINOUS WALK (SQ FT)                           | \$1.75     | 49336             | 3410                  | \$5,967.50          | 29263            | \$51,210.25    |



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| Base Bid             | 97   | 2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH) | \$8.50     | 93                | 42                    | \$357.00            | 109              | \$926.50       |
| Base Bid             | 98   | 2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)                 | \$9.50     | 4449              | 573.9                 | \$5,452.05          | 2267.9           | \$21,545.05    |
| Base Bid             | 99   | 2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT)   | \$24.50    | 310               | 0                     | \$0.00              | 659              | \$16,145.50    |
| Base Bid             | 100  | 2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)   | \$20.25    | 9892              | 0                     | \$0.00              | 10028            | \$203,067.00   |
| Base Bid             | 101  | 2531.503/18120 CONCRETE CURB AND GUTTER DESIGN R424 (LIN FT)   | \$26.50    | 374               | 0                     | \$0.00              | 374              | \$9,911.00     |
| Base Bid             | 102  | 2531.503/19220 CONCRETE CURB AND GUTTER DESIGN S524 (LIN FT)   | \$22.75    | 3687              | 0                     | \$0.00              | 3841             | \$87,382.75    |
| Base Bid             | 103  | 2531.504/00060 6" CONCRETE DRIVEWAY PAVEMENT (SQ YD)           | \$71.00    | 340               | 534.8                 | \$37,970.80         | 620.6            | \$44,062.60    |
| Base Bid             | 104  | 2531.504/00080 8" CONCRETE DRIVEWAY PAVEMENT (SQ YD)           | \$84.00    | 828               | 472.8                 | \$39,715.20         | 1002.6           | \$84,218.40    |
| Base Bid             | 105  | 2531.618/00010 TRUNCATED DOMES (SQ FT)                         | \$50.00    | 580               | 86                    | \$4,300.00          | 451              | \$22,550.00    |
| Base Bid             | 106  | 2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)                 | \$275.00   | 14                | 14                    | \$3,850.00          | 14               | \$3,850.00     |
| Base Bid             | 107  | 2545.502/09030 LIGHTING UNIT TYPE 9-30 (EACH)                  | \$3,801.18 | 11                | 11                    | \$41,812.98         | 11               | \$41,812.98    |





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| Base Bid | 108  | 2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)       | \$1,052.09  | 6                 | 0                     | \$0.00              | 6                | \$6,312.54     |
| Base Bid | 109  | 2545.502/16050 LIGHT FOUNDATION DESIGN STEEL E (EACH) | \$1,440.28  | 11                | 11                    | \$15,843.08         | 11               | \$15,843.08    |
| Base Bid | 110  | 2545.502/21201 SERVICE CABINET -TYPE L1 (EACH)        | \$9,718.81  | 1                 | 0.75                  | \$7,289.11          | 0.75             | \$7,289.11     |
| Base Bid | 111  | 2545.502/22510 SERVICE EQUIPMENT (EACH)               | \$1,326.23  | 1                 | 1                     | \$1,326.23          | 1                | \$1,326.23     |
| Base Bid | 112  | 2545.502/22521 EQUIPMENT PAD B (EACH)                 | \$1,140.75  | 1                 | 1                     | \$1,140.75          | 1                | \$1,140.75     |
| Base Bid | 113  | 2545.503/01053 2" NON-METALLIC CONDUIT (LIN FT)       | \$4.79      | 1500              | 0                     | \$0.00              | 210              | \$1,005.90     |
| 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              | 0.9              | \$30,600.00    |



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| Base Bid | 119  | 2563.613/01100 PORTABLE CHANGEABLE MESSAGE SIGN (UNIT DAY)  | \$75.00     | 100               | 0                     | \$0.00              | 93               | \$6,975.00     |
| Base Bid | 120  | 2563.618/00100 CONSTRUCTION SIGN SPECIAL (SQ FT)            | \$200.00    | 7                 | 0                     | \$0.00              | 10               | \$2,000.00     |
| Base Bid | 121  | 2564.602/01515 INSTALL SIGN (EACH)                          | \$450.00    | 5                 | 7                     | \$3,150.00          | 7                | \$3,150.00     |
| 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  | 2564.602/02350 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                 | 2                     | \$53,332.32         | 3                | \$79,998.48    |
| Base Bid | 129  | 2573.501/00025 STABILIZED CONSTRUCTION EXIT (LUMP SUM)      | \$1,500.00  | 1                 | 1                     | \$1,500.00          | 1                | \$1,500.00     |



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| Base Bid | 130  | 2573.501/00030 EROSION CONTROL SUPERVISOR (LUMP SUM)     | \$765.34    | 1                 | 0                     | \$0.00              | 0.9              | \$688.81       |
| Base Bid | 131  | 2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)       | \$200.00    | 78                | 22                    | \$4,400.00          | 78               | \$15,600.00    |
| Base Bid | 132  | 2573.502/00140 CULVERT END CONTROLS (EACH)               | \$220.00    | 17                | 12                    | \$2,640.00          | 14               | \$3,080.00     |
| Base Bid | 133  | 2573.503/00023 SILT FENCE, TYPE MS (LIN FT)              | \$1.95      | 8278              | 0                     | \$0.00              | 8381             | \$16,342.95    |
| Base Bid | 134  | 2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)  | \$2.35      | 3678              | 0                     | \$0.00              | 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              | 625                   | \$462.50            | 1350             | \$999.00       |
| Base Bid | 137  | 2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)      | \$1.70      | 31170             | 2716                  | \$4,617.20          | 4203             | \$7,145.10     |
| Base Bid | 138  | 2575.505/00021 SEEDING (ACRE)                            | \$525.00    | 12.3              | 1.76                  | \$924.00            | 4.11             | \$2,157.75     |
| Base Bid | 139  | 2575.505/00025 DISK ANCHORING (ACRE)                     | \$175.00    | 8.4               | 1.2                   | \$210.00            | 1.2              | \$210.00       |
| Base Bid | 140  | 2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND) | \$0.91      | 9445              | 875                   | \$796.25            | 3875             | \$3,526.25     |
| Base Bid | 141  | 2575.509/00030 MULCH MATERIAL TYPE 3 (TON)               | \$650.00    | 12.4              | 2.45                  | \$1,592.50          | 2.45             | \$1,592.50     |



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| Base Bid             | 142  | 2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)     | \$495.00   | 22                | 0                     | \$0.00              | 12               | \$5,940.00     |
| Base Bid             | 143  | 2575.608/25080 SEED TURFGRASS (POUND)                      | \$3.45     | 645               | 45                    | \$155.25            | 45               | \$155.25       |
| Base Bid             | 144  | 2575.608/25100 SEED MESIC INSLOPE (POUND)                  | \$10.30    | 648               | 115                   | \$1,184.50          | 196              | \$2,018.80     |
| 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         |



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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                | 153  | 2582.503/20106 6" SOLID LINE PAINT GROUND IN (WR) (LIN FT)       | \$1.30     | 3856              | 0                     | \$0.00                | 0                | \$0.00                |
| 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                |
| <b>Base Bid Totals:</b> |      |                                                                  |            |                   |                       | <b>\$1,842,697.64</b> |                  | <b>\$5,667,568.78</b> |

| Project Category Totals |          |                     |                |
|-------------------------|----------|---------------------|----------------|
| Project                 | Category | Amount This Request | Amount To Date |
| SAP 021-030-021         |          | \$1,842,697.64      | \$5,667,568.78 |

| 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 |
| SAP 021-030-021             | CO | 1   | 159  | 2504.603 10" WATERMAIN C900 (LIN FT) | \$76.00    | 415               | 0                     | \$0.00              | 446.35           | \$33,922.60    |
| SAP 021-030-021             | CO | 1   | 160  | 2504.602 10" GATE VALVE & BOX (EACH) | \$7,370.00 | 1                 | 0                     | \$0.00              | 3                | \$22,110.00    |
| SAP 021-030-021             | CO | 2   | 162  | 2104.502 REMOVE UTILITY VAULT (EACH) | \$300.00   | 1                 | 0                     | \$0.00              | 1                | \$300.00       |



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#### 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     |
|--------------------------------|----|-----|------|--------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|--------------------|
| SAP 021-030-021                | CO | 3   | 163  | 2231.507 BITUMINOUS PATCHING MIXTURE (TON) | \$150.00    | 21                | 0                     | \$0.00              | 25               | \$3,750.00         |
| SAP 021-030-021                | CO | 5   | 164  | 2411.601 REINFORCEMENT BARS (LS)           | \$13,838.00 | 1                 | 1                     | \$13,838.00         | 1                | \$13,838.00        |
| <b>Contract Change Totals:</b> |    |     |      |                                            |             |                   |                       | <b>\$13,838.00</b>  |                  | <b>\$73,920.60</b> |

|                       |                       |
|-----------------------|-----------------------|
| <b>Contract Total</b> | <b>\$5,741,489.38</b> |
|-----------------------|-----------------------|

#### Contract Change Totals

| Number | Description                                    | Amount This Request | Amount To Date |
|--------|------------------------------------------------|---------------------|----------------|
| 5      | Add rebar to the Fire Hall's concrete driveway | \$13,838.00         | \$13,838.00    |
| 4      |                                                | \$0.00              | \$0.00         |
| 3      | Oak to Maple Walk Width and Maple Improvements | \$0.00              | \$3,750.00     |
| 2      | Empty utility vault removal                    | \$0.00              | \$300.00       |
| 1      | The                                            | \$0.00              | \$56,032.60    |

#### Material On Hand Additions

| Line | Item | Description | Date | Added | Comments |
|------|------|-------------|------|-------|----------|
|      |      |             |      |       |          |

#### Material On Hand Balance

| Line | Item            | Description                         | Date       | Added                | Used                 | Remaining       |
|------|-----------------|-------------------------------------|------------|----------------------|----------------------|-----------------|
| 109  | 2545.502/16 050 | LIGHT FOUNDATION DESIGN STEEL E     | 2025-08-06 | 11 EACH \$9,210.55   | 11 EACH \$9,210.55   | 0 EACH \$0.00   |
| 128  | 2565.616/00 060 | PEDESTRIAN CROSSWALK FLASHER SYSTEM | 2025-08-06 | 1 SYSTEM \$17,560.44 | 1 SYSTEM \$17,560.44 | 0 SYSTEM \$0.00 |
| 128  | 2565.616/00 060 | PEDESTRIAN CROSSWALK FLASHER SYSTEM | 2025-08-06 | 1 SYSTEM \$17,560.44 | 1 SYSTEM \$17,560.44 | 0 SYSTEM \$0.00 |

#### 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         |



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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 | 43   | 2232.504/00060 MILL BITUMINOUS SURFACE (2.0") (SQ YD)          | \$1.80       | 36863             | 40917.5               | \$73,651.50         | 40917.5          | \$73,651.50    |
| 1 - SAP 013-630-021 / Reconditioning | 44   | 2355.506/00010 BITUMINOUS MATERIAL FOR FOG SEAL (GALLON)       | \$6.00       | 2163              | 2168                  | \$13,008.00         | 2168             | \$13,008.00    |
| 1 - SAP 013-630-021 / Reconditioning | 45   | 2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)      | \$2.50       | 3326              | 3300                  | \$8,250.00          | 3300             | \$8,250.00     |
| 1 - SAP 013-630-021 / Reconditioning | 47   | 2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3.C) (TON) | \$82.00      | 4413              | 4500.16               | \$369,013.12        | 4500.16          | \$369,013.12   |
| 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         |
| 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   |



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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 / Reconstruction | 2    | 2051.501/00010 MAINT AND RESTORATION OF HAUL ROADS (LUMP SUM)   | \$10,500.00 | 1                 | 0                     | \$0.00              | 0.5              | \$5,250.00     |
| 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                 | -5                    | (\$3,176.60)        | 0                | \$0.00         |
| 1 - SAP 013-630-021 / Reconstruction | 15   | 2104.502/03300 SALVAGE SIGN (EACH)                              | \$25.00     | 5                 | 0                     | \$0.00              | 11               | \$275.00       |
| 1 - SAP 013-630-021 / Reconstruction | 16   | 2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)                  | \$200.00    | 8                 | 0                     | \$0.00              | 8                | \$1,600.00     |
| 1 - SAP 013-630-021 / Reconstruction | 17   | 2104.503/00195 SAWING CONCRETE PAVEMENT (FULL DEPTH) (LIN FT)   | \$6.00      | 671               | 0                     | \$0.00              | 730              | \$4,380.00     |
| 1 - SAP 013-630-021 / Reconstruction | 18   | 2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT) | \$1.90      | 648               | 66                    | \$125.40            | 1057             | \$2,008.30     |





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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 / Reconstruction | 19   | 2104.503/00255 REMOVE PIPE CULVERTS (LIN FT)               | \$17.00    | 806               | 0                     | \$0.00              | 607              | \$10,319.00    |
| 1 - SAP 013-630-021 / Reconstruction | 21   | 2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)             | \$4.50     | 1002              | 36                    | \$162.00            | 969              | \$4,360.50     |
| 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              | 505              | \$10,100.00    |
| 1 - SAP 013-630-021 / Reconstruction | 25   | 2104.504/00070 REMOVE PAVEMENT (SQ YD)                     | \$2.00     | 8185              | 1460                  | \$2,920.00          | 5879.7           | \$11,759.40    |
| 1 - SAP 013-630-021 / Reconstruction | 26   | 2104.504/00080 REMOVE CONCRETE DRIVEWAY PAVEMENT (SQ YD)   | \$2.75     | 431               | 0                     | \$0.00              | 457.30181818     | \$1,257.58     |
| 1 - SAP 013-630-021 / Reconstruction | 27   | 2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD) | \$2.00     | 540               | 203                   | \$406.00            | 441              | \$882.00       |
| 1 - SAP 013-630-021 / Reconstruction | 28   | 2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)          | \$2.00     | 32033             | 301.7                 | \$603.40            | 35962.3          | \$71,924.60    |
| 1 - SAP 013-630-021 / Reconstruction | 30   | 2104.518/00140 REMOVE CONCRETE WALK (SQ FT)                | \$2.00     | 237               | 0                     | \$0.00              | 290              | \$580.00       |
| 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        |



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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 / Reconstruction | 34   | 2106.507 EXCAVATION - COMMON (P) (CU YD)                           | \$6.00      | 13093             | 4869                  | \$29,214.00         | 13093            | \$78,558.00    |
| 1 - SAP 013-630-021 / Reconstruction | 35   | 2106.507 EXCAVATION - SUBGRADE (P) (CU YD)                         | \$8.50      | 16511             | 6248                  | \$53,108.00         | 16760            | \$142,460.00   |
| 1 - SAP 013-630-021 / Reconstruction | 36   | 2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)               | \$11.50     | 18751             | 6654                  | \$76,521.00         | 19000            | \$218,500.00   |
| 1 - SAP 013-630-021 / Reconstruction | 38   | 2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)                        | \$8.00      | 4181              | 2081                  | \$16,648.00         | 4181             | \$33,448.00    |
| 1 - SAP 013-630-021 / Reconstruction | 39   | 2106.601/00015 DEWATERING (LUMP SUM)                               | \$42,000.00 | 1                 | 0                     | \$0.00              | 1                | \$42,000.00    |
| 1 - SAP 013-630-021 / Reconstruction | 40   | 2130.523/00010 WATER (M GALLON)                                    | \$50.00     | 400               | 0                     | \$0.00              | 90.8             | \$4,540.00     |
| 1 - SAP 013-630-021 / Reconstruction | 41   | 2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)                   | \$42.00     | 9420              | 3460                  | \$145,320.00        | 9420             | \$395,640.00   |
| 1 - SAP 013-630-021 / Reconstruction | 42   | 2221.509/00090 SHOULDER BASE AGGREGATE CLASS 5 MOD (TON)           | \$44.50     | 494               | 0                     | \$0.00              | 0                | \$0.00         |
| 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              | 2500                  | \$6,250.00          | 2540             | \$6,350.00     |
| 1 - SAP 013-630-021 / Reconstruction | 46   | 2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B) (TON) | \$67.00     | 4799              | 1869.73               | \$125,271.91        | 4987.17          | \$334,140.39   |



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| 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 / Reconstruction | 47   | 2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) (TON)    | \$82.00    | 11693             | 5468.15               | \$448,388.30        | 5607             | \$459,774.00   |
| 1 - SAP 013-630-021 / Reconstruction | 54   | 2501.502/04018 18" GS PIPE APRON (EACH)                           | \$300.00   | 14                | 6                     | \$1,800.00          | 12               | \$3,600.00     |
| 1 - SAP 013-630-021 / Reconstruction | 56   | 2501.502/05018 18" RC PIPE APRON (EACH)                           | \$2,900.00 | 8                 | 0                     | \$0.00              | 8                | \$23,200.00    |
| 1 - SAP 013-630-021 / Reconstruction | 57   | 2501.502/05024 24" RC PIPE APRON (EACH)                           | \$3,200.00 | 6                 | 2                     | \$6,400.00          | 6                | \$19,200.00    |
| 1 - SAP 013-630-021 / Reconstruction | 61   | 2501.502/44018 18" RC SAFETY APRON (EACH)                         | \$2,950.00 | 2                 | 0                     | \$0.00              | 2                | \$5,900.00     |
| 1 - SAP 013-630-021 / Reconstruction | 62   | 2501.503/00018 18" CAS PIPE CULVERT (LIN FT)                      | \$38.00    | 320               | 131                   | \$4,978.00          | 261              | \$9,918.00     |
| 1 - SAP 013-630-021 / Reconstruction | 63   | 2501.503/24183 18" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT) | \$46.00    | 367               | 0                     | \$0.00              | 359              | \$16,514.00    |
| 1 - SAP 013-630-021 / Reconstruction | 64   | 2501.503/24243 24" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT) | \$57.50    | 300               | 104                   | \$5,980.00          | 268              | \$15,410.00    |
| 1 - SAP 013-630-021 / Reconstruction | 65   | 2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)                     | \$18.00    | 400               | 0                     | \$0.00              | 451              | \$8,118.00     |
| 1 - SAP 013-630-021 / Reconstruction | 83   | 2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)               | \$950.00   | 1                 | 0                     | \$0.00              | 1                | \$950.00       |
| 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         |



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| 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 / Reconstruction | 92   | 2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)                | \$125.00   | 35.8              | 20.8                  | \$2,600.00          | 20.8             | \$2,600.00     |
| 1 - SAP 013-630-021 / Reconstruction | 94   | 2521.518/00040 4" CONCRETE WALK (SQ FT)                      | \$5.79     | 485               | 142.5008635579        | \$825.08            | 680.5008635579   | \$3,940.10     |
| 1 - SAP 013-630-021 / Reconstruction | 98   | 2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)               | \$9.50     | 528               | 0                     | \$0.00              | 115              | \$1,092.50     |
| 1 - SAP 013-630-021 / Reconstruction | 99   | 2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT) | \$24.50    | 163               | 0                     | \$0.00              | 274              | \$6,713.00     |
| 1 - SAP 013-630-021 / Reconstruction | 100  | 2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT) | \$20.25    | 9004              | 0                     | \$0.00              | 9889             | \$200,252.25   |
| 1 - SAP 013-630-021 / Reconstruction | 103  | 2531.504/00060 6" CONCRETE DRIVEWAY PAVEMENT (SQ YD)         | \$71.00    | 340               | 534.8                 | \$37,970.80         | 620.6            | \$44,062.60    |
| 1 - SAP 013-630-021 / Reconstruction | 104  | 2531.504/00080 8" CONCRETE DRIVEWAY PAVEMENT (SQ YD)         | \$84.00    | 503               | 236.4                 | \$19,857.60         | 458.3            | \$38,497.20    |
| 1 - SAP 013-630-021 / Reconstruction | 106  | 2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)               | \$275.00   | 8                 | 8                     | \$2,200.00          | 8                | \$2,200.00     |
| 1 - SAP 013-630-021 / Reconstruction | 108  | 2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)              | \$1,052.09 | 5                 | 0                     | \$0.00              | 5                | \$5,260.45     |
| 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         |



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| 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 / 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              | 93               | \$6,975.00     |
| 1 - SAP 013-630-021 / Reconstruction | 120  | 2563.618/00100 CONSTRUCTION SIGN SPECIAL (SQ FT)           | \$200.00    | 7                 | 0                     | \$0.00              | 10               | \$2,000.00     |
| 1 - SAP 013-630-021 / Reconstruction | 121  | 2564.602/01515 INSTALL SIGN (EACH)                         | \$450.00    | 5                 | 7                     | \$3,150.00          | 7                | \$3,150.00     |
| 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 / Reconstruction | 124  | 2564.602/02340 DELINEATOR / MARKER (EACH)                  | \$350.00    | 1                 | 0                     | \$0.00              | 0                | \$0.00         |
| 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         |



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|--------------------------------------|------|-------------------------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 1 - SAP 013-630-021 / Reconstruction | 128  | 2565.616/00060 PEDESTRIAN CROSSWALK FLASHER SYSTEM (SYSTEM) | \$26,666.16 |                   | 1                     | \$0.00              | 1                | \$26,666.16    |
| 1 - SAP 013-630-021 / Reconstruction | 129  | 2573.501/00025 STABILIZED CONSTRUCTION EXIT (LUMP SUM)      | \$1,500.00  |                   | 1                     | \$1,500.00          | 1                | \$1,500.00     |
| 1 - SAP 013-630-021 / Reconstruction | 130  | 2573.501/00030 EROSION CONTROL SUPERVISOR (LUMP SUM)        | \$765.34    |                   | 1                     | \$0.00              | 0.9000052<br>264 | \$688.81       |
| 1 - SAP 013-630-021 / Reconstruction | 131  | 2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)          | \$200.00    | 58                | 3                     | \$600.00            | 57               | \$11,400.00    |
| 1 - SAP 013-630-021 / Reconstruction | 132  | 2573.502/00140 CULVERT END CONTROLS (EACH)                  | \$220.00    | 9                 | 7                     | \$1,540.00          | 7                | \$1,540.00     |
| 1 - SAP 013-630-021 / Reconstruction | 133  | 2573.503/00023 SILT FENCE, TYPE MS (LIN FT)                 | \$1.95      | 6915              | 0                     | \$0.00              | 7026             | \$13,700.70    |
| 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 / Reconstruction | 136  | 2574.508/00013 FERTILIZER TYPE 3 (POUND)                    | \$0.74      | 2320              | 510                   | \$377.40            | 1160             | \$858.40       |
| 1 - SAP 013-630-021 / Reconstruction | 137  | 2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)         | \$1.70      | 24484             | 2716                  | \$4,617.20          | 3166             | \$5,382.20     |
| 1 - SAP 013-630-021 / Reconstruction | 138  | 2575.505/00021 SEEDING (ACRE)                               | \$525.00    | 8                 | 1.3                   | \$682.50            | 2.4              | \$1,260.00     |
| 1 - SAP 013-630-021 / Reconstruction | 139  | 2575.505/00025 DISK ANCHORING (ACRE)                        | \$175.00    | 6.4               | 0.8                   | \$140.00            | 0.8              | \$140.00       |



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|--------------------------------------|------|----------------------------------------------------------|------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 1 - SAP 013-630-021 / Reconstruction | 140  | 2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND) | \$0.91     | 4609              | 750                   | \$682.50            | 3750             | \$3,412.50     |
| 1 - SAP 013-630-021 / Reconstruction | 141  | 2575.509/00030 MULCH MATERIAL TYPE 3 (TON)               | \$650.00   | 9.7               | 1.35                  | \$877.50            | 1.35             | \$877.50       |
| 1 - SAP 013-630-021 / Reconstruction | 142  | 2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)   | \$495.00   | 10.5              | 0                     | \$0.00              | 6                | \$2,970.00     |
| 1 - SAP 013-630-021 / Reconstruction | 143  | 2575.608/25080 SEED TURFGRASS (POUND)                    | \$3.45     | 314               | 42.4985507246         | \$146.62            | 42.4985507246    | \$146.62       |
| 1 - SAP 013-630-021 / Reconstruction | 144  | 2575.608/25100 SEED MESIC INSLOPE (POUND)                | \$10.30    | 441               | 90                    | \$927.00            | 160              | \$1,648.00     |
| 1 - SAP 013-630-021 / Reconstruction | 145  | 2582.503/10104 4" SOLID LINE PAINT (LIN FT)              | \$0.13     | 6532              | 0                     | \$0.00              | 0                | \$0.00         |
| 1 - SAP 013-630-021 / Reconstruction | 146  | 2582.503/10106 6" SOLID LINE PAINT (LIN FT)              | \$0.17     | 18911             | 0                     | \$0.00              | 0                | \$0.00         |
| 1 - SAP 013-630-021 / Reconstruction | 147  | 2582.503/10124 24" SOLID LINE PAINT (LIN FT)             | \$3.70     | 503               | 0                     | \$0.00              | 0                | \$0.00         |
| 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         |





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|--------------------------------------|------|--------------------------------------------------------------|--------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 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 / Reconstruction | 164  | 2411.601 REINFORCEMENT BARS (LS)                             | \$13,838.00  | 0.6               | 0.6                   | \$8,302.80          | 0.6              | \$8,302.80     |
| 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              | 2                | \$7,400.00     |
| 1 - SAP 013-630-021 / Storm Sewer    | 8    | 2104.502/00100 REMOVE BOX CULVERT END (EACH)                 | \$3,700.00   | 4                 | 0                     | \$0.00              | 4                | \$14,800.00    |
| 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              | 2743             | \$27,430.00    |





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|-----------------------------------|------|--------------------------------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 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              | 2                | \$24,000.00    |
| 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              | 200              | \$330,000.00   |
| 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                 | 0                     | \$0.00              | 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              | 1                | \$3,800.00     |
| 1 - SAP 013-630-021 / Storm Sewer | 67   | 2503.503/19155 15" RC PIPE SEWER DESIGN 3006 CLASS V (LIN FT)      | \$38.10     | 1944              | 0                     | \$0.00              | 1938             | \$73,837.80    |
| 1 - SAP 013-630-021 / Storm Sewer | 68   | 2503.503/19183 18" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)    | \$42.40     | 1012              | 0                     | \$0.00              | 1012             | \$42,908.80    |
| 1 - SAP 013-630-021 / Storm Sewer | 69   | 2503.503/19243 24" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)    | \$52.50     | 2054              | 0                     | \$0.00              | 2054             | \$107,835.00   |
| 1 - SAP 013-630-021 / Storm Sewer | 70   | 2503.503/19303 30" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)    | \$73.00     | 477               | 0                     | \$0.00              | 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              | 267              | \$27,073.80    |
| 1 - SAP 013-630-021 / Storm Sewer | 82   | 2506.502/06000 CASTING ASSEMBLY (EACH)                             | \$1,000.00  | 50                | 3                     | \$3,000.00          | 48               | \$48,000.00    |



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|-----------------------------------|------|---------------------------------------------------------------------|--------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 1 - SAP 013-630-021 / Storm Sewer | 84   | 2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT)       | \$960.00     | 82                | 0                     | \$0.00              | 82               | \$78,720.00    |
| 1 - SAP 013-630-021 / Storm Sewer | 85   | 2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT) | \$705.00     | 188.3             | 0                     | \$0.00              | 188.3            | \$132,751.50   |
| 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              | 16               | \$9,600.00     |
| 1 - SAP 013-630-021 / Storm Sewer | 90   | 2511.504/00017 GEOTEXTILE FILTER TYPE 7 (SQ YD)                     | \$3.80       | 398               | 169.9                 | \$645.62            | 169.9            | \$645.62       |
| 1 - SAP 013-630-021 / Storm Sewer | 91   | 2511.507/00012 RANDOM RIPRAP CLASS I (CU YD)                        | \$125.00     | 7                 | 0                     | \$0.00              | 9.6              | \$1,200.00     |
| 1 - SAP 013-630-021 / Storm Sewer | 92   | 2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)                       | \$125.00     | 18.8              | 20                    | \$2,500.00          | 20               | \$2,500.00     |
| 1 - SAP 013-630-021 / Storm Sewer | 93   | 2511.507/00014 RANDOM RIPRAP CLASS III (CU YD)                      | \$120.00     | 400               | 0                     | \$0.00              | 110.4            | \$13,248.00    |
| 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         |
| 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              | 0.1              | \$46,000.00    |



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| 2 - RAB / Roadway | 3    | 2101.502/00020 CLEARING (EACH)                                | \$199.00   | 1                 | 0                     | \$0.00              | 8                | \$1,592.00     |
| 2 - RAB / Roadway | 4    | 2101.502/00030 GRUBBING (EACH)                                | \$199.00   | 1                 | 0                     | \$0.00              | 8                | \$1,592.00     |
| 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                 | 0                     | \$0.00              | 4                | \$7,200.00     |
| 2 - RAB / Roadway | 10   | 2104.502/00880 REMOVE HYDRANT (EACH)                          | \$1,500.00 | 2                 | 0                     | \$0.00              | 2                | \$3,000.00     |
| 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                 | -1                    | (\$635.32)          | 0                | \$0.00         |
| 2 - RAB / Roadway | 16   | 2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)                | \$200.00   | 2                 | 0                     | \$0.00              | 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               | 0                     | \$0.00              | 108              | \$1,836.00     |



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| 2 - RAB / Roadway | 25   | 2104.504/00070 REMOVE PAVEMENT (SQ YD)                             | \$2.00     | 2346              | 0                     | \$0.00              | 2352             | \$4,704.00     |
| 2 - RAB / Roadway | 28   | 2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)                  | \$2.00     | 2861              | 0                     | \$0.00              | 3535.4           | \$7,070.80     |
| 2 - RAB / Roadway | 29   | 2104.518/00100 REMOVE BITUMINOUS WALK (SQ FT)                      | \$2.00     | 10035             | 0                     | \$0.00              | 10200            | \$20,400.00    |
| 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              | 4649             | \$27,894.00    |
| 2 - RAB / Roadway | 35   | 2106.507 EXCAVATION - SUBGRADE (P) (CU YD)                         | \$8.50     | 3510              | 0                     | \$0.00              | 3510             | \$29,835.00    |
| 2 - RAB / Roadway | 36   | 2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)               | \$11.50    | 4794              | 0                     | \$0.00              | 4794             | \$55,131.00    |
| 2 - RAB / Roadway | 38   | 2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)                        | \$8.00     | 1278              | 0                     | \$0.00              | 1278             | \$10,224.00    |
| 2 - RAB / Roadway | 41   | 2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)                   | \$42.00    | 1630              | 0                     | \$0.00              | 1630             | \$68,460.00    |
| 2 - RAB / Roadway | 45   | 2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)          | \$2.50     | 403               | 107.5                 | \$268.75            | 107.5            | \$268.75       |
| 2 - RAB / Roadway | 46   | 2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3.B) (TON) | \$67.00    | 303               | 303                   | \$20,301.00         | 303              | \$20,301.00    |



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| 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               | 251.67                | \$28,690.38         | 251.67              | \$28,690.38    |
| 2 - RAB / Roadway | 49   | 2360.509/24605 TYPE SP 12.5 NON WEARING COURSE MIXTURE (4;F) (TON) | \$106.00   | 239               | 0                     | \$0.00              | 244.38              | \$25,904.28    |
| 2 - RAB / Roadway | 65   | 2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)                      | \$18.00    | 200               | 0                     | \$0.00              | 154                 | \$2,772.00     |
| 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                 | 1                     | \$650.00            | 1                   | \$650.00       |
| 2 - RAB / Roadway | 94   | 2521.518/00040 4" CONCRETE WALK (SQ FT)                            | \$5.79     | 14310             | 14185.298<br>791019   | \$82,132.88         | 14185.298<br>791019 | \$82,132.88    |
| 2 - RAB / Roadway | 95   | 2521.518/00070 7" CONCRETE WALK (SQ FT)                            | \$13.35    | 3525              | 0                     | \$0.00              | 3531                | \$47,138.85    |
| 2 - RAB / Roadway | 96   | 2521.518/00130 3" BITUMINOUS WALK (SQ FT)                          | \$1.75     | 11408             | 3120                  | \$5,460.00          | 8110                | \$14,192.50    |
| 2 - RAB / Roadway | 97   | 2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH)     | \$8.50     | 33                | 33                    | \$280.50            | 33                  | \$280.50       |
| 2 - RAB / Roadway | 98   | 2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)                     | \$9.50     | 1619              | 473.9                 | \$4,502.05          | 473.9               | \$4,502.05     |



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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 | 100  | 2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT) | \$20.25    | 286               | 0                     | \$0.00              | 61               | \$1,235.25     |
| 2 - RAB / Roadway | 101  | 2531.503/18120 CONCRETE CURB AND GUTTER DESIGN R424 (LIN FT) | \$26.50    | 374               | 0                     | \$0.00              | 374              | \$9,911.00     |
| 2 - RAB / Roadway | 102  | 2531.503/19220 CONCRETE CURB AND GUTTER DESIGN S524 (LIN FT) | \$22.75    | 3687              | 0                     | \$0.00              | 3841             | \$87,382.75    |
| 2 - RAB / Roadway | 105  | 2531.618/00010 TRUNCATED DOMES (SQ FT)                       | \$50.00    | 160               | 0                     | \$0.00              | 76               | \$3,800.00     |
| 2 - RAB / Roadway | 106  | 2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)               | \$275.00   | 2                 | 2                     | \$550.00            | 2                | \$550.00       |
| 2 - RAB / Roadway | 107  | 2545.502/09030 LIGHTING UNIT TYPE 9-30 (EACH)                | \$3,801.18 | 11                | 11                    | \$41,812.98         | 11               | \$41,812.98    |
| 2 - RAB / Roadway | 108  | 2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)              | \$1,052.09 | 1                 | 0                     | \$0.00              | 1                | \$1,052.09     |
| 2 - RAB / Roadway | 109  | 2545.502/16050 LIGHT FOUNDATION DESIGN STEEL E (EACH)        | \$1,440.28 | 11                | 4.605028189           | \$6,632.53          | 11               | \$15,843.08    |
| 2 - RAB / Roadway | 110  | 2545.502/21201 SERVICE CABINET -TYPE L1 (EACH)               | \$9,718.81 | 1                 | 0.7500002572          | \$7,289.11          | 0.7500002572     | \$7,289.11     |
| 2 - RAB / Roadway | 111  | 2545.502/22510 SERVICE EQUIPMENT (EACH)                      | \$1,326.23 | 1                 | 1                     | \$1,326.23          | 1                | \$1,326.23     |
| 2 - RAB / Roadway | 112  | 2545.502/22521 EQUIPMENT PAD B (EACH)                        | \$1,140.75 | 1                 | 1                     | \$1,140.75          | 1                | \$1,140.75     |



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Contract Item Status by Funding Breakdown

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|-------------------|------|-------------------------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 2 - RAB / Roadway | 113  | 2545.503/01053 2" NON-METALLIC CONDUIT (LIN FT)             | \$4.79      | 1500              | 0                     | \$0.00              | 210              | \$1,005.90     |
| 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              | 0.1              | \$3,400.00     |
| 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                 | 0.3414709879          | \$9,105.72          | 1                | \$26,666.16    |
| 2 - RAB / Roadway | 131  | 2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)          | \$200.00    | 16                | 15                    | \$3,000.00          | 16               | \$3,200.00     |
| 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               | 0                     | \$0.00              | 764              | \$1,795.40     |



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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 | 136  | 2574.508/00013 FERTILIZER TYPE 3 (POUND)                         | \$0.74     | 549               | 100                   | \$74.00             | 100              | \$74.00        |
| 2 - RAB / Roadway | 138  | 2575.505/00021 SEEDING (ACRE)                                    | \$525.00   | 1.9               | 0.4                   | \$210.00            | 0.4              | \$210.00       |
| 2 - RAB / Roadway | 139  | 2575.505/00025 DISK ANCHORING (ACRE)                             | \$175.00   | 1.5               | 0.4                   | \$70.00             | 0.4              | \$70.00        |
| 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               | 1.1                   | \$715.00            | 1.1              | \$715.00       |
| 2 - RAB / Roadway | 142  | 2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)           | \$495.00   | 3                 | 0                     | \$0.00              | 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               | 20                    | \$206.00            | 20               | \$206.00       |
| 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         |
| 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         |





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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                         | 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              | 0.04             | \$18,400.00    |
| 2 - RAB / Storm Sewer                     | 58   | 2501.502/05030 30" RC PIPE APRON (EACH)                             | \$3,400.00   | 2                 | 0                     | \$0.00              | 2                | \$6,800.00     |
| 2 - RAB / Storm Sewer                     | 60   | 2501.502/44015 15" RC SAFETY APRON (EACH)                           | \$2,775.00   | 2                 | 0                     | \$0.00              | 2                | \$5,550.00     |
| 2 - RAB / Storm Sewer                     | 67   | 2503.503/19155 15" RC PIPE SEWER DESIGN 3006 CLASS V (LIN FT)       | \$38.10      | 1363              | 0                     | \$0.00              | 1363             | \$52,920.90    |
| 2 - RAB / Storm Sewer                     | 70   | 2503.503/19303 30" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)     | \$73.00      | 470               | 0                     | \$0.00              | 470              | \$34,310.00    |
| 2 - RAB / Storm Sewer                     | 82   | 2506.502/06000 CASTING ASSEMBLY (EACH)                              | \$1,000.00   | 18                | 0                     | \$0.00              | 18               | \$18,000.00    |
| 2 - RAB / Storm Sewer                     | 84   | 2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT)       | \$960.00     | 12.2              | 0                     | \$0.00              | 12.2             | \$11,712.00    |
| 2 - RAB / Storm Sewer                     | 85   | 2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT) | \$705.00     | 88.4              | 0                     | \$0.00              | 88.4             | \$62,322.00    |
| 2 - RAB / Storm Sewer                     | 86   | 2506.503/03020 CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (LIN FT) | \$600.00     | 10.9              | 0                     | \$0.00              | 10.9             | \$6,540.00     |



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|-----------------------|------|-----------------------------------------------------------------|--------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 2 - RAB / Storm Sewer | 92   | 2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)                   | \$125.00     | 8.2               | 10.8                  | \$1,350.00          | 10.8             | \$1,350.00     |
| 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              | 0.04             | \$1,360.00     |
| 3 - SRTS              | 1    | 2021.501/00010 MOBILIZATION (LUMP SUM)                          | \$460,000.00 | 0.05              | 0                     | \$0.00              | 0.05             | \$23,000.00    |
| 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              | 59               | \$11,741.00    |
| 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              | 2                | \$3,600.00     |
| 3 - SRTS              | 10   | 2104.502/00880 REMOVE HYDRANT (EACH)                            | \$1,500.00   | 2                 | 0                     | \$0.00              | 2                | \$3,000.00     |
| 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              | 230              | \$1,035.00     |



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|-------------|------|----------------------------------------------------------------|------------|-------------------|-----------------------|---------------------|---------------------|----------------|
| 3 - SRTS    | 27   | 2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)     | \$2.00     | 161               | 18.9                  | \$37.80             | 37.9                | \$75.80        |
| 3 - SRTS    | 34   | 2106.507 EXCAVATION - COMMON (P) (CU YD)                       | \$6.00     | 3181              | 1464                  | \$8,784.00          | 3181                | \$19,086.00    |
| 3 - SRTS    | 38   | 2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)                    | \$8.00     | 7288              | 1170                  | \$9,360.00          | 7288                | \$58,304.00    |
| 3 - SRTS    | 41   | 2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)               | \$42.00    | 881               | 758                   | \$31,836.00         | 881                 | \$37,002.00    |
| 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                 | 0                     | \$0.00              | 1                   | \$1,500.00     |
| 3 - SRTS    | 94   | 2521.518/00040 4" CONCRETE WALK (SQ FT)                        | \$5.79     | 3546              | 810.50086<br>35579    | \$4,692.80          | 3564.3005<br>181347 | \$20,637.30    |
| 3 - SRTS    | 96   | 2521.518/00130 3" BITUMINOUS WALK (SQ FT)                      | \$1.75     | 37928             | 290                   | \$507.50            | 21153               | \$37,017.75    |
| 3 - SRTS    | 97   | 2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH) | \$8.50     | 60                | 9                     | \$76.50             | 76                  | \$646.00       |
| 3 - SRTS    | 98   | 2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)                 | \$9.50     | 2302              | 100                   | \$950.00            | 1679                | \$15,950.50    |
| 3 - SRTS    | 100  | 2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)   | \$20.25    | 32                | 0                     | \$0.00              | 78                  | \$1,579.50     |



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|-------------|------|----------------------------------------------------------|-------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 3 - SRTS    | 105  | 2531.618/00010 TRUNCATED DOMES (SQ FT)                   | \$50.00     | 420               | 86                    | \$4,300.00          | 375              | \$18,750.00    |
| 3 - SRTS    | 118  | 2563.601/00010 TRAFFIC CONTROL (LUMP SUM)                | \$34,000.00 | 0.05              | 0                     | \$0.00              | 0.05             | \$1,700.00     |
| 3 - SRTS    | 132  | 2573.502/00140 CULVERT END CONTROLS (EACH)               | \$220.00    | 8                 | 5                     | \$1,100.00          | 7                | \$1,540.00     |
| 3 - SRTS    | 133  | 2573.503/00023 SILT FENCE, TYPE MS (LIN FT)              | \$1.95      | 889               | 0                     | \$0.00              | 950              | \$1,852.50     |
| 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              | 75               | \$55.50        |
| 3 - SRTS    | 137  | 2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)      | \$1.70      | 5450              | 0                     | \$0.00              | 1037             | \$1,762.90     |
| 3 - SRTS    | 138  | 2575.505/00021 SEEDING (ACRE)                            | \$525.00    | 1.8               | 0.06                  | \$31.50             | 1.31             | \$687.75       |
| 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         |



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| 3 - SRTS       | 144  | 2575.608/25100 SEED MESIC INSLOPE (POUND)                       | \$10.30      | 80                | 0                     | \$0.00              | 11               | \$113.30       |
| 3 - SRTS       | 162  | 2104.502 REMOVE UTILITY VAULT (EACH)                            | \$300.00     | 1                 | 0                     | \$0.00              | 1                | \$300.00       |
| 3 - SRTS       | 163  | 2231.507 BITUMINOUS PATCHING MIXTURE (TON)                      | \$150.00     | 21                | 0                     | \$0.00              | 25               | \$3,750.00     |
| 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              | 4                | \$800.00       |
| 4 - City Local | 18   | 2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT) | \$1.90       | 40                | 0                     | \$0.00              | 431              | \$818.90       |
| 4 - City Local | 20   | 2104.503/00270 REMOVE WATER MAIN (LIN FT)                       | \$15.00      | 110               | 0                     | \$0.00              | 142.5            | \$2,137.50     |
| 4 - City Local | 21   | 2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)                  | \$4.50       | 140               | 0                     | \$0.00              | 323              | \$1,453.50     |
| 4 - City Local | 23   | 2104.503/00820 REMOVE STEEL CASING (LIN FT)                     | \$10.00      | 100               | 0                     | \$0.00              | 100              | \$1,000.00     |
| 4 - City Local | 27   | 2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)      | \$2.00       | 9                 | 0                     | \$0.00              | 215              | \$430.00       |
| 4 - City Local | 28   | 2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)               | \$2.00       | 575               | 0                     | \$0.00              | 979.2            | \$1,958.40     |



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|----------------|------|-------------------------------------------------------------------|------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 4 - City Local | 30   | 2104.518/00140 REMOVE CONCRETE WALK (SQ FT)                       | \$2.00     | 733               | 0                     | \$0.00              | 991              | \$1,982.00     |
| 4 - City Local | 34   | 2106.507 EXCAVATION - COMMON (P) (CU YD)                          | \$6.00     | 1240              | 219                   | \$1,314.00          | 1240             | \$7,440.00     |
| 4 - City Local | 35   | 2106.507 EXCAVATION - SUBGRADE (P) (CU YD)                        | \$8.50     | 850               | 0                     | \$0.00              | 850              | \$7,225.00     |
| 4 - City Local | 36   | 2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)              | \$11.50    | 859               | 0                     | \$0.00              | 859              | \$9,878.50     |
| 4 - City Local | 38   | 2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)                       | \$8.00     | 379               | 0                     | \$0.00              | 379              | \$3,032.00     |
| 4 - City Local | 41   | 2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)                  | \$42.00    | 370               | 0                     | \$0.00              | 370              | \$15,540.00    |
| 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               | 165.19                | \$13,545.58         | 165.19           | \$13,545.58    |
| 4 - City Local | 63   | 2501.503/24183 18" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT) | \$46.00    | 29                | 0                     | \$0.00              | 29               | \$1,334.00     |
| 4 - City Local | 66   | 2503.503/13120 12" PVC PIPE SEWER (LIN FT)                        | \$54.00    | 302               | 0                     | \$0.00              | 302              | \$16,308.00    |
| 4 - City Local | 72   | 2503.602/00310 CONNECT TO EXISTING MANHOLES (SAN) (EACH)          | \$4,500.00 | 1                 | 0                     | \$0.00              | 1                | \$4,500.00     |



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|----------------|------|---------------------------------------------------------------------|------------|-------------------|-----------------------|---------------------|------------------|----------------|
| 4 - City Local | 73   | 2503.603/31200 20" STEEL CASING PIPE (LIN FT)                       | \$140.00   | 90                | 0                     | \$0.00              | 90               | \$12,600.00    |
| 4 - City Local | 74   | 2504.602/00010 CONNECT TO EXISTING WATER MAIN (EACH)                | \$4,000.00 | 4                 | 0                     | \$0.00              | 4                | \$16,000.00    |
| 4 - City Local | 75   | 2504.602/00020 HYDRANT (EACH)                                       | \$7,600.00 | 4                 | 0                     | \$0.00              | 5                | \$38,000.00    |
| 4 - City Local | 78   | 2504.602/00806 6" GATE VALVE AND BOX (EACH)                         | \$2,884.00 | 4                 | 0                     | \$0.00              | 4                | \$11,536.00    |
| 4 - City Local | 79   | 2504.603/01062 6" WATERMAIN DUCTILE IRON CL 52 (LIN FT)             | \$54.00    | 56                | 0                     | \$0.00              | 65.5             | \$3,537.00     |
| 4 - City Local | 81   | 2504.603/04160 16" STEEL CASING PIPE (LIN FT)                       | \$100.00   | 164               | 0                     | \$0.00              | 163              | \$16,300.00    |
| 4 - City Local | 82   | 2506.502/06000 CASTING ASSEMBLY (EACH)                              | \$1,000.00 | 2                 | 1                     | \$1,000.00          | 3                | \$3,000.00     |
| 4 - City Local | 83   | 2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)                 | \$950.00   | 1                 | 0                     | \$0.00              | 1                | \$950.00       |
| 4 - City Local | 88   | 2506.603/30000 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (LIN FT) | \$600.00   | 12.8              | 0                     | \$0.00              | 12.8             | \$7,680.00     |
| 4 - City Local | 89   | 2506.603/50000 RECONSTRUCT DRAINAGE STRUCTURE SPECIAL (LIN FT)      | \$516.00   | 6.2               | 0                     | \$0.00              | 10.7             | \$5,521.20     |
| 4 - City Local | 94   | 2521.518/00040 4" CONCRETE WALK (SQ FT)                             | \$5.79     | 760               | 858                   | \$4,967.82          | 858              | \$4,967.82     |



Chisago County Public Works Department  
313 North Main Street, Room 400  
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 | 99   | 2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT) | \$24.50     | 147               | 0                     | \$0.00              | 385              | \$9,432.50     |
| 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     | 325               | 236.4                 | \$19,857.60         | 544.3            | \$45,721.20    |
| 4 - City Local | 106  | 2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)               | \$275.00    | 4                 | 4                     | \$1,100.00          | 4                | \$1,100.00     |
| 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                 | 0.3414709<br>879      | \$9,105.72          | 1                | \$26,666.16    |
| 4 - City Local | 131  | 2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)           | \$200.00    | 4                 | 4                     | \$800.00            | 5                | \$1,000.00     |
| 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               | 15                    | \$11.10             | 15               | \$11.10        |





Chisago County Public Works Department  
 313 North Main Street, Room 400  
 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                            | 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               | 125                   | \$113.75            | 125              | \$113.75       |
| 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                 | 2.5014492754          | \$8.63              | 2.5014492754     | \$8.63         |
| 4 - City Local                            | 144  | 2575.608/25100 SEED MESIC INSLOPE (POUND)                        | \$10.30    | 22                | 5                     | \$51.50             | 5                | \$51.50        |
| 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         |
| 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         |



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 313 North Main Street, Room 400  
 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 | 158  | 2582.518/08020 CROSSWALK PREFORM THERMOPLASTIC GROUND IN (SQ FT) | \$15.00     | 180               | 0                     | \$0.00                | 0                | \$0.00                |
| 4 - City Local | 159  | 2504.603 10" WATERMAIN C900 (LIN FT)                             | \$76.00     | 415               | 0                     | \$0.00                | 446.35           | \$33,922.60           |
| 4 - City Local | 160  | 2504.602 10" GATE VALVE & BOX (EACH)                             | \$7,370.00  | 1                 | 0                     | \$0.00                | 3                | \$22,110.00           |
| 4 - City Local | 164  | 2411.601 REINFORCEMENT BARS (LS)                                 | \$13,838.00 | 0.4               | 0.4                   | \$5,535.20            | 0.4              | \$5,535.20            |
| <b>Totals:</b> |      |                                                                  |             |                   |                       | <b>\$1,812,204.21</b> |                  | <b>\$5,741,489.38</b> |

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-245-2025

Resolution R-245-2025 Approving Co.Rd. 30 Project Pay Request #6

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 with the city 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, and

WHEREAS, Chisago County has submitted pay voucher no.6 in the amount \$215,320.62, 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 6 in the amount of \$215,320,62 to Chisago County as outlined in the said report for the Co.Rd. 30 reconstruction and trail project.

ADOPTED this 28th day of October 2025.

Approved:

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Kevin Schieber, Mayor

Attested:

---

Tonya Kostuch, City Clerk



**Prepared By: Matthew Hill, City Administrator**

**Presenter: Matthew Hill, City Administrator**

**Date: 10/22/2025**

**Board & Commission: City Council**

**Subject: Approval of Letter of Understanding between the City of North Branch and Chisago County for the CSAH 14/Hemingway Avenue/Lincoln Trail Roundabout project.**

---

**BACKGROUND:**

Chisago County received a Highway Safety Improvement Program grant to construct a roundabout at the CSAH 14/Hemingway Avenue/Lincoln Trail intersection in 2027. Chisago County acknowledges that there is mutual benefit for both the City and the County to partner on the project, given each agency has 2 legs of the intersection.

Project participation shall be as follows:

- County will provide 100% of the costs for the preparation of plans and specifications for the project.
- County will provide 100% of the costs for the construction of the project.
- County and City will each provide 50% of the costs for the construction of the project.
- County will provide 100% of the construction costs and material testing associated with the project.
- County will provide 100% of the costs of the construction engineering for the project.
- City will provide inspection oversight for any & all sanitary sewer and water portions of the project.
- County will acquire the necessary rights of entry and right of way required to construct the project.
- County will complete the Environmental Document for the project.

**REQUESTED ACTION:**

Motion and Second to approve the Letter of Understanding between the City of North Branch and Chisago County for the CSAH14/Hemingway Avenue/Lincoln Trail roundabout project as presented.

**Voting Requirements:**

**Voting Options          Simple Majority**



JOE TRIPLETT, P.E., DIRECTOR/ENGINEER

**OFFICES OF:**

ADMINISTRATION  
ENGINEERING  
COUNTY SURVEYOR  
FLEET MAINTENANCE  
ROAD MAINTENANCE  
TRAFFIC OPERATIONS

**MAILING ADDRESS:**  
313 NORTH MAIN STREET  
CENTER CITY, MN 55012

**PHYSICAL ADDRESS:**  
31325 OASIS ROAD  
CENTER CITY, MN 55012

**PHONE:** (651) 213-8700

October 15, 2025

Matthew Hill  
City Administrator  
City of North Branch  
6408 Elm Street  
North Branch, MN 55056

**Re: Letter of Understanding  
CSAH 14/Hemmingway Avenue/Lincoln Trail Roundabout Project**

Dear Mr. Hill:

Given the different parts and funding to this project, I am proposing the following as a letter of understanding (LOU) between the City of North Branch and Chisago County. The intent of the LOU is to address the City and County's involvement in delivering the roundabout project at the CSAH 14/Hemmingway Avenue/Lincoln Trail intersection.

**Project Understanding**

Chisago County received a Highway Safety Improvement Program grant to construct a roundabout at the CSAH 14/Hemmingway Avenue/Lincoln Trail intersection in 2027.

Chisago County acknowledges that there is mutual benefit for both the City and County to partner on the project given each agency has 2 legs of the intersection. Project participation shall be as follows:

- County will provide 100% of the costs for the preparation of plans and specifications for the project.
- County will provide 100% of the costs for the construction of the project.
- County and City will each provide 50% of the costs for the construction of the project.
- County will provide 100% of the construction costs and material testing associated with the project.
- County will provide 100% of costs for the construction engineering for the project.
- City will provide inspection oversight for any & all sanitary sewer and water portions of project.

- County will acquire necessary rights of entries and right of way required to construct the project.
- County will complete the Environmental Document for the project.

If the participation as outlined above for the project is acceptable to the City of North Branch, please indicate so by signing this letter and returning a copy to me.

Sincerely,

Joe Triplett, PE  
Director | County Engineer  
Chisago County Public Works

Approved by:

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

Matthew Hill  
North Branch City Administrator



**Prepared By: Nathan Sondrol, Community Development Director**

**Presenter: Nathan Sondrol, Community Development Director**

**Date: 10/22/2025**

**Board & Commission: City Council**

**Subject: Approval of Resolution No. R-247-2025, Releasing Developer Obligations as Stated in the Development Agreement for Westside Commons**

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### **Overview / Background**

The North Branch City Council approved the Final Plat for Westside Commons (“Development”) on May 9, 2023, and entered into a Subdivision Agreement (“Agreement”) for the Development, also on May 9, 2023. The Developer completed the public improvements (“Improvements”) as required by the Agreement, and offered to dedicate the Improvements on October 22, 2024, entering the one (1) year warranty period. The Developer has satisfactorily completed the warranty period and has requested the City return all remaining security and escrow specific to the Development. Additionally, the release of financial security and escrow means the public portion of the project is complete, allowing the City to release the Developer from its terms, conditions and obligations as outlined in the Agreement. Because the Agreement is recorded with Chisago County, the City must approve a resolution and document for recording, releasing the Developer from the Agreement.

### **Requested City Council Action**

Motion to approve Resolution No. R-247-2025, accepting, releasing and returning to the developer the financial securities and remaining escrow balance for Westside Commons.

### **Voting Requirements:**

**Voting Options                  Simple Majority**



**STATE OF MINNESOTA**

**COUNTY OF CHISAGO**

**CITY OF NORTH BRANCH**

**CITY COUNCIL RESOLUTION NO. R-247-2025**

**WHEREAS**, the City of North Branch (“City”) and GS2, LLC (“Developer”) entered into a Subdivision Agreement (“Agreement”) on May 9, 2023, pursuant to Resolution No. 34-23-CC, for the purpose of the construction of a residential subdivision, known as Westside Commons (“Development”); and,

**WHEREAS**, said Agreement for the Development was submitted to and recorded with Chisago County on August 14, 2023, as Document No. 669449; and,

**WHEREAS**, the public improvements (“Improvements”) are complete and have been accepted by the City, and remaining financial securities and escrow were authorized for release and return to the Developer, pursuant to Resolution No. R-247-2025, as approved by the City Council on October 28, 2025; and,

**WHEREAS**, the City has reviewed the Agreement and has determined all terms and conditions described therein have been satisfied by the Developer and that the Improvements related to the Development are deemed complete.

Now, Therefore, Be it Resolved That: the Mayor and City Clerk are hereby authorized to release the Development and Subdivision Agreement for Westside Commons with GS2, LLC as described in Exhibit A.

ADOPTED this 28th day of October 2025.

Approved:

---

Kevin Schieber, Mayor

Attested:

---

Tonya Kostuch, City Clerk

**EXHIBIT A**  
**RELEASE OF**  
**SUBDIVISION AGREEMENT**  
**FOR WESTSIDE COMMONS**  
**WITH GS2, LLC**

The City of North Branch hereby states the Developer, GS2, LLC, has met the conditions of that certain Development and Subdivision Agreement entered into on the 9th day of May 2023, between the City of North Branch and GS2, LLC for the construction of a residential subdivision, known as Westside Commons, which was recorded with Chisago County on August 14, 2023 (Document No. 669449).

The legal description of the property subject to the Development and Subdivision Agreement is as follows:

Lot 1, Block 1, and Outlots A and B Westside Commons, Chisago County, Minnesota

The City hereby RELEASES the Developer, its successors and assigns, from the terms and conditions of said Development and Subdivision Agreement (Document No. 669449).

CITY OF NORTH BRANCH

\_\_\_\_\_  
Kevin Schieber

Mayor

\_\_\_\_\_  
Matthew Hill,  
City Administrator

STATE OF MINNESOTA )

) ss.

COUNTY OF )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_,  
2025 by Kevin Schieber and Matthew Hill, the Mayor and City Administrator respectively, of the City of  
North Branch, a Minnesota municipal corporation, on behalf of the corporation and pursuant to  
the authority granted by its City Council.

---

Notary Public

October 23, 2025

Matthew Hill  
City Administrator  
City of North Branch  
PO Box 910 - 6408 Elm Street  
North Branch, MN 55056

Re: Westside Commons  
Releasing Developer Obligations as Stated in the Development Agreement

Dear Mr. Hill:

GS2, LLC, has requested releasing and returning to the developer the financial securities and remaining escrow balance for Westside Commons located within the City of North Branch. We have reviewed the request, completed site inspections, and fully accepted the final site improvements.

We recommend releasing developer obligations as stated in the development agreement.

Please contact me with any questions.

Sincerely,

WSB



Justin Messner, PE  
City Engineer



**Prepared By: Matthew Hill, City Administrator**

**Presenter: Matthew Hill, City Administrator**

**Date: 10/22/2025**

**Board & Commission: City Council**

**Subject: Approval of Letter of Support for Chisago County's Local Road Improvement Program application for funding for the CSAH 14/Hemingway Avenue/Lincoln Trail roundabout**

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**BACKGROUND:**

The City of North Branch is partnering with Chisago County for the construction of a roundabout located at the intersection of CSAH14/Hemingway Avenue/Lincoln Trail. Chisago County is applying for project funding with MNDOT Local Road Improvement Program (LRIP) in support of the project. The County has requested the City provide a letter of support from the City of North Branch as a partner who will share with the cost of construction and long term maintenance of the facility once constructed.

**REQUESTED ACTION:**

Motion and second approving the letter of support to be provided to Chisago County for their LRIP application as presented.

**Voting Requirements:**

**Voting Options          Simple Majority**



10/21/2025

Mr. Joe Triplett  
County Engineer/Director  
Public Works  
31325 Oasis Rd  
Center City, MN 55012

Re: LRIP Funding Application

Dear Mr. Triplett,

In September 2025, the Metro District of MnDOT released the solicitation for the Local Road Improvement Program (LRIP) for projects under construction before March 30, 2026. The City of North Branch understands that Chisago County will be applying for the CSAH 14 (Lincoln Trail) and Hemingway Avenue intersection with our municipality.

The City of North Branch is aware and supports Chisago County's safety application for converting this side-street stop-controlled intersection into a roundabout. We understand that the south and west legs of the intersection are under the City of North Branch's jurisdiction. Should this project receive HSIP funding, we commit to owning and maintaining those legs throughout the entirety of the intersection's design life.

Sincerely,

Matthew Hill  
City Administrator

cc: Nathan Sondrol, Community Development Director, City of North Branch  
cc: Ben Hobert, Assistant County Engineer, Chisago County  
cc: Brady Sterbentz, Public Works Manager, City of North Branch

6408 Elm Street, PO Box 910  
North Branch, MN 55056  
Phone: 651-674-8113  
[www.ci.north-branch.mn.us](http://www.ci.north-branch.mn.us)



**Prepared By:**

**Presenter:**

**Date: 10/20/2025**

**Board & Commission: City Council**

**Subject: Public Hearing regarding New Comfort Massage business license**

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**BACKGROUND: New Comfort Massage (North Branch, MN)**

The City of North Branch, Minnesota, initiated proceedings to revoke the therapeutic massage business license of New Comfort Massage LLC due to multiple credible accusations of City Code violations. These violations included:

- Employing an unlicensed individual to perform massages.
- Failing to ensure clients' genitals were covered with non-transparent material during massages.
- Massage therapists intentionally massaging or offering to massage prohibited areas (penis, scrotum, mons veneris, vulva, or vaginal area).

The North Branch Police Department investigated complaints, including allegations of touching customers' genitals and offering massages on genitals for an extra fee. The City Administrator recommended revocation, a recommendation supported by Chief of Police, due to the ongoing threat to public health and safety.

A public hearing was scheduled for October 28, 2025, at North Branch City Hall, where New Comfort Massage LLC will have an opportunity to be heard. Following the hearing, the City Council will deliberate and vote on a resolution to revoke the license, which, if approved by a majority vote, would order the business to immediately cease operations. A resolution was drafted to revoke the license, effective immediately upon adoption.

**Voting Requirements:**

**Voting Options          Simple Majority**





## MEMORANDUM

**TO:** City Council

**FROM:** City Administrator

**DATE:** October 23, 2025

**SUBJECT:** Massage License Revocation and Order of Information Received

This memorandum provides an overview of the information received by the City Administrator regarding the recent massage license revocation, presented in the order it was received.

1. **Initial Complaint/Report:** The City Administrator first received information regarding a formal complaint/report from the Police Department concerning alleged violations related to a specific massage establishment. While Chief Dan Meyer and I were contemplating next steps, a second complaint was brought to the attention of the PD, prompting the revocation process from my office and a formal investigation with the PD. I reached out to Darwin, a representative of the license holder, and explained the complaints, that also included the fact that the person that was performing massages at the business was not an approved/licensed therapist by the City. Darwin asked for the correct license application to get the massage therapist license for the current therapist. The City has not received a completed application for the therapist.
2. **Investigation Findings:** Following the complaints, an investigation was conducted. The findings of this investigation, including any evidence collected, witness statements, and official reports, were subsequently submitted to the Chisago County City Attorney for review and potential charges.
3. **Legal Counsel Review:** The complaints and local investigation information were then forwarded to City's legal counsel for review. The legal department provided an assessment of the case, including an opinion on the legal grounds for revocation and adherence to due process requirements. This review ensured that any subsequent actions would be legally sound.
4. **Recommendation for Revocation:** Based on the complaints and legal counsel's review, a recommendation for the revocation of the massage license was presented by the City Administrator. This recommendation outlined the specific reasons for revocation and the relevant city ordinances or state statutes that were violated.
5. **Notice of Intent to Revoke:** Following the recommendation, the City Administrator issued a formal "Notice of public hearing with intent to revoke" to the license holder via certified mail to the name and address listed on the original application per city code. This notice detailed the charges, the right to a hearing, the hearing date and time, and the process for appealing the decision. The public hearing notice was also placed on the City's posting location outside of city hall, and on our website.

This chronological account is provided to ensure the City Council has a clear understanding of the process and the information considered leading to the massage license revocation.

**STATE OF MINNESOTA**

**COUNTY OF CHISAGO**

**CITY OF NORTH BRANCH**

**RESOLUTION NO. R-246-2025**

**FINDINGS, CONCLUSIONS, AND ORDER OF THE CITY OF NORTH BRANCH,  
MINNESOTA, REGARDING THE REVOCATION OF THERAPEUTIC MASSAGE BUSINESS  
LICENSE ISSUED TO NEW COMFORT MASSAGE LLC**

**WHEREAS**, the City of North Branch, Minnesota, issued a therapeutic massage business license to New Comfort Massage LLC, a limited liability company registered with the State of Minnesota located at 6041 Main Street, Suite E, North Branch, MN, (the "Licensee") pursuant to City Code Section 18-244; and

**WHEREAS**, pursuant to North Branch City Code Section 18-250(e), no licensed therapeutic massage business shall employ or use any person to perform massage who is not licensed as a therapeutic massage therapist under City Code; and

**WHEREAS**, pursuant to North Branch City Code Section 18-250(f), licensee's shall require that the person who is receiving the massage shall at all times have his or her genitals covered with non-transparent material or clothing; and

**WHEREAS**, pursuant to North Branch City Code Section 18-250(h), at no time shall the massage therapist intentionally massage or offer to massage the penis, scrotum, mons veneris, vulva, or vaginal area of a person; and

**WHEREAS**, the City of North Branch has received three (3) identified credible accusations against New Comfort Massage, which accusations constitute violations of the City's ordinances and regulations governing massage businesses, specifically City Code Sections 18-250(e), 18-250(f), and 18-250(h); and

**WHEREAS**, the City Police Department has investigated multiple complaints related to New Comfort Massage, the first on June 8, 2025 and the second on September 11, 2025, concerning potential unlawful behavior at the business in violation of City Code, specifically the touching customers genitals and offering massages on genitals for an extra fee, and also failing to provide covering for the customers genitals during the massage, in addition to massages being offered by unlicensed individuals, which complaints have been forwarded to the Chisago County Attorney's Office for review and determination of possible criminal charges. A memorandum for the North Branch Chief of Police detailing these investigations is attached hereto as exhibit A; and

**WHEREAS**, evidence supporting these factual determinations can be found in publicly available law enforcement incident reports, on file with the North Branch Police Department which are incorporated hereto by reference, however, these reports shall remain confidential and non-public data while the criminal investigation is on-going; and

**WHEREAS**, the North Branch Chief of Police has determined that it is more likely than not that the allegations are true, and that the situation poses an ongoing threat to the health and safety of the community, warranting immediate action, and therefore is recommending the revocation of the License, such recommendation is further supported by City Staff; and

**WHEREAS**, the City Council has reviewed the accusations and has determined them to be credible, and finds that the continued operation of New Comfort Massage under its current license poses a threat to the public health, safety, and welfare of the residents of North Branch; and

**WHEREAS**, pursuant to City Code Section 18-253, the City of North Branch has provided written notice to the Licensee of a public hearing to be conducted on the potential license suspension or revocation on October 28, 2025 at 7pm at the North Branch City Hall, which notice was provided via certified US Mail on October 7, 2025, and which notice was further published through the City's official channels on October 2, 2025; and

**WHEREAS**, potential sanctions for therapeutic massage license violations are directly provided in North Branch City Code Section 18-253(a), authorizing that the City Council may impose an administrative penalty, suspend or revoke a license issued to a therapeutic massage business, at its discretion, for "a violation related to fraud, misrepresentation, or false statement made in the course of carrying on the licensed occupation or business," or "any violation of this section or state law;" or "conducting the licensed business or occupation in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety, or general welfare of the community;" and

**WHEREAS**, based on the evidence presented and the findings of the City Council, it has been determined that the credible accusations are substantiated and warrant the revocation of the massage business license.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH BRANCH, MINNESOTA, based upon the record, testimony, and evidence presented at said hearing, makes the following:**

FINDINGS:

1. The above recitals and exhibits attached hereto are hereby adopted and incorporated herein by reference as Findings.
2. The issue before the North Branch City Council at the October 28, 2025, public hearing was the following: Should the business license issued to Licensee by the City of North

Branch be revoked or suspended for those above referenced North Branch City Code violations?

3. At the public hearing, the Licensee and their representatives/agents were given notice and an opportunity to be heard on the above-referenced issue.
4. At the public hearing, the North Branch City Council further gave other interested persons an opportunity to be heard on the above-referenced issue.
5. That cause exists pursuant to North Branch City Code Section 18-250, based upon these findings, for the suspension or revocation of the Massage License

**BE IT FURTHER RESOLVED THAT THE CITY COUNCIL OF THE CITY OF NORTH BRANCH, MINNESOTA, based upon the record, testimony, evidence presented and received at said hearing and the above findings, concludes and orders as follows:**

1. The therapeutic massage business license heretofore issued to New Comfort Massage, LLC is hereby **REVOKED**, effective immediately upon the adoption of this Resolution.
2. New Comfort Massage, LLC shall cease all massage business operations within the City of North Branch immediately upon the effective date of this Resolution.
3. The City Clerk is hereby directed to provide a copy of this Resolution to New Comfort Massage.

**ADOPTED** by the City Council of the City of North Branch, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**CITY OF NORTH BRANCH**

By:

\_\_\_\_\_  
Mayor

**ATTEST:**

By:

\_\_\_\_\_  
City Clerk

## EXHIBIT A



## NORTH BRANCH

October 1, 2025

Matthew Hill  
City Administrator  
City of North Branch  
6408 Elm St.  
North Branch, MN 55056

Re: North Branch Police Department Case #25006417  
Violations of City Therapeutic Massage License - New Comfort Massage

Dear Administrator Hill,

On June 8, 2025, the North Branch Police Department investigated a complaint regarding an alleged sexual assault involving a massage therapist working at New Comfort Massage, 6041 Main St., Ste E. The victim advised that while he was receiving a massage at the business, the female massage therapist "grabbed his penis with her hand and asked him '\$80'"? On September 11, 2025, a second victim reported that a female massage therapist working at the business grabbed his genitals and asked if he would like her to massage his penis. This victim also reported that during the massage, the massage therapist did not provide him with a sheet, towel, or blanket that would have allowed him to cover his genitals.

Our investigative case file has been sent to the Chisago County Attorney's Office for review and determination of criminal charges. It is our belief that New Comfort Massage is in violation of their City Therapeutic Massage License, specifically:

- **Sec 18-250 (f) - Coverage of Genitals During Massage.** The licensee shall require that the person who is receiving the massage shall at all times have his or her genitals covered with non-transparent material or clothing.
- **Sec 18-250 (h) - Massage of certain body parts prohibited.** At no time shall the massage therapist intentionally massage or offer to massage the penis, scrotum, mons veneris, vulva, or vaginal area of a person.

Please let me know if you have any questions or need any additional information.

Sincerely,



Chief Dan Meyer

POLICE DEPARTMENT  
6408 Elm Street, PO Box 910 | North Branch, MN 55056 | Office: (651) 674-8848 • Fax (651) 674-2423  
[www.ci.north-branch.mn.us](http://www.ci.north-branch.mn.us)



**Prepared By: Sharon Wright, Finance Director**

**Presenter: Sharon Wright, Finance Director**

**Date: 10/22/2025**

**Board & Commission: City Council**

**Subject: Consider approval of Resolution R-248-2025 concerning Bond Reimbursement Regulations**

---

**RESOLUTION R-248-2025 ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE**

There has been discussion with City Council to utilize bonds to purchase equipment that has become obsolete. This equipment includes:

| <b>Desc of Item</b>      | <b>Dept</b> | <b>Life</b> | <b>Quantity</b> | <b>Cost</b>      |
|--------------------------|-------------|-------------|-----------------|------------------|
| Squad Cars               | Police      | 5           | 7               | 525,000          |
| 1/2 Ton 4WD Pickup       | PW          | 10          | 1               | 60,000           |
| 3/4 Ton Pickup           | WW Fund     | 10          | 1               | 180,000          |
| Leaf Vacuum Unit         | PW          | 15          | 1               | 300,000          |
| 3/4 Ton Cargo Van        | PW          | 15          | 1               | 60,000           |
| 1 Ton Pickup             | Water Fund  | 15          | 1               | 100,000          |
| Mini-Excavator           | Water Fund  | 15          | 1               | 140,000          |
| Ladder Truck             | Fire        | 20          | 1               | 1,000,000        |
| Tanker Truck             | Fire        | 20          | 1               | 565,000          |
| 1 Ton 4WD Plow Truck     | PW          | 20          | 2               | 160,000          |
| Plow Truck - Tandem Axle | PW          | 20          | 3               | 1,050,000        |
| Front End Loader         | PW          | 20          | 1               | 300,000          |
| <b>Total</b>             |             |             |                 | <b>4,440,000</b> |

The Resolution being presented, once approved, will allow the City to move forward with

ordering the items on the list. The importance of this is due to the significant lead time required on the larger equipment. Once the equipment is received, then the City can use the bond proceeds to reimburse itself for any purchases that were completed prior to the final bond sale. Schane Rudlang, Ehlers is available to answer any questions related to this information.

**Voting Requirements:**

**Voting Options          Simple Majority**

## City of North Branch, Minnesota

\$4,745,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

### Sources & Uses

Dated 02/15/2026 | Delivered 02/15/2026

#### Sources Of Funds

|                     |                |
|---------------------|----------------|
| Par Amount of Bonds | \$4,745,000.00 |
|---------------------|----------------|

|                      |                       |
|----------------------|-----------------------|
| <b>Total Sources</b> | <b>\$4,745,000.00</b> |
|----------------------|-----------------------|

#### Uses Of Funds

|                                       |           |
|---------------------------------------|-----------|
| Total Underwriter's Discount (1.200%) | 56,940.00 |
|---------------------------------------|-----------|

|                   |           |
|-------------------|-----------|
| Costs of Issuance | 73,000.00 |
|-------------------|-----------|

|                                            |            |
|--------------------------------------------|------------|
| Deposit to Capitalized Interest (CIF) Fund | 170,772.63 |
|--------------------------------------------|------------|

|                                      |              |
|--------------------------------------|--------------|
| Deposit to Project Construction Fund | 4,440,000.00 |
|--------------------------------------|--------------|

|                 |          |
|-----------------|----------|
| Rounding Amount | 4,287.37 |
|-----------------|----------|

|                   |                       |
|-------------------|-----------------------|
| <b>Total Uses</b> | <b>\$4,745,000.00</b> |
|-------------------|-----------------------|



# City of North Branch, Minnesota

\$4,745,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

## Net Debt Service Schedule

| Date         | Principal             | Coupon   | Interest              | Total P+I             | CIF                 | Net New D/S           | Fiscal Total |
|--------------|-----------------------|----------|-----------------------|-----------------------|---------------------|-----------------------|--------------|
| 02/15/2026   | -                     | -        | -                     | -                     | -                   | -                     | -            |
| 08/01/2026   | -                     | -        | -                     | -                     | -                   | -                     | -            |
| 02/01/2027   | -                     | -        | 170,772.63            | 170,772.63            | (170,772.63)        | -                     | -            |
| 08/01/2027   | -                     | -        | 88,841.25             | 88,841.25             | -                   | 88,841.25             | -            |
| 02/01/2028   | 85,000.00             | 3.050%   | 88,841.25             | 173,841.25            | -                   | 173,841.25            | 262,682.50   |
| 08/01/2028   | -                     | -        | 87,545.00             | 87,545.00             | -                   | 87,545.00             | -            |
| 02/01/2029   | 130,000.00            | 3.000%   | 87,545.00             | 217,545.00            | -                   | 217,545.00            | 305,090.00   |
| 08/01/2029   | -                     | -        | 85,595.00             | 85,595.00             | -                   | 85,595.00             | -            |
| 02/01/2030   | 130,000.00            | 3.000%   | 85,595.00             | 215,595.00            | -                   | 215,595.00            | 301,190.00   |
| 08/01/2030   | -                     | -        | 83,645.00             | 83,645.00             | -                   | 83,645.00             | -            |
| 02/01/2031   | 140,000.00            | 3.000%   | 83,645.00             | 223,645.00            | -                   | 223,645.00            | 307,290.00   |
| 08/01/2031   | -                     | -        | 81,545.00             | 81,545.00             | -                   | 81,545.00             | -            |
| 02/01/2032   | 140,000.00            | 3.050%   | 81,545.00             | 221,545.00            | -                   | 221,545.00            | 303,090.00   |
| 08/01/2032   | -                     | -        | 79,410.00             | 79,410.00             | -                   | 79,410.00             | -            |
| 02/01/2033   | 310,000.00            | 3.150%   | 79,410.00             | 389,410.00            | -                   | 389,410.00            | 468,820.00   |
| 08/01/2033   | -                     | -        | 74,527.50             | 74,527.50             | -                   | 74,527.50             | -            |
| 02/01/2034   | 320,000.00            | 3.300%   | 74,527.50             | 394,527.50            | -                   | 394,527.50            | 469,055.00   |
| 08/01/2034   | -                     | -        | 69,247.50             | 69,247.50             | -                   | 69,247.50             | -            |
| 02/01/2035   | 335,000.00            | 3.400%   | 69,247.50             | 404,247.50            | -                   | 404,247.50            | 473,495.00   |
| 08/01/2035   | -                     | -        | 63,552.50             | 63,552.50             | -                   | 63,552.50             | -            |
| 02/01/2036   | 345,000.00            | 3.550%   | 63,552.50             | 408,552.50            | -                   | 408,552.50            | 472,105.00   |
| 08/01/2036   | -                     | -        | 57,428.75             | 57,428.75             | -                   | 57,428.75             | -            |
| 02/01/2037   | 355,000.00            | 3.700%   | 57,428.75             | 412,428.75            | -                   | 412,428.75            | 469,857.50   |
| 08/01/2037   | -                     | -        | 50,861.25             | 50,861.25             | -                   | 50,861.25             | -            |
| 02/01/2038   | 370,000.00            | 3.900%   | 50,861.25             | 420,861.25            | -                   | 420,861.25            | 471,722.50   |
| 08/01/2038   | -                     | -        | 43,646.25             | 43,646.25             | -                   | 43,646.25             | -            |
| 02/01/2039   | 385,000.00            | 4.000%   | 43,646.25             | 428,646.25            | -                   | 428,646.25            | 472,292.50   |
| 08/01/2039   | -                     | -        | 35,946.25             | 35,946.25             | -                   | 35,946.25             | -            |
| 02/01/2040   | 400,000.00            | 4.100%   | 35,946.25             | 435,946.25            | -                   | 435,946.25            | 471,892.50   |
| 08/01/2040   | -                     | -        | 27,746.25             | 27,746.25             | -                   | 27,746.25             | -            |
| 02/01/2041   | 415,000.00            | 4.200%   | 27,746.25             | 442,746.25            | -                   | 442,746.25            | 470,492.50   |
| 08/01/2041   | -                     | -        | 19,031.25             | 19,031.25             | -                   | 19,031.25             | -            |
| 02/01/2042   | 435,000.00            | 4.250%   | 19,031.25             | 454,031.25            | -                   | 454,031.25            | 473,062.50   |
| 08/01/2042   | -                     | -        | 9,787.50              | 9,787.50              | -                   | 9,787.50              | -            |
| 02/01/2043   | 450,000.00            | 4.350%   | 9,787.50              | 459,787.50            | -                   | 459,787.50            | 469,575.00   |
| <b>Total</b> | <b>\$4,745,000.00</b> | <b>-</b> | <b>\$2,087,485.13</b> | <b>\$6,832,485.13</b> | <b>(170,772.63)</b> | <b>\$6,661,712.50</b> | <b>-</b>     |

## Significant Dates

|                   |           |
|-------------------|-----------|
| Dated             | 2/15/2026 |
| First Coupon Date | 2/01/2027 |

## Yield Statistics

|                                   |              |
|-----------------------------------|--------------|
| Bond Year Dollars                 | \$53,415.47  |
| Average Life                      | 11.257 Years |
| Average Coupon                    | 3.9080159%   |
| Net Interest Cost (NIC)           | 4.0146142%   |
| True Interest Cost (TIC)          | 4.0152332%   |
| Bond Yield for Arbitrage Purposes | 3.8794001%   |
| All Inclusive Cost (AIC)          | 4.1925939%   |

## IRS Form 8038

|                           |              |
|---------------------------|--------------|
| Net Interest Cost         | 3.9080159%   |
| Weighted Average Maturity | 11.257 Years |

Series 2026A GO Equip Cer | SINGLE PURPOSE | 10/22/2025 | 11:59 AM



# City of North Branch, Minnesota

\$4,745,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

## Debt Service Schedule

| Date         | Principal             | Coupon   | Interest              | Total P+I             | CIF                 | Existing D/S          | Net New D/S           | 105% of Total         |
|--------------|-----------------------|----------|-----------------------|-----------------------|---------------------|-----------------------|-----------------------|-----------------------|
| 02/01/2027   | -                     | -        | 170,772.63            | 170,772.63            | (170,772.63)        | 205,200.00            | 205,200.00            | 215,460.00            |
| 02/01/2028   | 85,000.00             | 3.050%   | 177,682.50            | 262,682.50            | -                   | 206,500.00            | 469,182.50            | 492,641.63            |
| 02/01/2029   | 130,000.00            | 3.000%   | 175,090.00            | 305,090.00            | -                   | 167,700.00            | 472,790.00            | 496,429.50            |
| 02/01/2030   | 130,000.00            | 3.000%   | 171,190.00            | 301,190.00            | -                   | 169,600.00            | 470,790.00            | 494,329.50            |
| 02/01/2031   | 140,000.00            | 3.000%   | 167,290.00            | 307,290.00            | -                   | 166,400.00            | 473,690.00            | 497,374.50            |
| 02/01/2032   | 140,000.00            | 3.050%   | 163,090.00            | 303,090.00            | -                   | 163,200.00            | 466,290.00            | 489,604.50            |
| 02/01/2033   | 310,000.00            | 3.150%   | 158,820.00            | 468,820.00            | -                   | -                     | 468,820.00            | 492,261.00            |
| 02/01/2034   | 320,000.00            | 3.300%   | 149,055.00            | 469,055.00            | -                   | -                     | 469,055.00            | 492,507.75            |
| 02/01/2035   | 335,000.00            | 3.400%   | 138,495.00            | 473,495.00            | -                   | -                     | 473,495.00            | 497,169.75            |
| 02/01/2036   | 345,000.00            | 3.550%   | 127,105.00            | 472,105.00            | -                   | -                     | 472,105.00            | 495,710.25            |
| 02/01/2037   | 355,000.00            | 3.700%   | 114,857.50            | 469,857.50            | -                   | -                     | 469,857.50            | 493,350.38            |
| 02/01/2038   | 370,000.00            | 3.900%   | 101,722.50            | 471,722.50            | -                   | -                     | 471,722.50            | 495,308.63            |
| 02/01/2039   | 385,000.00            | 4.000%   | 87,292.50             | 472,292.50            | -                   | -                     | 472,292.50            | 495,907.13            |
| 02/01/2040   | 400,000.00            | 4.100%   | 71,892.50             | 471,892.50            | -                   | -                     | 471,892.50            | 495,487.13            |
| 02/01/2041   | 415,000.00            | 4.200%   | 55,492.50             | 470,492.50            | -                   | -                     | 470,492.50            | 494,017.13            |
| 02/01/2042   | 435,000.00            | 4.250%   | 38,062.50             | 473,062.50            | -                   | -                     | 473,062.50            | 496,715.63            |
| 02/01/2043   | 450,000.00            | 4.350%   | 19,575.00             | 469,575.00            | -                   | -                     | 469,575.00            | 493,053.75            |
| <b>Total</b> | <b>\$4,745,000.00</b> | <b>-</b> | <b>\$2,087,485.13</b> | <b>\$6,832,485.13</b> | <b>(170,772.63)</b> | <b>\$1,078,600.00</b> | <b>\$7,740,312.50</b> | <b>\$8,127,328.13</b> |

## Significant Dates

|                   |           |
|-------------------|-----------|
| Dated             | 2/15/2026 |
| First Coupon Date | 2/01/2027 |

## Yield Statistics

|                                   |              |
|-----------------------------------|--------------|
| Bond Year Dollars                 | \$53,415.47  |
| Average Life                      | 11.257 Years |
| Average Coupon                    | 3.9080159%   |
| Net Interest Cost (NIC)           | 4.0146142%   |
| True Interest Cost (TIC)          | 4.0152332%   |
| Bond Yield for Arbitrage Purposes | 3.8794001%   |
| All Inclusive Cost (AIC)          | 4.1925939%   |

STATE OF MINNESOTA  
COUNTY OF CHISAGO  
CITY OF NORTH BRANCH

**CITY COUNCIL RESOLUTION NO. R-248-2025**

**RESOLUTION ESTABLISHING PROCEDURES  
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND  
REGULATIONS UNDER THE INTERNAL REVENUE CODE**

BE IT RESOLVED by the City Council (the "Council") of the City of North Branch, Minnesota (the "City"), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of the City's bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

(b) The Regulations generally require that the City make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

(c) The City heretofore implemented procedures for compliance with the predecessor versions of the Regulations and desires to amend and supplement those procedures to ensure compliance with the Regulations.

(d) The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Council hereby authorizes the City Clerk to make the City's Declarations or to delegate from time

to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

(a) Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of Exhibit A which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

(b) Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

(c) Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City does not reasonably expect to issue reimbursement bonds to finance the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

(d) The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. The designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally written allocations that evidence the City's use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2025, by the City Council.

---

Kevin Schieber, Mayor

Attested:

---

Tonya Kostuch, City Clerk

## EXHIBIT A

### Declaration of Official Intent

The undersigned, being the duly appointed and acting City Clerk of the City of North Branch, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations, Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies on behalf of the City as follows:

1. The undersigned has been and is on the date hereof duly authorized by the City Council to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.

2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed:

### 2026 Equipment Bond

| Desc of Item             | Dept       | Bond/Lease | Life | Quantity | Cost      |
|--------------------------|------------|------------|------|----------|-----------|
| Squad Cars               | Police     | Bond       | 5    | 7        | 525,000   |
| 1/2 Ton 4WD Pickup       | PW         | Bond       | 10   | 1        | 60,000    |
| 3/4 Ton Pickup           | WW Fund    | Bond       | 10   | 1        | 180,000   |
| Leaf Vacuum Unit         | PW         | Bond       | 15   | 1        | 300,000   |
| 3/4 Ton Cargo Van        | PW         | Bond       | 15   | 1        | 60,000    |
| 1 Ton Pickup             | Water Fund | Bond       | 15   | 1        | 100,000   |
| Mini-Excavator           | Water Fund | Bond       | 15   | 1        | 140,000   |
| Ladder Truck             | Fire       | Bond       | 20   | 1        | 1,000,000 |
| Tanker Truck             | Fire       | Bond       | 20   | 1        | 565,000   |
| 1 Ton 4WD Plow Truck     | PW         | Bond       | 20   | 2        | 160,000   |
| Plow Truck - Tandem Axle | PW         | Bond       | 20   | 3        | 1,050,000 |
| Front End Loader         | PW         | Bond       | 20   | 1        | 300,000   |
| Total                    |            |            |      |          | 4,440,000 |

3. The City reasonably expects to reimburse itself for the payment of certain costs of the Project out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued by the City after the date of payment of such costs. As of the date hereof, the City reasonably expects

that \$4,440,000.00 is the maximum principal amount of the Bonds which will be issued to finance the Project.

4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.

5. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Date: \_\_\_\_\_, 2025

\_\_\_\_\_  
City Clerk

City of North Branch, Minnesota

### CERTIFICATION

The undersigned, being the duly qualified and acting City Clerk of the City of North Branch, Minnesota, hereby certifies the following:

The foregoing is a true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City (the "Council") at a regular meeting of the Council held on \_\_\_\_\_, 2025. Said meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held. Council Member \_\_\_\_\_ moved the adoption of the Resolution, which motion was seconded by Council Member \_\_\_\_\_. A vote being taken on the motion, the following members of the Council voted in favor of the motion to adopt the Resolution:

and the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect and no action has been taken by the Council which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the City Clerk of the City of North Branch, Minnesota, this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
City Clerk  
City of North Branch, Minnesota



**Prepared By: Sharon Wright, Finance Director**

**Presenter: Sharon Wright, Finance Director**

**Date: 10/22/2025**

**Board & Commission: City Council**

**Subject: Municipal Finance 101**

---

The process used by the State of Minnesota to calculate property taxes is one of the most complex systems in the U.S. Because of this complexity, we have requested Ehlers to help us break this down into a presentation for City Council and our taxpayers. Our hope is that this presentation will not only benefit the current audience, but will be available for any future questions that may arise on this subject.

**Voting Requirements:**





# Property Taxes and Levy Dynamics

**City of North Branch**

October 28, 2025

# Agenda

1. Budget Process
2. Budget vs Levy
3. MN Property Tax System
4. North Branch 4 Year Review
5. Impact on Median Value Home

# What is a Budget?

Comprehensive  
financial plan for the  
upcoming year

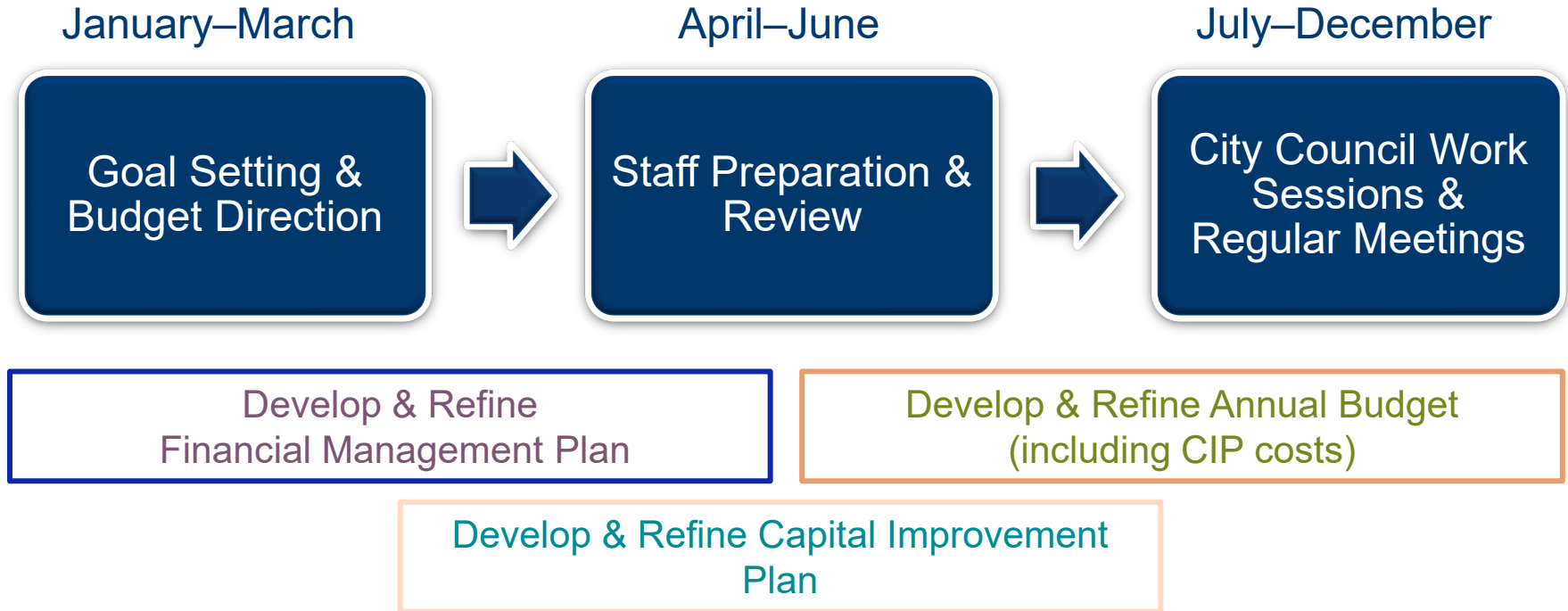
Communication tool

Reflection of city  
plans, policies &  
goals

Adopted by elected  
officials

General Fund  
required by state  
statute

# Annual Budget Calendar: General



# Budget Process: Important Dates



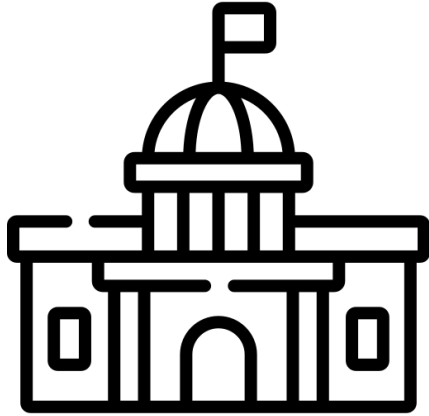
# General Fund Budget Formula

Balanced budget is required...

$$\begin{array}{ccccc} \text{OTHER} & & & & \\ \text{(NON-LEVY)} & & & & \\ \text{REVENUE} & + & \text{PROPERTY} & = & \text{BUDGETED} \\ & & \text{TAX LEVY} & & \text{EXPENSES} \end{array}$$

... tax levy spread on properties ...  
... tax levy fills the gap ...

City Levy  
(Budgeted Expenses less Revenues)



\$900

Properties



Property  
Taxes

\$400

\$200

\$300

---

\$900

# MN Property Taxes

## Minnesota Property Tax:

- One of the most complex systems in the U.S.
- Most local officials understand some aspects, but not complete picture
- No need to be an expert, just increase understanding

**Anoka County**  
Property Records and Taxation  
2100 3rd Avenue  
Anoka, MN 55303-2281  
www.anokacounty.us  
(763) 323-5400

Taxpayer(s): SMITH JOHN L  
1234 ANYWHERE ST  
ANOKA, MN 55303

Property L.D.: 03-01-01-01-1111  
Property Description: LOTS 10 & 11 BLK D  
WATERVIEW HEIGHTS, SUBJ TO EASE OF RECORD

1234 ANYWHERE ST  
ANOKA, MN 55303

Owner(s): SMITH JOHN L

**TAX STATEMENT**  
2021 Values for Taxes Payable in **2022**

| VALUES AND CLASSIFICATION | 2021     | 2022     |
|---------------------------|----------|----------|
| <b>Taxes Payable Year</b> | 2021     | 2022     |
| Unimproved Market Value:  | \$21,400 | \$24,000 |
| Homestead Exclusion:      | 14,614   | 13,480   |
| Taxable Market Value:     | 216,786  | 250,520  |
| New Improvement:          |          |          |
| Property Classification:  | Res Hnd  | Res Hnd  |

Sent in March 2021

**PROPOSED TAX**  
2022 Proposed Property Tax: \$2,672.81  
Sent in November 2021

**PROPERTY TAX STATEMENT**  
1st Half Taxes: \$1,366.63  
2nd Half Taxes: \$1,366.63  
Total Taxes Due in 2022: \$2,733.26

**\$\$\$ You may be eligible for one or even two refunds to reduce your property tax. Read the back of this statement to find out how to apply.**

**REFUNDS?**

|                                                                                                                                                                                     | 2021              | 2022              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|
| <b>Taxes Payable Year:</b>                                                                                                                                                          | 2021              | 2022              |
| 1. Use this amount on Form M1PR to see if you are eligible for a homestead credit refund. File by August 15. If this box is checked, you owe delinquent taxes and are not eligible. |                   |                   |
| 2. Use these amounts on Form M1PR to see if you are eligible for a special refund.                                                                                                  |                   |                   |
| <b>Property Tax and Credits</b>                                                                                                                                                     |                   |                   |
| 3. Property taxes before credits                                                                                                                                                    | \$2,634.20        | \$2,709.24        |
| 4. Credits that reduce property taxes                                                                                                                                               | \$0.00            | \$0.00            |
| 5. Property taxes after credits                                                                                                                                                     | \$2,634.20        | \$2,709.24        |
| <b>Property Taxes by Jurisdiction</b>                                                                                                                                               |                   |                   |
| 6. County                                                                                                                                                                           | \$736.12          | \$732.82          |
| 7. County/municipal public safety system                                                                                                                                            | \$11.40           | \$8.80            |
| 8. City or town                                                                                                                                                                     | \$9.08            | \$9.02            |
| 9. State general tax                                                                                                                                                                | \$811.12          | \$857.64          |
| 10. School district: #11                                                                                                                                                            | \$0.00            | \$0.00            |
| 11. Special taxing districts                                                                                                                                                        | \$443.56          | \$493.06          |
| 12. Non-school voter approved referenda levies                                                                                                                                      | \$534.60          | \$516.68          |
| 13. Total property tax before special assessments                                                                                                                                   | \$53.98           | \$55.06           |
| 14. Special Assessments                                                                                                                                                             | \$34.34           | \$36.16           |
| 15. Solid waste management charges                                                                                                                                                  | \$0.00            | \$0.00            |
| 16. All other special assessments                                                                                                                                                   | \$0.00            | \$0.00            |
| 17. Contamination tax                                                                                                                                                               | \$0.00            | \$0.00            |
| <b>15. TOTAL PROPERTY TAX AND SPECIAL ASSESSMENTS</b>                                                                                                                               | <b>\$3,524.34</b> | <b>\$2,733.26</b> |

**2nd HALF PAYMENT STUB - PAYABLE 2022**  
To avoid penalty, pay on or before: October 17, 2022

Property L.D.: 03-01-01-01-1111  
Total Property Tax for 2022: \$2,733.26  
Second-half payment due Oct. 17: \$1,366.63

Taxpayer(s): SMITH JOHN L  
1234 ANYWHERE ST  
ANOKA, MN 55303

Please Include Property L.D. on Check  
Make Check Payable To: Anoka County  
2100 3rd Ave., ANOKA, MN 55303-2281

Check to indicate address corrections on back.

Your canceled check is your receipt. Do not send cash.

03-01-01-01-1111 000001274-66



# Property Tax: Who Determines It?

## State Legislature

- Establishes property classes & class rates
- Determines levels of state aid
- Levies state business tax
- Sets levy limits

## County Assessor

- Determines market value
- Assigns property class

## Taxing Jurisdictions

- Determines levy amount  
(Overall budget & the portion to be raised through property taxes.)



# Value, Class Rate & Levy Determine Taxes

Assessor  
determines Value  
and Property Tax  
Class

Value and Class  
Rate Determine  
Tax Capacity

City's Levy is split  
amongst Tax  
Capacity (Tax  
Rate)

# Taxing Jurisdictions: Who Levies Property Taxes?

Property taxes are levied by & paid to...



Counties



Cities & townships



School districts



State of Minnesota



Various special taxing jurisdictions

# The Math (apologies for the formulas!)

$$\frac{\text{Taxable Market Value} \times \text{Class Rate}}{\text{Levy}} = \frac{\text{Tax Capacity}}{\text{Levy}} = \text{Tax Rate}$$

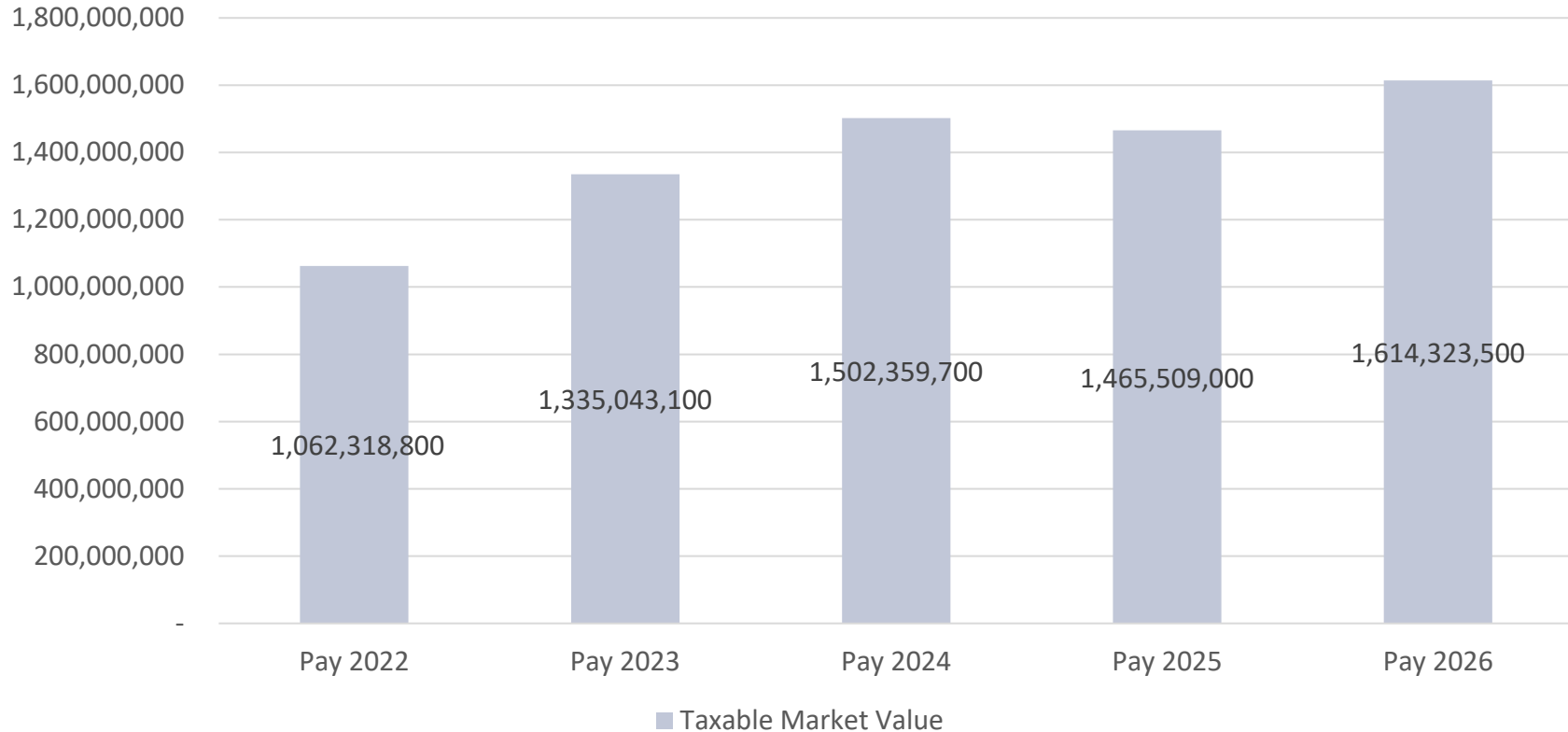
$$\text{Taxable Market Value} \times \text{Class Rate} \times \text{Tax Rate} = \text{Tax Due}$$

$$\text{Tax Capacity} \times \text{Tax Rate} = \text{Tax Due}$$

# Estimated Market Value

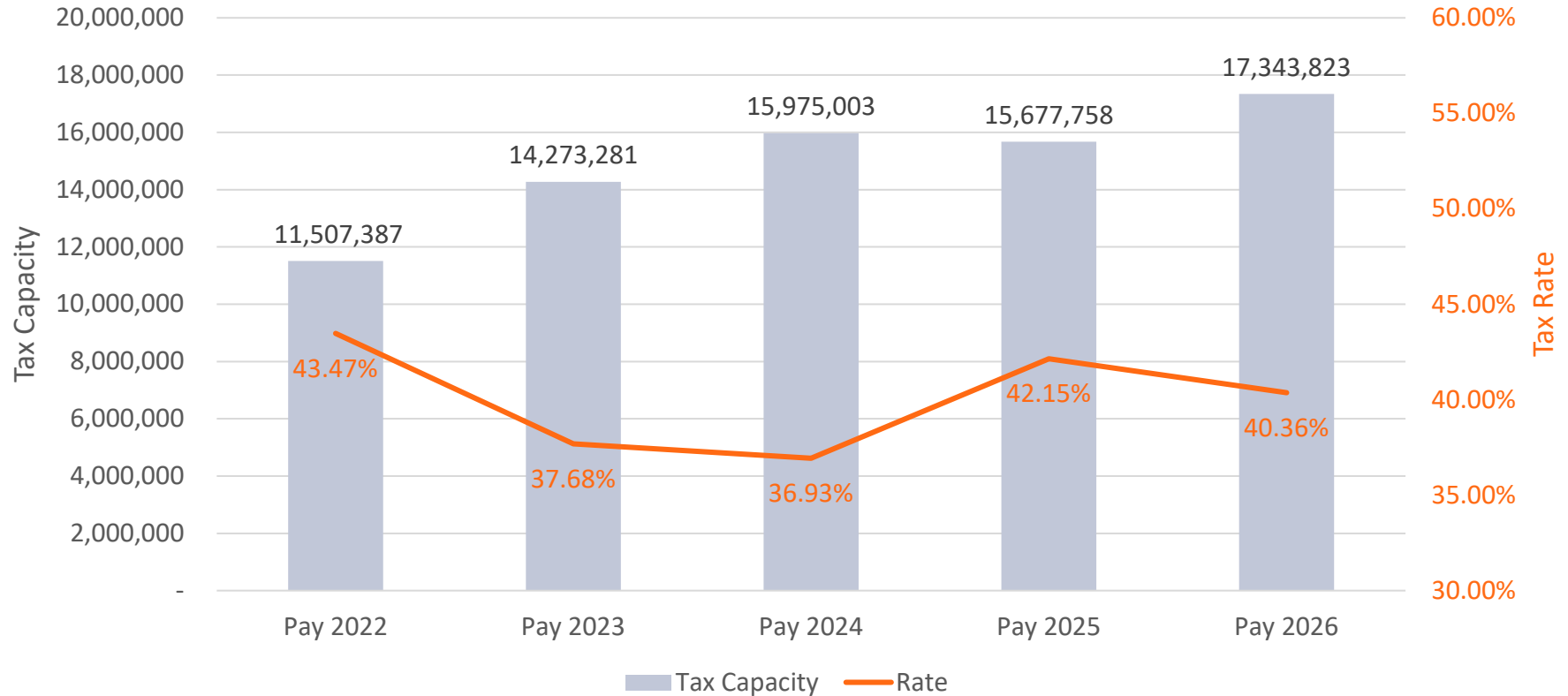


# Taxable Market Value



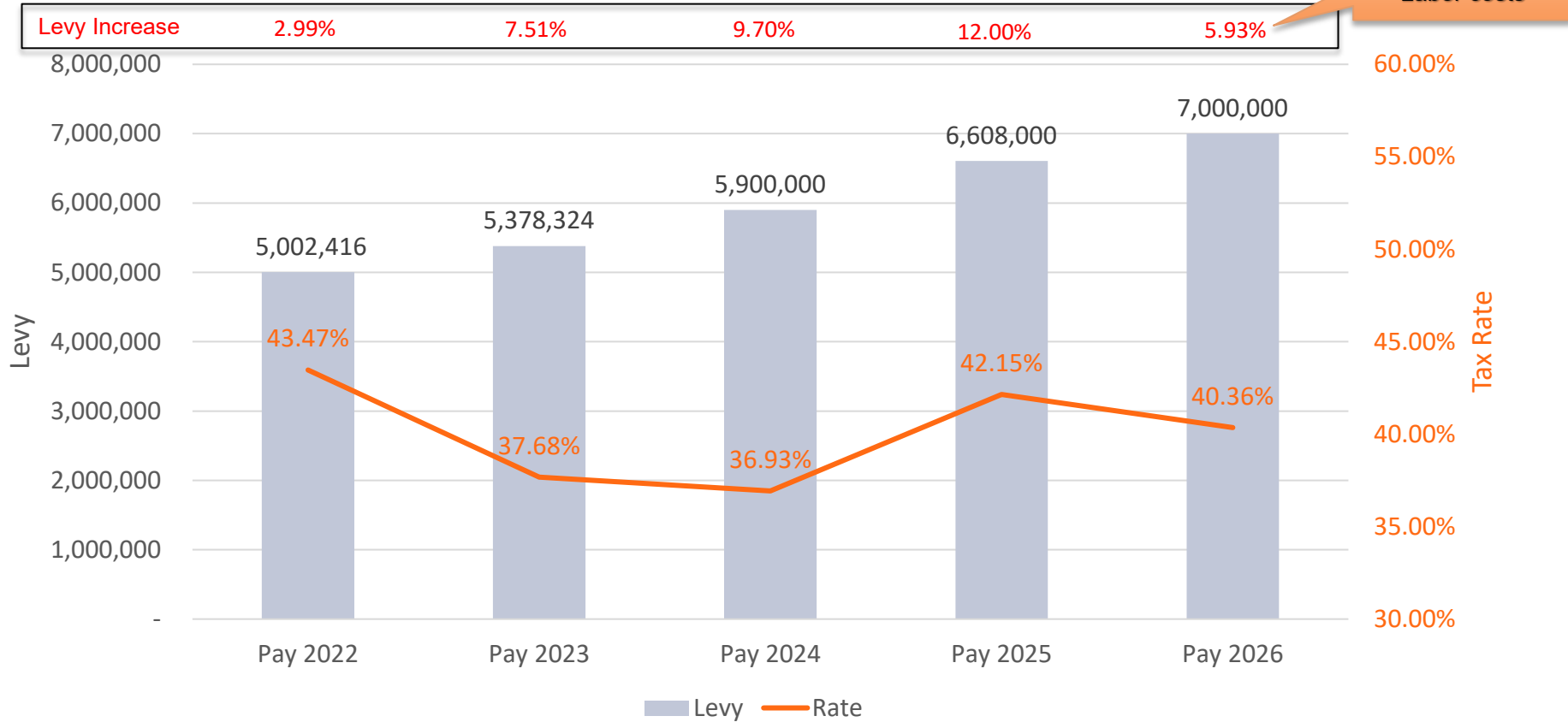
**Taxable Market Value = Estimated Market Value minus reductions like the Homestead Exclusion**

# Tax Capacity



$$\text{Tax Capacity} = \text{Taxable Market Value} \times \text{Class Rate}$$

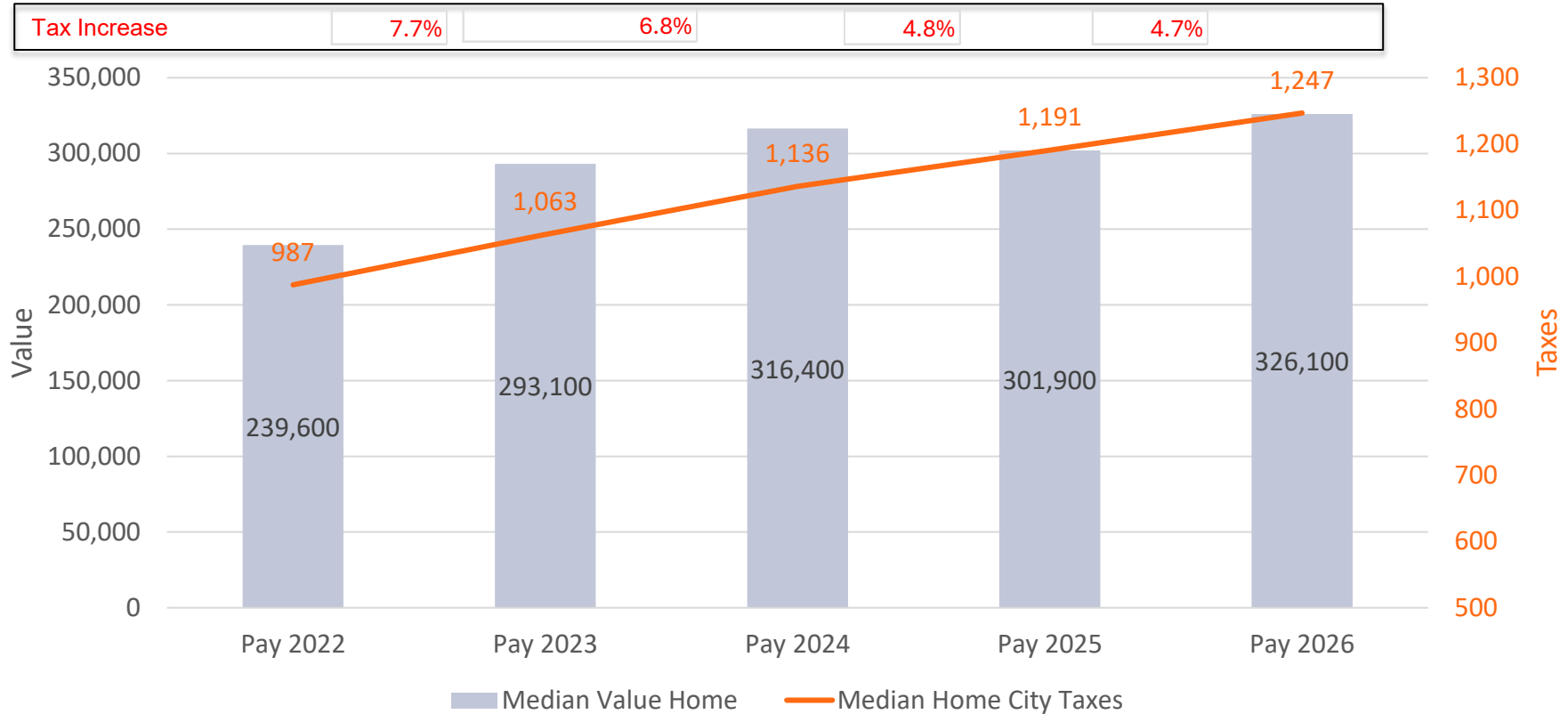
# Levy



**Levy = Budgeted Expenses minus other non-levy revenues**



# Median Value Home (Estimated Market Value)



**Taxes = Tax Capacity x Tax Rate (Excludes NB EDA Tax Rate)**

# Levies Are Going Up

## County Levies (2025)

- Range: 1.5% - 25.2%
- Median: 5.9%
- Mean/Average: 6.4%

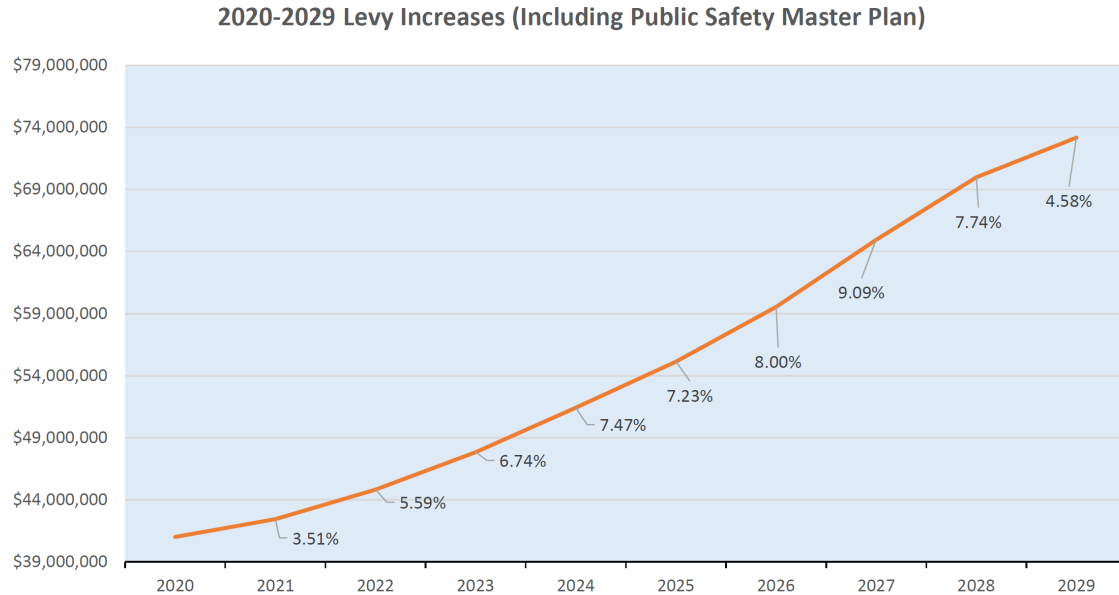
## City Levies (2025)

- Range: -1.4% – 77.4%
- Median: 6.7%
- Mean/Average: 8.8%

CPI: 2.9% (trailing 12 months)  
Townships reflect similar averages

# Projected Levies: Example from another City

## LEVY FORECAST



Financial Management Plans are becoming more important.

# Levies Rising

- One-time funding spent (CARES, etc.)
  - Jurisdictions kept levies low during COVID, now catching up
- Staffing costs (~70% of levies = staffing costs)
  - Insurance
- Construction inflation higher than CPI
- Demand for services
- Public safety
- Levies set at one point in time, both lagging & predictive

Let's not forget that cities and counties  
grow!  
More residents = More services



# Important Disclosures

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**Prepared By: Matthew Hill, City Administrator**

**Presenter: Matthew Hill, City Administrator**

**Date: 10/09/2025**

**Board & Commission: City Council**

**Subject: Consider approval of proposal for completing the Part 1 Wellhead Protection (WHP) Plan Amendment**

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## **BACKGROUND:**

Cities need to complete a Part 1 amendment of their Wellhead Protection Plan (WHPP) for several reasons, primarily to ensure the continued safety and quality of their public drinking water supply.

Key reasons for a Part 1 amendment include:

- **Updating Wellhead Protection Areas (WHPA) and Drinking Water Supply Management Areas (DWSMA):** Part 1 involves delineating or re-delineating these critical areas that supply water to public wells. This ensures that the protection zones are accurate based on current hydrogeological data and potential changes in groundwater movement.
- **Re-assessing Well Vulnerability:** The amendment process includes re-evaluating the vulnerability of municipal wells to contamination. This helps identify new or increased risks from land and water uses within the WHPA and DWSMA.
- **Incorporating New Wells:** If new wells are added to the public water system, they must be incorporated into the existing wellhead protection plan, which necessitates an amendment.
- **Addressing Significant Changes in Delineation Criteria:** Changes to the criteria for wellhead protection area delineation, as described in state rules (e.g., Minnesota Rules, part 4720.5510), that were not identified in the initial scoping meeting, require an amendment.

- **Responding to Contaminant Detection:** If a contaminant is suddenly detected in the source of drinking water at levels exceeding maximum contaminant levels (MCL) or health risk limits (HRL), an amendment may be required to address the issue.
- **Meeting Regulatory Requirements:** Wellhead Protection Plans must be reviewed and amended periodically, often every ten years, to comply with state and federal regulations, such as the Minnesota Groundwater Protection Act of 1989 and amendments to the federal Safe Drinking Water Act.

The overall goal of wellhead protection efforts, including amendments, is to prevent pollution, protect public health, and avoid the expense of treating contaminated water or drilling new wells.

In order to meet the required Part 1 Wellhead Protection Plan Amendment for the City of North Branch, the City and WSB has requested a proposal from Spheros Environmental, a national company well known for its integrated water resource strategies, to assist in completing the required update.

When Part 1 is completed, the City will move on to Part 2, which includes an inventory of potential contamination sources and actions the City will take to address the potential contamination sources and protect the drinking water supply. Part 2 also includes strategies for enhancing public education regarding wellhead protection and the City's water supply. A separate proposal for Part 2 will likely be presented to Council in 2026.

#### **REQUESTED ACTION:**

Motion and second to accept the proposal from Spheros Environmental to complete Part 1 of the Wellhead Protection Plan Amendment as required by the Minnesota Department of Health.

#### **Voting Requirements:**

**Voting Options**      **Simple Majority**



October 6, 2025

Justin Messner, PE  
WSB Engineering  
178 E 9<sup>th</sup> Street, Suite 200  
Saint Paul, MN 55101

RE: Proposal for Completing the Part 1 Wellhead Protection (WHP) Plan Amendment  
North Branch, Minnesota

Dear Justin,

Spheros Environmental Group Parent (Spheros), formerly LRE Water, provides herein our Scope of Services and associated cost estimate to assist WSB Engineering (WSB or Client) and the City of North Branch (City) with completing a Part 1 Amendment of the City's Wellhead Protection (WHP) Plan (Project).

### PROJECT UNDERSTANDING

The purpose of this section is to present Spheros' understanding of the Part 1 WHP Plan project (Project) objectives and goals, and the work that will be implemented to meet these goals. This proposal outlines the tasks necessary for delineation of the wellhead protection area (WHPA), assessment of the well and aquifer vulnerability, and associated reporting requirements commonly required by the Minnesota Department of Health (MDH).

The Part 1 WHP Plan is being completed to include City Wells No. 1 through 6 (Minnesota Well Index [MWI] Unique Nos. 217922, 112244, 522767, 706844, 749383, and 593584). Spheros' proposal will meet the requirements for Part 1 of the WHP Plan following Minnesota Rules (MR) 4720.5100 to 4720.5590 to obtain approval from the MDH.

The objectives are as follows:

- Assemble the necessary data elements;
- Delineate the WHPAs for the City wells;
- Conduct Fracture Flow Delineations;
- Delineate the Drinking Water Supply Management Area (DWSMA);
- Conduct well and aquifer vulnerability assessments;
- Complete the final report and deliverable requirements; and,
- Attend Project meetings virtually.

The Project approach is based on our Project team's familiarity with the MDH requirements, and staff who have completed more than 40 Part 1 WHP Plan projects in Minnesota, and conducted

Minneapolis – Saint Paul, Minnesota  
[www.spherosenvironmental.com](http://www.spherosenvironmental.com)

hydrogeologic assessments of the Cambrian-age Mt. Simon Sandstone and Proterozoic-age Fond du Lac Formation bedrock aquifers that the City's wells are completed in. Spheros has compiled and reviewed the following information, which provided the basis for our Project approach: the MDH Scoping Decision Notice, direct communication with MDH staff, well logs from the MWI Database, maps from the Minnesota Department of Natural Resources (MDNR) and Minnesota Geological Survey (MGS) Chisago County Hydrogeologic Atlas, MetroModel 3 (MM3) groundwater model, and the previous 2012 Part 1 WHP Plan.

A successful Part 1 WHP Plan is developed through a comprehensive analysis and evaluation of existing data and new data obtained by performing a number of tasks. Spheros will approach the Project by completing the proposed tasks in an efficient and cost-effective manner that addresses the specific aspects of the wellfield and meets the requirements of the MDH and MR 4720.5100 to 4720.5590.

The ultimate goal of the WHP Plan is to ensure that the aquifers utilized by the City are protected as the current and future water sources. The first phase of this process is to delineate the WHPAs. This is done by characterizing the local hydrogeology, developing/updating a site-specific conceptual hydrogeologic model, delineating the 1-, 5-, and 10-year times-of-travel (capture zones) used to delineate the WHPAs for all City wells, completing a fracture flow analysis, and assessing the vulnerability of the wells and the aquifer(s) within the delineated DWSMA.

To begin the WHPA delineation process, initial collection of the data elements that will be outlined in the scoping meeting notes will be completed. Typically, most of this information is available through the public domain.

Using the assembled data, Spheros will make a general evaluation of these criteria and build upon existing information to refine the existing conceptual hydrogeologic model that is specific to the City and surrounding area. Following development of the initial conceptual hydrogeologic model, Spheros will discuss the delineation criteria and the WHPA delineation method with MDH.

The following scope and costs are based on our understanding of the City's current well field and the experience of Spheros' Project team completing WHP Plans for wells completed in the Mt. Simon and Fond du Lac aquifers.

## **1. SCOPE OF SERVICES**

Spheros designed the proposed services outlined herein to meet Project objectives. The Scope of Services presented herein also provide assumptions and exclusions associated with the work.

This proposal outlines the tasks necessary for delineation of the wellhead protection area (WHPA), assessment of the well and aquifer vulnerability, and associated reporting requirements commonly required by the MDH.

### **Task 1: Assemble Data Elements**

Our review of the MDH's Scoping Decision Notice and our understanding of the MDH requirements and MODFLOW modeling will allow us to efficiently complete the Project. A Determination of Aquifer Properties - Aquifer Test Plan (DAP-ATP), however, will be required by the wellhead rule to document the aquifer transmissivity used in the delineation process. This task includes preparation of the DAP-ATP. No additional aquifer testing is anticipated. In addition, reports, maps, hydrogeologic cross sections, publications, and personal communication with WSB, City, and MDH staff will also provide information. This proposal assumes that no additional cross sections will be needed as part of this Plan.

### **Task 2: Delineate WHPAs Using MODFLOW**

Spheros will create a local-scale numerical flow model that includes the City. This local model will be created either from a portion of the MM3 by refining the model grid and updating the model layers in the area of the City with geologic information obtained since the completion of the MM3, or utilizing the previous MODFLOW model created as part of the previous 2012 WHP Plan.

Spheros will use MODFLOW to simulate the flow field and delineate the WHP Areas. The modeling platform Groundwater Vistas will be used and will provide WSB and the City with a cost-effective, flexible, and appropriate model. Once the model is created, the required time-of-travel zones will be used to determine the WHP Areas for the City wells. Pumping rates applied to each well will be based on the maximum daily volume determined from either: 1) the previous 5 years; or, 2) the projected annual pumping over the next 5 years.

Following the initial WHPA delineation from this task, Spheros will calibrate the model and complete the sensitivity analysis as required by the MDH.

The costs associated with modeling in Task 2 assume the aquifer parameters and hydrogeologic information in the MM3 or the existing MODFLOW model are reasonably calibrated and significant changes to the conceptual model and aquifer parameters will not be required. There is uncertainty regarding which model will serve as the starting point since MDH has not confirmed if the original model is usable or not due to being completed in an outdated version of the MODFLOW software.

### **Task 3: Complete Fracture Flow Delineation**

A fracture flow delineation will be required for the City Wells since the sandstone aquifers utilized by the City wells are significantly faulted and fractured near the wellfield. The delineation

will be based on MDH methodology and reflect a similar approach and assumptions used to complete the previous 2012 plan's fracture flow delineation.

#### **Task 4: Delineate the DWSMA**

Following completion of Tasks 1 through 3, Spheros will work with the City and MDH in delineating the boundaries of the DWSMA. The DWSMA includes the surface and subsurface area surrounding the wells and follows the WHPA as closely as possible in accordance with the rules. The boundaries of the DWSMA will be identified using landmarks as defined in the rules.

#### **Task 5: Assess Well Field and DWSMA Vulnerability**

Spheros will assist with the vulnerability assessment within the DWSMA in accordance with MR 4720.5210. The assessment will follow the MDH's guidance document, Assessing Well and Aquifer Vulnerability for Wellhead Protection. The assessments will include a review of well construction details to evaluate individual well vulnerability. Spheros will evaluate data from the above tasks to assess the vulnerability of the target aquifers underlying the DWSMA. This will include review of geologic logs, cross sections and maps, and existing groundwater chemistry and any isotopic data.

#### **Task 6: Complete Report**

Following completion of the above tasks, Spheros will prepare a draft report. The report will include the conceptual hydrogeologic model, model input and the results used to delineate the WHPAs, DWSMA, and well and aquifer vulnerability assessments. After review of the draft, a final report will be prepared which incorporates comments received from WSB, the City, and MDH staff. Supporting data files that are Project-specific and define aquifer characteristics used in the model will be delivered in ArcGIS format.

#### **Task 7: Attend Project Meetings (Virtually)**

Spheros is assuming three meetings total with two meetings being required by MDH: one for the required pre-delineation meeting with the MDH hydrologist; the second will be an interim meeting with Spheros and the MDH to discuss the modeling results and determine if it meets MDH's expectations. If other meetings are necessary during the Project, Spheros will notify WSB. Spheros assumes the meetings with MDH will be held virtually. Costs also include attending one City Council meeting (virtually) at the end of the Part 1 Project, if needed.

## **2. TIME REQUIRED**

Upon receiving authorization, Spheros will initiate the Scope of Services, with an expected completion timeframe of 6 to 8 months from the notice to proceed. Delays caused by major changes in the project plans or by circumstances beyond the control of Spheros could extend the time of completion.

### 3. PAYMENT

We believe the services described above can be accomplished for \$33,900. Payments for our services, like other professional services, are based on the actual time spent on your behalf and are measured by standard hourly rates in effect at the time the services are performed.

Attached hereto our Spheros' rates for this proposal.

| Task | Task Name                                 | Spheros Labor   |
|------|-------------------------------------------|-----------------|
| 1    | Assemble Data Elements                    | \$4,100         |
| 2    | Delineate WHPAs Using MODFLOW             | \$13,400        |
| 3    | Conduct Fracture Flow Delineation         | \$4,800         |
| 4    | Delineate the DWSMA                       | \$800           |
| 5    | Assess Well Field and DWSMA Vulnerability | \$2,100         |
| 6    | Complete Report                           | \$6,900         |
| 7    | Attend Project Meetings                   | \$1,800         |
|      |                                           | <b>\$33,900</b> |

Acceptance of this Letter Contract (including the attached General Terms and Conditions) and authorization to proceed with the services can be indicated by signing one copy and returning it to us for our files.

We look forward to working with you and if you have any questions or concerns about the services offered in this Letter Contract please call Roscoe at 651-341-8199.

Thank you for providing us the opportunity to present this Letter Contract to Spheros.

Sincerely,

**Spheros Group Parent, Inc.**

**WSB Engineering**

By: \_\_\_\_\_  
 Printed  
 Name: Roscoe Sopiwnik, PG, GISP  
  
 Title: Midwest Regional Director  
  
 Date: \_\_\_\_\_

By: \_\_\_\_\_  
 Printed  
 Name: \_\_\_\_\_  
  
 Title: \_\_\_\_\_  
  
 Date: \_\_\_\_\_

## GENERAL TERMS AND CONDITIONS

**I. APPLICABILITY.** These terms and conditions for services (these "Terms") are the only terms that govern the provision of services by Spheros Group Parent, Inc. ("Spheros") to name of the customer ("Client" and together with Spheros, the "Parties" and each, a "Party") set forth on the accompanying order confirmation, letter, statement of work, or purchase order (the "Order Confirmation"). The Order Confirmation and these Terms (collectively, this "Agreement") comprise the entire agreement between the Parties, and supersede all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral. In the event of any conflict between these Terms and the Order Confirmation, these Terms shall govern, unless the Order Confirmation expressly states that the terms and conditions of the Order Confirmation shall control. These Terms prevail over any of Client's general terms and conditions regardless of whether or when Client has submitted its request for proposal, order, or such terms. Provision of services to Client does not constitute acceptance of any of Client's terms and conditions and does not serve to modify or amend these Terms. This Agreement may not be modified except by an amendment in writing, signed by both Parties.

**II. SERVICES; PERFORMANCE DATES.** Spheros shall provide the services to Client as described in the Order Confirmation (the "Services") in accordance with these Terms. Spheros shall use reasonable efforts to meet any performance dates specified in the Order Confirmation, and any such dates shall be estimates only.

**III. CLIENT'S ACTS OR OMISSIONS.** If Spheros's performance of its obligations is delayed or prevented by any act or omission of Client or its agents, subcontractors, consultants, or employees, Spheros shall not be deemed in breach of its obligations under this Agreement or otherwise liable for any costs, charges, or losses sustained by Client to the extent arising directly or indirectly from such prevention or delay.

**IV. COMPENSATION.** For the performance of the Services, Client agrees to pay, and Spheros agrees to accept, compensation set forth in the Order Confirmation. Spheros will be compensated in US dollars for its Services on a time-and-materials or fixed-price basis. Spheros's estimate of the cost for its Services is based on the information provided by Client, and rates, reimbursable expenses, and

management fees made a part of the Agreement. Client shall be responsible for all sales, use, and excises taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental entity. Client agrees to reimburse Spheros for all reasonable travel and out-of-pocket expenses incurred by Spheros in connection with the performance of the Services. In the event that the Services occur over more than one (1) calendar year or the Services start date is delayed more than ninety (90) days due to factors outside of Spheros's sole control, Spheros may, without the approval of Client, increase its rates by the greater of: (a) five percent (5%) or (b) the United States Department of Labor, Bureau of Labor Statistics consumer price index. Spheros will provide reasonable advance notice to Client prior to any potential rate increase. Invoices are submitted routinely, but no more than monthly, for time and expenses incurred or in the event of a fixed price contract as determined by the scope of work and applicable milestone for the percent of work completed. Terms of payment are net thirty (30) days. Overdue accounts are subject to an interest charge of one and a half percent (1.5%) per month and services may stop whenever payment is overdue more than sixty (60) days. Either Party may, at any time and from time to time during the term of this Agreement, request a change to the Services (each, a "Change"). Upon receipt of a request for any Change from Client, Spheros shall prepare and deliver to Client a proposal regarding the effect that such Change would have on (i) the cost of the Services, (ii) the timing for performance of the Services; and (iii) any other material aspect of this Agreement. Client and Spheros shall agree in writing on the terms applicable to any Change (each, a "Change Order"). Spheros may charge for the time it spends assessing and documenting a change request from Client on a time and materials basis. Spheros shall not implement any Change, and shall not be entitled to compensation for Services performed in respect of any Change, unless a Change Order in respect of such Change has been executed by both Parties. In the event that Spheros seeks any change to the Services such that the cost, scope, or schedule is impacted, Spheros shall within seven (7) days, notify Client in writing of the Change and promptly prepare and deliver to Client a proposal regarding the effect that such Change would have on (1) the cost of the Services, (2) the timing for performance of the Services and (3) any other material aspect of this Agreement. Notwithstanding this Section IV, Spheros may change the Services without the consent of Client provided that such changes do not



materially affect the nature or scope of the Services, or the fees or any performance dates.

**V. OWNERSHIP OF DOCUMENTS.** All intellectual property rights, including copyrights, patents, patent disclosures and inventions (whether patentable or not), trademarks, service marks, trade secrets, know-how and other confidential information, trade dress, trade names, logos, corporate names, and domain names, together with all of the goodwill associated therewith, derivative works and all other rights (collectively, "Intellectual Property Rights") in and to all documents, work product, and other materials that are delivered to Client under this Agreement or prepared by or on behalf of Spheros in the course of performing the Services, including any items identified as such in the Order Confirmation (collectively, the "Deliverables") except for any Confidential Information (as defined in Section VI) of Client or Client materials shall be owned by Spheros. Spheros hereby grants Client a license to use all Intellectual Property Rights free of additional charge and on a non-exclusive, worldwide, non-transferable, non-sublicensable, fully paid-up, royalty-free, and perpetual basis to the extent necessary to enable Client to make reasonable use of the Deliverables and the Services. The Client shall not re-use or make any modification to Spheros's designs, documents or work product without the prior written authorization of Spheros, and any such authorized use or modification shall be at the sole risk of Client with no liability to Spheros.

**VI. CONFIDENTIALITY.** From time to time during the term of this Agreement, either Party (as the "Disclosing Party") may disclose or make available to the other Party (as the "Receiving Party"), non-public, proprietary, and confidential information of Disclosing Party (whether or not marked, designated, or otherwise identified as "confidential") in connection with the Services ("Confidential Information"); provided, however, that Confidential Information does not include any information that: (a) is or becomes generally available to the public other than as a result of Receiving Party's breach of this Section VI; (b) is or becomes available to the Receiving Party on a non-confidential basis from a third-party source, provided that such third party is not and was not prohibited from disclosing such Confidential Information; (c) was in Receiving Party's possession prior to Disclosing Party's disclosure hereunder; or (d) was or is independently developed by Receiving Party without using any Confidential Information. Spheros's Confidential Information shall include the Services performed hereunder and the nature or results of the work performed hereunder. The Receiving Party shall: (i) protect and safeguard the confidentiality of the

Disclosing Party's Confidential Information with at least the same degree of care as the Receiving Party would protect its own Confidential Information, but in no event with less than a commercially reasonable degree of care; (ii) not use the Disclosing Party's Confidential Information, or permit it to be accessed or used, for any purpose other than to exercise its rights or perform its obligations under this Agreement; and (iii) not disclose any such Confidential Information to any person or entity, except to the Receiving Party's Group who need to know the Confidential Information to assist the Receiving Party, or act on its behalf, to exercise its rights or perform its obligations under this Agreement. The Receiving Party shall be responsible for any breach of the confidentiality and non-use obligations contained herein by the Receiving Party's Group. If the Receiving Party is required by applicable law or legal process to disclose any Confidential Information, it shall, prior to making such disclosure, use commercially reasonable efforts to notify Disclosing Party of such requirements to afford Disclosing Party the opportunity to seek, at Disclosing Party's sole cost and expense, a protective order or other remedy. For purposes of this Section VI only, "Receiving Party's Group" shall mean the Receiving Party's affiliates and its or their employees, officers, directors, shareholders, partners, members, managers, agents, independent contractors, service providers, sublicensees, subcontractors, attorneys, accountants, and financial advisors. The terms of this Section VI shall survive and remain in force after any termination or expiration of this Agreement.

**VII. HEALTH AND SAFETY.** Spheros has full responsibility for safety of its employees and agents, including providing appropriate safety equipment for its field personnel. In performance of the work, Spheros shall (a) comply with applicable federal, state and local statutes, regulations and ordinances regarding health and safety, and (b) prepare and comply with its own Health and Safety Plan, as well as any Health and Safety Plan prepared by Client and delivered to Spheros prior to commencement of the Services for the site.

**VIII. SITE ENVIRONMENTAL CONDITIONS.** Client shall furnish or make available to Spheros such documents and information that relate to the identity, location, quantity, nature, or characteristics of any petroleum products, hazardous materials or asbestos at, on, or under the site. If, at any time, evidence of the existence or possible existence of such substances is discovered, Spheros reserves the right to stop work and renegotiate any consulting agreement and, the fees for our services and our continued involvement in the project. Spheros will promptly notify Client of any

unanticipated hazardous materials or suspected hazardous materials it discovers. In the event that Spheros removes any pre-existing materials, Spheros may, but not shall be required to, assist the Client in characterization and handle the pre-existing materials in accordance with applicable federal, state and local laws, rules, regulations and ordinances. Client shall be responsible for signing any manifest that may be required to ship pre-existing hazardous materials off site. At no time whatsoever shall Spheros be considered or assume the responsibilities of a generator of any pre-existing petroleum, chemical or hazardous material located on or about the site where the work is performed. The discovery of hazardous materials or suspected hazardous materials may make it necessary for Spheros to take immediate measures to protect human health and safety and/or the environment. Client agrees to compensate Spheros for the cost of any and all measures that, in our professional onsite judgment are justified to preserve and protect the health and safety of our personnel, Client's employees and/or the public, and/or the environment. In addition, Client waives any claims against Spheros and, to the full extent permitted by law, agrees to indemnify, defend and hold Spheros harmless from any and all claims, damages and liability, including but not limited to cost of defense, in any way connected with petroleum products, hazardous materials or asbestos.

#### **IX. CLIENT OBLIGATIONS AND SITE ACCESS.**

Client shall at its cost and at such times as may be required by Spheros for the successful and timely completion of Services: (a) provide unimpeded and timely access to any site, including third party sites if required (b) provide an adequate area for Spheros's site office facilities, equipment storage, and employee parking; (c) furnish all construction utilities and utilities releases necessary for the Services; (d) provide the locations of all subsurface structures, including piping, tanks, cables, and utilities; (e) approve all locations for digging and drilling operations; (f) obtain all permits and licenses which are necessary and required to be taken out in Spheros's name for the Services; (g) cooperate with Spheros in all matters relating to Services; and (h) respond and provide promptly to any Spheros requests for information, material, authorizations, approvals, or other items reasonably necessary to provide or complete Services. Spheros will not be liable for damage or injury arising from damage to subsurface structures that are not disclosed in writing to Spheros in connection with its work.

**X. COST ESTIMATES.** If included in the Services, Spheros will provide cost estimates based upon Spheros's experience on similar projects, which are not intended for use by Client or any other party in developing firm budgets or financial models, or in

making investment decisions. Such cost estimates represent only Spheros's judgment as a professional and, if furnished, only for Client's general guidance and are not guaranteed as to accuracy.

#### **XI. LIMITED WARRANTY AND REMEDIES.**

Spheros represents and warrants to Client that it shall perform the Services with the standard of care, diligence and skill ordinarily exercised by firms providing similar services and in accordance with generally recognized industry standards. Spheros shall furnish all tools, labor, and supplies in such quantities and of the proper quality to professionally and timely perform the Services. Spheros shall not be liable for a breach of the warranty set forth in this Section XI unless Client gives written notice of the defective Services, reasonably described, to Spheros within thirty (30) days of the time when Client discovers or ought to have discovered that the Services were defective. Subject to the foregoing, Spheros shall, in its sole discretion, either (a) repair or re-perform such Services; or (b) credit or refund the price of such Services at the pro rata contract rate. THE REMEDIES SET FORTH IN THIS SECTION XI SHALL BE CLIENT'S SOLE AND EXCLUSIVE REMEDY AND Spheros'S ENTIRE LIABILITY FOR ANY BREACH OF THE LIMITED WARRANTY SET FORTH HEREIN.

**XII. DISCLAIMER OF WARRANTIES.** EXCEPT FOR THE WARRANTY SET FORTH IN SECTION XII ABOVE, Spheros MAKES NO WARRANTY WHATSOEVER WITH RESPECT TO THE SERVICES, INCLUDING ANY (a) WARRANTY OF MERCHANTABILITY; (b) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE; (c) WARRANTY OF TITLE; OR (d) WARRANTY AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY; WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE, OR OTHERWISE.

**XIII. INDEPENDENT CONTRACTOR.** Spheros is an independent contractor, and is responsible for the means and methods of carrying out the scope of services and for the safety of its employees and agents. Spheros retains the right to require that the services provided by Spheros meet specific standards without regard to the manner and means of accomplishment thereof. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture or other form of joint enterprise, employment, or fiduciary relationship between the Parties, and neither Party shall have authority to contract for or bind the other Party in any manner whatsoever.

**XIV. INDEMNIFICATION.** Client agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless Spheros and their respective



officers, directors and employees against damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising out of or resulting from (a) bodily injury, death of any person, or damage to real or tangible, personal property resulting from negligent or willful acts or omissions of Client and (b) Client's breach of any representation, warranty, or obligation of Client in this Agreement. This Section XIV shall survive the expiration or termination of this Agreement.

**XV. LIMITATION OF LIABILITY.** IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE OR PROFIT OR LOSS OF DATA OR DIMINUTION IN VALUE, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGES WERE FORESEEABLE AND WHETHER OR NOT SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. IN NO EVENT SHALL Spheros's AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, EXCEED THE AGGREGATE AMOUNTS PAID OR PAYABLE TO Spheros PURSUANT TO THE APPLICABLE ORDER CONFIRMATION.

**XVI. INSURANCE.** Spheros shall procure and maintain the following insurance throughout the term of this Agreement: (a) Commercial General Liability; (b) Automobile Liability; (c) Workers' Compensation and Employer's Liability; and (d) Professional Liability.

**XVII. FORCE MAJEURE.** Neither Party shall be liable nor deemed to be in default for any delay or failure in performance under this Agreement resulting from the acts of God, civil or military authority, material change of law, acts of public enemy, war, accidents, fires, explosions, earthquakes, floods, failure of transportation, regional emergencies, strikes or other industrial interruptions by either Party's employees, or any similar or dissimilar cause beyond the reasonable control of either Party. The impacted Party shall resume the performance of its obligations as soon as reasonably practicable after the removal of the cause. In the event that the impacted Party's failure or delay remains uncured for a period of fifteen (15) consecutive days following written notice, either Party may thereafter terminate this Agreement upon twenty (20) days' written notice.

**XVIII. NOTICE.** Any notice to be given hereunder by either Party to the other, shall be in writing and addressed to the Parties at the addresses set forth in the Order Confirmation or to such other address that may be designated by the receiving Party in writing. All notices shall be deemed given when delivered (a) in person, (b) by certified mail, return receipt requested, (c) by commercial courier that provides a receipt of delivery, or (d) by email when the receiving Party acknowledges receipt.

**XIX. TERMINATION FOR CONVENIENCE.** Either Party may terminate all or part of this Agreement for its convenience and without cause upon giving the other Party not less than thirty (30) days written notice. In such event, Spheros shall be compensated for the Services competently performed up to and including the date of termination.

**XX. TERMINATION FOR DEFAULT.** Either Party may terminate this Agreement for cause upon giving the other Party not less than ten (10) days written notice for any of the following reasons: (a) substantial failure by the other Party to perform in accordance with the terms of this Agreement and through no fault of the terminating Party, including lack of payment by Client; (b) assignment of this Agreement or transfer of the project by either Party to any other entity without prior written consent of the other Party; (c) suspension of the project or of the Services for more than ninety (90) days, consecutive or in the aggregate; (d) material changes in the conditions under which this Agreement was entered into, the Services or the nature of the project, and the failure of the Parties to reach agreement on the compensation; or (e) Client becomes insolvent or files a petition for bankruptcy. Either Party shall have a period of ten (10) business days from the notice of noncompliance and threatened termination to cure or correct the default. If this Agreement is terminated following default by Spheros, Client is relieved of any unpaid payment obligations owed Spheros for services performed after the default. If this Agreement is terminated following default by Client, Client shall be liable to Spheros for all unpaid compensation for Services, as well as any collection fees associated with the collection of said compensation including but not limited to, attorneys' fees, court costs, and other related expenses up to and including the termination date.

**XXI. ASSIGNMENT.** Client shall not assign this Agreement without the prior written consent of Spheros. Any purported assignment or delegation in violation of this Section XXI is null and void. No assignment or delegation relieves Client of any of its obligations under this Agreement.

**XXII. ANTI-DISCRIMINATION.** The Parties hereby incorporate the requirements of 41 C.F.R. § 60-1.4(a) and 29 C.F.R. § 471, Appendix A to Subpart A, if applicable. Spheros and Client shall also abide by the requirements of 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a), if applicable. These regulations prohibit discrimination against qualified protected veterans and qualified individuals with disabilities and require affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans and qualified individuals with disabilities.

**XXIII. ENFORCEMENT AND WAIVER.** The failure of either Party in any one or more instances to insist upon strict performance of any of the terms and provisions of this Agreement, shall not be construed as a waiver of the right to assert any such terms and provisions on any future occasion or of damages caused thereby.

**XXIV. CHOICE OF LAW; JURISDICTION.** This Agreement shall be administered and interpreted under the laws of the State of Colorado without giving effect to any choice or conflict of law provision. Subject to Section XXVIII, any legal suit, action, or proceeding arising out of or relating to this Agreement shall be instituted in the federal courts of the United States of America or the courts of the State of Colorado, and each Party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action, or proceeding.

**XXV. SEVERABILITY.** If any of the provisions of this Agreement shall be invalid or unenforceable, such invalidity or unenforceability shall not invalidate or render unenforceable the entire Agreement, but rather the entire Agreement shall be construed as if not containing the particular invalid or unenforceable provision or provisions, and the rights and obligations of the Party shall be construed and enforced accordingly, to effectuate the essential intent and purposes of this Agreement.

**XXVI. NONEXCLUSIVE NATURE.** This Agreement is not exclusive. Spheros is free to provide similar services or deliverables to others. Client makes no representations or warranties as to a minimum or maximum procurement of services hereunder.

**XXVII. SURVIVAL.** Provisions of these Terms, which by their nature should apply beyond their terms, will remain in force after any termination or expiration of this Agreement including, but not limited to, the following provisions: Confidentiality, Disputes,

Compensation, Ownership of Documents, Insurance, and Survival.

**XXVIII. DISPUTES.** In an effort to resolve any conflicts that may arise, Client and Spheros agree to resolve any claims or disputes related to this Agreement, in an amicable, professional, and expeditious manner so as to avoid unnecessary disruptions and delays to the Services. For any claim or dispute the Parties shall first attempt to resolve such claim or dispute through discussions between Client's and Spheros's designated representatives. If any such claim or dispute is not resolved through such discussions, the responsible executive of each Party, who shall possess the authority to resolve such matter, shall attempt to resolve such claim or dispute. Either Party may initiate discussions by written notice to the other Party setting forth the subject of the claim or dispute and the resolution sought. The Party in receipt of such notice shall respond within five (5) business days with a written statement of its position on, and recommended solution to, the claim or dispute. If the claim or dispute is not resolved by this exchange of correspondence, then the responsible senior executives of each Party shall meet at a mutually agreeable time and place within ten (10) business days from the Party's response in an attempt to resolve the claim or dispute. Any claims or disputes between the Parties arising out of or relating to this Agreement, which have not been resolved in accordance with the procedures set forth in this Section XXVIII shall be submitted to nonbinding mediation unless the Parties mutually agree otherwise. Each Party shall pay for its own costs and one-half the cost of a mutually acceptable mediator. In the event mediation is not successful, the claims or disputes between the Parties shall subject to litigation in a court of competent jurisdiction in the State of Colorado. The Parties irrevocably consent to the personal jurisdiction of said courts and waive any and all defenses of forum non conveniens, improper venue, or lack of personal jurisdiction.

[\*\*\*]



**Prepared By: Tonya Kostuch, City Clerk**

**Presenter: Tonya Kostuch, City Clerk**

**Date: 10/20/2025**

**Board & Commission: City Council**

**Subject: Approval of Resolution R-242-2025 approving the Cannabis Retail Registration Application for Wild River Cannabis LLC**

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**Background:**

Wild River Cannabis LLC submitted a Cannabis Retail Registration Application to open a cannabis microbusiness at 4628 Isanti Trail, North Branch, MN 55056. This application is contingent upon the following:

- A copy of the lease agreement or other contract authorizing the applicant to occupy the retail location if the applicant is not the owner of the property.
- A copy of documentation showing compliance with zoning from the zoning authority and compliance with state fire and building codes.
- A certificate of liability insurance covering the license period.
- Completed Tennessee Warning form for each person referenced on the application
- Completed MN Workers Comp Law for business
- Complete MN Tax Clearance Certificate form for business.
- A copy of a valid state license or a written notice of license pre-approval letter issued by the Minnesota Office of Cannabis Management.
- Initial Registration Fee \$500, Renewal Registration Fee \$1,000 due upon State approval.

The City Council discussed this at the October 14, 2025, meeting and tabled the item to October 28, 2025, to obtain the following information:

- 1) Legal Opinion on Compliance
- 2) Traffic Statistics/Impacts
- 3) Crime Statistics

**Requested City Council Action:**

Motion and second to approve Resolution R-242-2025 to authorizing the Cannabis Retail Registration Application for Wild River Cannabis LLC, contingent upon all of the items listed in the background being received by the City.

**Voting Requirements:**

**Voting Options**      **Simple Majority**



## ***City of North Branch Staff Report***

**Prepared By: Dan Meyer, Police Chief**

**Presenter: Dan Meyer, Police Chief**

**Date: 10/28/2025**

**Board & Commission: City Council**

**Subject: Cannabis Retail Registration - Traffic and Public Safety**

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### **Background:**

At the last city council meeting on October 14, 2025, the city council discussed the Cannabis Retail Registration Application the city received from Wild River Cannabis LLC, which would approve the operation of a cannabis microbusiness at 4628 Isanti Trl. The city council tabled the item and requested additional information, specifically as it relates to the potential impact the new business would have on traffic safety and crime.

Since August 2023, when adult-use marijuana was legalized in Minnesota, there have been many studies and articles published regarding how the new law will impact our communities as it relates to crime and public safety. I have read studies that have been conducted in other states that show a decrease in crime and other studies that show an increase in certain crimes. Although the direct impacts of the new law is yet to be determined, I believe that the control measures and the requirements that states have in place for cannabis licensure directly impacts how the legalization of cannabis has effected and how it will effect public safety. It is my understating that not all states have the same control measures and requirements for their cannabis dispensaries.

From my research, cannabis retail businesses in Minnesota are required to have a comprehensive security plan in place before they are approved for a state cannabis license. The security plan includes specific requirements for alarm systems, video surveillance, lighting, access controls, and secure product storage. If a cannabis retail business has a proper security plan in place and is committed to following all of the rules, ordinances, and statutes relating to cannabis sales, I don't anticipate seeing any significant increase in crime regardless of where the retail business is located within our jurisdiction. Our police department will conduct periodic compliance checks on any cannabis dispensaries within the city similar to what we currently do with our tobacco and alcohol licensees. If we encounter any issues or have any concerns with businesses not being in compliance with state laws or local ordinances, the city council has the authority to

suspend retail registrations for up to 30 days and the matter will be referred to the MN Office of Cannabis Management who, in turn, can suspend or revoke the state retail license.

During the discussion at the last city council meeting, some questions were raised regarding hours of operation and whether customers can consume cannabis products on site. It is my understanding that Wild River LLC is seeking a state cannabis microbusiness license and is not intending to utilize an on-site consumption endorsement. Under this specific license and without that endorsement, customers would not be able to consume cannabis products on site. MN state law and our current ordinances do not allow individuals to consume cannabis in vehicles, in public place, or indoors wherever smoking is prohibited under the MN Clean Indoor Air Act. Public places would include parks, playgrounds, schools, school property, sidewalks, etc. In addition, individuals can only transport cannabis in a motor vehicle if it is properly packaged and unopened, similar to alcohol. Our city ordinance allows for cannabis retailers to operate between 9:00 am and 10:00 pm, seven days a week. Individuals under 21 years of age are not allowed to enter a cannabis dispensary and cannabis retailers are not allowed to sell to anyone under 21. Cannabis dispensaries must verify the age of the customer through a valid government issued ID Card/driver's license, a passport, or a US DOD military ID.

Below is more information on the requirements and restrictions specific to cannabis microbusinesses per MN State Statute 324.28:

*A cannabis microbusiness may not:*

- *sell an edible cannabis product or a lower-potency hemp edible to an individual who is under 21 years of age;*
- *permit an individual who is under 21 years of age to enter the premises;*
- *sell an edible cannabis product or a lower-potency hemp edible to a person who is visibly intoxicated;*
- *sell or allow the sale or consumption of alcohol or tobacco on the premises;*
- *sell products that are intended to be eaten or consumed as a drink, other than packaged and labeled edible cannabis products and lower-potency hemp edibles, that contain cannabis flower or hemp plant parts or are infused with cannabis concentrate, hemp concentrate, or artificially derived cannabinoids;*
- *permit edible cannabis products or lower-potency hemp edibles sold in the portion of the area designated for on-site consumption to be removed from that area;*
- *permit adult-use cannabis flower, adult-use cannabis products, hemp-derived consumer products, or tobacco to be consumed through smoking or a vaporized delivery method on the premises; or*
- *distribute or allow free samples of cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products*

If a cannabis microbusiness intends to permit on-site consumption of edible cannabis products and lower-potency hemp edibles, they must adhere to the requirements of the on-site consumption endorsement outlined in MN State Statute 324.28 Subd. 10:

*On-Site Consumption Endorsement:*

- *A cannabis microbusiness may permit on-site consumption of edible cannabis products and lower-potency hemp edibles on a portion of its premises.*
- *The portion of the premises in which on-site consumption is permitted must be definite and distinct from all other areas of the microbusiness and must be accessed through a distinct entrance.*
- *Edible cannabis products and lower-potency hemp edibles sold for on-site consumption must comply with this chapter and rules adopted pursuant to this chapter regarding the testing, packaging, and labeling of cannabinoid products.*
- *Edible cannabinoid products and lower-potency hemp edibles sold for on-site consumption must be served in the required packaging but may be removed from the products' packaging by customers and consumed on site.*
- *Food and beverages not otherwise prohibited by this subdivision may be prepared and sold on site provided that the cannabis microbusiness complies with all relevant state and local laws, ordinances, licensing requirements, and zoning requirements.*
- *A cannabis microbusiness shall ensure that the display and consumption of any edible cannabis product or lower-potency hemp edible is not visible from outside of the licensed premises of the business.*
- *A cannabis microbusiness may offer recorded or live entertainment, provided that the cannabis microbusiness complies with all relevant state and local laws, ordinances, licensing requirements, and zoning requirements.*

As cannabis retail businesses begin operation in local communities, we anticipate that any local cannabis businesses in our city will primarily serve our local residents. We do not anticipate seeing a large number of people coming from the twin cities or travelling long-distances to specifically shop at our local cannabis dispensaries and I don't anticipate any additional public safety or traffic concerns in that regard. Although we haven't recently fielded any specific traffic concerns or extra patrol requests for the half-mile stretch of Isanti Trl. that falls within our city, our officers routinely patrol that area and that stretch of road. Our officers have logged 79 traffic stops in that area since October 2023. If there are traffic and/or public safety concerns that arise, we will respond accordingly and provide whatever resources are needed to address the problems and help alleviate the concerns. My hope is that we can partner with our local cannabis business owner(s) and work with them to respond to any problems that we encounter.

## Memorandum

To: Nathan Sondrol  
North Branch Community Development Director

From: Mallori Fitzpatrick, PE, PTOE

Date: October 10, 2025

Re: North Branch Trip Generation for Cannabis Store

A typical 2,000 square-foot cannabis store is expected to generate moderate traffic, but generally does not surpass the thresholds that would automatically require a full traffic impact study (TIS) or the installation of turn lanes based on standard transportation engineering practices. According to the Institute of Transportation Engineers (ITE) standards, trip generation for cannabis dispensaries is measured under Land Use 822 – “Cannabis Dispensary.” A 2,000 square-foot dispensary is projected to generate up to 51 weekday peak hour trips, 64 Saturday peak hour trips, or 456 daily trips (as shown in **Table 1**), which is well below the commonly cited threshold of 250 new peak hour trips or 2,500 new daily trips that would warrant a traffic impact study and potentially further measures like a dedicated turn lane.

**Table 1. Trip Generation**

| ITE Code/Description      | # of Units | Unit Type | AM Trips |     |       | PM Trips |     |       | Sat Trips |     |       | Weekday Trips |
|---------------------------|------------|-----------|----------|-----|-------|----------|-----|-------|-----------|-----|-------|---------------|
|                           |            |           | In       | Out | Total | In       | Out | Total | In        | Out | Total |               |
| 822 - Cannabis Dispensary | 2          | KSF       | 11       | 10  | 21    | 26       | 25  | 51    | 32        | 32  | 64    | 456           |





# Cannabis Retail Registration Application

NORTH BRANCH

TODAY'S DATE 10-3-25

Application Type: ☒ Initial Registration ☐ Renewal Registration

## Cannabis License Information:

Check the type of license approved by the Office of Cannabis Management.

☒ Microbusiness ☐ Mezzobusiness ☐ Cannabis Retailer  
☐ Lower-Potency Hemp Edible Retailer\* ☐ Medical Cannabis Combination Business

\*On-site consumption requires on-sale liquor license

## Retail Location Information:

Parcel number of property where the retail business will be located \_\_\_\_\_

Address of Retail Location 4628 Isanti Trail

city North Branch State MN Zip Code 55056

## Applicant Information:

Applicant's Full Name James Richard Rayer

Applicant's Address \_\_\_\_\_

city North Branch State MN Zip Code 55056

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Are you the owner of the property where the retail business will be located? ☐ Yes ☒ No

If no, property owner information below is required.

## Property Owner Information: If different than applicant information

Property Owner's Full Name Chris Ruddy

Owner's Address 4628 Isanti Trail

city North Branch State MN Zip Code 55056

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

**Prior to registration being issued, every application shall be submitted with:**

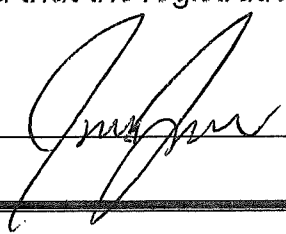
- Initial Registration Fee \$500, Renewal Registration Fee \$1,000 due upon State Approval
- A copy of a valid State license or written notice of license preapproval letter issued by the Minnesota Office of Cannabis Management.
- A copy of the lease agreement or other contract authorizing application to occupy the retail location if the applicant is not the owner of the property.
- A copy of the documentation showing compliance with:
  - Zoning from the zoning authority.
  - Compliance with state fire and building codes.
- A certificate of liability insurance covering the license period.
- Complete Tennessee Warning form for each person referenced on the application.
- Complete MN Workers' Comp Law form for business.
- Complete MN Tax Clearance Certificate form for business.

*An application is not considered complete until **ALL** items listed above are received by the City.*

*Complete applications will be reviewed in the order they were received.*

I understand and agree to comply with all requirements of the State of Minnesota. I have supplied all required information with this application and that all information given is true and correct. I understand that the registration is valid for a period of 1 year from the date of issue.

Signature \_\_\_\_\_



Date \_\_\_\_\_

10-3-25

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**For Official Use**

Date and time application received: \_\_\_\_\_, 20\_\_ at \_\_\_\_:\_\_\_\_ am/pm

Application received by: \_\_\_\_\_ Are property taxes current ☐ Yes ☐ No

All required attachments received? ☐ Yes ☐ No

Notes: \_\_\_\_\_

Date application considered complete: \_\_\_\_\_, 20\_\_ at \_\_\_\_:\_\_\_\_ am/pm

City Board Action: \_\_\_\_\_, 20\_\_ ☐ Approved ☐ Denied

Date registration issued: \_\_\_\_\_, 20\_\_

Registration Number: \_\_\_\_\_

## Preliminary SOP Inventory Control, Storage, and Diversion Prevention

Applicant Name

Wild River Cannabis LLC

Applicant Business Name

Wild River Cannabis LLC

***Document attachment area in Accela Citizen Portal:***

After reaching **Step 3: Documents** in the application, select **Add** to upload each required attachment relevant to your application.

### Attestation of understanding:

I attest that I will resubmit standard operating procedures for inventory control, storage, and diversion prevention that comply with final regulations upon their adoption and identification of a physical business premise as a condition to converting to a license.

Check box to confirm attestation: ☒

## **Inventory control, storage, and diversion prevention standard operating procedures:**

Standard operating procedures for inventory control, storage, and diversion prevention that include three (3) topics relevant to the specific license type. Plans may include but are not limited to procedures for managing stock and inventory of cannabis or cannabis products, standard operating procedures for the secure storage of cannabis or cannabis products, standard operating procedures for access control for inventory or a related topic identified by the applicant.

*Character limit: 4,500 for each topic*

### **Topic 1:**

#### **Inventory Control, Storage, & Diversion Prevention SOP – Wild River Cannabis**

Wild River Cannabis is committed to **strict inventory management, secure product storage, and robust diversion prevention measures** in compliance with **Minnesota OCM regulations**. The company will implement **real-time tracking, secure storage, and strict access controls** to ensure **full transparency, prevent loss or theft, and maintain operational integrity**.

#### **(i) Inventory Control & Tracking Procedures**

Wild River Cannabis will utilize a **comprehensive seed-to-sale inventory tracking system integrated with METRC** to manage all cannabis inventory from cultivation to retail sale.

##### **Inventory Control Measures:**

- **Daily Inventory Audits** – The Inventory Manager will conduct **daily inventory counts**, verifying accuracy against the POS and METRC records. Any discrepancies will be **investigated and reported** to management immediately.
- **METRC Compliance** – Every cannabis product will be **assigned a unique identifier** and logged in **METRC upon receipt, cultivation, packaging, and sale** to ensure full traceability.
- **POS & METRC Synchronization** – The retail POS system will be **integrated with METRC**, ensuring sales and stock levels **update in real-time**.
- **Batch & Lot Tracking** – Each cannabis product will be labeled with **lot numbers and batch IDs** to maintain compliance and allow for **rapid recalls** if necessary.
- **Waste & Returns Logging** – Any **damaged, expired, or returned** cannabis products will be **documented, logged in METRC, and properly disposed of** according to Minnesota waste disposal regulations.

##### **Verification & Monitoring:**

- All inventory transactions will be **logged and reviewed by management** for accuracy.
- Employees handling inventory must complete **inventory management training** before working with cannabis products.
- Quarterly **internal audits** will be conducted to verify all records align with state regulations.

## Topic 2:

### (ii) Secure Storage & Access Control Procedures

To protect cannabis inventory from theft, loss, or unauthorized handling, Wild River Cannabis will implement strict storage security measures at both its cultivation and retail locations.

#### Storage Security Measures:

- **Cultivation Facility:**
  - All cannabis plants and harvested materials will be stored in a **secured, climate-controlled grow room and curing area**.
  - Finished flower will be kept in a **locked, monitored storage area** before being packaged and transferred to retail.
  - **Restricted access** will be enforced, allowing only authorized personnel into storage areas.
- **Retail Location:**
  - All cannabis inventory will be stored in a **vaulted, access-controlled storage room**.
  - During business hours, only **approved managers and inventory personnel** will be allowed to access the vault.
  - Any products removed from storage must be **logged and recorded in real time**.

#### Physical Security Features:

- **24/7 Video Surveillance** – All storage areas will be **monitored with high-definition security cameras** with at least **90 days of footage retention**.
- **Alarm-Protected Storage Areas** – The cannabis vaults and storage rooms will be **equipped with motion sensors and monitored alarm systems**.
- **Dual-Lock System** – Entry to the inventory storage rooms will require **dual authentication**, ensuring **no single employee can access the inventory alone**.
- **Limited Employee Access** – Only **authorized employees** with inventory clearance will have access to storage rooms.

#### Verification & Monitoring:

- Inventory logs will be **reviewed daily** to track all movement of products.
- **Regular spot checks** will ensure compliance with security and storage protocols.
- If any **unauthorized access or anomalies** are detected, immediate action will be taken, and incidents will be **reported to OCM as required**.

### Topic 3:

#### (iii) Diversion Prevention & Compliance Measures

Preventing theft, diversion, or unauthorized sales is a core focus of Wild River Cannabis. The company will implement a strict set of policies and controls to prevent any misuse or illegal distribution of cannabis products.

##### Diversion Prevention Strategies:

- **Employee Access Controls** – Employees will be trained in proper handling, tracking, and sales compliance protocols. Any suspicious behavior or inventory discrepancies will be reported and investigated immediately.
- **Real-Time Sales & Inventory Tracking** – The POS system and METRC integration will prevent unauthorized product movement by automatically flagging any inconsistencies.
- **Strict Transaction Limits** – Employees will ensure all purchases comply with Minnesota's legal purchase limits, preventing excessive transactions that could indicate diversion.
- **Customer Education on Responsible Use** – Customers will be educated on legal possession limits, resale restrictions, and proper product use.
- **Regular Employee Training** – All employees will complete annual diversion prevention training, ensuring they understand the importance of compliance and the consequences of illegal activity.

##### Incident Response Plan:

- Any suspected diversion, theft, or unauthorized transactions will be immediately reported to management and documented.
- If a security breach occurs, the company will notify OCM and law enforcement within the required reporting timeframe.
- Inventory discrepancies will trigger an internal investigation, with corrective actions implemented as needed.

##### Regulatory Compliance & Oversight

- Inventory logs, storage records, and sales transactions will be maintained for a minimum of five years, per Minnesota OCM requirements.
- Quarterly internal audits will be conducted to identify and correct any compliance risks.
- Any loss, theft, or diversion incidents will be reported to OCM immediately, following all required protocols.

## Attestation of Labor Peace Agreement

|                                |                         |
|--------------------------------|-------------------------|
| <b>Applicant Name</b>          | Wild River Cannabis LLC |
| <b>Applicant Business Name</b> | Wild River Cannabis LLC |

***Document attachment area in Accela Citizen Portal:***

After reaching **Step 3: Documents** in the application, select **Add** to upload each required attachment relevant to your application.

**Attestation of Labor Peace Agreement:**

Applicants are required to provide documentation demonstrating that the applicant has entered into a labor peace agreement with a bona fide labor organization as a condition of licensure. I certify that I will provide this documentation to OCM as a condition of licensure.

Check box to confirm attestation: ☐

***If applying for a microbusiness license:***

I am applying for a microbusiness license and am exempt from the requirement to enter into a labor peace agreement. I attest that in the future should my microbusiness have 10 or more full time employees (FTEs) that I will be required to enter into a labor peace agreement.

Check box to confirm attestation: ☒

## Cultivation Plan

|                         |                         |
|-------------------------|-------------------------|
| Applicant Name          | Wild River Cannabis LLC |
| Applicant Business Name | Wild River Cannabis LLC |

*(Required for cultivator license type and medical cannabis combination businesses, microbusiness and microbusinesses with a cultivation endorsement)*

**Document attachment area in Accela Citizen Portal:**

After reaching **Step 3: Documents** in the application, select **Add** to upload each required attachment relevant to your application.



## Size and layout of cultivation facility:

Cultivation plan demonstrating the (i) proposed size and layout of the cultivation facility that will be used exclusively for cultivation, and (ii) the total amount of plant canopy in square feet or acreage.

*Character limit: 4,000 for each topic*

### Cultivation facility size and layout:

#### Cultivation Plan for Wild River Cannabis

Wild River Cannabis is a small-batch craft cannabis cultivator, operating a 2,400-square-foot indoor facility at 14777 Saint Croix Trl, North Branch, MN 55056. This facility will be dedicated exclusively to cannabis cultivation, focusing on premium-quality flower production, emphasizing sustainability, efficiency, and full compliance with Minnesota OCM regulations.

#### (i) Facility Size & Layout

The cultivation space is strategically divided into six key areas, ensuring efficient workflow, plant health, and regulatory compliance:

- Propagation & Cloning (200 sq. ft.) – Houses mother plants and clones under low-intensity LED lighting to encourage strong root development and genetic stability.
- Vegetative Growth (600 sq. ft.) – Uses energy-efficient LED lighting, automated irrigation, and precise climate controls to establish strong plant structures before flowering.
- Flowering Room (1,000 sq. ft.) – Designed for high-density canopy cultivation, featuring CO<sub>2</sub> enrichment, climate-optimized HVAC, and humidity-controlled environments for maximized yield and resin production.
- Drying & Curing (300 sq. ft.) – Temperature- and humidity-controlled space to ensure proper terpene and cannabinoid retention during post-harvest processing.
- Storage & Compliance (200 sq. ft.) – A secured, restricted-access area for recordkeeping, inventory management, and compliance tracking.
- Sanitation & Workstations (100 sq. ft.) – A dedicated space for employees to store PPE, sanitize tools, and follow strict cleanliness protocols to maintain biosecurity.

## **Total amount of plant canopy in square feet or acreage:**

### **(ii) Total Plant Canopy**

Wild River Cannabis will maintain 1,800 sq. ft. of active plant canopy, divided as follows:

- Vegetative Growth: 600 sq. ft.
- Flowering: 1,200 sq. ft.

The facility will operate on a perpetual harvest model, ensuring consistent year-round production by staggering growth cycles to maintain a steady supply of flower.

### **Sustainability & Compliance**

- LED Grow Lights: Reduced energy consumption while delivering optimal plant health and potency.
- Automated Irrigation & Water Recycling: Efficient use of well water, preventing waste and overuse.
- HVAC & Air Filtration: Regulates temperature, humidity, and airflow to prevent microbial growth and contamination.
- Integrated Pest Management (IPM): A chemical-free pest control approach, prioritizing biological solutions and environmental monitoring.
- Sustainable Waste Management: All plant waste is rendered unusable and tracked in METRC before being disposed of in accordance with state regulations.

### **Security & Compliance**

- 24/7 Video Surveillance: All cultivation areas will be monitored and recorded with remote-access capabilities.
- Restricted Access: Electronic keycards & biometric entry controls will limit access to authorized personnel only.
- METRC Compliance: Full seed-to-sale tracking for complete regulatory transparency.
- Secure Product Storage: All harvested cannabis will be stored in locked, monitored storage until it is processed, tested, and transferred to the retail facility.

### **Attestation**

Wild River Cannabis attests that it will fully comply with all Minnesota OCM cultivation regulations, ensuring a secure, compliant, and high-quality cannabis operation that adheres to strict sustainability, security, and industry best practices.

## Preliminary Business Plan

|                         |                         |
|-------------------------|-------------------------|
| Applicant Name          | Wild River Cannabis LLC |
| Applicant Business Name | Wild River Cannabis LLC |

***Document attachment area in Accela Citizen Portal:***

After reaching **Step 3: Documents** in the application, select **Add** to upload each required attachment relevant to your application.

## Expected size of the business:

Expected size of the business, including metrics which may include but are not limited to anticipated revenue, sales, number of employees or any other metric identified by the applicant. Applicants should provide three (3) metrics demonstrating projected business size.

*Character limit: 4,000 for each metric*

### Metric 1:

#### Expected Size of the Business – Wild River Cannabis

Wild River Cannabis is structured as a vertically integrated microbusiness, operating a 2,400 sq. ft. cultivation facility and a 1,000 sq. ft. retail dispensary. The company will produce premium-quality cannabis flower in small batches while offering a curated selection of in-house and third-party products at its retail location

#### Metric 1: Cultivation Facility Size & Output

Wild River Cannabis will operate a controlled-environment indoor grow facility, using precise climate controls, high-efficiency lighting, and sustainable cultivation methods to ensure consistent product quality and regulatory compliance.

##### Facility Breakdown & Canopy Capacity

- Total Facility Size: 2,400 sq. ft.
- Active Plant Canopy: 1,800 sq. ft.
- Projected Yield (Annual):
  - Phase 1 (Year 1): 200-250 lbs. of dried flower.
  - Phase 2 (Optimized Efficiency): 300-350 lbs. annually with improved cultivation techniques.

##### Revenue & Wholesale Expansion

- Projected Wholesale Price per Pound: \$1,500 - \$2,000
- Annual Cultivation Revenue (Est.): \$300,000 - \$500,000 (based on wholesale pricing and product demand).
- Retail vs. Wholesale: Initially, 70% of cultivated flower will be sold in-house, with 30% allocated to external dispensaries.

By controlling both cultivation and retail, Wild River Cannabis can maximize profitability, ensure quality control, and establish brand recognition in the Minnesota market.

## **Metric 2:**

### **Metric 2: Retail Market Share & Sales Growth**

Wild River Cannabis's **1,000 sq. ft. dispensary**, located at **6118 Main St, North Branch, MN**, will serve as a **primary sales hub** for its **in-house cannabis products** while also offering **third-party licensed brands**.

#### **Retail Projections & Market Penetration**

- **Projected Monthly Sales: 400-600 transactions per month** (depending on seasonal demand).
- **Projected Market Share: 5-8% of North Branch's cannabis retail market in Year 1.**
- **Estimated Average Transaction Value: \$50-\$75 per customer visit.**
- **Retail Revenue (Year 1): \$240,000 - \$450,000**, growing as customer base expands.

#### **Growth Strategy & Competitive Advantage**

- **Retail Location Visibility:** Positioned in a **high-traffic commercial area**, with easy access for local consumers and tourists.
- **Branding & Customer Loyalty:** Wild River Cannabis will focus on **education-driven sales, community engagement, and customer retention programs.**
- **Product Diversification:** Offering concentrates, tinctures, edibles, and accessories in addition to in-house flower.

Through careful market positioning, product curation, and customer outreach, Wild River Cannabis expects to steadily increase sales volume and revenue.

### **Metric 3:**

#### **Metric 3: Employment & Economic Impact**

Wild River Cannabis will initially operate as a lean, owner-operated business, prioritizing highly skilled staff to ensure regulatory compliance, operational efficiency, and premium customer service.

#### **Initial Hiring Plan (Year 1)**

- Total Initial Employees: 4-6 employees, including ownership.
- Key Roles & Responsibilities:
  - James Rayer (Owner & Cultivation Lead): Manages all cultivation operations, compliance, and facility oversight.
  - Robert Waldron (Retail Manager): Oversees retail store operations, customer service, and regulatory compliance.
  - Retail Budtenders (2-3 employees): Trained to educate customers, verify ID compliance, and handle point-of-sale transactions.
  - Processing & Compliance Assistant (1 position): Ensures accurate inventory tracking, METRC compliance, and batch testing coordination.

#### **Projected Job Growth (Year 2-3)**

- Year 2: Expansion to 6-8 employees to support increased production and sales volume.
- Year 3: 10+ employees, scaling with market demand and operational expansion.

Wild River Cannabis is committed to local hiring, workforce development, and ensuring all employees receive proper training on OCM regulations, customer service, and cannabis product knowledge.

## Anticipated growth:

Anticipated growth of the business including metrics which may include but are not limited to anticipated revenue, sales, number of employees or any other metric identified by the applicant. Applicants should provide three (3) metrics demonstrating projected business size.

*Character Limit: 4,000 for each metric*

### Metric 1:

#### **Metric 1: Expansion of Cultivation Capacity & Product Output**

Wild River Cannabis will begin operations with a **2,400 sq. ft. indoor facility** and **1,800 sq. ft. of active canopy** dedicated to producing **premium cannabis flower**. As the business scales, efficiencies will be **optimized through advanced cultivation techniques and infrastructure improvements**.

#### **Projected Cultivation Growth**

- **Year 1: 200-250 lbs. of dried flower annually**
- **Year 2: 300-350 lbs. of dried flower annually** (+20-30% efficiency increase)
- **Year 3: 400+ lbs. of dried flower annually** (through optimized grow cycles)

#### **Growth Strategies**

- **Maximizing Canopy Efficiency:** Increased plant rotations and refined cultivation methods.
- **Technology Investments:** Advanced **LED lighting, irrigation, and automated climate controls** to improve yield and reduce operational costs.
- **Wholesale Expansion:** **Developing supply agreements** with licensed retailers across Minnesota to ensure consistent product demand.

Through **incremental increases in efficiency**, Wild River Cannabis will **expand its cultivation capacity without requiring additional physical space**, making it a **highly scalable operation**.

## **Metric 2:**

### **Metric 2: Retail Market Expansion & Revenue Growth**

Wild River Cannabis's **1,000 sq. ft. retail location** will serve as the **primary sales hub**, offering both **in-house flower** and **third-party licensed cannabis products**. As the brand gains recognition and customer loyalty, revenue and sales volume are expected to **grow significantly**.

#### **Projected Retail Sales & Revenue Growth**

- **Year 1: 400-600 transactions per month** (~\$240,000-\$450,000 annual revenue)
- **Year 2: 600-900 transactions per month** (~\$400,000-\$600,000 annual revenue)
- **Year 3: 900-1,200 transactions per month** (~\$600,000-\$900,000 annual revenue)

#### **Key Drivers of Growth**

- **Customer Retention & Loyalty:** Developing a **loyal local customer base** through **education, quality assurance, and product consistency**.
- **Product Expansion:** Introducing **new strains, concentrates, and infused products** based on market trends and customer demand.
- **Retail Footprint Optimization:** Potential **storefront expansion or additional sales channels** based on market conditions.

By focusing on **customer experience, premium product offerings, and a strong retail presence**, Wild River Cannabis expects to **steadily increase sales volume and revenue year over year**.



### **Metric 3:**

#### **Metric 3: Job Creation & Workforce Expansion**

Wild River Cannabis is committed to local job creation and workforce development, ensuring that employees receive comprehensive training in compliance, customer service, and cannabis cultivation.

#### **Projected Job Growth**

- Year 1: 4-6 employees, including ownership
- Year 2: 6-8 employees as cultivation and retail sales expand
- Year 3: 10+ employees, adding specialized roles in processing, inventory management, and retail operations

#### **Employment Growth Strategy**

- Cross-Training Employees: Staff will be trained in both cultivation and retail operations to maximize flexibility.
- Investment in Compliance & Customer Education: Employees will receive annual training on Minnesota OCM regulations, ensuring adherence to industry best practices.
- Salaries & Benefits: Competitive wages with potential performance-based incentives to retain top talent.

Wild River Cannabis's employment strategy ensures that as business scales, the workforce grows strategically, maintaining operational efficiency and regulatory compliance.

## Methods of recordkeeping:

Methods of recordkeeping including but not limited to (i) physical record keeping or electronic record keeping.

*Character limit: 4,000*

### (i) Physical & Electronic Recordkeeping

Wild River Cannabis will utilize a hybrid recordkeeping approach, combining secure physical documentation with encrypted cloud-based storage to ensure that all required records are accurately maintained, easily retrievable, and protected against data loss.

#### Electronic Recordkeeping

The company will rely on secure, GAAP-compliant accounting and inventory management software to digitally track all financial, compliance, and operational data. This includes:

- **METRC Seed-to-Sale Tracking:** Ensures real-time monitoring of all cannabis products, from cultivation to retail sale.
- **POS System for Retail Transactions:** The dispensary will use a state-approved, integrated point-of-sale system to maintain sales records, customer verification logs, and compliance reports.
- **Cloud-Based Accounting Software:** Tracks financial records, tax filings, invoices, and payroll, ensuring compliance with state and federal regulations.
- **Surveillance Data Storage:** Security footage will be digitally stored for the legally required timeframe, with secure off-site backups to prevent data loss.
- **Employee & HR Recordkeeping:** Staff training logs, compliance certifications, and employment records will be stored electronically and accessible only by authorized personnel.

#### Physical Recordkeeping

While most records will be digitally maintained, certain documents will be stored physically in a secure, locked cabinet in a restricted-access area. These include:

- **Licenses & Permits:** Copies of all state, local, and regulatory approvals for both the cultivation and retail facilities.
  - **Hard Copies of Financial Statements & Tax Records:** Retained per Minnesota Department of Revenue requirements.
  - **Signed Vendor & Supplier Agreements:** To document all business-to-business transactions.
  - **Product Testing & Compliance Reports:** Batch testing results will be kept both electronically and physically for regulatory audits.
  - **Employee Sign-In Logs:** Maintaining physical sign-in sheets for compliance audits.
- All physical records will be maintained for a minimum of five years, in compliance with Minnesota OCM guidelines.

## Knowledge and experience of key individuals:

The knowledge and experience of the applicant and all officers, directors, managers, and general partners of the business. *This should include all individuals listed on the applicant's Disclosure of Ownership and Control worksheet and capitalization table, including the applicant.*

*Character limit: 4,000*

**James Richard Rayer – Owner & Primary Operator**

**Role:** Owner & Cultivation Director (Responsible for all cultivation operations, facility management, and regulatory compliance)

James Rayer brings hands-on experience in controlled-environment agriculture, with a deep understanding of cannabis cultivation best practices. As a self-employed welder and fabricator, James has developed strong problem-solving skills that translate well to facility management and operational efficiency. He has personally cultivated cannabis within legal limits, allowing him to refine nutrient programs, environmental controls, and integrated pest management (IPM) strategies.

**Expertise & Relevant Experience:**

- **Facility Operations & Buildout:** With experience in welding and fabrication, James has the technical skills to oversee facility construction, maintenance, and equipment installation, reducing operational costs.
- **Small-Scale Cultivation Expertise:** James has spent years refining small-batch growing techniques, including strain selection, propagation, and nutrient optimization to maximize yield and cannabinoid production.
- **Compliance & Recordkeeping:** Familiar with state cannabis regulations, he will ensure strict adherence to METRC tracking, environmental safety, and workplace compliance standards.
- **Quality Assurance & Product Consistency:** His expertise in environmental control and plant health ensures that Wild River Cannabis maintains consistent, high-quality flower production.

**Robert Waldron – Retail Operations Manager**

**Role:** Retail Manager & Compliance Officer (Oversees dispensary operations, compliance, and customer experience)

Robert Waldron is an experienced retail business owner and compliance specialist with a proven track record in regulated industries. As the current owner of E-Cig Guys, a licensed hemp retailer in good standing with the Minnesota OCM, Robert brings valuable experience in inventory management, customer service, and regulatory compliance.

**Expertise & Relevant Experience:**

- **Retail Operations & Customer Experience:** Successfully operates a state-licensed hemp retail business, demonstrating knowledge in product handling, sales tracking, and regulatory adherence.
- **Regulatory Compliance & State Licensing:** Familiar with Minnesota OCM regulations, ensuring all dispensary sales align with state cannabis laws.
- **Point-of-Sale & Inventory Management:** Skilled in tracking product movement, conducting compliance audits, and managing retail sales operations efficiently.
- **Vendor Relations & Product Curation:** Strong experience in sourcing third-party hemp and cannabis products, negotiating vendor agreements, and selecting high-demand products for customers.
- **Customer Education & Community Engagement:** Has built a trusted reputation in the North Branch community through educational events, customer outreach, and compliance-driven sales practices.

**Collective Strengths of the Leadership Team**

Wild River Cannabis is uniquely positioned for success in Minnesota's cannabis industry, thanks to the complementary expertise of its leadership team:

- **Vertically Integrated Business Knowledge:** Experience in both cultivation and retail, allowing for seamless product movement from grow to sale.



## Environmental plan:

Environmental plan that includes at least three (3) examples of plans to address environmental concerns. Plans may include, but are not limited to, water usage, energy consumption, solid waste disposal, or other environmental concerns identified by the applicant.

*Character limit: 4,000 for each example*

### Example 1:

## 1. Water Conservation & Sustainable Irrigation Practices

Water usage is a **critical factor in cannabis cultivation**, and Wild River Cannabis will implement **efficient irrigation systems** to reduce water waste while maintaining optimal plant health. The facility **operates on well water**, requiring **responsible water management** to ensure sustainability.

### Water Conservation Measures:

- **Automated Irrigation Systems:** Drip irrigation will be used to **precisely deliver water** to plant roots, reducing **runoff and evaporation**.
- **Water Recycling & Reclamation:** Excess irrigation water will be collected, **filtered, and reused** when possible, minimizing **wastewater discharge**.
- **Climate-Controlled Water Usage:** Environmental sensors will monitor **humidity levels**, ensuring that plants receive **only the necessary amount of water**.
- **Employee Training on Water Efficiency:** All employees will be trained on **proper water conservation techniques**, ensuring that water is used responsibly throughout the facility.

By using **these advanced water conservation methods**, Wild River Cannabis will **reduce overall water consumption by an estimated 30-40%**, compared to traditional cultivation methods.

### Example 2:

## 2. Energy Efficiency & Renewable Power Integration

Cannabis cultivation is energy-intensive, particularly **indoor grows that require artificial lighting and climate control**. Wild River Cannabis will implement **energy-efficient practices** and explore **renewable energy solutions** to minimize electricity use.

### Energy Conservation Strategies:

- **High-Efficiency LED Grow Lights:** Compared to traditional **high-pressure sodium (HPS) lights**, LEDs use **40-50% less energy**, while producing **less heat**, reducing the need for excessive cooling.
- **Programmable Climate Control Systems:** HVAC and dehumidification systems will be **automated and optimized** to regulate temperature and humidity efficiently.
- **Off-Peak Energy Use:** Equipment will be scheduled to run **during off-peak hours** to reduce strain on the local power grid and lower energy costs.
- **Future Renewable Energy Integration:** The company will explore **solar panel installation** to offset energy consumption, with the goal of **reducing grid reliance within five years**.

By integrating these **energy-efficient measures**, Wild River Cannabis anticipates **cutting energy consumption by 25-30% compared to conventional indoor cultivation facilities**.

**Example 3:**

### **3. Waste Reduction & Sustainable Disposal Practices**

The cultivation and retail operations of Wild River Cannabis will generate **organic plant waste, packaging waste, and general business waste**. The company will implement a **strict waste management protocol** to ensure **compliance with Minnesota OCM regulations** and reduce **landfill contributions**.

#### **Waste Management Plan:**

- **Cannabis Waste Disposal Compliance:**
  - All plant waste will be **rendered unusable** by **grinding and mixing with inert materials** (e.g., sawdust or soil) before disposal.
  - Waste logs will be maintained in **METRC**, tracking the **quantity and method of disposal**.
- **Recyclable & Biodegradable Packaging:**
  - The retail operation will prioritize **compostable or recyclable packaging** for **in-house and third-party products**.
  - Customers will be **encouraged to return used packaging** for proper disposal.
- **Retail Waste Minimization:**
  - Paperless transactions will be prioritized, with **digital receipts and compliance documents** instead of printed materials.
  - Recycling bins will be placed **throughout the retail space** to encourage proper disposal.
- **Community Partnership for Waste Reduction:**
  - Wild River Cannabis will work with **local recycling programs** and **waste management companies** to ensure that all **non-cannabis waste is properly processed**.

These **waste reduction measures** will ensure that Wild River Cannabis remains **environmentally responsible while maintaining strict compliance with Minnesota's cannabis regulations**.

## Preliminary SOP Accounting and Tax Compliance

|                                |                         |
|--------------------------------|-------------------------|
| <b>Applicant Name</b>          | Wild River Cannabis LLC |
| <b>Applicant Business Name</b> | Wild River Cannabis LLC |

***Document attachment area in Accela Citizen Portal:***

After reaching **Step 3: Documents** in the application, select **Add** to upload each required attachment relevant to your application.

### Attestation of understanding:

I attest that I will resubmit standard operating procedures for accounting and tax compliance that comply with final regulations upon their adoption and identification of a physical business premise as a condition to converting to a license.

Check box to confirm attestation: ☒

## GAAP standards compliance:

Standard operating procedures for accounting and tax compliance that includes two (2) topics relevant to the specific license type. Plans may include but are not limited to procedures for staying consistent with GAAP (Generally Acceptable Accounting Principles) standards, the timely filing of taxes or a related topic identified by the applicant.

*Example: Use of GAAP-compliant accounting software, regular audits by certified public accountants.*

*Character limit: 4,000 for each topic*

### Topic 1:

#### Accounting & Tax Compliance – Wild River Cannabis

Wild River Cannabis is committed to full compliance with Generally Accepted Accounting Principles (GAAP) and Minnesota tax regulations. The company will implement transparent financial management, rigorous tax reporting, and internal oversight procedures to ensure regulatory adherence, financial accuracy, and long-term business sustainability.

#### (i) GAAP Compliance & Financial Oversight

Wild River Cannabis will maintain GAAP-compliant accounting records, ensuring accurate financial tracking, reporting, and audit readiness.

##### Accounting Software & Financial Tracking

- The company will use GAAP-compliant accounting software to track revenue, expenses, payroll, and tax obligations.
- All financial transactions will be documented, and reports will be generated monthly to track profitability and compliance.
- A CPA will conduct quarterly reviews to ensure accurate financial reporting and adherence to tax laws.

##### Internal Financial Controls

- Segregation of duties will be maintained to prevent fraud (e.g., different employees will handle cash, deposits, and financial reconciliation).
- Bank reconciliations will be conducted monthly to verify the accuracy of financial records.
- Cash-handling SOPs will be enforced, including daily cash counts, deposit tracking, and security measures for storing cash.

##### Financial Recordkeeping & Audit Compliance

- All financial records will be stored securely (both digitally and physically) for a minimum of five years, as required by state law.
- The company will undergo annual third-party financial audits to maintain transparency and ensure ongoing compliance with GAAP and tax regulations.
- All transactions will be linked to METRC seed-to-sale tracking, ensuring inventory and revenue reconciliation for compliance audits.



## Topic 2:

### (ii) Tax Compliance & Reporting Procedures

Wild River Cannabis will ensure full compliance with Minnesota state tax laws, including sales tax, excise tax, and corporate tax obligations.

#### Timely Tax Filing & Payment Compliance

- **Sales & Excise Taxes:**
  - All cannabis sales will be subject to Minnesota's applicable sales and excise tax rates, which will be collected at the point of sale.
  - Tax payments will be remitted monthly to the Minnesota Department of Revenue (DOR) as required by state law.
- **Corporate & Payroll Taxes:**
  - The business will file corporate tax returns annually and pay estimated quarterly taxes to remain compliant.
  - Payroll taxes will be calculated and submitted bi-weekly through a registered payroll provider to ensure compliance with federal and state employment tax laws.

#### Tax Documentation & Recordkeeping

- All tax filings and payment confirmations will be stored electronically and available for regulatory audits.
- The company will maintain detailed records of sales, purchases, and expenses to accurately report taxable income.
- An independent CPA or tax professional will oversee all filings, ensuring compliance with Section 280E of the IRS tax code, which applies to cannabis businesses.

#### Tax Compliance Audits & Adjustments

- The company will conduct internal audits every six months to identify and correct any tax discrepancies.
- Any errors or adjustments required by the Minnesota DOR will be addressed immediately to avoid penalties or legal issues.

#### Attestation

Wild River Cannabis attests that it will maintain GAAP-compliant accounting records, adhere to all Minnesota tax laws, and implement rigorous financial oversight measures to ensure full regulatory compliance.

## Preliminary Operations Plan – Microbusiness or Mezzobusiness

|                                |                         |
|--------------------------------|-------------------------|
| <b>Applicant Name</b>          | Wild River Cannabis LLC |
| <b>Applicant Business Name</b> | Wild River Cannabis LLC |

***Document attachment area in Accela Citizen Portal:***

After reaching **Step 3: Documents** in the application, select **Add** to upload each required attachment relevant to your application.

### Attestation of understanding:

I attest that I will provide the address and legal property description of the business, proposed layout of the facility, including diagrams of the ventilation and filtration systems, and plans for code compliance to the Office of Cannabis Management (OCM) as a condition of licensure.

Check box to confirm attestation: ☒

### Attestation of compliance:

I attest that I will comply with all applicable operational requirements for the license being sought as a condition of licensure.

Check box to confirm attestation: ☒

## General description of location(s):

Provide a general description of the proposed location or locations that the applicant plans to operate, including but not limited to (i) **the planned square feet of space for planned authorized activities.**

*Character limit: 4,000*

### Cultivation Facility – 2400 Main St., North Branch, MN 55056

Wild River Cannabis's 2,400-square-foot indoor cultivation facility is located at 2400 Main St., North Branch, MN. This site is dedicated exclusively to cultivation, focusing on premium craft cannabis flower production in a controlled indoor environment.

#### Facility Breakdown & Planned Authorized Activities:

- Total Facility Size: 2,400 sq. ft.
- Active Plant Canopy: 1,800 sq. ft.
- Key Areas & Functions:
  - Propagation & Cloning Room (200 sq. ft.) – Houses mother plants and clones under low-intensity LED lighting.
  - Vegetative Growth Room (600 sq. ft.) – Maintains plant development before the flowering stage.
  - Flowering Room (1,000 sq. ft.) – Equipped with high-intensity LED lighting, CO<sub>2</sub> enrichment, and climate-controlled HVAC systems for optimal flowering conditions.
  - Drying & Curing Area (300 sq. ft.) – Maintains proper temperature and humidity controls for post-harvest cannabis processing.
  - Storage & Compliance Room (200 sq. ft.) – Secure area for inventory tracking, compliance records, and product storage before transportation to retail.
  - Employee Sanitation & Workstation (100 sq. ft.) – Dedicated space for hygiene protocols, PPE storage, and staff training.

The facility will operate using well water and a septic tank, ensuring that all wastewater management practices align with Minnesota's environmental regulations. The location is secured with 24/7 video surveillance, restricted access controls, and METRC seed-to-sale tracking, ensuring full compliance with state and local laws.

### Retail Dispensary – 6118 Main St, North Branch, MN 55056

The 1,000-square-foot retail dispensary is located at 6118 Main St, North Branch, MN, in a high-traffic commercial area. The retail storefront is strategically positioned to serve local consumers and visitors, providing access to in-house cannabis products as well as carefully selected third-party brands.

#### Retail Facility Layout & Operations:

- Total Facility Size: 1,000 sq. ft.
- Key Areas & Functions:
  - Sales Floor (600 sq. ft.) – Designed for customer engagement, product displays, and education.
  - Product Storage & Inventory Room (200 sq. ft.) – Restricted-access area for secure inventory management.
  - Check-In & Security Area (100 sq. ft.) – Customers will be verified upon entry, ensuring compliance with age verification laws.
  - Office & Compliance Room (100 sq. ft.) – Houses administrative functions, recordkeeping, and staff workstations.

#### Retail Operations & Compliance Features:

- Age Verification & Secure Transactions: Customers must provide a valid government-issued ID before making a purchase.

## **Controlling person(s) or managerial employees:**

Identification of one or more controlling persons or managerial employees as agents who shall be responsible for dealing with the office on all matters.

*Character limit: 4,000*

Wild River Cannabis designates **James Richard Rayer** as the **primary controlling person and official representative** responsible for **handling all regulatory matters, compliance filings, and communications with the Minnesota Office of Cannabis Management (OCM).**

### **Primary Controlling Person & Regulatory Liaison**

#### **James Richard Rayer – Owner & Primary Operator**

- **Role:** Sole applicant and primary point of contact for all **compliance, regulatory, and operational matters.**
- **Responsibilities:**
  - **Submitting and maintaining all required licensing documentation with the OCM.**
  - **Ensuring compliance with state regulations for both cultivation and retail operations.**
  - **Overseeing METRC tracking and seed-to-sale compliance.**
  - **Handling all required tax reporting, security audits, and business inspections.**
  - **Serving as the liaison between Wild River Cannabis and state or local regulatory agencies.**

James has **extensive experience managing agricultural operations, regulatory compliance, and facility oversight, making him well-equipped to handle OCM-related responsibilities.**

## Compliance plans:

Plans for compliance with applicable (i) building codes and (ii) federal and state environmental requirements and (iii) federal and state workplace safety requirements and policies.

*Character limit: 4,000 for each topic*

### Building codes:

#### (i) Compliance with Minnesota State & Local Building Codes

Wild River Cannabis will comply with all applicable building codes outlined by the Minnesota State Building Code (MSBC) and local zoning ordinances for North Branch, MN. The company will work closely with licensed contractors, architects, and local building authorities to ensure that all construction, facility modifications, and operational structures meet or exceed safety requirements.

#### Key Building Code Compliance Measures:

- Structural Safety (MSBC Chapter 1305 – Minnesota Building Code):
    - All cultivation rooms, storage areas, and processing spaces will be constructed using fire-rated materials and proper ventilation.
    - The retail dispensary will comply with commercial occupancy requirements for customer-facing businesses.
  - Electrical & Fire Safety (MSBC Chapter 1315 – Electrical Code & Chapter 1306 – Fire Code):
    - All wiring and electrical installations for cultivation lighting, climate control systems, and security equipment will be installed by a licensed electrician and inspected per NFPA 70 National Electrical Code (NEC).
    - The facility's HVAC and dehumidification systems will be designed to prevent overheating, fire hazards, and electrical malfunctions.
  - Plumbing & Sanitation (MSBC Chapter 4714 – Minnesota Plumbing Code):
    - The septic system at the cultivation facility will be properly inspected, maintained, and compliant with MPCA wastewater disposal guidelines.
    - The retail dispensary will have compliant restrooms and sanitation systems for employees and customers.
  - Zoning & Land Use Compliance (City of North Branch Zoning Code):
    - Both locations meet zoning requirements for commercial cannabis operations.
    - Proper setback distances, security fencing, and restricted access zones will be maintained to comply with state and local regulations.
- All construction or modifications will be permitted and inspected by the City of North Branch Building & Zoning Department before operations begin.

## **Federal and state environmental requirements:**

### **(ii) Compliance with Federal & State Environmental Requirements**

Wild River Cannabis is committed to environmentally responsible cultivation and retail practices. The company will ensure compliance with:

- Minnesota Pollution Control Agency (MPCA) Environmental Regulations
- U.S. Environmental Protection Agency (EPA) Standards
- Minnesota Board of Water and Soil Resources (BWSR) Guidelines

#### **Environmental Compliance Measures:**

- Water Usage & Conservation (MPCA & BWSR Standards):
  - The cultivation facility relies on well water, with an automated irrigation system to reduce excess water use.
  - A closed-loop water recycling system will be implemented to minimize wastewater discharge.
- Waste Disposal & Pollution Prevention (MPCA Waste Regulations):
  - All cannabis waste will be rendered unusable before disposal by mixing it with organic or inert materials.
  - Third-party licensed waste management services will be contracted to ensure proper disposal of all non-cannabis waste.
- Air Quality & Emissions Control (EPA Clean Air Act Compliance):
  - The facility will use carbon filtration systems to prevent odor emissions from cultivation activities.
  - HVAC systems with HEPA filtration will maintain air quality within the facility and prevent airborne contaminants.

By integrating these environmental measures, Wild River Cannabis will reduce its ecological footprint and maintain compliance with both state and federal environmental regulations.

**Federal and state workplace safety requirements and policies:**

### **(iii) Compliance with Federal & State Workplace Safety Requirements**

Wild River Cannabis will fully comply with the **Occupational Safety and Health Administration (OSHA) standards** and the **Minnesota Occupational Safety & Health Administration (MNOSHA) regulations**. The company will implement **workplace safety programs, employee training, and hazard prevention protocols** to protect all employees and visitors at both the cultivation and retail facilities.

#### **Workplace Safety Compliance Measures:**

- **Employee Training & Hazard Communication (OSHA 1910.1200 & MNOSHA Standards):**
  - All employees will receive **training on handling hazardous materials, proper use of PPE, and emergency response protocols**.
  - **Safety Data Sheets (SDS) for all chemicals used in cultivation and retail operations** will be maintained and accessible to employees.
- **Ventilation & Air Quality (OSHA 1910.94 & MNOSHA Airborne Contaminants Standards):**
  - **Proper ventilation systems** will be installed to prevent **exposure to airborne contaminants** from fertilizers, pesticides, and cannabis particulates.
  - The **retail dispensary will maintain air circulation systems** to ensure **safe indoor air quality**.
- **Personal Protective Equipment (PPE) & Worker Safety (OSHA 1910.132):**
  - Employees handling cannabis plants, fertilizers, or extraction materials will be **required to wear gloves, eye protection, and respirators as necessary**.
  - **Proper ergonomic workstations** will be provided for trimming, packaging, and customer service to prevent **repetitive strain injuries**.
- **Fire & Emergency Preparedness (OSHA 1910.38 & Minnesota Fire Code):**
  - **Emergency evacuation plans** will be established and **employees will be trained in fire safety procedures**.
  - The facility will have **fire suppression systems, emergency exits, and first aid kits** available at all times.

All employees will receive **annual workplace safety training**, ensuring **continuous compliance with OSHA and MNOSHA standards**.

## Sales to unlicensed businesses:

Plans to (i) avoid sales to unlicensed cannabis businesses.

*Character limit: 4,000*

### (i) License Verification & Due Diligence

Before engaging in any business-to-business (B2B) transactions, Wild River Cannabis will verify the licensure status of every potential wholesale customer or vendor.

#### Verification Process for Licensed Buyers & Vendors

- License Authentication Through the OCM Database:
  - Wild River Cannabis will only conduct sales with dispensaries, manufacturers, and distributors that hold valid Minnesota cannabis licenses.
  - Every potential B2B customer or vendor will be checked against the OCM's official list of active license holders before any transactions take place.
- Annual & Ongoing License Validation:
  - License credentials will be re-verified annually to ensure that all business partners remain in good standing.
  - Any suspended, revoked, or expired licenses will immediately disqualify a business from making purchases.
- Transaction Authorization & Documentation:
  - Before processing a sale, Wild River Cannabis will require written confirmation of licensure from the purchasing entity, including:
    - State-Issued License Number
    - Business Name & Address Matching the OCM Registry
    - Authorized Purchasing Agent's Information
  - Any discrepancies in license records, documentation, or regulatory standing will result in immediate suspension of transactions.

### (ii) METRC & Inventory Tracking Compliance

Wild River Cannabis will use METRC seed-to-sale tracking to ensure all product movement is accounted for and cannot be diverted to unlicensed businesses.

#### Preventing Unauthorized Sales Through METRC

- Every cannabis product will be tagged with a unique METRC identifier, allowing OCM regulators to track movement from cultivation to retail.
  - All B2B transactions will be logged in METRC, ensuring real-time inventory control and compliance with OCM sales reporting requirements.
  - If an entity attempting to purchase cannabis is not registered in METRC as an authorized buyer, the sale will not proceed.
  - Regular internal audits will be conducted to compare physical inventory with digital METRC records, ensuring all products remain within the legal supply chain.
- By integrating METRC into all cultivation and retail transactions, Wild River Cannabis will eliminate the risk of untracked, unauthorized sales.

### (iii) Employee Training & Internal Compliance Protocols

All employees handling sales, inventory management, and compliance will receive mandatory training on Minnesota's cannabis regulations to ensure strict adherence to OCM laws and prevent illegal sales.

#### Training Program Includes:

- Identifying Authorized Buyers: Employees will be trained to verify B2B customers' licenses before processing transactions





## Sales to underage individuals:

Plans to (i) avoid sales to individuals under 21 years of age.

*Character limit: 4,000*

### (i) No Direct Sales to Consumers from Cultivation Facility

Wild River Cannabis's cultivation facility does not sell cannabis products directly to consumers. All products are wholesale-only, distributed exclusively to licensed retailers who must comply with OCM regulations regarding age verification.

- B2B Sales Compliance
  - Every wholesale transaction will be tracked in METRC, ensuring that all cannabis products are transferred only to licensed dispensaries.
  - All buyer licenses will be verified before any product leaves the cultivation facility, ensuring that all customers are state-approved businesses with retail cannabis sales authorization.

This business-to-business model eliminates any risk of underage individuals accessing products directly from Wild River Cannabis's cultivation site.

### (ii) Strict Age Verification at Retail Location

The retail dispensary at 6118 Main St, North Branch, MN will implement strict identity verification procedures to ensure that no individual under 21 years of age can purchase cannabis products.

Age Verification Process:

- Check-In & Security Screening
  - All customers must present a valid, government-issued ID upon entering the dispensary.
  - The ID will be scanned using an electronic verification system to confirm authenticity and check against state-issued databases for validity.
- Point-of-Sale Verification
  - Customers will be required to present identification a second time at checkout to confirm their age before finalizing any purchase.
  - The POS system will be integrated with age-restriction software, preventing employees from completing sales if an ID is flagged as invalid or if the customer is underage.
- Accepted Forms of Identification:
  - A valid driver's license or state-issued ID card.
  - A passport or military ID with a verifiable date of birth.
  - Any ID that does not scan correctly or appears altered will result in automatic denial of entry and purchase.

If any individual fails to produce valid identification, they will be denied service and asked to leave the premises immediately.

### (iii) Employee Training & Compliance Measures

All retail employees will undergo mandatory training on age verification protocols, ID fraud detection, and regulatory compliance to ensure strict enforcement of underage sales prevention.

Training Topics Include:

- Recognizing Fake & Altered IDs
  - Employees will be trained to identify counterfeit or tampered IDs and use electronic verification tools to prevent fraud.
- Handling Underage Attempted Purchases
  - Employees will be required to immediately refuse sales to individuals who appear to be underage or fail to present valid identification

**Endorsement type(s) (microbusiness/mezzobusiness):**

Identify at least one endorsement type you plan to receive if you are applying for a microbusiness or two endorsements if you are applying as a mezzobusiness.

Cultivation endorsement ☒

Extraction and concentration endorsement ☐

Production of customer products endorsement ☐

Retail operations endorsement ☒

*If seeking a cultivation and/or extraction and concentration endorsement, see next page:*

## **Wastewater and waste disposal plans:**

Plans for (i) wastewater and (ii) waste disposal for any cultivation or manufacturing activities.

*Character limit: 4,000 for each topic*

### **Wastewater disposal:**

#### **(i) Wastewater Management Plan**

The cultivation facility at **22000 1st Avenue North**, North Branch, MN, operates on a **well water supply and septic system**, requiring strict **water conservation, filtration, and disposal measures** to prevent **contamination and environmental impact**.

#### **Septic System Compliance & Water Treatment**

- **The facility's wastewater will be managed through a properly maintained septic system in accordance with Minnesota Department of Health (MDH) and MPCA standards.**
- **Regular septic system inspections and pumping will be conducted to ensure proper function and prevent groundwater contamination.**
- **Pre-treatment filtration systems will be installed to remove organic matter, nutrients, and potential contaminants before wastewater enters the septic system.**

#### **Water Use & Conservation Measures**

- **Automated irrigation systems will be used to minimize water waste and regulate water distribution efficiently.**
- **Closed-loop watering systems will be implemented where possible to recapture and reuse water for plant hydration.**
- **Low-flow fixtures will be installed in all facility sinks and employee sanitation areas to reduce overall water consumption.**

#### **Prevention of Water Contamination**

- **No hazardous chemicals, fertilizers, or nutrient solutions will be discharged into wastewater systems.**
- **A designated wastewater containment area will be used to collect, treat, and safely dispose of nutrient runoff in compliance with MPCA water quality regulations.**
- **All employees handling wastewater will receive training on proper disposal procedures to ensure full regulatory compliance.**

## **Waste disposal:**

### **(ii) Waste Disposal Plan**

Wild River Cannabis will adhere to MPCA waste management protocols for the proper disposal of plant waste, packaging materials, and general business waste. The company will follow a three-tier waste management strategy: reduction, repurposing, and responsible disposal.

#### **Cannabis Plant Waste Disposal**

- All cannabis waste will be rendered unusable before disposal by mixing it with inert materials such as sawdust, soil, or other organic waste at a 1:1 ratio, per Minnesota OCM regulations.
- All plant waste will be tracked in METRC and documented for compliance.
- Secure waste storage containers will be used to prevent unauthorized access and diversion of cannabis waste.

#### **Non-Cannabis Waste Disposal**

- Biodegradable materials will be prioritized for packaging to reduce plastic waste at the retail store.
- Cardboard and paper products will be recycled through municipal recycling programs.
- Electronic waste (e-waste), such as old security equipment or computers, will be donated or recycled through certified e-waste programs.

#### **Hazardous & Chemical Waste Disposal**

- Any pesticides, fertilizers, or cleaning agents used at the cultivation site will be stored, used, and disposed of in compliance with MPCA hazardous waste regulations.
- A licensed third-party hazardous waste disposal service will be contracted if required.

#### **Employee Training & Compliance Audits**

- All staff will receive waste disposal training to ensure compliance with OCM and MPCA regulations.
- Routine waste audits will be conducted to identify areas for waste reduction and efficiency improvements.
- Waste handling procedures will be reviewed quarterly and adjusted as needed to remain aligned with state regulations.

## Electricity and water use plans:

Plans for providing (i) electricity, (ii) water, and (iii) other utilities necessary for the normal operation of any cultivation or manufacturing activities.

*Character limit: 4,000 for each topic*

### Electricity:

#### (i) Electricity Use & Power Supply Plan

The cultivation facility will rely on grid electricity supplied by East Central Energy (ECE), a local electric cooperative serving Chisago County, MN. To ensure stable and uninterrupted power supply, the facility will implement energy-efficient equipment, backup power solutions, and demand reduction strategies.

#### Power Supply & Load Capacity

- **Estimated Energy Demand:**
  - The 2,400 sq. ft. cultivation facility is expected to consume **18,000 - 22,000 kWh per month**, primarily for **LED grow lights, HVAC systems, dehumidifiers, and environmental controls**.
- **Electrical Infrastructure Upgrades:**
  - Wild River Cannabis will work with a **licensed electrical contractor** to ensure the facility meets **Minnesota State Electrical Code (MSBC Chapter 1315)** standards.
  - A **dedicated electrical subpanel** will be installed to **distribute power efficiently** between cultivation zones.
- **Backup Power Supply:**
  - To **prevent crop loss during outages**, the facility will install a **natural gas or propane-powered generator** capable of providing at least **40 kW of backup power**.
  - **Uninterruptible Power Supply (UPS)** systems will be used for critical equipment such as **environmental controls, METRC tracking systems, and security monitoring**.

#### Energy Efficiency Measures

To reduce operating costs and environmental impact, Wild River Cannabis will implement:

- **LED Lighting Systems:** High-efficiency LED grow lights will be used instead of traditional HPS lights, reducing energy use by up to **40 %**.
- **Automated Climate Control:** Smart thermostats and **variable-speed HVAC units** will optimize **temperature and humidity** while lowering energy consumption.
- **Off-Peak Energy Usage:** Whenever possible, non-essential electrical loads will be scheduled during off-peak hours to **reduce demand charges from the utility provider**.
- **Solar Energy Feasibility Study:** The company will explore the installation of **solar panels on-site** to offset a portion of its **electricity usage over time**.

## **Water:**

### **(ii) Water Use & Supply Plan**

The cultivation facility relies on a private well for its water supply. Water use will be strictly regulated to ensure efficient distribution, minimal waste, and full compliance with MPCA groundwater protection guidelines.

#### **Projected Water Demand**

- **Daily Consumption Estimate:**
  - Water use for irrigation, humidification, and cleaning is estimated at 300-400 gallons per day, or 9,000-12,000 gallons per month.
- **Water Source & Filtration:**
  - The on-site well will be tested and treated for pH balance, dissolved minerals, and microbial contaminants.
  - A reverse osmosis (RO) filtration system will be installed to ensure water purity and prevent buildup of contaminants in the irrigation system.

#### **Water Conservation & Recycling Initiatives**

- **Automated Drip Irrigation:**
  - A low-pressure drip irrigation system will be installed to reduce water waste and ensure precise moisture delivery to plant roots.
  - Automated moisture sensors will be used to adjust irrigation schedules based on real-time plant needs.
- **Water Reclamation System:**
  - Runoff water from irrigation will be captured, filtered, and reused to minimize total water consumption.
  - Condensation from dehumidifiers and HVAC units will be collected and treated for reuse, reducing overall reliance on well water.

#### **Wastewater Compliance & Disposal**

- All water discharged from the facility will comply with Minnesota Pollution Control Agency (MPCA) regulations.
- Excess water and nutrient runoff will be filtered and neutralized before entering the septic system.
- Regular water quality testing will be conducted to ensure compliance with Minnesota Well Code (MR Chapter 4725).

## **Other utilities:**

### **(iii) Other Utilities & Facility Infrastructure**

Wild River Cannabis will **secure all necessary utility services** to support normal cultivation operations, ensuring **safety, efficiency, and compliance with local and state regulations.**

#### **Septic System for Wastewater Treatment**

- The cultivation facility operates on a **private septic system**, which will be **regularly maintained and pumped** per MPCA wastewater guidelines.
- **No hazardous materials, fertilizers, or chemical runoff will be introduced** into the septic system.

#### **Heating & Cooling Systems**

- The facility will use a **high-efficiency HVAC system** to maintain a **stable temperature (70-80°F) and humidity (45-55%).**
- **CO<sub>2</sub> enrichment systems** will be installed to **enhance plant growth** while ensuring safe air circulation for workers.

#### **Broadband & Communication Services**

- Reliable **high-speed internet service** will be installed to support **METRC inventory tracking, security monitoring, and operational software.**
- The facility will have **dedicated VoIP phone lines and secured communication channels** for internal and external business operations.

## Extraction and concentration methods

Information identifying all methods (i) of extraction, concentration, or conversion that the applicant intends to use and (ii) the volatile chemicals and catalysts, if any, that will be involved in extraction, concentration, or creation.

*Character limit: 4,000 for each topic*

### Extraction, concentration, or conversion methods:

N/A



**Volatile chemicals and catalysts:**

N/A

## Preliminary Security Plan

Applicant Name

Wild River Cannabis LLC

Applicant Business Name

Wild River Cannabis LLC

***Document attachment area in Accela Citizen Portal:***

After reaching **Step 3: Documents** in the application, select **Add** to upload each required attachment relevant to your application.

### Attestation of understanding:

I attest that I will resubmit security plans that comply with final regulations upon their adoption and identification of a physical business premise as a condition to converting to a license.

Check box to confirm attestation: ☒

## Security monitoring:

Plans for (i) security monitoring.

*Character limit: 4,000*

### Security Monitoring Plan – Wild River Cannabis

Wild River Cannabis is committed to **comprehensive security monitoring** at both its **cultivation and retail locations**, ensuring **full compliance with Minnesota OCM regulations**. The security plan will **prevent theft, unauthorized access, and product diversion** through **24/7 surveillance, real-time monitoring, and rapid emergency response**.

#### (i) 24/7 Video Surveillance

- High-resolution **1080p security cameras** will cover **all entry points, cultivation rooms, storage areas, and retail transactions**.
- **Live monitoring** will be accessible remotely by **security personnel and management**.
- Footage will be **stored for 90 days**, as required by the **Minnesota OCM**.

#### (ii) Alarm & Intrusion Detection

- A **monitored alarm system** will cover **doors, windows, storage rooms, and checkout areas**.
- **Panic buttons** at sales counters and offices will allow employees to **trigger silent alarms in case of an emergency**.
- Alerts will be **automatically sent to security teams and law enforcement**.

#### (iii) Access Control & Perimeter Security

- **Electronic keycard access** will restrict entry to **cultivation and storage areas**, logging all employee movements.
- **Motion-activated exterior lighting and security cameras** will deter trespassing.
- **Retail entry will be monitored** with age verification and **visitor sign-ins for non-customers**.

#### (iv) Cybersecurity & Digital Protection

- **Encrypted cloud storage** will protect all security footage and business records.
- **Unique login credentials** will be required for security system access.
- **Regular cybersecurity audits** will identify vulnerabilities.

#### (v) Security Incident Reporting

- **All security breaches** will be documented and reported to **management and the OCM within 24 hours**.
- **Theft or unauthorized access** will be **immediately reported** to law enforcement.
- Internal security audits will ensure **continued compliance and risk mitigation**.

### Attestation

Wild River Cannabis attests that it will implement comprehensive security monitoring to ensure compliance, safety, and theft prevention in accordance with Minnesota OCM regulations.

## Security equipment:

Plans for (i) the use of security equipment.

*Character limit: 4,000*

### Security Equipment Plan – Wild River Cannabis

Wild River Cannabis will implement state-of-the-art security equipment at both its cultivation and retail locations, ensuring full compliance with Minnesota OCM regulations. The security infrastructure will include video surveillance, alarm systems, access control measures, and intrusion detection to protect personnel, cannabis inventory, and cash handling areas.

#### (i) Video Surveillance System

- 1080p high-resolution security cameras will cover all entry/exit points, cultivation areas, product storage, cash-handling locations, and retail transaction zones.
- Cameras will be motion-activated and continuously recording, with infrared night vision for low-light monitoring.
- All video footage will be stored for a minimum of 90 days, as required by the Minnesota OCM.

#### (ii) Alarm System & Intrusion Detection

- A monitored alarm system will protect against unauthorized access, forced entry, and tampering.
- Door and window sensors will trigger alarms if unauthorized access is detected.
- Silent panic alarms will be installed at retail registers and secure employee areas for emergency activation.

#### (iii) Access Control & Keycard System

- Electronic keycard access will restrict entry to cultivation rooms, storage areas, and cash-handling spaces.
- Access logs will be maintained to track employee movement and prevent unauthorized entry.
- Biometric authentication or PIN-based systems may be implemented for additional security.

#### (iv) Perimeter Security Measures

- Exterior motion-activated lighting will deter unauthorized activity after hours.
- Perimeter fencing and gated entry will restrict access to the cultivation site.
- Retail storefront security will include reinforced doors, windows, and visible deterrents.

#### (v) Cybersecurity Protection

- Encrypted cloud storage will protect surveillance footage and security data.
- Firewall protection and secure networks will prevent hacking or unauthorized access to security systems.
- Unique login credentials with multi-factor authentication will be required for system access.

#### (vi) Security Equipment Maintenance & Testing

- Quarterly inspections will ensure all security systems function properly.
- Backup power sources will maintain security operations during outages.
- Equipment failures will be immediately reported, documented, and repaired.

## Preliminary SOP Quality Assurance

|                         |                         |
|-------------------------|-------------------------|
| Applicant Name          | Wild River Cannabis LLC |
| Applicant Business Name | Wild River Cannabis LLC |

***Document attachment area in Accela Citizen Portal:***

After reaching **Step 3: Documents** in the application, select **Add** to upload each required attachment relevant to your application.

### Attestation of understanding

I attest that I will resubmit standard operating procedures for quality assurance that comply with final regulations upon their adoption and identification of a physical business premise as a condition to converting to a license.

Check box to confirm attestation: ☒

## Quality assurance standard operating procedures:

Standard operating procedures for quality assurance that include three (3) topics relevant to the specific license type. Plans may include, but are not limited to, procedures for the safe handling of cannabis or cannabis products, procedures for identifying errors or problems with handling of cannabis or cannabis products, procedures for taking corrective action for remedying errors with the handling of cannabis or cannabis products, or a related topic identified by the applicant.

*Character limit: 4,000 for each topic*

### Topic 1:

#### Quality Assurance Standard Operating Procedures – Wild River Cannabis

Wild River Cannabis is committed to maintaining the **highest standards of product quality, safety, and regulatory compliance** at both its **cultivation and retail operations**. To ensure consistency, all cannabis products will undergo **strict quality control measures, error identification protocols, and corrective action procedures** before distribution.

#### (i) Safe Handling & Product Integrity

Wild River Cannabis will implement **rigorous handling protocols** to prevent **contamination, degradation, or damage to cannabis products** during cultivation, processing, and retail operations.

##### Cultivation Handling Procedures

- Employees will follow **strict sanitation protocols**, including **handwashing, wearing gloves, and using sterilized tools** before handling plants.
- **Harvested flower will be transported in sanitized, sealed containers** to prevent contamination.
- **Humidity and temperature-controlled storage** will maintain product integrity.

##### Retail Handling Procedures

- Cannabis products will be stored in **secured, climate-controlled environments** to prevent degradation.
- Employees will use **non-contact handling methods (tongs or gloves)** when dealing with open product displays.
- **Expired or damaged products will be removed immediately**, and disposal will be documented for compliance.

##### Product Labeling & Packaging Compliance

- All products will be labeled per **Minnesota OCM packaging requirements**, including:
  - **Batch numbers & expiration dates**
  - **Cannabinoid potency levels**
  - **Health and safety warnings**
- **Tamper-evident and child-resistant packaging** will be used for all retail products.

## Topic 2:

### **(ii) Identifying Errors & Quality Control Inspections**

Wild River Cannabis will **perform routine quality control checks to identify and document any product inconsistencies, errors, or defects** before sale or distribution.

#### **Cultivation Quality Inspections**

- **Daily plant health monitoring** will identify signs of mold, pests, or nutrient deficiencies.
- **Lab testing results will be reviewed for compliance** before any product is processed for retail sale.

#### **Retail Quality Control**

- **Incoming shipments will be checked against purchase orders** to verify accuracy.
- Employees will inspect for **broken packaging, incorrect labeling, or tampered products** before stocking shelves.
- A **designated Quality Assurance Manager** will review all **sales floor and storage inventory weekly** for compliance.

#### **Testing & Compliance Review**

- **All cannabis products must pass third-party lab testing** for potency, contaminants, and pesticides before retail sale.
- Any product **failing to meet quality standards will be quarantined and investigated** before corrective action is taken.

### Topic 3:

#### (iii) Corrective Action & Incident Resolution

When errors or product defects are identified, Wild River Cannabis will take immediate corrective action to prevent future issues.

##### Incident Reporting & Documentation

- Employees must report any suspected product contamination, labeling errors, or quality issues to management immediately.
- All incidents will be logged, including the nature of the issue, corrective action taken, and resolution date.

##### Product Recall & Removal Procedures

- If a product recall is required, Wild River Cannabis will:
  - Notify the OCM immediately and document affected batches.
  - Contact all distributors and customers with recall instructions.
  - Remove all affected products from inventory and ensure proper disposal.

##### Employee Training & Preventative Measures

- All employees will receive annual training on quality assurance procedures to ensure they can identify and respond to quality concerns.
- Any identified issue will be reviewed to determine if policy adjustments or additional training are required.



## Disclosure of Ownership and Control

Applicant Name

Applicant Business Name Wild River Cannabis LLC

***Document attachment area in Accela Citizen Portal:***

After reaching **Step 3: Documents** in the application, select **Add** to upload each required attachment relevant to your application.

### **Name(s) of owner/officer/director/manager/general partner:**

List the full legal name of **each** owner, officer, director, manager, or general partner of the business.

*Example: John Jack Doe, owner*

James Richard Rayer, Owner

## Ownership interest in cannabis businesses:

A statement from the applicant and, if the applicant is a business, from **every** officer, director, manager, and general partner of the business, indicating whether that person has previously held, or currently holds, an ownership interest in a cannabis business in Minnesota, any other state or territory of the United States, or any other country. If none, put N/A. *This should include all individuals listed on the previous page (Criterion 1) and listed on the applicant's capitalization table, including the applicant.*

*Example: Owner: John Doe, 25% owner of Green Leaf Dispensary - California, United States*

*Character limit: 4,000*

## Funding sources:

Provide an explanation detailing the funding sources used to finance the business.

*Example: Personal savings of \$50,000, bank loan of \$100,000 from XYZ Bank.*

*Character limit: 4,000*

## List of operating and investment accounts:

Provide a list of operating and investment accounts for the business, including any applicable financial institution and account number. If none, put N/A.

*Example: Operating account at ABC Bank, account number 12345678.*

*Character limit: 4,000*

N/A

## Any violations of license agreements or laws:

Disclose any violation of a license agreement or a federal, state, or local law or regulation committed by the applicant or any true party of interest in the applicant's business that is relevant to business and working conditions. If none, put N/A.

*Example: John Doe, delinquent on annual XYZ license fees in 2019, resolved with a \$5,000 fine and payment of fees.*

*Character limit: 4,000*

N/A

## List of each outstanding loan and financial obligation:

List each outstanding loan and financial obligation obtained for use in the business, including the loan amount, loan terms, and name and address of the creditor. If none, put N/A.

*Example: \$50,000 loan from XYZ Bank, five-year term at 4% interest, 123 Main St, City, State, ZIP.*

*Character limit: 4,000*

N/A

## Officer or managing agent signatures:

If the applicant is a corporation, provide the signature of at least two officers or managing agents of that entity.

Note: only entities that are either incorporated under Minnesota Statutes, Chapter 302A, or are a corporation incorporated in another state and registered with the Minnesota secretary of state under Minnesota Statutes, Chapter 303, are required to provide two signatures.

Example: Signature of CEO John Doe, Signature of CFO Jane Smith

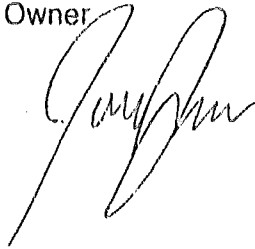
James Richard Rayer

Name:

Owner

Position:

Signature:



Name:

Position:

Signature:

## Preliminary Training and Educational Plan for Employees

|                         |                         |
|-------------------------|-------------------------|
| Applicant Name          | Wild River Cannabis LLC |
| Applicant Business Name | Wild River Cannabis LLC |

***Document attachment area in Accela Citizen Portal:***

After reaching **Step 3: Documents** in the application, select **Add** to upload each required attachment relevant to your application.



## Training and education plans:

A plan to provide training and education to all employees upon the start of their employment and on an annual basis that includes three (3) topics relevant to the specific license type. Plans may include, but are not limited to workplace safety, workplace hygiene, respectful workplace practices, or a related topic identified by the applicant.

*Character limit: 4,000 for each topic*

### Topic 1:

#### (i) Workplace Safety Training

Wild River Cannabis will implement a robust workplace safety training program to ensure a safe working environment for all employees in compliance with OSHA and Minnesota state regulations.

##### Safety Training Objectives

- Employees will learn hazard identification and risk mitigation strategies for both cultivation and retail environments.
- Emergency response protocols will be covered, including fire safety, first aid, and evacuation procedures.

##### Cultivation Facility Safety Procedures

- Employees will be trained on the safe handling of equipment, lighting systems, and environmental controls.
- Proper PPE usage (gloves, masks, goggles) will be mandatory when handling plants, fertilizers, or chemicals.
- Ventilation and CO<sub>2</sub> safety protocols will be reviewed to prevent oxygen depletion risks.

##### Retail Storefront Safety

- Employees will receive security training on handling cash transactions, preventing theft, and responding to security threats.
- Slip, trip, and fall prevention measures will be enforced to reduce workplace injuries.

##### Incident Reporting & Compliance

- All workplace accidents or safety concerns must be reported immediately to management and documented.
- The company will conduct quarterly safety audits to ensure compliance with Minnesota workplace safety standards.

## Topic 2:

### (ii) Workplace Hygiene & Sanitation Training

All employees will be trained on **proper hygiene and sanitation protocols** to ensure a **clean, compliant, and safe working environment**.

#### Hygiene & Cleanroom Protocols

- Employees working in cultivation will be required to **wash hands, wear clean uniforms, and use disposable gloves** before handling cannabis plants.
- **Restricted access areas (such as grow rooms and processing areas)** will have **sanitation stations** to prevent cross-contamination.
- Employees must **sanitize tools and equipment** before and after use.

#### Retail Sanitation & Handling Procedures

- Employees will be trained on **proper storage and handling of cannabis products** to maintain product integrity.
- **Cleaning schedules** for retail display cases, packaging areas, and storage rooms will be strictly enforced.
- Employees will be required to **sanitize workstations and high-contact surfaces** throughout the day.

#### Preventing Product Contamination

- Employees will be trained to **recognize signs of product contamination** and **immediately report any compromised inventory**.
- All **returned or damaged products** will be **securely stored and logged** for proper disposal.

### **Topic 3:**

## **(iii) Regulatory Compliance & Ethical Conduct**

Wild River Cannabis will ensure that all employees understand **Minnesota's cannabis laws, compliance standards, and ethical business practices.**

### **Compliance Training**

- Employees will be trained on **METRC seed-to-sale tracking requirements**, ensuring all product movements are **accurately logged and monitored**.
- Retail staff will receive **customer verification training**, ensuring **no sales are made to individuals under 21 years old**.

### **Ethical Business Practices**

- Employees must **adhere to strict confidentiality policies**, protecting **customer and business data**.
- Employees will be required to **disclose any conflicts of interest** and **adhere to anti-diversion policies** to prevent product misuse.

### **Ongoing Education & Annual Refresher Training**

- **Annual compliance training will be required** to keep employees informed of any changes in **state laws or company policies**.
- Employees will receive **performance evaluations** to ensure continued adherence to training standards.

#VALUE!

# Capitalization Table Overview & Instructions

## Overview

Applicants must provide the OCM with a capitalization table that reflects all true parties of interest. This capitalization table **MUST** match the ownership percentages of the proposed entity at the time of application. If any entities of interest have been identified as holding ownership interest in the proposed entity, you must include a capitalization table for that entity as well in a new tab. Each capitalization table must identify **100%** of the ownership of any entity identified.

## Direct and Indirect Ownership

Applicants are responsible for disclosing any individual with ownership interest in the proposed entity. The capitalization table(s) **MUST** equate to 100% ownership, and include all owners, even if they are publicly traded companies. **Applications that are unable to identify all natural persons for proposed true parties of interest ownership of the license will not be considered by the OCM.**

## Instructions - Requirements

The capitalization table(s) must be submitted using the template provided by the OCM. Capitalization tables with errors identified within the sheet may not be considered by the OCM. Applicants are strongly encouraged to download the capitalization table in Excel. Please do not download or submit the capitalization table in PDF format. **The templates may not be altered by the applicant.**

Any entity with direct or indirect ownership interest in the proposed licensed entity MUST submit a capitalization table in a new tab for that entity using the OCM provided template. The primary capitalization table for the proposed license must be located in the "Cap Table 1 - Primary" tab of this sheet. Each additional capitalization table for the business entities holding ownership interest in the proposed primary capitalization table must be located in the additional tabs titled "Cap Table 2 - ENTITY NAME," "Cap Table 3 - ENTITY NAME," etc. For each tab, please replace "ENTITY NAME" with the name of the entity for which the capitalization table is for (ex: "Cap Table 2 - Corporation X"). To rename the tab, right-click the desired tab, select "Rename" and replace "ENTITY NAME" with the name of the appropriate business/persons. If the applicant is NOT a publicly traded business, this process must be repeated until only natural persons are identified. In each cap table, cell D7 will auto-populate the amount of additional capitalization tables you will need to provide in the workbook.

**Additional Tabs:** If more tabs are needed than what is provided in the template, right-click one of the cap table tabs, click "Move or Copy...", check the "Create a Copy" box and a new tab will be created that contains the proper capitalization table template. Please rename this tab using the naming convention described above. If you are using Google Docs, right-click one of the cap table tabs and select "Duplicate."

Applicants applying for a license preapproval or as a verified social equity applicant must ensure the capitalization table reflects at least 65% social equity ownership through reporting Social Equity Certification Report Numbers.

NOTE: The statutory language uses the term "ownership control," which would include both financial interest and governance control. The statutory requirement that 65% of the controlling ownership of the business entity be controlled by persons verified as social equity applicants was created to allow social equity applicants to access capital not held by traditional banks. The legislature also created a true party of interest section to help prevent

### Statutory Terms Defined

**"Direct owner"** means an individual, business entity, or trust that holds shares, units, or a percentage holding in the applicant entity.

**"Indirect owner"** means an individual, business entity, or trust that holds shares, units, or a percentage holding in an entity other than the applicant entity who has control over entities directly owning or controlling the applicant.

**"Ownership interest"** means a direct or indirect equity interest in an applicant for a cannabis license, including in its shares or stock.

State of Minnesota

County of Chisago

City of North Branch

**CITY COUNCIL RESOLUTION NO.242-2025**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH BRANCH APPROVING THE CANNABIS RETAIL REGISTRATION APPLICATION FOR WILD RIVER CANNABIS LLC**

WHEREAS, the City of North Branch has adopted Ordinance No. 381-24, creating Chapter 18 Business, Article XII Cannabis Regulation, to implement the provisions of Minnesota Statutes Chapter 342 and regulate cannabis businesses within the City's legal boundaries; and

WHEREAS, Wild River Cannabis LLC (hereinafter "Applicant") has submitted a Cannabis Retail Registration Application to the City of North Branch in accordance with the requirements of Ordinance No. 381-24; and

WHEREAS, the City Administrator or their designee is responsible for the administration and enforcement of said Ordinance; and

WHEREAS, the City of North Branch has conducted a preliminary compliance check to ensure the Applicant's compliance with local ordinances, including zoning ordinances, state fire code, and building code, as required by Minnesota Statutes §342.13(f) and Ordinance No. 381-24; and

WHEREAS, the Applicant has provided a copy of a valid state license or written notice of Office of Cannabis Management (OCM) license preapproval, along with the required registration fee, as stipulated in Section 18-367 of Ordinance No. 381-24; and

WHEREAS, the proposed cannabis retail business does not exceed the maximum number of registered cannabis retail businesses permitted under Section 18-377 of Ordinance No. 381-24; and

WHEREAS, the Applicant has demonstrated compliance with all applicable requirements of Ordinance No. 381-24, including but not limited to, minimum buffer requirements, hours of operation, and zoning and land use regulations; and

WHEREAS, a state-licensed cannabis retail business application that meets the requirements of Ordinance No. 381-24 shall be approved.

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

1. The Cannabis Retail Registration Application for Wild River Cannabis LLC is hereby APPROVED.
2. The City Administrator is authorized to issue a Retail Registration to Wild River Cannabis LLC upon fulfillment of all remaining conditions and requirements set forth in Ordinance No. 381-24.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**CITY OF NORTH BRANCH**

\_\_\_\_\_  
By: Kevin Schieber, Mayor

ATTEST:

\_\_\_\_\_  
Tonya Kostuch, City Clerk



## Provide Care Inc.

City Council

City of North Branch

6408 Elm St.

North Branch MN 55056

October 23, 2025

Dear Council Members,

I am writing in opposition to the proposed Cannabis retail dispensary to be located at 4628 Isanti Trail. As you may know Provide Care Inc. operates a Minnesota Department of Human Services (MNDHS) licensed Adult Day Center (ADC) at the adjacent property (4722 Isanti Trail). The recipients of our services at the ADC are all classified as Vulnerable adults with a number of these individuals also being in active recovery or active treatment for drugs of abuse or dependency.

We feel strongly that the location of the proposed Cannabis business puts these vulnerable individuals at risk. For that reason, as well as the potential for increased traffic and criminal activity we strongly oppose this location in North Branch. We truly believe that there are more appropriate locations available within the city.

I am aware that the State of Minnesota did not place specific restrictions as to distance from schools, daycares or other licensed facilities for Cannabis businesses, but the law does allow for municipalities to restrict where these businesses are located. I believe in this case the City Council not only has the right to restrict the location of this business but an obligation to insure it will not be located next to a licensed facility serving vulnerable individuals.

If the City Council does approve this very inappropriate location, we would expect that the city would work with us and other affected neighbors to address allowed hours of operation and any other problems or concerns that will inevitably arise from allowing this business to operate in the currently proposed location.

Respectively Submitted,

  
Michael H Rod

Administrator.



Connor Landry

4592 Isanti Trail

North Branch Mn 55056

10/21/25

To:

North Branch City Council

&

North Branch City Attorney

Re: Objection to Proposed Cannabis Retail Store at 4628 Isanti Trail, North Branch, Minnesota

Dear Members of City Council,

I write as a resident of the City of North Branch whose property abuts (or is within proximity of) the proposed location of a cannabis retail business at 4628 Isanti Trail. I respectfully object to the issuance of approval (zoning change, conditional use permit, registration, or other authorization) for the cannabis retail business at that location for the following reasons:

1. Zoning and Land-Use Incompatibility

Chisago County ordinances, SECTION 2: Requirements for Cannabis retail businesses

Subsection 2.1 Land Use Buffer

Paragraph (A)h.

STATES: cannabis product sales are prohibited from locating or operating within the following prescribed buffer distances

Measurements shall be made in a straight line without regard to city or county boundaries, intervening structures, or objects from the nearest point of the approved premises containing the cannabinoid use to the nearest point of the following:

#### **h) 500 FT of a residential home, group home, or ground floor apartment**

The City of North Branch's Ordinance No. 387-24 amending Chapter 66 (Cannabis Business Definitions, Districts and Parking Standards) establishes where cannabis businesses may be located in the City. The Proposed Location is adjacent to (or within) a residential zoning district (R-zone) and/or immediately abuts single-family homes. That adjacency is inconsistent with the City's zoning scheme that places cannabis uses in specified non-residential districts. Approval would undermine the purpose of the zoning ordinance, which is to maintain residential character, protect the quiet enjoyment of residents, and ensure compatibility of uses.

#### **2. Public Health, Safety, and Welfare / Buffer Considerations**

Under Minnesota Statutes § 342.13(c), local units of government may adopt reasonable restrictions on the time, place, and manner of cannabis businesses, including prohibiting operation within 1,000 feet of a school or 500 feet of a daycare or residential treatment facility. The County's draft/ adopted cannabis retail business regulations also treat operations that do not comply with land-use buffers or create nuisance conditions as subject to enforcement and registration denial. Because the Proposed Location is immediately adjacent to private residences, there is a heightened risk of incompatible traffic, parking spill-over, loitering, noise, and other nuisances that may adversely impact the residential use of adjacent properties.

#### **3. Nuisance, Property Value & Quality of Life Impacts**

A retail cannabis operation at the Proposed Location will likely bring increased vehicular and pedestrian traffic, extended hours of operation, potential odors, parking overflow, and presence of non-residential users adjacent to homes. These factors interfere with the peaceful enjoyment of one's home and impose a foreseeable and unreasonable burden on residents. The County regulations' classification of non-compliant cannabis business operations as public nuisances underscores the legitimacy of raising these concerns. Accordingly, the Proposed Location presents a substantial risk to the quality of life for nearby residents and may adversely affect home values.

#### **4. Appropriate Remedy**

Given the incompatibility of the site with the City's zoning designation for residential protection and the County's registration and buffer regime, I ask that you deny the

application for the cannabis retail store at this location. If you choose not to deny outright, I respectfully request you condition any approval on the following minimum safeguards:

- Relocation of the business to a zoning district expressly permitted for cannabis retail under the City's cannabis business ordinance.
- Demonstration of full compliance with the County's buffer requirements (and any applicable City buffer/separation standards) from schools, day-care/residential treatment centers, parks/playfields, and residential uses.
- A binding mitigation plan covering hours of operation, security (video surveillance, loitering prevention), designated off-street parking designed to avoid spill-over into residential streets, odor control, and noise mitigation.
- A neighborhood monitoring and complaint-resolution mechanism, including annual review of impacts and mandatory suspension/termination clause if nuisances exceed acceptable thresholds.

Thank you for your attention to this matter. Protecting the character of our residential neighborhood and ensuring the continued safety, tranquility and value of our homes are important goals that your decision will impact. I look forward to receiving your written findings and decision in this matter.

Sincerely,

Connor Landry

612-462-6530

[Connorl427@gmail.com](mailto:Connorl427@gmail.com)

4628 Isanti Trail

To: Mayor and City Council of North Branch  
North Branch City Attorney  
City Administrator Matthew Hill

October 23, 2025

Re: Objection to the Proposed Business Wild River Cannabis, LLC location at 4628 Isanti Trail

Dear Mayor and City Council Members,

I am providing this objection to the proposed business Wild River Cannabis, LLC location at 4628 Isanti Trail for the reasons I will provide below.

- A. The Land Use Buffer for the retail of Cannabis
  - a. In my research of this matter I have learned that the State of Minnesota has it's own Land Use Buffer for Cannabis retail
  - b. Chisago County has its own Land Use Buffer for Cannabis retail
  - c. The City of North Branch has its own Land Use Buffer for Cannabis retail
- B. What I have discovered that the State has its overarching version and is the framework for the entire state, Chisago County has stricter language for Land Use Buffer and is respectful for the safety of minors, hospitals, and day cares, while the City of Branch in total is less restrictive, and mentions only schools and cannabis retail locations.
- C. The State of Minnesota, for 2024 Minnesota Statute #342.13 Local Control (see attachment)
  - a. Subparagraph (a) "A local unit of government may not prohibit the possession, transportation, or use of cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products authorized under this chapter."
  - b. Subparagraph (b) "Except as provided in section 342.22, a local unit of government may not prohibit the establishment or operation of a cannabis business or hemp business licensed under this chapter."
  - c. Subparagraph (c) "A local unit of government may adopt reasonable restrictions on the time, place, and manner of operation of a cannabis

business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses. A local unit of government may prohibit the operation of a cannabis business within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.

- D. The County of Chisago, for 2024 is Chisago County Ordinance #2024-1107-1 “An ordinance relating to the regulation and registration of cannabis retail businesses and lower-potency hemp edible retailer businesses” (see attachment)

a. SECTION 2. REQUIREMENTS FOR CANNABIS RETAIL BUSINESSES

Subsection 2.1 Land Use Buffer

(A) Cannabis Product Sales are prohibited from locating or operating within the following prescribed buffer distances. Measurements shall be made in a straight line, without regard to city or county boundaries, intervening structures, or objects, from the nearest point of the approved premises containing the cannabinoid use to the nearest point of the following prescribed facility or building:

- a. A. thru G.
- b. H. 500 feet of a residential home, group home, or ground floor apartment.

- E. The City of North Branch, for 2024 is Ordinance No. 381-24 “Creating Chapter 18 Business, Article XII Cannabis Regulation (see attachment)

a. ARTICLE XII CANNABIS REGULATION

i. Section 18-378 Requirements for Cannabis Business

ii. Minimum Buffer Requirements:

(A) A cannabis shall not operate within 1, 000 feet of a school.

(B) A cannabis retail business shall not operate within 1,000 feet of another cannabis retail business

For the purposes of this article, the distance shall be determined by horizontal measurement from the nearest school, public park as described above, or cannabis retail business to the nearest point of the structure housing the proposed new cannabis business use.

My analysis in all three documents from the State, Chisago County and the City of North Branch are of the following;

1. The State essentially sets the bar for the Local Buffer Zone and mentions a quoted distance from the cannabis retail business to the protected building or designated property, such as a park.
2. Chisago County for the most part has the most restrictive for protecting designated property and even includes residential properties and apartments.
3. The City of North Branch on the surface is more restrictive for the distance of only two building entities and is less restrictive and in fact does not make any feet restriction for public parks that is regular used by minors, nor day cares , residential treatment facilities, local public trails, a hospital, clinics, assisted senior living facilities, rehabilitation facilities, or places of worship. A closer examination of the actual document (see City of North Branch Ordinance page 7) appears that a deletion was made and the spacing was never corrected leaving some doubt of what decision making process developed and the rationale for deciding the two Buffer Zones, while the State and Chisago County include more.

I humbly recommend the North Branch City Council reassess this entire matter and address entities that were missed and attempt to mirror Chisago County's Buffer Zones. The Chisago County's Local Buffer Zones are on par of protecting minors, (be it at a park or a residential area where children play). And to seriously account for Treatment Facilities for vulnerable adults.

As I mentioned on October 7<sup>th</sup> 2025 during the City Council Regular Session, I question the additional traffic, be it vehicular and pedestrian this proposed cannabis operation will draw. Isanti Trail/County Road 5 is a heavily travelled road with the majority of vehicles travelling over the posted speed limit. I live at 4539 Isanti Trail and see this phenomenon of speeding and dangerous driving habits on a daily basis. We all know that Police Chief Dan Meyer is short law enforcement officer's and with the remote location of this proposed cannabis retail store is located will be difficult at best for officer's to monitor traffic conditions and speed watch. The current focus for the Police Department is the schools, and rightly this should be the case to protect the children.

Now can I pivot to protecting minors/children from being exposed to the placement of the proposed cannabis retail location. Should we as a Council want to protect the children in North Branch from harm? If a park where minors play is provided a buffer, per Chisago County, why shouldn't residents with the possibility of having children play on their residential properties be protected? Shouldn't child safety be a top concern for the Council regardless of where they are in the City of North Branch?

Possible Considerations:

- 1). The City Council to reassess the Local Buffer Zones keeping in mind the safety of minors and vulnerable adults and to make a decision to deny the cannabis retail operations based on the analysis of the Council and the overall recommendation(s) from the City Attorney.
- 2). If the decision of Council is to allow this proposed cannabis retail to be allowed at their proposed location, I humbly ask that We as a Council, instill very strict standards and protocols to protect the safety of the surrounding residences. The hours of operation for the cannabis store be held to 10:00 AM to 7:00 PM (as mentioned by the owner on October 7<sup>th</sup>) plus I ask the weekends be limited to 10:00 AM to 6:00 PM (in a perfect world, closed on weekends). Excessive noise complaints will be documented by the Police Department and monitored on a quarterly basis at the most and reported to Council. And to the best of my knowledge in my surrounding neighbors, there has never been a reported burglary (I have lived in my current residence since 10/2004). I Googled "Crime Statistics Nationwide for Cannabis Sales 2024" and the overall statement is "For 2024, cannabis-related arrests for possession and sales decreased nationwide, according to the FBI's Uniform Crime Reporting (UCR) Program. However, the continued existence of an illegal market alongside legal state markets presents varied crime trends, such as dispensary burglaries and organized crime activities." I can cherry pick statements to bolster my claim that burglaries will become a concern to the surrounding residents, but from my extensive law enforcement experience this will become a problem for everyone near this proposed cannabis retail operation. Thus I would like to add, that any and all burglaries that occur near the proposed cannabis operation be known to the Council for their awareness.

Thank you for your attention in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert P. Canada', written over a horizontal line.

Robert P. Canada

Council Member

**STATE OF MINNESOTA**

**COUNTY OF CHISAGO**

**CITY OF NORTH BRANCH**

**ORDINANCE NO. 381-24**

**CREATING CHAPTER 18 BUSINESS, ARTICLE XII CANNABIS REGULATION**

**THE CITY COUNCIL OF THE CITY OF NORTH BRANCH DOES ORDAIN THAT**

**Section #1.** Chapter 2 of the City of North Branch City Code is hereby amended to read as follows:

**ARTICLE XII CANNABIS REGULATION**

**Section 18-359 Findings and Purpose**

The City of North Branch makes the following findings:

The purpose of this Ordinance is to implement the provisions of Minnesota Statutes Chapter 342, which authorizes the City of North Branch to protect the public health, safety, and welfare of its residents by regulating cannabis businesses within the legal boundaries of the City. The City finds and concludes that the proposed provisions are appropriate and lawful land use regulations for the City of North Branch, that the proposed amendments will promote the community's interest in reasonable stability in zoning for now and in the future, and that the proposed provisions are in the public interest and for the public good.

**Sec. 18-360 Authority & Jurisdiction**

The City has the authority to adopt this Ordinance pursuant to:

- a. Minnesota Statutes §342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
- b. Minnesota Statutes §342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.
- c. Minnesota Statutes §152.0263, subd. 5, regarding the use of cannabis in public places.
- d. Minnesota Statutes §394.21, regarding the authority of a local authority to adopt zoning



ordinances.

This ordinance shall be applicable to the legal municipal boundaries for the City of North Branch.

#### **Sec. 18-361 Severability**

If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

#### **Sec. 18-362 Enforcement**

The City of North Branch City Administrator or his/her designee is responsible for the administration and enforcement of this Ordinance. Any violation of the provisions of this Ordinance or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by Minnesota law. Violations of this Ordinance can occur regardless of whether a permit is required for a regulated activity listed in this Ordinance.

#### **Sec. 18-363 Definitions**

Unless otherwise noted in this Section, words and phrases contained in Minnesota Statutes § 342.01 and the rules promulgated pursuant to any of these acts shall have the same meanings in this Ordinance.

**Cannabis Business:** Any person, cooperative, or business that has been issued a license from the Office of Cannabis Management as described to Minnesota Statute §342.01 subd. 14.

**Cannabis Cultivation:** A cannabis business licensed to grow cannabis plants within the approved amount of space from seed or immature plant to mature plant. Cultivation includes harvesting cannabis flower from mature plants, packaging and labeling immature plants and seedlings and cannabis flower for sale to other cannabis businesses, transporting cannabis flower to a cannabis manufacturer located on the same premises, and performing other actions described in Minnesota Statutes §342.01 subd. 27 and approved by the Office of Cannabis Management.

**Cannabis Retail Business:** A retail location of a cannabis retailer, a cannabis mezzobusiness with a retail operations endorsement, a cannabis microbusiness with a retail operations endorsement, a medical cannabis retailer, or a medical combination business. This definition excludes lower-potency hemp edible retailers unless otherwise noted in this Ordinance.

**Cannabis Retailer:** Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product(s) to a consumer and not for the purpose of resale in any

form.

Lower-potency Hemp Edible: As defined under Minnesota Statutes §342.01 subd. 50

Office of Cannabis Management: Minnesota Office of Cannabis Management, referred to as “OCM” in this Ordinance.

Preliminary License Approval: OCM pre-approval for a cannabis business license for applicants who qualify under Minnesota Statutes §342.17.

Retail Registration: An approved registration issued by the City of North Branch to a state-licensed cannabis retail business.

School: A public school as defined under Minnesota Statutes §120A.05 or a nonpublic school that must meet the reporting requirements under Minnesota Statutes §120A.24.

State License: An approved license issued by the State of Minnesota’s Office of Cannabis Management to a cannabis retail business.

#### **Sec. 18-364 Registration of Cannabis Businesses**

No individual or entity may operate a state-licensed cannabis retail business within the City of North Branch without first registering with the City. Any state-licensed cannabis retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty of up to \$2,000 for each violation per Minnesota Statutes §342.22 subd. 5(e).

#### **Sec. 18-365 Compliance Checks Prior to Retail Registration**

Prior to issuance of a cannabis retail business registration, the City shall conduct a preliminary compliance check to ensure compliance with local ordinances. Per Minnesota Statutes §342.13(f), within 30 days of receiving a copy of a state license application from OCM, the City shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

#### **Sec. 18-366 Registration & Application Fees**

The City shall not charge an application fee. A registration fee, as established in the City’s fee schedule, shall be charged to applicants depending on the type of retail business license applied for.

An initial retail registration fee shall not exceed \$500 or half the amount of an initial state

license fee under Minnesota Statutes §342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.

Any renewal retail registration fee imposed by the City shall be charged at the time of the second renewal and each subsequent renewal thereafter. A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minnesota Statutes §342.11, whichever is less.

A medical combination business operating an adult-use retail location may only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined under this Section, of the adult-use retail business.

All fees collected by the City of North Branch will be retained by the City of North Branch.

#### **Sec. 18-367 Registration & Application Submittal**

The City of North Branch shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minnesota Statutes §342.22.

An applicant for a retail registration shall fill out a retail registration form, as provided by the City. Said form shall include, but is not limited to:

- Full name of the property owner and applicant;
- Address, email address, and telephone number of the applicant;
- The address and parcel ID for the property which the retail registration is sought; and
- Certification that the applicant complies with the requirements of local ordinances, including those established pursuant to Minnesota Statutes §342.13.

The applicant shall include with the form:

- the registration fee as required in Section 18-366; and
- a copy of a valid state license or written notice of OCM license preapproval.

Once an application is considered complete, the City shall inform the applicant as such, process the application fees, and review the application for approval or denial. The application fee shall be non-refundable once processed.

#### **Sec. 18-368 Registration & Application Approval**

A state-licensed cannabis retail business application *shall not* be approved if the cannabis retail business would exceed the maximum number of registered cannabis retail businesses permitted under Sec. 18-377 Limiting of Registrations.

A state-licensed cannabis retail business application shall not be approved or renewed if the applicant is unable to meet the requirements of this Ordinance.

A state-licensed cannabis retail business application that meets the requirements of this Ordinance shall be approved.

#### **Sec. 18-369 Annual Compliance Checks**

The City of North Branch's Police Department shall complete at minimum one compliance check per calendar year of every cannabis business with a retail registration to assess if the business meets age verification requirements, as required under Minnesota Statutes §342.22 subd. 4(b), Minnesota Statutes §342.24, and this Ordinance.

The City's Police Department shall conduct at minimum one unannounced age verification compliance check at least once per calendar year. Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.

Any failures under this Section must be reported to the Office of Cannabis Management.

#### **Sec. 18-370 Location Change**

A state-licensed cannabis retail business shall be required to submit a new application for registration if it seeks to move to a new location still within the legal boundaries of the City of North Branch.

#### **Sec. 18-371 Renewal of Registration**

The City shall renew an annual registration of a state-licensed cannabis retail business at the same time OCM renews the cannabis retail business' license.

A state-licensed cannabis retail business shall apply to renew registration on a form established by the City.

A cannabis retail registration issued under this ordinance shall not be transferred.

#### **Sec. 18-372 Renewal Fees**

The City Clerk shall charge a renewal fee for the registration starting at the second renewal, as established in Section 18-366. the City's fee ordinance schedule.

**Sec. 18-373 Renewal Application**

The application for renewal of a retail registration shall include, but is not limited to, items required under Sec. 18-367 of this Ordinance.

**Sec. 18-374 Suspension of Registration**

The City may suspend a cannabis retail business's registration if it violates this Ordinance or poses an immediate threat to the health or safety of the public. The City shall immediately notify the cannabis retail business and the OCM in writing the grounds for the suspension. OCM will provide the City of North Branch and cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.

**Sec. 18-375 Length of Suspension**

The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.

The City of North Branch Auditor may reinstate a registration if it determines that the violations have been resolved. The City of North Branch Auditor shall reinstate the registration if OCM determines that the violation(s) have been resolved.

**Sec. 18-376 Civil Penalties**

Subject to Minnesota Statutes §342.22, subd. 5(e) the City may impose a civil penalty, as specified in City's Fee Schedule, for registration violations, not to exceed \$2,000.

**Sec. 18-377 Limiting of Registrations**

The City shall allow one active cannabis retail business registration for every 12,500 residents (population as determined by the State of Minnesota Demographer's Office). For purposes of determining the number of cannabis retail business registrations for the City, if a number under 12,500 remains after applying the 12,500 increments to City's population, that fractional amount is also accorded one active cannabis retail business registration.

In applying this limitation, cannabis retail business applications will be prioritized based upon the date the application is received by the City. Applications will be reviewed in the order the applications were received, starting with the earliest received. Incomplete applications or those not following the requirements of this Ordinance will be removed from the order.

If applications are received on the same day and those applications outnumber the maximum number of registrations allowed, a committee comprised of the City Administrator, Police Chief, and Community Development Director will select which application(s) to accept. The decision

shall be based upon factors such as completeness, feasibility of the proposal, safety, community needs, and distance from other cannabis retailers.

#### **Sec. 18-378 Requirements for Cannabis Businesses**

Minimum Buffer Requirements:

- A cannabis business shall not operate within 1,000 feet of a school.
- A cannabis retail business shall not operate within 1,000 feet of another cannabis retail business.

For the purposes of this article, the distance shall be determined by horizontal measurement from the nearest existing school, public park as described above, or cannabis retail business to the nearest point of the structure housing the proposed new cannabis business use.

Per Minnesota Statutes §462.357 subd. 1e, nothing in this section shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a (school/daycare/residential treatment facility/attraction within a public park that is regularly used by minors) moves within the minimum buffer zone.

#### **Sec. 18-379 Hours of Operation**

Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, or hemp-derived consumer products between the hours of 9:00 a.m. and 10:00 p.m., seven days a week.

#### **Sec. 18-380 Zoning and Land Use**

Zoning requirements for cannabis businesses with located in the City Code Chapter 66 Zoning, Article V Districts and District Regulations.

Cannabis businesses shall follow the City's sign regulations contained in the City Code Chapter 66 Zoning, Article VI Signs.

#### **Sec. 18-381 License or Permit Required for Temporary Cannabis Events**

A license or permit is required to be issued and approved by the City prior to holding a Temporary Cannabis Event. A registration fee, as established in City of North Branch's fee schedule, shall be charged to applicants for Temporary Cannabis Events.

The City of North Branch Auditor shall require an application for Temporary Cannabis Events. An applicant shall fill out an application form, as provided by the City. Said form shall include,

but is not limited to:

- Address where the temporary cannabis event will be located;
- Full name of the property owner and applicant; and
- Address, email address, and telephone number of the applicant.

The applicant shall include with the form:

- The registration fee and
- A copy of the OCM cannabis event license application, submitted pursuant to Minnesota Statutes §342.39 subd. 2.

The application shall be submitted to the City Clerk. If the application is deficient with respect to the above requirements, the City shall return the application with a notice of the deficiencies.

Once an application is considered complete, the City shall inform the applicant as such, process the registration fees, and forward the application to the Police Department for final approval. The City may deny an application if the applicant has not sufficiently planned or detailed feasible safety and security plans.

The application fee shall be non-refundable once processed.

The application for a license for a Temporary Cannabis Event shall meet the following standards:

- Except for low-potency cannabis edibles, onsite consumption is prohibited.
- Temporary cannabis events shall only be held between the hours of 10:00 a.m. and 9:00 p.m.
- Temporary cannabis events are prohibited in residential districts.
- Temporary cannabis events must comply with the buffer requirements described in Sec. 18-378.
- Temporary cannabis events must comply with all requirements detailed in Minnesota Statutes §342.40. The application shall include a detailed plan addressing the requirements of Minnesota Statutes §342.40, subds. 3, 4, 5, 6, 7, and 8.

A request for a Temporary Cannabis Event that meets the requirements of this Section shall be approved.

A request for a Temporary Cannabis Event that does not meet the requirements of this Section shall be denied. The City shall notify the applicant of the standards not met and basis for denial.

**Sec. 18-382 Local Government as a Cannabis Retailer**

The City may establish, own, and operate a municipal cannabis retail business subject to the restrictions in this Ordinance. A municipal cannabis retail store shall not be included in any limitation of the number of registered cannabis retail businesses under Sec. 18-377. A municipal cannabis retail store is subject to all the same rental license requirements and procedures applicable to all other applicants.

**Section #2. Summary Publication**

The following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance pursuant to Minnesota Statutes section 412.191:

Ordinance 381-24 Creating Chapter 18 Business, Article XII Cannabis Regulation. The ordinance regulates the time, place, and manner in which cannabis businesses operate within the City to comply with MN state statutes and uphold the health, safety, and welfare of the City's resident.



Doc# A-680232

Recorded on:

November 21, 2024 12:24 PM

KAREN M LONG  
CHISAGO COUNTY RECORDER  
CHISAGO COUNTY, MN

Fee: \$0 Pages: 14

Returned To: CHISAGO COUNTY ADMINIS

## **CHISAGO COUNTY ORDINANCE # 2024-1107-1**

**An ordinance relating to the regulation and registration of cannabis retail businesses and lower-potency hemp edible retailer businesses.**

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**The Chisago County Board of Commissioners Ordains:**

### **SECTION 1. ADMINISTRATION**

**Subsection 1.1: Findings and Purpose.** The Chisago County Board of Commissioners makes the following legislative findings:

The purpose of this ordinance is to implement the provisions of Minnesota Statutes, chapter 342, which authorizes County Board of Chisago County to protect the public health, safety, welfare of Chisago County residents by regulating cannabis and lower-potency hemp edible businesses within the legal boundaries of Chisago County.

The Chisago County Board of Commissioners finds and concludes that the proposed provisions are appropriate and lawful regulations for Chisago County, that they are in the public interest and for the public good.

**Subsection 1.2. Authority.** The Chisago County Board of Commissioners has the authority to adopt this ordinance pursuant to:

- (A) Minn. Stat. 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
- (B) Minn. Stat. 342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.
- (C) Minn. Stat. 342.27, regarding the general requirements of state-licensed cannabis retail businesses.

**Subsection 1.3. Jurisdiction.** This ordinance shall be applicable to all places within the legal boundaries of Chisago County for which a city or town that lies within the boundaries of Chisago County has delegated authority to Chisago County for purposes of cannabis and hemp retailer registration.

**Subsection 1.4. Severability.** If any section or portion of this Ordinance shall be found unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, that finding shall not serve as an invalidation or affect the validity and enforceability of any other section or provision of this Ordinance.

**Subsection 1.5. Administration and Enforcement.** The Chisago County Auditor/Treasurer in coordination with Chisago County Health and Human Services and the Chisago County Sheriff's Office is responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements constitutes a public nuisance and a misdemeanor and is punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a permit is required for a regulated activity listed in this ordinance. All rights and remedies accruing to the County, at law or in equity, in preventing and abating public nuisances accrue with respect to violations occurring hereunder.

**Subsection 1.6. Definitions and Interpretations.** Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The singular shall include the plural and the plural shall include the singular. The masculine shall include the feminine and neuter, and vice-versa. The term "shall" means mandatory and the term "may" means permissive.

The definitions set forth in Minn. Stat. §342.01 are hereby adopted and incorporated into this ordinance, as amended from time to time.

The following terms shall have these definitions given to them:

- (A) "Board" means the Chisago County Board of Commissioners.
- (B) "Cannabis Retail Business" means a retail location and the retail location(s) of mezzobusinesses with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location,

and lower-potency hemp edible retailers.

- (C) "Cannabis Retailer" means any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.
- (D) "County" means the County of Chisago.
- (E) "Daycare" means an individual, organization, childcare center, or facility licensed with the Minnesota Department of Human Services, pursuant to Minn. Stat. §245A, or subsequent provisions regulating the licensure, to provide for the care of a child in a location outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.
- (F) "Residential Treatment Facility" means a 24-hour-a-day program for persons under the treatment supervision of a mental health professional or substance use disorder professional, licensed by the Minnesota Department of Human Services, pursuant to Minn. Stat. §245A, or subsequent provisions regulating the licensure, in a community residential setting other than an acute care hospital or regional treatment center inpatient unit,.
- (G) "Retail Registration" means an approved registration issued by Chisago County to a state-licensed cannabis retail business, consistent with Minn. Stat. §342.22 .
- (H) "School" means a public school including elementary, middle, and secondary school as defined under Minn. Stat. § 120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stat. § 120A.24.
- (I) "State License" means an approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis retail business.

The provisions of this Ordinance shall be considered minimum requirements and shall be liberally construed in favor of Chisago County and shall not be deemed a limitation or repeal of any other powers granted by Minnesota Statutes.

## **SECTION 2. REQUIREMENTS FOR CANNABIS RETAIL BUSINESSES**

### **Subsection 2.1. Land Use Buffer**

- (A) Cannabis Product sales are prohibited from locating or operating within the following prescribed buffer distances. Measurements shall be made in a straight line, without regard to city or county boundaries, intervening structures, or objects, from the nearest point of the approved premises containing the cannabinoid use to the nearest point of the following prescribed facility or building:
  - a. 500 feet of a school (including public/nonpublic school, college, or university)
  - b. 500 feet of a licensed childcare/daycare
  - c. 500 feet of a residential treatment facility
  - d. 500 feet of an attraction within a public park that is regularly used by minors, including a playground or athletic field

- e. 500 feet from one cannabis retail business to another cannabis retail business
- f. 500 feet of a local or regional public trail that is regularly used by minors
- g. 500 feet of a hospital, clinic, assisted senior living facility, rehabilitation facility, or psychiatric or counseling center, office, or business
- h. 500 feet of a residential home, group home, or ground floor apartment
- i. 1,000 feet of a place of worship, church, or religious institution; community center; fairgrounds; event center; residential shelter, or similar place of public accommodation or gathering place as determined by the Zoning Administrator.

(B) Nothing in the land use buffer section shall prohibit an active cannabis business or a cannabis business seeking registration or licensing renewal from continuing operation at the same site if the above buffered uses move within the minimum buffer zone.

### **Subsection 2.2. Hours of Operation for Retail Businesses**

A cannabis retail business with a license or endorsement authorizing the retail sale of cannabis flower or cannabis products, excluding lower-potency hemp edible retail businesses, may not:

- (A) Sell cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products for any period between 10:00 p.m. and 8:00 a.m. the following day, or between 8:00 a.m. and 10:00 a.m. on Sundays.
- (B) Be open to the public or sell any other products at times when the cannabis business is prohibited from selling cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products.
- (C)

### **Subsection 2.3. Advertising**

All cannabis retail businesses must comply with Minn. Stat. § 342.64. Cannabis retail businesses are permitted to erect up to two fixed signs on the exterior of the building or property of the business, consistent with applicable state law and the Chisago County Zoning Ordinance, Section 1.17.1

### **Subsection 2.4. Prohibitions on Price Discounting and Coupons**

No cannabis retail business shall accept or redeem any coupon, price promotion, or other instrument or mechanism, whether in paper, digital, electronic, mobile, or any other form, that provides any licensed products to a client, customer, consumer or patient at no cost or at a price that is less than the non-discounted, standard price listed by a retailer on the item or on any related shelving, posting, advertising, or display at the location where the item is sold or offered for sale, including all applicable taxes.

## **SECTION 3. REGISTRATION OF CANNABIS RETAIL BUSINESSES**

Chisago County shall be the cannabis retail business registration authority for those local units of government that have delegated their registration authority to Chisago County.

### **Subsection 3.1. Consent to Registering of Cannabis Retail Businesses**

No individual or entity may operate a state-licensed cannabis retail business within Chisago County without first registering with the local unit of government in which the business is located, or with Chisago County when the local unit of government has delegated registration authority to Chisago County.

Any state-licensed cannabis retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty "in an amount established in the Chisago County Fee Schedule

### **Subsection 3.2. Compliance Checks Prior to Retail Registration**

Prior to issuance of a cannabis retail business registration, Chisago County may conduct a preliminary compliance check to ensure compliance with applicable laws.

### **Subsection 3.3. Limiting of Registrations**

(A) **Individual City or Town Limit for Registrations** – For each city or town within Chisago County that has delegated their authority to register cannabis retail businesses to Chisago County, Chisago County limits the number of registrations for licensed cannabis retailers, cannabis mezzobusinesses with a retail operations endorsement, and cannabis microbusinesses with a retail operations endorsement to no more than one for every 12,500 residents for each separate city or town based upon that city or town's population as determined by the most recent Minnesota State Demographer estimate.

(B) **Countywide Limit for Registrations** - Excluding those cities and towns which have not delegated registration authority to Chisago County, if Chisago County has one active cannabis retail registration for every 12,500 residents within the non-excluded areas of the county based on the total population of Chisago County in those non-excluded areas as determined by the most recent Minnesota State Demographer estimate, then Chisago County shall not be required to register additional state-licensed cannabis retail businesses for any city or town for which Chisago County has been delegated authority to register cannabis retail businesses; provided the number of active cannabis retail registrations within the entirety of the county meets or exceeds one for every 12,500 residents based on the entire population of the county as a whole.

(C) **Exception** - This subsection does not apply to lower-potency hemp edible retail businesses, medical combination businesses operating a retail location, or municipal cannabis retail businesses within Chisago County, and registrations for these businesses are not included the calculations for registration limits.

### **Subsection 3.4. Registration & Application Procedure**

### **(A) Fees**

Chisago County shall not charge an application fee. See Minn. Stat. § 342.22, subd. 2(b).

A registration fee, as established in Chisago County's fee schedule, shall be charged to applicants depending on the type of retail business for which a license is sought..

An initial retail registration fee shall not exceed \$500 or half the amount of an initial state license fee under Minn. Stat. § 342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.

Any renewal retail registration fee imposed by Chisago County shall be charged at the time of the second annual renewal and each subsequent annual renewal thereafter.

A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minn. Stat. § 342.11, whichever is less.

### **(B) Application Submittal**

Chisago County, for those applicants in locations where the local unit of government has delegated registration authority to Chisago County, shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minn. Stat. § 342.22.

- 1) An applicant for a retail registration shall fill out an application form, as provided by Chisago County. Said form shall include, but is not limited to:
  - i. Full name of the applicant;
  - ii. Full name of the property owner, as well as mailing address, email address and telephone number of the property owner, if property owner is different from the applicant;
  - iii. Address, email address, and telephone number of the applicant;
  - iv. The address and parcel ID for the property which the retail registration is sought;
  - v. Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stat. § 342.13; and
- 2) The applicant shall include with the form:
  - i. The application fee as required in Section 3.4.A above;
  - ii. A copy of a valid state license or written notice of OCM license preapproval;
  - iii. A copy of the lease agreement or other contract authorizing applicant to occupy the retail location if the applicant is not the owner of the property;
  - iv. Verification that applicant is current on all applicable property taxes and assessments at the location where the retail establishment is located;
  - v. A copy of the documentation showing compliance with state fire and building codes, if applicable to the business; and

- vi. A certificate of liability insurance.
- 3) Once an application is considered complete, Chisago County shall inform the applicant as such, process the application fees, and forward the application to the Chisago County Board of Commissioners for approval or denial. A complete application is an application that contains all information and documentation as required pursuant to 1) and 2), above.
- 4) The County shall review a completed application once the County makes a determination that the application is complete. The County shall review completed application in the order in which such application is received and determined complete. If Chisago County does not issue a registration because of the limits pursuant to Section 3.3, the application will be placed on a waitlist so long as the applicant maintains a valid state license or written notice of OCM license preapproval. When a registration becomes available, Chisago County shall review the waitlist for applicants in the order they were received.
- 5) The application fee shall be non-refundable once processed.

#### **(C) Application Approval**

- 1) A state-licensed cannabis retail business application shall not be approved if the cannabis retail business would exceed the maximum number of registered cannabis retail businesses permitted under Section 3.3.
- 2) A state-licensed cannabis retail business application shall not be approved or renewed if the applicant is unable to meet the requirements of this ordinance.
- 3) A state-licensed cannabis retail business application that meets the requirements of this ordinance shall be approved, except as provided in clause (1) above.

#### **(D) Annual Compliance Checks**

Chisago County Sheriff's Office shall complete at minimum one unannounced age verification compliance check per calendar year of every cannabis retail business that Chisago County registers to assess if the business meets age verification requirements, as required under Minn. Stat. § 342.22 Subd. 4 and Minn. Stat. § 342.24, Subd. 1 and this Ordinance.

Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.

The following are violations of an age verification compliance check:

- 1) Employment of or contracting with an individual under 21 years of age if the

individual's scope of work involves handling cannabis plants, cannabis flowers, artificially derived cannabinoids, or cannabinoid products.

- 2) Allowing an individual under 21 years of age to enter the business premises unless the individual is a person enrolled in the Registry Program.
- 3) Selling or giving cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products to an individual under 21 years of age unless the individual is enrolled in the Registry Program and the cannabis business holds a medical cannabis retail endorsement.

Any violation of an age verification compliance checks under this section must be reported to the Office of Cannabis Management.

#### **(E) Location Change**

If a state-licensed cannabis retail business seeks to move to a new location still within the legal boundaries of Chisago County, it shall notify Chisago County of the proposed location change and submit necessary information to meet all the criteria in Section 3.4.B.

#### **(F) Registrations Non-Transferrable**

A retail registration issued under this Ordinance may not be transferred to another license holder. Minn. Stat. § 342.22, subd. 3(d).

#### **(G) Registration Mistakenly Issued or Renewed**

If a registration is mistakenly issued or renewed to any person or entity, it will be suspended upon the discovery of ineligibility for registration under this Ordinance or state or other local law, ordinance or other regulation. Any suspension will comply with the requirements of Minn. Stat. § 342.22, Subd. 5, as amended from time to time.

#### **(H) License Holder Responsibility**

Every cannabis retail business license holder is responsible for conduct on the licensed premises and any sale of cannabis, hemp, or products containing cannabis or hemp by an employee is the act of the License Holder for the purposes of all provisions of this Ordinance except enforcement of criminal penalties.

### **Subsection 3.5. Renewal of Registration**

Chisago County shall renew an annual registration of a state-licensed cannabis retail business, for which Chisago County has been delegated registration authority, at the same time OCM renews the cannabis retail business' license.

A state-licensed cannabis retail business shall apply to renew registration on a form established by Chisago County.



A cannabis retail registration issued under this ordinance shall not be transferred.

**(A) Renewal Fees**

Chisago County may charge a renewal fee for the registration starting at the second renewal, as established in Chisago County's fee schedule.

**(B) Renewal Application**

The application for renewal of a retail registration shall include but is not limited to items required under Section 3.4.B of this Ordinance.

**Subsection 3.6. Suspension of Registration**

**(A) When Suspension is Warranted**

Chisago County may suspend a cannabis retail business's registration if the business is registered by Chisago County, and it violates an ordinance of Chisago County pursuant to Minn. Stat. § 342.13 or poses an immediate threat to the health or safety of the public.

**(B) Notifications**

- 1) License Holder - Chisago County shall immediately notify the cannabis retail business in writing, by way of personal service or certified mail, of the basis for a complaint, the alleged violations, and the grounds for the suspension.
- 2) OCM - Chisago County shall immediately notify the OCM in writing of the Chisago County's complaint, the alleged violations, and the grounds for the suspension. OCM will provide Chisago County and the cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.

**(C) Length of Suspension**

The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales, distributions or conveyances of any cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products to customers or patients if their registration is suspended.

Chisago County may reinstate a registration if it determines that the violation(s) have been resolved.

Chisago County shall reinstate a registration if OCM determines that the violation(s) have been resolved.

**Subsection 3.7. Civil Penalties**

#### **(A) Violation**

No cannabis retailer, cannabis mezzobusiness, cannabis microbusiness, medical cannabis combination business, or lower-potency hemp edible retailer may make any sale to a customer or patient without a valid retail registration with Chisago County and a valid license with any applicable endorsement from OCM. Subject to Minn. Stat. § 342.22, subd. 5(e) Chisago County may impose a civil penalty as specified in Chisago County's Fee Schedule for violations of this Ordinance in addition to any other authorized penalties or consequences.

#### **(B) Notice**

No civil penalty shall take effect until the retail license holder has received notice personally or by certified mail of the alleged violation and of the opportunity for a hearing before the Board of Commissioners. Such notice must be in writing and must identify the alleged violation(s), the sanction, and advise the recipient that they have a right to request a hearing before the Board of Commissioners. The request for hearing must be received by the County within 10 business days of receipt of the notice or such right to a hearing shall terminate.

#### **(C) Appeal Rights**

A license holder who received notice of a civil penalty must submit a request for a hearing to challenge the allegation within 10 calendar days of the date they receive the notice. Failure to submit a timely request for a hearing shall result in a waiver of all appeal rights, and the civil penalty will be implemented on the 11<sup>th</sup> day after the date the notice was received by the license holder. If there is a timely request for a hearing on the civil penalty, the penalty shall be stayed pending the resolution of the appeal process.

#### **(D) Appeal Hearing**

If the license holder timely requests a hearing on the civil penalty, a hearing shall be scheduled, the time and place of which shall be provided to the license holder. The hearing shall be held within 30 calendar days of the date the request for hearing was received, when practicable.

- 1) The records of Chisago County, OCM, any police reports relating to the violation, and all reliable hearsay shall be admissible for consideration by the hearing officer without further foundation.
- 2) Chisago County may be represented by the Chisago County Attorney's Office. The alleged violator may be represented by private legal counsel. The alleged violator does not have the right to an attorney at public expense.
- 3) At the hearing, both the alleged violator and Chisago County may present the testimony of witnesses, cross-examine witnesses, and present documentary

evidence.

- 4) The burden of proof shall be upon Chisago County. The standard of proof shall be a preponderance of the evidence.
- 5) The scope of the hearing may include whether violation(s) occurred and the appropriate sanction.

#### **(E) Hearing Officer**

The Chisago County Board may act as the hearing officer or may appoint an independent hearing officer.

#### **(F) Decision**

The hearing officer shall prepare written findings and submit them to the Chisago County Board, unless the Chisago County Board is the hearing officer in which case they shall prepare written findings, within 30 calendar days of the close of the hearing. The findings shall state whether by a preponderance of evidence a violation occurred. If a violation is found, a civil penalty as provided in the Chisago County Fee Schedule shall be imposed on a per violation basis. The findings shall be served by first class U.S. mail on the license holder and Chisago County.

#### **(G) Costs**

If a civil penalty is upheld by the hearing officer, the license holder who requested the hearing shall pay Chisago County's actual expenses incurred in holding the hearing up to a maximum amount specified in the Chisago County Fee Schedule.

#### **(H) Further Appeals**

Appeals of any decision made by the County Board shall be filed by a petition for a writ of certiorari to the Court of Appeals and served on all parties not more than 30 days after the date the findings were issued.

### **Subsection 3.8. Civil Remedies**

In the event of a violation or threatened violation of this Ordinance, Chisago County, in addition to other remedies, may initiate civil court actions or civil administrative proceedings to prevent, restrain, correct, or abate such violations or threatened violations. It shall be the duty of the County Attorney to review evidence of such violations, or threatened violations, and take such action as may be warranted and necessary.

### **Subsection 3.9. Criminal Penalties**

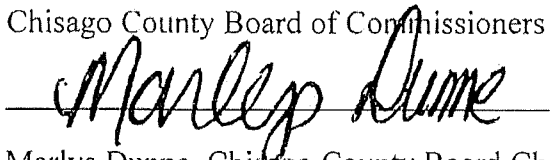
Any person who violates any of the provisions of this Ordinance, or who fails or refuses to comply with the provisions of this Ordinance shall be guilty of a misdemeanor, and upon conviction thereof, shall be punished by a fine not to exceed \$1,000 or by imprisonment for up to

90 days, or both. If a different criminal penalty is set forth in state law, the state penalty shall apply.

**SECTION 4. EFFECTIVE DATE.** This ordinance shall take effect upon its passage and publication, as required by law.

Approved and adopted by the Chisago County Board of Commissioners this  
6<sup>th</sup> day of November in the year of 2024.

Chisago County Board of Commissioners



Marlys Dunne, Chisago County Board Chair

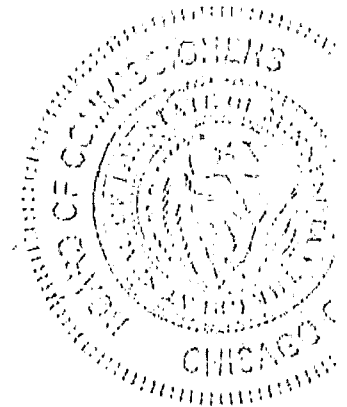
Attested by:



Chase Burnham, Chisago County Administrator

This ordinance's publication date was

Nov. 14<sup>th</sup> 2024



## Office of the Revisor of Statutes

### 2024 Minnesota Statutes

Authenticate  PDF

This section has been affected by law enacted during the 2025 Regular Session. [More info...](#)

#### 342.13 LOCAL CONTROL.

(a) A local unit of government may not prohibit the possession, transportation, or use of cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products authorized under this chapter.

(b) Except as provided in section [342.22](#), a local unit of government may not prohibit the establishment or operation of a cannabis business or hemp business licensed under this chapter.

(c) A local unit of government may adopt reasonable restrictions on the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses. A local unit of government may prohibit the operation of a cannabis business within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.

(d) The office shall work with local units of government to:

(1) develop model ordinances for reasonable restrictions on the time, place, and manner of the operation of a cannabis business;

(2) develop standardized forms and procedures for the issuance of a retail registration pursuant to section [342.22](#); and

(3) develop model policies and procedures for the performance of compliance checks required under section [342.22](#).

(e) If a local unit of government is conducting studies or has authorized a study to be conducted or has held or has scheduled a hearing for the purpose of considering adoption or amendment of reasonable restrictions on the time, place, and manner of the operation of a cannabis business, the governing body of the local unit of government may adopt an interim ordinance applicable to all or part of its jurisdiction for the purpose of protecting the planning process and the health, safety, and welfare of its citizens. Before adopting the interim ordinance, the governing body must hold a public hearing. The interim ordinance may regulate, restrict, or prohibit the operation of a cannabis business within the jurisdiction or a portion thereof until January 1, 2025.

(f) Within 30 days of receiving a copy of an application from the office, a local unit of government shall certify on a form provided by the office whether a proposed cannabis business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code. The office may not issue a license if the local unit of government informs the office that the cannabis business does not meet local zoning and land use laws. If the local unit of government does not provide the certification to the office within 30 days of receiving a copy of an application from the office, the office may issue a license.

(g) The office by rule shall establish an expedited complaint process to receive, review, and respond to complaints made by a local unit of government about a cannabis business. At a minimum, the expedited complaint process shall require the office to provide an initial response to the complaint within seven days and perform any necessary inspections within 30 days. Nothing in this paragraph prohibits a local unit of government from enforcing a local ordinance. If a local unit of government notifies the office that a cannabis business other than a cannabis retailer, cannabis microbusiness or cannabis

mezzobusiness with a retail operations endorsement, lower-potency hemp edible retailer, or medical cannabis combination business operating a retail location poses an immediate threat to the health or safety of the public, the office must respond within one business day and may take any action described in section 342.19 or 342.21.

(h) A local government unit that issues a cannabis retailer registration under section 342.22 may, by ordinance, limit the number of licensed cannabis retailers, cannabis mezzobusinesses with a retail operations endorsement, and cannabis microbusinesses with a retail operations endorsement to no fewer than one registration for every 12,500 residents.

(i) If a county has one active registration for every 12,500 residents, a city or town within the county is not obligated to register a cannabis business.

(j) Nothing in this section shall prohibit a local government unit from allowing licensed cannabis retailers in excess of the minimums set in paragraph (h).

(k) Notwithstanding the foregoing provisions, the state shall not issue a license to any cannabis business to operate in Indian country, as defined in United States Code, title 18, section 1151, of a Minnesota Tribal government without the consent of the Tribal government.

**History:** 2023 c 63 art 1 s 13; 2024 c 121 art 2 s 64

Official Publication of the State of Minnesota

Revisor of Statutes

## Proposed Registration of a Retail Cannabis Establishment in North Branch

Public Comment October 14, 2025

Gloria Karsky

1. Legal permissible use – land is in a business zone. State statute allows cities to adopt ordinances to allow retail cannabis businesses to be established in land zoned for that type of business. North Branch has adopted an ordinance that allows one dispensary to be established in a business zone within the city limits.
2. The location of the proposed cannabis store is on Isanti Trail (County 5) just west of the Highway 95 turnoff as part of the Ruddy's Rental property.
3. My husband and I live on Isanti Trail, just east of the proposed site.
4. I support the motion to table this agenda item until certain factors can be considered. These include:

- a. An understanding that the site or adjoining land) would not be used to cultivate or grow cannabis products.

- b. Addressing increased traffic. County 5 has become a main E-W thoroughfare, with trucks and cars quickly accelerating to over 55 mph, often ignoring the double yellow lines and passing vehicles or illegally using the shoulders to pass slower moving cars. These traffic concerns will only increase with the proposed new business. Normally business locations provide for left or right turn lanes to prevent vehicles attempting to turn off a main arterial road from blocking or slowing down traffic on the main road. I propose there be a traffic study to determine what increased traffic load and traffic patterns are likely to occur and whether increased safety measures are advised.

- c. Addressing increased public safety. By ordinance, the business can be open 7 days a week, 9 am to 10 pm. These are late hours for a business to have its bright lights shining and be open for business with customers coming and going.

A study by the *School of Public Affairs for the State of Colorado* found that there is a relatively strong association between marijuana dispensaries and drug and alcohol offenses. According to the Denver Police Department, dispensaries were associated with a significant increase in neighborhood crime and disorder. These crimes included aggravated assault, auto theft, burglary, drug and alcohol offenses, public disorder, robbery, and theft from cars. I propose that this concern be examined to determine what controls are being put into place to protect the overwhelmingly residential composition of the neighborhood. In addition, one of the adjacent landowners is a

business called *Provide Care* which provides adult day care and training for individuals with physical or mental disabilities. According to state statutes, dispensaries cannot be located within 1000 feet of a school. Shouldn't vulnerable adults be afforded the same protections as school aged children? Minnesota Statutes §462.357 subd. 1e, provides that an active cannabis business or a cannabis business cannot be prohibited from seeking registration from a "continuing operation at a pre-established site if a (school/daycare/residential treatment facility/attraction within a public park that is regularly used by minors) moves within the minimum buffer zone". However, I argue that the intent of the legislature was to preclude a new cannabis retail business registration from being approved where there is pre-existing "residential treatment facilities" e.g. *Provide Care* within the 1000 feet buffer zone.

Other adjacent land uses include the two platted subdivisions just west of the site and the homes that are located in very close proximity to the proposed dispensary. In addition, our land is zoned R-2 and at some point it will be developed into another residential neighborhood. The city's ordinance provides that city can suspend the retail cannabis registration if the business presents "an immediate threat to the health or safety of the public".

North Branch is short a couple of police officers and I question whether the city can provide the necessary police protection for this business (especially in light of the proposed growth in housing units as recently pointed out by Ms. Sara Paul, our school superintendent).

d. Is there another location that would be better suited for a dispensary? I understand that a situation arose a couple of years ago when developers wanted to build a multi-level apartment complex at the Main Street school site, which was a permissible use, but the city listened to neighbors' concerns and decided to put a moratorium on any building projects in that location until the City's comprehensive plan could be re-examined. How is this situation distinguishable from that situation? Perhaps the dispensary could be better suited located in one of North Branch's retail malls, next to one of the vaping shops.



Gloria J. Karsky and Jerry McFarlane

4699 Isanti Trail

North Branch, MN 55056

To: North Branch City Council, City Administrator, and City Attorney

Dear Sirs:

We live at 4699 Isanti Trail, North Branch, MN and are submitting this letter in opposition to the proposed retail cannabis dispensary at 4628 Isanti Trail (just west of our property). As part of the public comment period of the October 14, 2025, council meeting, we submitted written comments supporting a motion for the council to table action on considering the retail cannabis dispensary application until certain relevant factors could be researched. considered and discussed. These issues include:

a. An understanding that the site or adjoining land would not be used to cultivate or grow cannabis products.

b. Addressing increased traffic. County Road 5 (aka Isanti Trail) has become a main E-W thoroughfare, with trucks and cars quickly accelerating to over 55 mph, often ignoring the double yellow lines and passing vehicles or illegally using the shoulders to pass slower moving cars. These traffic concerns will only increase with the proposed new business. Normally business locations provide for left or right turn lanes to prevent vehicles attempting to turn off a main arterial road from blocking or slowing down traffic on the main road. No turn lanes are planned for the new business. We propose there be a traffic study to determine what increased traffic load and traffic patterns are likely to occur and whether increased safety measures are advised, including but not limited to turn lanes, reduced speed, speed monitors, and increased police presence to enforce the traffic laws.

c. Addressing increased public safety. By city ordinance, the business may be open 7 days a week, 9 am to 10 pm. These are late hours for a business to have its bright lights shining and be open for business with customers coming and going. Do we really want cannabis sales 7 days a week? We proposed that the city council reexamine the potential hours of operation and limit the days and hours of operation to a reasonable period.

A study by the *School of Public Affairs for the State of Colorado* found that there is a relatively strong association between marijuana dispensaries and drug and alcohol offenses. According to the Denver Police Department, dispensaries were associated with a significant increase in **neighborhood crime and disorder**. These crimes included aggravated assault, auto theft, burglary, drug and alcohol offenses, public disorder, robbery, and theft from cars. I propose that this concern be examined to determine what controls are being put into place to protect the overwhelmingly residential composition of the neighborhood. We would like to City to reexamine its comprehensive plan and zoning laws to determine if this type of business is suitable to be in a relatively isolated rural area without any other businesses nearby, since the surrounding land is zoned residential.

In addition, one of the adjacent landowners is a business called *Provide Care* which provides a licensed adult day center and training for individuals with physical or mental disabilities. The individuals who receive service from and are at this neighboring business are Vulnerable adults. Establishing a retail cannabis dispensary so close to Provide Care would be putting these Vulnerable individuals at risk.

According to City Regulations Section 18-378, dispensaries cannot operate within 1000 feet of a school. Shouldn't Vulnerable adults be afforded at least the same protections as school aged children? Minnesota Statutes §462.357 subd. 1e, and City Regulations Section 18-378 provide that an active cannabis business or a cannabis business cannot be prohibited from seeking registration from continuing operation at the same site if a school/daycare/residential treatment facility/attraction within a public park that is regularly used by minors moves within the minimum buffer zone. Why would these other types of businesses be specifically listed together with a "school" if it weren't the intent of the drafters to also include these types of businesses as subject to the setback requirements? We believe the City should amend Section 18-378 to be consistent and to include these other businesses (e.g. daycare, residential treatment facility and attraction within a public park that is regularly used by minors) as subject to the setback requirements.

Other adjacent land uses include the two platted subdivisions just west of the site and the homes that are in very close proximity to the proposed dispensary. In addition, our land is zoned R-2 and it may be developed into another residential neighborhood.

The City's ordinance provides that City can suspend the retail cannabis registration if the business presents "an immediate threat to the health or safety of the public". North Branch is short a couple of police officers and we question whether the City can provide the necessary police protection for this business (especially in light of the proposed growth in housing units as recently pointed out by Ms. Sara Paul, our school superintendent).

d. Is there another location that would be better suited for a dispensary? We understand that a situation arose a couple of years ago when developers wanted to build a multi-level apartment complex at the Main Street school site, which was a permissible use, but the City listened to neighbors' concerns and decided to put a moratorium on any building projects in that location until the City's comprehensive plan could be re-examined. How is this situation distinguishable from that situation? Perhaps the dispensary could be better suited located in one of North Branch's retain malls, next to one of the vaping shops.

Sincerely,

Gloria Karsky (612) 839-3646

Jerry McFarlane (763) 670-2199