



CITY COUNCIL MEETING

March 08, 2021

7:00 PM

Fridley Civic Campus, 7071 University Avenue N.E.

The City of Fridley will not discriminate against or harass anyone in the admission or access to, or treatment, or employment in its services, program, or activities because of race, color, creed, religion, national origin, sex, disability, age, marital status, sexual orientation or status with regard to public assistance. Upon request, accommodation will be provided to allow individuals with disabilities to participate in any of Fridley's services, programs, and activities. Hearing impaired persons who need any interpreter or other persons with disabilities who require auxiliary aids should contact Roberta Collins at (763) 572-3500. (TTD/763-572-3534).

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PROCLAMATIONS/PRESENTATIONS

1. GreenStep Cities - Presentation of Step 3 Award

APPROVAL OF PROPOSED CONSENT AGENDA

APPROVAL OF MINUTES

2. Approve the Minutes from the City Council Meeting of February 22, 2021

NEW BUSINESS

3. Resolution No. 2021-15, Decertifying Tax Increment Financing District (TIF) District No. 19
4. Resolution No. 2021-16, Approving City of Fridley Data Practices Policy
5. Resolution No. 2021-18, Approve a Comprehensive Sign Plan Amendment for 7201 University Avenue N.E. – University Avenue Business Center (Ward 1)

CLAIMS

6. Claims: 192008 - 192188

ADOPTION OF REGULAR AGENDA

OPEN FORUM, VISITORS: Consideration of Items not on Agenda – 15 minutes.

REGULAR AGENDA ITEMS

NEW BUSINESS

- [7.](#) Resolution No. 2021-17, Approve Change Order No. 1 (Final) for Trunk Highway 47 Fencing and Landscaping Project

INFORMAL STATUS REPORTS

ADJOURN



AGENDA REPORT

Meeting Date: March 8, 2021

Meeting Type: City Council

Submitted By: Scott Hickok, Community Development Director
 Stacy Stromberg, Planning Manager
 Rachel Workin, Environmental Planner

Title

GreenStep Cities - Presentation of Step 3 Award

Background

The GreenStep Cities program is a voluntary challenge, assistance, and recognition program led by the Minnesota Pollution Control Agency to help cities achieve their sustainability and quality of life goals. Cities participating in the program advance from Step 1 to Step 5 based on their success in completing actions associated with a menu of 29 best practices.

Fridley joined the program in 2014, advanced to Step 2 in 2018, and was awarded Step 3 in 2020.

The City received this award for its work in a number of different practice areas including waste management, urban forestry, land use planning, energy, and transportation. Diana McKeown, the Metro Clean Energy Resource Team Director at the Great Plains Institute, a GreenStep Cities partner organization, will present the award to the Fridley City Council.

Financial Impact

None

Recommendation

None

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☒ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



AGENDA REPORT

Meeting Date: March 8, 2021

Meeting Type: City Council

Submitted By: Roberta Collins, Assistant to the City Manager

Title

Approve the Minutes from the City Council Meeting of February 22, 2021

Background

Financial Impact

Recommendation

Approve the minutes from the City Council Meeting of February 22, 2021.

Focus on Fridley Strategic Alignment

- | | |
|--|---|
| ☐ Vibrant Neighborhoods & Places | ☐ Community Identity & Relationship Building |
| ☐ Financial Stability & Commercial Prosperity | ☐ Public Safety & Environmental Stewardship |
| ☒ Organizational Excellence | |

Attachments and Other Resources

- City Council Minutes – February 22, 2021

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



CITY COUNCIL MEETING

February 22, 2021

7:00 PM

Fridley Civic Campus, 7071 University Avenue N.E.

MINUTES

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

PRESENT

Mayor Lund

Councilmember Bolkcom

Councilmember Eggert

Councilmember Ostwald

Councilmember Tillberry

Scott Hickok, Community Development Director

Rita Trapp, Hoisington Koegler Group

PLEDGE OF ALLEGIANCE

APPROVAL OF PROPOSED CONSENT AGENDA

Motion made by Ostwald. Seconded Eggert.

Voting Yea: Lund, Bolkcom, Eggert, Ostwald, Tillberry

APPROVAL OF MINUTES

1. Approve the Minutes from the City Council Meeting of February 8, 2021

NEW BUSINESS

2. Resolution No. 2021-13 Approval of Gifts, Donations and Sponsorships received between January 11, 2021 and February 12, 2021
3. Resolution No. 2021-14 Approving a Local Road Improvement Program Application for the Fridley and Columbia Heights 53rd Avenue Project

CLAIMS

4. Claims: 191893 – 192007

ADOPTION OF REGULAR AGENDA

Motion Made by Bolkcom, Seconded by Tillberry.

Voting Yea: Lund, Bolkcom, Eggert, Ostwald, Tillberry

OPEN FORUM, VISITORS: Consideration of Items not on Agenda – 15 minutes.

No one from the audience spoke.

REGULAR AGENDA ITEMS**NEW BUSINESS****5. Resolution No. 2021-11 Approving the 2040 Comprehensive Plan.**

Scott Hickock, Community Development Director, stated the Comprehensive Plan is a long-range document that looks to 2040. It is broad in scope, it is policy-oriented, it provides a basis for future decisions, and investments by the City. At the highest level, it provides for planning or land use, housing, parks, trails, open spaces, transportation, and infrastructure.

Mr. Hickok stated this planning process began in 2016. City staff committees for each of the chapters were created and involved City staff, department managers and other individuals. Because it is such a broad document, has so many policies involved and so many ideas, it does a lot of staff.

Mr. Hickok stated in 2016 the internal staff committees were formed. In 2017, Framing Fridley, a community survey, and other engagement activities occurred to get a sense of where the public was at and what they would like to see in the Comprehensive Planning process. In 2018, the Comprehensive Plan was drafted and reviewed by adjacent jurisdictions. The Comprehensive Plan is something the City does by law, every ten years, and it is also something that requires the City go through a certain process. Not only does the City have the draft approved by the City Council but also the documents are sent out to adjacent jurisdictions, so they understand what is happening. Good planning happens across the borders, and regional planning really does help emphasize the fact that the City is not just planning for itself but is making a plan available to other people, so they know what is happening in Fridley.

Mr. Hickok stated the Metropolitan Council has reviewed the final drafts and edits.

Mr. Hickok stated staff got a lot of good public input at various events—the Home and Garden Show, the City's town hall meeting, and the Safe Routes to School event. He said that through a website survey, they received 97 responses. Throughout this process, they also received valuable input on streets, parks, and general goals. They were also able to incorporate a vision statement for the City, which has not been in the Comprehensive Plan until now. There are also goals embedded in the document--providing a safe environment for residences and businesses, maintaining Fridley as a vibrant community in the Twin Cities, continuing to be known as Friendly Fridley, and continuing to be a stable environment in which families and businesses can thrive.

Mr. Hickok stated the population total has stayed pretty much the same. They have added to the housing stock which has added to the families which will add to the overall population. They are very optimistic the latest consensus will reveal they have a larger population total. As they project out to 2040, they are looking at a population of 32,500. They also forecast a growth not only in population, but in the number of households and employment.

Mr. Hickok stated the City Council approved the 2040 Comprehensive Plan in December 2018. Staff submitted it to the Metropolitan Council for their review. In 2019, the Metropolitan Council reviewed the plan and went through it thoroughly. It needed a few modifications in some chapters in technical areas. The overall goals and policies remained the same. In 2020, staff hired Hoisington Koegler Group to help them make those technical changes and help finish the plan.

Mr. Hickok said in the land use chapter, a section called "Stages of Development" was added to provide calculations showing that guided land uses for areas of anticipated redevelopment would be able to accommodate the forecasted growth. It is very important to the Metropolitan Council to understand that the City will be able to manage growth in sewer, water and transportation areas. Calculations were included showing the guidance for future residential development as densities and where they were high enough to accommodate some affordable housing.

Mr. Hickok stated descriptions of existing and potential tools to address housing needs were added to the Implementation section.

Mr. Hickok stated as to the Housing Chapter, data was added regarding existing housing stock in Fridley. Same as the Land Use chapter, calculations were included that showed guidance of future residential development. Again, high enough to accommodate some affordability; and the Land Use chapter, descriptions of existing and potential tools to address housing needs were added to the Implementation Section.

Mr. Hickok stated as to other changes made, in the Transportation chapter, clarifying information about the central Bus Transit (BRT) was added. As they might have seen recently, they have gotten some good news. Fridley is No. 1 on a list of BRTs that will come into play in the very near future and thankfully that is the central bus line that will cross at 53rd and come up University Avenue.

Mr. Hickok stated in the Parks and Trails chapter there were descriptions that were added about Rice Creek West Regional Trail and then Mississippi River Regional Trail. There were technical changes to the Local Water Management Chapter. The Local Water Management Plan was reviewed by Coon Creek Watershed District, the Mississippi Watershed Management Organization, and the Rice Creek Watershed Organization. It underwent a few revisions as part of that process.

Mr. Hickok stated as to the Wastewater Chapter, growth forecasts were broken down by watershed. There was a section about infiltration that was added with estimates on the amount of INI currently within the wastewater system and how the City plans to mitigate INI in the future.

Mr. Hickok stated an important and interesting point to note here is that City Engineer/Public Works Director, Jim Kosluchar, worked with the Metropolitan Council as discussions unfolded related to this chapter. He invited them to partner with the City on the INI because Fridley has so many of the large systems that belong to the Metropolitan Council besides its system that runs through the City of

Fridley. Staff encouraged them to play a larger part in Fridley as a result of their major systems running through and converging in this location.

Mr. Hickok stated as to the Critical Area Chapter, updates throughout the chapter were made to meet the Mississippi River Corridor Critical Area (MRCA) requirements from the DNR and the National Park System.

Mr. Hickok stated the Met Council approved the City's 2040 Comprehensive Plan at their December 23, 2020, meeting. It conforms to the Metropolitan System Plans for transportation, water resources, and parks, and the Mississippi River Corridor Critical Plan has been approved by the DNR. This is all good and is where the City needs to be.

Mr. Hickok stated as to Implementation, Staff updated the Zoning Code to be consistent with the Comprehensive Plan. They evaluated land use and subdivision requests based on the 2040 Plan. They have incorporated actions identified in each chapter into the departmental work plans.

Mr. Hickok stated staff recommends Council adopt the 2040 Comprehensive Plan through Resolution No. 2021-11.

Mr. Hickok stated what is so important, not only does the Comprehensive Plan guide the City's way in the future to the year 2040, it also allows the city to be part of the Livable Communities Act. As part of that Act, they may recall the City was given a \$100,000 grant to do master planning on the west side of the railroad tracks that would help developers as they look at that area.

Mr. Hickok stated beyond that, being a Livable Communities Act city, they were able to use tax base revitalization. You need to be involved with livable communities in order to use tax base revitalization. They used almost \$1 million from the Metropolitan Council for the former Onan now Cummins site. It was contaminated to a point where a fair percentage of their acreage was not taxed because it was too contaminated. Real Estate Recycling were hired by Onan and cleaned up the site. There was about \$1 million of contribution through the tax base revitalization program for that project. Dealers Manufacturing on Main Street had some contamination that was addressed through dollars from both Metropolitan Council and other sources for that cleanup. At the former Lamar site at the corner of East River Road and I694, the owner used about \$185,000 to take care of some environmental issues before the building could be demolished safely.

Mr. Hickok stated, and finally, at Northern Stacks, millions of dollars were used to clean up contamination which brought this site from a value of \$13 million to what will be \$150 million in the not-too-distant future. This was able to be done in a large part by being part of the Livable Communities Act. The Comprehensive Plan is completed, and Rita Trapp from Hoisington Koegler Group is present to answer any technical questions.

Mayor Lund stated they do derive a substantial number of benefits by being a part of a larger community than the borders of Fridley. It is a worthwhile exercise. They need to be a part of the Met Council.

Rita Trapp, Hoisington Koegler Group, stated they have worked with the City for a number of years on different grants as well as land use planning and park planning so they have seen some of her colleagues along the way as well. City staff did the majority of the work. Their role is to try and figure out how to use the information the City had already put together in a format that worked for the Met Council so they could understand the City was meeting their requirements. Hoisington Koegler Group did not do anything more than use their knowledge from all of the different Comprehensive Plans they have worked on in the Twin Cities to try and apply it to Fridley's Plan not only to keep the City's vision but to also address the Met Council's concerns.

Ms. Trapp stated they worked with a number of communities that did almost everything in-house and at the end, just had them come in and kind of figure out how to present the information. It is just a process they have to go through.

Councilmember Eggert stated he was serving on the HRA when the journey started, and he remembered when Met Council filled out affordable housing goals. They did not get a large number because the City had a lot of affordable housing. He is thinking about the Sherman project which just kicked off and is hoping that, although they did not have a large number, are they getting credit for that affordable housing. It just seemed like they got off to a good start in meeting that goal.

Ms. Trapp replied, she can elaborate a little bit. Affordable housing is one of those interesting parts of a comprehensive plan. There are different elements the Met Council looks at in every community about affordable housing. In the comprehensive plan itself, they need to acknowledge and provide enough land guided at medium and high densities in order to demonstrate that it could occur. The City had done that, but they had not quite calibrated or shown exactly where that was. The only adjustments Hoisington Koegler Group made were to acknowledge the projects the City already had been planning in the last couple of years.

Ms. Trapp stated it will also contribute in a broader perspective as they look at affordable housing and how the City scores when they look at grants and different types of things going forward. That is not specific to the Comprehensive Plan, but they do monitor the amount of affordable housing supply in every community, and they use that as part of, for example, when they went after the Metropolitan Council regional solicitation. She knows they were not successful in the grant that they wrote this time, but they have in the past with Fridley.

Ms. Trapp stated they have a regional housing score that looks at affordable housing and those types of elements. The credit is somewhat in the City's Comprehensive Plan, but they do not evaluate you every ten years and say, you built it or you did not build it. However, Hoisington Koegler Group did use that as part of the reasons to show Fridley had enough land guided, medium and high-density, to account for the affordable housing they wanted to see.

Councilmember Eggert stated so they are happy with Fridley in that respect.

Ms. Trapp stated she believes Fridley has a really good relationship with Met Council and that is always a positive for affordable housing.

Mayor Lund stated there are challenges in that section because not everybody agrees with the required philosophies. We are all in this together as a big region, and we all have to do our fair share.

Motion to adopt Resolution No. 2021-11 and approve the 2040 Comprehensive Plan made by Bolkcom. Seconded by Tillberry.

Voting Yea: Lund, Bolkcom, Eggert, Ostwald, Tillberry

INFORMAL STATUS REPORTS.

None.

ADJOURN

Motion to adjourn made by Ostwald. Seconded Eggert.

Voting Yea: Lund, Bolkcom, Eggert, Ostwald, Tillberry

The meeting was adjourned at 7:31 p.m.

Respectfully Submitted,

Denise M. Johnson
Recording Secretary

Scott J. Lund
Mayor



AGENDA REPORT

Meeting Date: March 8, 2021

Meeting Type: City Council

Submitted By: Daniel Tienter, Finance Director/City Treasurer/City Clerk
Paul Bolin, Assistant Executive Director-Housing and Redevelopment Authority

Title

Resolution No. 2021-15, Decertifying Tax Increment Financing District (TIF) District No. 19

Background

In 2007, the City Council approved the creation of Tax Increment Financing (TIF) District No. 19 for Main Street/Industrial Equities (District). The District assisted in the extraordinary costs associated with the demolition of a former building supply warehouse, removal of a rail spur, environmental remediation and installation of underground stormwater ponding.

The site increased in value from about \$2.3 million to over \$11.3 million. After receipt and payment of 2020 tax increment, the District will have been reimbursed for all prior TIF related expenditures. There are no other TIF eligible costs for the tax increment; therefore, the District should be decertified at this time.

Financial Impact

Upon decertification of the District and moving forward, property taxes paid by the involved parcels will now be available to all taxing jurisdictions, including the City. The City Assessor's Office estimates those property taxes to be approximately \$286,000 for property taxes payable in 2021.

Recommendation

Staff recommends the approval of Resolution No. 2021-15.

Focus on Fridley Strategic Alignment

☒ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☒ Financial Stability & Commercial Prosperity	☐ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Resolution No. 2021-15, Decertification of Tax Increment Financing District No. 19

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2021-15**Decertification of Tax Increment Financing District No. 19**

Whereas, the City of Fridley (City) established its Redevelopment Project No. 1 (Project Area) and adopted a Redevelopment Plan relating thereto, pursuant to Minnesota Statutes, Sections 469.001 to 469.047, inclusive, as amended and supplemented from time to time; and

Whereas, on February 26, 2007, the creation of Tax Increment Financing District No. 19 (District No. 19) and the adoption of a Tax Increment Financing Plan relating thereto was approved, pursuant to Minnesota Statutes, Sections 469.01 to 469.047 and 469.174 to 469.1799, inclusive, as amended and supplemented from time to time; and

Whereas, District No. 19 is located within the Project Area; and

Whereas, it has been determined that 2020 is the last year to receive tax increment and therefore it is time to decertify District No. 19 as of December 31, 2020.

Now, therefore be it resolved, that effective December 31, 2020, the City Council of the City of Fridley hereby approves the decertification of District No. 19 described above.

Passed and adopted by the City Council of the City of Fridley this 8th day of March, 2021.

Scott J. Lund – Mayor

ATTEST:

Daniel Tienter – City Clerk



AGENDA REPORT

Meeting Date: March 8, 2021

Meeting Type: City Council Conference Meeting

Submitted By: Daniel Tienter, Director of Finance/City Treasurer/City Clerk
Melissa Moore, Administrative Services Coordinator/Deputy City Clerk

Title

Resolution No. 2021-16, Approving City of Fridley Data Practices Policy

Background

The Minnesota Government Data Practices Act (MGDPA) is a chapter of State law that balances the public's right to know what its government is doing, the right to privacy, and the government's need to function responsibly and efficiently. All local governments must comply with the MGDPA.

Minnesota Statutes § 13.025, subd. 2 requires the City of Fridley (City) to prepare a written data access policy and update it to reflect changes in personnel, procedures and/or other circumstances that may impact the public's ability to access and obtain government data. The attached Data Practices Policy (Policy) (Exhibit A) meets these requirements and combines administrative processes for requesting data with an inventory of Not Public Data, as required by M.S. § 13.025 subd. 1.

The City Council reviewed the recommended Policy at their Conference Meeting on February 22, 2021 and guided staff to present it for consideration and adoption at the next City Council Meeting.

Financial Impact

None.

Discussion

Staff request the Council approve Resolution No. 2021-16.

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☐ Public Safety & Environmental Stewardship
☒ Organizational Excellence	

Attachments and Other Resources

- Resolution No. 2021-16
- Exhibit A: City of Fridley Data Practices Policy

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2021-16**Approving City of Fridley Data Practices Policy**

Whereas, the Fridley City Charter §12.02 directs that records of the City of Fridley (City) shall be open to inspection in accordance with the Minnesota Government Data Practices Act (MGDPA); and

Whereas, the MGDPA as found in Minnesota Statute (M.S.) Chapter 13 is a section of state law that works to balance the public's right to know what its government is doing, the right to privacy and the government's need to function responsibly and efficiently; and

Whereas, M.S. § 13.025, subd. 1 requires the City of Fridley (City) to prepare an inventory of any Not Public Data; and

Whereas, M.S. § 13.025, subd. 2 requires the City to prepare a written data access policy; and

Whereas, to date the City Council has not approved a formal Data Practices Policy.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby approves the City of Fridley Data Practices Policy.

Passed and adopted by the City Council of the City of Fridley this 8th day of March, 2021.

Scott J. Lund – Mayor

ATTEST:

Daniel Tienter – City Clerk



DATA PRACTICES POLICY

Purpose

Minnesota Statutes, Chapter 13, known as Minnesota Government Data Practices Act (MGDPA), and the City Charter, Chapter 12 govern all data and similar information collected, created, received, maintained, or disseminated by the City of Fridley (City). Generally, the MGDPA presumes that all Government Data are public unless a State or Federal law provides for a different classification. It also requires the City to prepare a written data access policy and update it at least annually, if needed.

The MGDPA provides that the City must maintain all Government Data in a manner that makes it easy for public inspection and access. The MGDPA regulates what information may be collected, who has access to that information, the duties of government personnel in administering its provisions, procedures for access to and classifying data, civil penalties for violations and the fees associated with fulfilling any request for Government Data. This Data Practices Policy (Policy) addresses both public and non-public data procedures as required by the MGDPA and Advisory Opinions offered by the Minnesota Department of Administration and other State agencies, as applicable.

Government Data

Pursuant to Minnesota Statutes (M.S.) § 13.02, subd. 7, Government Data means all data collected, created, received, maintained, or disseminated by any government entity regardless of its physical form, storage media or conditions of use. Government Data does not include mental impressions.

Responsibility

The Responsible Authority is an individual designated by the City Council responsible for the collection, use, and dissemination of any set of data on individuals, Government Data, or summary data, unless otherwise provided by State law. The City Council may, by resolution, designate any full-time, regular employee as the Responsible Authority for the City. By written order, the Responsible Authority may further designate any City employee(s) as their designee to maintain Government Data, and to receive and comply with requests for the same. The Responsible Authority may designate certain staff to receive and respond to requests for Government Data on their behalf. They may also appoint Data Practices Compliance Officials (DPCO) to answer questions regarding this Policy.

Classification of Data

The MGDPA establishes a system of classifications that define who is legally authorized to access Government Data. This classification structure is defined in M.S. § 13.02 and generally classifies data into three classifications: data on individuals, data not on individuals and data on decedents. These classifications each have three subcategories that determine who can access the data. The chart on the next page sets out the framework for classification and access. Any data classified or defined in this Policy shall be defined as below or as found in Minnesota Statutes, Chapter 13.

Government Data Classification and Access			
Data on Individuals	Data not on Individuals	Data on Decedents	Access?
Public	Public	Public	Anyone
Not Public			
Private	Non-Public	Private	Data subjects and government employees and officials with a business need to know.
Confidential	Protected Non-Public	Confidential	Only government employees and officials with a business need to know.

Data on Individuals

Data on individuals means “all Government Data in which any individual is or can be identified as the subject of that data unless the appearance of the names or other identifying data can be clearly demonstrated to be only incidental to the data and the data are not accessed by the name or other identifying data of any individual.” There are three types of data on individuals: public, private and confidential.

- *Public data* is anything not classified by State statute, Federal law, or temporary classification as either private or confidential.
- *Private data* is data on individuals that is expressly classified as private by State statute, Federal law, or temporary classification. Private data is not accessible to the public but may be accessed by the subject of the data, individuals within the City whose work assignments reasonably require access, outside entities or agencies that are authorized by State or Federal law and entities or individuals given access by the express written direction of the data subject.
- *Confidential data* is data on individuals that is expressly classified as confidential by State statute, Federal law, or temporary classification. Confidential data is not accessible to the public or the subject of the data and access is limited to individuals within the City whose work assignments reasonably require access or outside entities and agencies authorized by State or Federal law.

Data Not on Individuals

Data not on individuals means “all Government Data that is not data on individuals.” There are three types of data not on individuals: public, non-public and protected non-public.

- *Public data not on individuals* is accessible to anyone for any reason.
- *Non-public data not on individuals* is accessible only to the subject of the data (if there is one) and is not accessible to the public.
- *Protected non-public data not on individuals* is not accessible by either the subject of the data or the public.

Data on Decedents

Data on decedents is not specifically defined in the MGDPA but is generally considered to be data related to an individual who is no longer living. There are three types of data on decedents.

- *Public data on decedents* is accessible by anyone for any reason.
- *Private data on decedents* is accessible by the representative of the decedent, but not accessible to the public.
- *Confidential data on decedents* is not accessible by either the representative of the decedent or by the public. Private and confidential data on decedents becomes public ten years after the actual or presumed death of an individual and 30 years have lapsed from the creation of the data. An individual is presumed dead after 90 years have elapsed since either the creation of the data or the individual's birth, whichever is earlier.

Temporary Classifications

The City may apply to the Commissioner of the Department of Administration to temporarily classify specific data or types of data as not public until a proposed State statute, rule and/or advisory opinion is given. The application for temporary classification is public.

Data Requests

Pursuant to the MGDPA, the City must prepare a policy and documents for procedures to facilitate public access to Government Data. This Policy establishes such documents and procedures. It is the Responsible Authority's duty to respond to data requests and must allow access to or provide copies of Government Data upon request and must provide the specific statutory authority when access is denied.

Rights as a Data Subject

If the requestor of a data request is the subject of the data, the MGDPA gives the requestor certain rights. An individual person who is the subject of Government Data has the right to inspect, free of charge, any public and private data that the City maintains. If copies are requested, a fee may be charged. The Data Practices Request Form (Appendix B) must be submitted to the City Clerk's Office to initiate a data request. The Responsible Authority, or their designee, shall require proof of identification to verify the requestor is the subject of requested Government Data pursuant to M.S. § 13.05 subd. 12.

Standing Requests

The City may not prohibit or refuse a standing request for data. However, the City will limit the duration of a standing request to one year from the application. The City will require the requestor to complete a new Data Practices Request Form for each iteration of a standing request.

Public Data Requests

To inspect data or request copies of data that the City maintains, a written request must be submitted in a form as required by the City in Appendix B. The City may modify this form as needed. A completed form must be submitted to the Responsibility Authority, or their designee. Requests may be submitted in-person or via mail, facsimile, or email.

The City cannot require a requestor to identify themselves or explain the reason for a data request. However, depending on how the requestor wishes to receive the data, the City may need some information about the requestor. If the requestor chooses not to provide any identifying information, staff will provide them with contact information so they may check on the status of the request. In addition, if the City does not understand the request and has no way to contact the requestor, it will not be able to process the request.

How the City Will Respond to a Data Request

Upon receiving a request, the Responsible Authority will process the request. If the City does not have the data being requested, the requestor will be notified as soon as reasonably possible. If the City does have the data being requested, but the data is not available to the public, it will notify the requestor as soon as reasonably possible and cite the specific statute(s) that classify any such data.

If the City has the data that is requested and the data are public, the Responsible Authority, or their designee, will respond to the request appropriately and within a reasonable amount of time by doing one of the following:

1. Arrange a date, time, and place to inspect data, for free, if the requestor wishes to inspect the data;
2. Provide the requestor with paper copies of the data if requested (a mailing address may be required if the requestor asks for any data be mailed); or
3. Email requested data to the requestor.

The MGDPA does not require the City to create or collect new data in response to a data request or to provide data in a specific form or arrangement if the City does not keep the data in that form or arrangement. In addition, the MGDPA does not require the City to answer questions that are not requests for data.

If the requestor is the subject of the data, the City must respond within 10 business days of the request, excluding Saturdays, Sundays and City holidays. If the requestor is not the subject of the data, the City must respond in an appropriate and prompt manner, which is within a reasonable amount of time depending on the nature and extent of the request. The Responsible Authority, or their designee, will communicate with the requestor regarding the nature of the request and what an appropriate response time may be.

Requests for Summary Data

Pursuant to M.S. § 13.02, subd. 10, Summary Data “means statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable.” The preparation of summary data is not a means to gain access to private or confidential data. The City will prepare summary data if it is requested on the Data Practices Request Form, and if the requestor pre-pays for the cost of creating the data. Upon receiving a written request, the City will respond within an appropriate time with the data or details of when the data will be ready and how much the City will charge.

Pursuant to M.S. § 13.05, subd. 7, the City may contract with an outside entity to prepare summary data. All rules and regulations for hiring such an outside entity will be followed according to Minnesota Rules (M.R.) 1205.0700. Any costs incurred in the preparation of summary data will be borne by the requesting party. The City will communicate with the requestor and follow all directives for calculating fees found in M.R. 1205.0300.

Fees

Minnesota Statutes § 13.03 provides that, if a person requests copies or electronic transmittal of public data, and the requestor is not the subject of the data, the Responsible Authority, or their designee, may require the requestor to pay a fee, which will be calculated using one of the methods below. Regardless of which method is used, the City may not charge for separating public data from not public data.

The Responsible Authority may, through administrative policy, choose to not charge for requests up to a predetermined amount, which may be revised not more than annually.

Fee Calculation Method No. 1.

If 100 or fewer pages of black and white, letter or legal-size paper copies are requested, the City will charge a per-page fee of not more than 25 cents for each page copied (i.e., 50 cents for a two-sided copy). The City is authorized to charge only the per-page fee and cannot require the requestor to pay any of the cost listed in Fee Calculation Method No. 2. This provision shall not be interpreted to permit division of a single request into requests for copies of fewer than 100 pages in order to avoid charging a fee based on the actual costs of providing copies.

Fee Calculation Method No. 2.

In all other circumstances, including requests to provide data via email or facsimile, the City may require the requestor to pay the actual costs of searching for and retrieving the data, including the cost of employee time, and for making, certifying, compiling and electronically transmitting copies of the data. Additional criteria for determining copy costs using Method No. 2 are set forth in M.R. 1205.0300, subpart 4. The City will not charge a minimum fee but reserves the right to calculate the cost to respond to the request.

The City may not assess a fee for labor costs (e.g., wages, benefits) that exceed those of the lowest-paid employee who could complete the task(s) performed.

Generally, the cost, as determined by the City, may include the following:

- Staff time required to
 - Retrieve documents;
 - Sort and label documents, only if necessary, to identify the data to be reproduced;
 - Remove staples or paper clips;
 - Take documents to copiers for copying; and
 - Copy/print documents.
- Materials (e.g., paper, copier ink, staples, magnetic tapes, video tapes, audio cassettes).
- Special costs associated with making copies from computerized data, such as writing or

- modifying a computer program to format data.
- Mailing, shipping and delivery costs.
- Vehicle costs directly involved in transporting data to the appropriate facility when necessary to provide copies.
- Preparation of summary data pursuant to M.R. 1205.0700 and M.R. 1205.0300.

Generally, the cost, as determined by the City, may not include the following:

- Purchase or rental of copier/printer.
- Maintenance of copier/printer.
- Normal operating expenses of computer/copier, including electricity used, and machine wear.
- Depreciation of equipment.
- Staff time required to:
 - Separate public from not public data;
 - Open a data request that was mailed;
 - Sort, label or review data, if not necessary to identify the data to be copied;
 - Return documents to storage;
 - Provide information about the data to the requestor (i.e., explain content and meaning of data);
 - Prepare data for mailing;
 - Prepare cover letter, fax sheet or invoice for copies; and
 - Credit payment and perform other associated accounting functions.
- Administrative costs that are not related to reproducing data.
- Records storage.
- Sales tax.
- The entire cost of operating a multi-tasked computer for a measured unit of time, when fulfilling a request for copies was only one of the tasks performed during that unit of time.
- Costs incurred because data are not maintained in a manner that makes them easily accessible for convenient use.
- Search and retrieval costs when data are inspected but no copies or prints are requested.

Not Public Data

Minnesota Statute § 13.02 subd. 8a defines Not Public Data as “any government data classified by statute, or federal law, or temporary classification as confidential, private, non-public, or protected non-public.” As a part of this Data Practices Policy, the City is required to prepare an inventory of all private and confidential data on individuals that is maintained by the City

Data Inventory

Minnesota Statutes § 13.025, subd. 1, requires the City to prepare a data inventory identifying and describing all not public data on individuals maintained by the City. The City has identified all not public data it reasonably understands to be in its possession.

Employee Access to Information

Minnesota Statutes § 13.05, subd. 5, requires the City to identify the employees who have access to not public data. The City has met this requirement by incorporating employee access listed in the

Not Public Data Inventory (Appendix A), in the employee's position description, or both. This Policy limits access to not public data to employees and their supervisors whose work assignment reasonably requires access to the data. In the event of a temporary duty as assigned by a manager or supervisor, an employee may access certain not public data, for as long as the work is assigned to the employee.

In addition to the employees listed in the Not Public Data Inventory, the Responsible Authority, their designee(s), the DPCOs, the City Manager, the City Clerk, the City Attorney, and the Information Technology Manager and their applicable deputies and assistants may have access to all not public data maintained by the City, or a Department Director for not public data maintained by their respective department. Any access to not public data will be strictly limited to the data necessary to complete the work assignment.

Data Sharing with Authorized Entities or Individuals

State or Federal law may authorize the sharing of not public data in specific circumstances. Not public data may be shared with another entity if a State or Federal law or regulation allows or mandates it. Individuals will have notice of any sharing in applicable Tennessee warnings or the City will obtain the individual's informed consent through a release of information provided by the City (Appendix C). Any sharing of not public data will be strictly limited to the data necessary or required to comply with the applicable law.

Ensuring Not Public Data are not Accessed Without a Work Assignment

Within the City, departments may assign tasks by employee or by job classification. Each department shall ensure that all not public data are secure and are only made available to employees with a valid work reason to access the data in accordance with this Policy and applicable law. This Policy also applies to departments that share workspaces with other departments within the City where not public data are maintained.

Recommended actions for ensuring appropriate access include:

- Assigning appropriate security roles, limiting access to appropriate shared network drives, implementing password protections for not public electronic data;
- Password protecting employee computers and locking computers before leaving workstations;
- Discussing not public data only with authorized personnel and ensuring such conversations are not audible to unauthorized parties;
- Securing not public data within locked workspaces and in locked file cabinets; and
- Shredding not public documents before disposing of them.

Penalties for Unlawfully Accessing Not Public Data

The City will utilize penalties for unlawful access to not public data as provided for in M.S. § 13.09, if necessary. Any employee unlawfully accessing not public data or violating applicable sections of this Policy or applicable laws may be subject to disciplinary action, up to and including involuntary termination. The City may also refer such violations to the appropriate authorities, which may pursue other legal actions.

Appendix A

Not Public Data Inventory

Pursuant to M.S. § 13.025 the City has compiled a list of all not public data that is collected and maintained by individual departments. The inventory includes a description of the data, the data's typical classification, the statutory citation which directs the data's classification, and a list of City staff who have access to each not public data item.

City Management				
Name of Record	Description	Data Classification	Citation for Classification	Employee Work Access
City Commission & Committee Appointment Files	Applications until official appointment	Private	M.S. 13.601	City Manager, Assistant to the City Manager, Staff Liaison, City Clerk, Deputy City Clerk
City Manager's Report	Update from the City Manager to members of the City Council	Private	M.S. 13.601	City Manager, Assistant to the City Manager, City Clerk
Federal Contracts	Agreements, contracts	Private/Non-Public	M.S. 13.35	City Manager, Assistant to the City Manager, Finance Director, Assistant Finance Director

City Attorney				
Name of Record	Description	Data Classification	Citation for Classification	Employee Work Access
Civil Legal Action	Pending or ongoing civil legal case files and work product	Protected Non-Public	M.S. 13.39	City Manager, Assistant to the City Manager, City Clerk, City Attorney, and certain employees on an as needed basis as part of a specific work assignment.

City Clerk				
Name of Record	Description	Data Classification	Citation for Classification	Employee Work Access
Absentee Ballot Application	Application submitted to receive an Absentee Ballot	Public Private	M.S. 13.37 M.S. 203B.04	City Clerk, Deputy City Clerk, Assistant to the City Manager, Absentee Ballot Board
Ballots	Absentee ballots, voted and rejected ballots	Public Private	M.S. 13.37	City Clerk, Deputy City Clerk, Assistant to the City Manager, Absentee Ballot Board

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Data Practices Requests	In-writing request forms submitted pursuant to the Minnesota Government Data Practices Act	Public Private	Various	City Manager, Responsible Authority, Data Practices Compliance Official, City Clerk, Deputy City Clerk, and certain employees on an as needed basis as part of a specific work assignment
Data Practices Responses	Responsible Authority responses to written requests pursuant to the Minnesota Government Data Practices Act	Public Private	Various	City Manager, Responsible Authority, Data Practices Compliance Official, City Clerk, Deputy City Clerk, and certain employees on an as needed basis as part of a specific work assignment

Community Development				
Name of Record	Description	Data Classification	Citation for Classification	Employee Work Access
Building Inspections				
Applications	Permit applications and summary data – includes building permits and business permits	Public Private	M.S. 13.37	City Manager, Community Development Director, Planning Manager, Building Inspector, Planner, Permit Coordinator, Public Works Director, Public Works Administrative Assistant, City Engineer, Assistant City Engineer
Building Plans Commercial and Industrial	Architectural, design specifications, structural and utility plans, security plans and trademark information.	Public Private Non-Public	M.S. 13.37 subd. 1b; M.S. 541.051	City Manager, Community Development Director, Planning Manager, Building Inspector, Planner, Permit Coordinator, HRA Assistant Executive Director, Public Works Director, City Engineer, Assistant City

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				Engineer, Utilities Staff, City Forester, Environmental Planner, certain employees on an as needed basis as part of a specific work assignment
Building Plans Residential	Architectural, design specifications, structural and utility plans	Public Private Non-Public	M.S. 13.37 subd. 1b	City Manager, Community Development Director, Planning Manager, Building Inspector, Planner, Permit Coordinator, Public Works Director, City Engineer, Assistant City Engineer, Utilities Staff, City Forester, Environmental Planner, certain employees on an as needed basis as part of a specific work assignment
Business Registrations and Licensing				
Applications	Permit applications and summary data – includes building permits and business permits	Public Private	M.S. 13.37	City Manager, Community Development Director, Planning Manager, Building Inspector, Planner, Permit Coordinator
Planning/HRA				
Community Development Block Grant (CDBG) Application and Loans	Annual breakdown of city applications and supporting materials or services	Public Private	M.S. 13.462	City Manager, Community Development Director, HRA Director, HRA Assistant Executive Director, Planner, Environmental Planner, Neighborhood Preservation Specialist, Rental Inspector
HRA Project Management & Rental Agreements	Rent rolls, schedules, tenant income related to Title II	Public Private	M.S. 13.44; M.S. 13.462	City Manager, Community Development Director, HRA Director, HRA Assistant Executive Director, Planner,

				Environmental Planner, Neighborhood Preservation Specialist, Rental Inspector
Nuisance Complaints	Complaints from citizens about the use of real property	Public Private Confidential	M.S. 13.44	City Manager, Community Development Director, HRA Director, HRA Assistant Executive Director, Planner, Environmental Planner, Neighborhood Preservation Specialist, Rental Inspector, Public Works Director, Public Works Administrative Assistant, City Engineer, Assistant City Engineer, certain employees on an as needed basis as part of a specific work assignment
Property Acquisition	Deeds, contracts, correspondence, purchase valuation data, agreements, property data – includes real property appraisal information	Public Confidential Protected Non-Public	M.S. 13.44; M.S. 13.585	City Manager, City Clerk, Community Development Director, HRA Director, HRA Assistant Executive Director, Planner, Environmental Planner, Neighborhood Preservation Specialist, Rental Inspector, Public Works Director, City Engineer, Assistant City Engineer, Public Works Administrative Assistant
Permits and Licenses				
Applications	Permits and license applications and summary data – includes building permits, contractor and rental licenses	Public Private	M.S. 13.37	City Manager, Community Development Director, HRA Director, HRA Assistant Executive Director, Planner, Environmental Planner,

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				Neighborhood Preservation Specialist, Rental Inspector, Building Inspector, Planner, Permit Coordinator
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Community Services				
Name of Record	Description	Data Classification	Citation for Classification	Employee Work Access
Recreation Department & Springbrook Nature Center				
Commissioner Files	Applications, name, address, history, vet status, telephone number, employment history, volunteer work, awards, honors, complaints, charges	Public Non-Public	M.S. 13.601	City Manager, Community Services Employee Resources Director, Recreation Division Manager, Springbrook Nature Center Director, Customer Service Representatives, Assistant to the City Manager
Exhibitor Data	Registration forms, contact information, business data	Private	M.S. 13.55 subd. 3	City Manager, Community Services Employee Resources Director, Recreation Division Manager, Springbrook Nature Center Director, Customer Service Representatives, Public Works Director, Public Works Parks and Facility Managers, certain employees on an as needed basis as part of a specific work assignment
Facility Usage	Application, event details, terms of rentals, responses	Non-Public	M.S. 13.55 subd. 1	City Manager, Community Services Employee Resources Director, Recreation Division Manager, Springbrook Nature Center Director, Customer Service Representatives, Program Coordinators,

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				Public Works Director, Public Works Parks and Facility Managers, certain employees on an as needed basis as part of a specific work assignment
Fee Waiver Sheets	Information about low-income participants	Private	M.S. 13.462	City Manager, Community Services Employee Resources Director, Recreation Division Manager, Springbrook Nature Center Director
Grants	Applications	Non-Public until published	M.S. 13.599	City Manager, Community Services Employee Resources Director, Recreation Division Manager, City Clerk, Springbrook Nature Center Director, Customer Service Representatives, Public Works Director, City Engineer, Assistant City Engineer, Engineering Technician, Public Works Managers, Public Works Administrative Assistant, Environmental Planner
Mailing Lists	A list of program participants	Private	M.S. 13.548	City Manager, Community Services Employee Resources Director, Recreation Division Manager, Springbrook Nature Center Director, Customer Service Representatives
Private Donor Gift Data	Solicitation letters, proposals, pledge cards	Private and Non-Public	M.S. 13.792	City Manager, Community Services Employee Resources Director, Recreation Division Manager,

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				Springbrook Nature Center Director, Customer Service Representatives
Registration Forms	Registration forms completed by participants or on behalf of participant	Public Private	M.S. 13.57	City Manager, Community Services Employee Resources Director, Recreation Division Manager, Springbrook Nature Center Director, Customer Service Representatives
Scholarships	Names, applications, amounts, income	Private	M.S. 13.548	City Manager, Community Services Employee Resources Director, Recreation Division Manager, Springbrook Nature Center Director, Customer Service Representatives
Marketing & Communications				
Lodging Tax Data	List of taxpayer identification data, collected	Non-Public	M.S. 13.495	City Manager, Community Services Employee Resources Director, Marketing Manager; Finance Director; Assistant Finance Director, Accountant
Mailing Lists	A list of participants	Private	M.S. 13.548	City Manager, Community Services Employee Resources Director, Marketing Manager; and certain employees on an as needed basis as part of a specific work assignment

Employee Resources				
Name of Record	Description	Data Classification	Citation for Classification	Employee Work Access
I-9 Employee Eligibility Verification	Verification of status of citizenship or naturalization	Private	M.S. 13.43	City Manager, Employee Resources Manager, Employee Resources

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				Administrative Assistant
Affirmative Action Files	Sexual harassment and discrimination; Supplemental personnel data from job application; Copies of reports sent to Human Rights Commission	Public Private Confidential	M.S. 13.39; M.S. 13.43	City Manager, Community Services Employee Resources Director, Employee Resources Manager
Applications for Persons on Eligibility List/Register	Applications, resumes, letters of recommendation, police background investigations, etc. If hired, application becomes part of personnel file.	Public Private	M.S. 13.43	City Manager, Employee Resources Manager, Director of Public Safety, Deputy Director of Public Safety, Employee Resources Administrative Assistant, Office Coordinator of Public Safety, Public Works Director, Finance Director, Director of Community Development, certain employees on an as needed basis as part of a specific work assignment
Benefit Enrollment Forms	Employees' medical, dental, deferred compensation, etc. election forms	Private	M.S. 13.43	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant, Payroll Coordinator
Department of Labor	Complaints, alleged violations of FLSA	Private	M.S. 13.79	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Finance Director
Drug and Alcohol Testing Results	Includes commercial driver's licenses, controlled substance test results, driver's evaluations, pre-	Public Private	M.S. 13.43	City Manager, Community Services Employee Resources Director, Employee Resources Manager,

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	placement drug test results			Employee Resources Administrative Assistant
Employee Medical Records	Information relating to the health status of an employee which is made or maintained by a physician, nurse or other health care personnel	Public Private	M.S. 13.43	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant
Examination File	Completed exams administered to applicants & promotional exams administered to employees	Private	M.S. 13.43	City Manager, Public Safety Director, Deputy Director of Public Safety, Employee Resources Manager, Employee Resources Administrative Assistant, Public Works Director, Finance Director, Community Development Director, certain employees on an as needed basis as part of a specific work assignment
Family Medical Leave Document	Employee application information for family medical leave	Private	M.S. 13.43	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant, Public Safety Director, Director of Public Works, Finance Director, Community Development Director, certain employees on an as needed basis as part of a specific work assignment
First Report of Injury	Claims for injuries, injury report, supervisor's report	Private	M.S. 13.43	City Manager, Assistant to the City Manager, Community Services Employee Resources Director,

				Employee Resources Manager, Employee Resources Administrative Assistant, applicable supervisor(s), Finance Director, Assistant Finance Director, Insurance and Payroll Coordinator, Employee Resources Manager, Assistant to the City Manager, Employee Resources Administrative Assistant
Grievance Files	Formal written employee grievance and/or complaint filed under a labor agreement or personnel rules and received by the city.	Public Private	M.S. 13.43	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Public Safety Director, Public Works Director, Finance Director, Community Development Director, certain employees on an as needed basis as part of a specific work assignment
Infectious Disease & Occupational Exposure Files	Files on each employee dealing with safety & training on diseases such as hepatitis and AIDS. (not in personnel file)	Public Private	M.S. 13.43	City Manager, Employee Resources Manager, Employee Resources Administrative Assistant, Public Safety Director, Public Safety Office Coordinator, Public Works Director, Director of Finance, Community Development Director, certain employees on an as needed basis as part of a specific work assignment

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Long Term Disability	Claims filed by employee for a long-term disability insurance program	Private	M.S. 13.43	City Manager, Finance Director, Assistant Finance Director, Payroll Coordinator, Community Services Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant
OSHA Reports	Incident Reports and Annual Summary or any information concerning employee exposure to toxic substances or harmful physical agents.	Public Private	M.S. 13.43	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant, Assistant to the City Manager
Personnel Data and File	Applications, references, performance evaluations, job performance appeals, job descriptions, reprimands, resignation letters, exit interviews, etc. on employees, volunteers, independent contractors; labor relations information	Public Private	M.S. 13.43; M.S. 179A.03 subd. 4	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant, Public Safety Director, Public Works Director, Finance Director, Community Development Director, certain employees on an as needed basis as part of a specific work assignment
Recruitment Files	Records relating to posting, recruitment, selection and appointment to each city position.	Public Private	M.S. 13.43	City Manager, Employee Resources Manager, Employee Resources Administrative Assistant, Payroll Coordinator, Public Safety Director, Public Works Director, Finance Director, Community Development Director,

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				certain employees on an as needed basis as part of a specific work assignment
Retirement Data	PERA forms, applications, beneficiaries, addresses, DOB, direct dep., tax withholding	Private	M.S. 13.63	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant, Payroll Coordinator
Salary surveys	Surveys from consulting firms, non-profits, associations or other employers	Non-public	M.S. 13.435	City Manager, Community Services Employee Resources Director, Finance Director; Employee Resources Manager
Short Term Disability	Claims filed by employee for a short-term disability Insurance	Private	M.S. 13.43	City Manager, Finance Director, Assistant Finance Director, Payroll Coordinator, Community Services Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant
Social Security Numbers	Social Security numbers assigned to individuals	Private	M.S. 13.355	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant, Assistant to the City Manager, Finance Director; Payroll Coordinator
Undercover law enforcement assignment	Application or assignment	Private	M.S. 13.43 subd. 5	City Manager, Public Safety Director, Public Safety Office Coordinator, Employee Resources Manager

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Unemployment Claims or Compensation	Claim and compensation information for unemployment	Public Private	M.S. 13.43	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Payroll Coordinator, Employee Resources Administrative Assistant
Wage Assignments	Letters, correspondence	Public Private	M.S. 13.43	City Manager, Community Services Employee Resources Director, Employee Resources Manager, Payroll Coordinator, Employee Resources Administrative Assistant, Public Safety Director, Public Works Director, Finance Director, Community Development Director, certain employees on an as needed basis as part of a specific work assignment
Workers Compensation Claims	Claims for injuries, injury reports and correspondence.	Private	M.S. 13.43; M.S. 176.231	City Manager, City Manager, Assistant to the City Manager, Finance Director, Assistant Finance Director, Insurance and Payroll Coordinator, Employee Resources Manager, Employee Resources Administrative Assistant

Finance				
Name of Record	Description	Data Classification	Citation for Classification	Employee Work Access
Assessing				
Special Assessment Deferment Application	Information for verifications of income, ownership, etc.	Private Non-Public	M.S. 13.51 subd. 2; M.S. 13.52	City Manager, Finance Director, City Assessor, Accounting Specialist

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Green Acre Land & Agriculture Preserve Applications	Forms submitted by property owners to qualify for green acres and/or agriculture preserve classifications, usually to obtain a tax break	Public Private	M.S. 13.49	City Manager, Finance Director, City Assessor
Bonds				
Bond & Interest Coupon Register	Information pertaining to bond	Private Non-Public	M.S. 475.55	City Manager, Finance Director, Assistant Finance Director, Accountant
Finance				
Audit Reports – External	Reports based on private companies for the review of tax payments	Non-Public	M.S. 13.37	City Manager, Finance Director, Assistant Finance Director, Accountant, Accounting Specialist
Audit Reports – Internal	Reports based on the agencies' internal operations	Non-Public	M.S. 13.37	City Manager, Finance Director, Assistant Finance Director, Accountant, Accounting Specialist
Automatic Payment Plan Authorization Form	Completed form and supporting document allowing for automatic payment	Public Private	M.S. 13.37	City Manager, Finance Director, Assistant Finance Director, Accounting Specialist, Utility Billing Clerk
Checks (Accounts Receivable)	Checks received from customers submitted electronically to financial institution	Public Private	M.S. 13.37	City Manager, Finance Director, Assistant Finance Director, Insurance and Payroll Coordinator
Checks (Canceled & Voided) Payroll	Paid and returned payroll checks	Public Private	M.S. 13.43	City Manager, Finance Director, Assistant Finance Director; Accounting Technician, Insurance and Payroll Coordinator
Credit Card Receipts	Merchant copy of credit card receipts	Public Private	M.S. 13.37	City Manager, Finance Director, Assistant Finance Director, Accountant, Customer Service Representative, Utility Billing Clerk
Grants	Miscellaneous grant programs and stipulations	Public unless specified by another	M.S. 13.35; M.S. 13.599	City Manager, Finance Director, Assistant

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		governmental agency		Finance Director, Accountant
Unclaimed Property Records (Sent to State)	Includes checks not cashed	Public Private	M.S. 13.37	City Manager, Finance Director, Assistant Finance Director, Accountant
Insurance – Liability/Workers Compensation				
Claims	Claims that are filed by or against the city.	Public Private	M.S. 13.43	City Manager, Finance Director, Assistant Finance Director, Insurance and Payroll Coordinator
Payroll				
Payroll Forms	Change Form, Garnishments, Pension and Retirement Reports, PERA Reports, Time Sheets, Vacation & Leave Requests, W-2, W-3, W-4, 1099.	Public Private	M.S. 13.43	City Manager, Finance Director, Assistant Finance Director, Insurance and Payroll Coordinator, Employee Resources Manager, Employee Resources Administrative Assistant
Payroll Reports	Payroll history, payroll journal, payroll ledger, state withholding, federal withholding and FICA Reports	Public Private	M.S. 13.43	City Manager, Finance Director, Assistant Finance Director, Insurance and Payroll Coordinator, Employee Resources Manager, Employee Resources Administrative Assistant
Unemployment Claims or Compensation	Claim and compensation information for unemployment	Public Private	M.S. 13.43	City Manager, Finance Director, Assistant Finance Director, Insurance and Payroll Coordinator, Employee Resources Manager, Employee Resources Administrative Assistant
Wage Assignments	Letters, correspondence	Public Private	M.S. 13.43	City Manager, Finance Director, Assistant Finance Director, Insurance and Payroll Coordinator, Employee Resources Manager, Employee Resources

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				Administrative Assistant
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Fire				
Name of Record	Description	Data Classification	Citation for Classification	Employee Work Access
Arson Reports and Investigations	Information pertaining to arson	Public Confidential	M.S. 13.82 subd. 7; M.S. 13.83	Director Public Safety, Deputy Director of Public Safety, Deputy Director/Fire Chief, Fire Marshall, Administrative Assistant, certain employees on an as needed basis as part of a specific work assignment
Fire Relief Association	Financial records	Public Private	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Deputy Director/Fire Chief, Fire Inspector, Director of Finance, Assistant Director of Finance
Voluntary Permission & Consent to Search and Seize	Obtains permission to seize evidence for determining origin of fire	Confidential until investigation is closed.	M.S. 13.32	Public Safety Director, Safety, Deputy Director of Public Safety, Deputy Director/Fire Chief, Fire Marshall, all full-time and part-time Fire Department staff

Police				
Name of Record	Description	Data Classification	Citation for Classification	Employee Work Access
911 Recordings	Audio recordings	Public Private	M.S. 13.82 subd. 3a	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, Police Technicians, certain employees on an as needed basis as part of a specific work assignment

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Arrest & Charge	Audio and video recording determined to have evidentiary value where suspects have been arrested, issued citations and/or a report has been forwarded to the prosecutor for a charging decision.	Public/Private Confidential	M.S. 13.82 subd. 10; M.S. 260B.171	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, responding officer, Police Technicians, certain employees on an as needed basis as part of a specific work assignment
Audio/Video/Digital Training	Determined to have value for future training sessions	Non-Public	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, responding officer, Police Technicians, certain employees on an as needed basis as part of a specific work assignment
Background Check	Local records check on individual (i.e., employment, adoptions)	Non-Public	M.S. 13.43 subd. 12; M.S. 626.87	Public Safety Director, Deputy Director of Public Safety, Supervisors, Employee Resources Manager, Employee Resources Administrative Assistant
Case Files/Offense Reports Adult	Includes individual's name, date of birth, time of occurrence, date and place of action, description of what happened, location, whether any weapons were used, ICR's, statistical data, and other pertinent data.	Public/Private	M.S. 13.82 subd. 3a	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, responding officer, Police Technicians, certain employees on an as needed basis as part of a specific work assignment
Case Files/Offense Reports - Juvenile	Includes individual's name, date of birth, time of occurrence, and place of action, description of what happened, location, whether any weapons	Non-Public Private Confidential	M.S. 13.82; M.S. 260.171	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, responding officer, Police Technicians, certain

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	were used, and other pertinent data			employees on an as needed basis as part of a specific work assignment
Certification for Peace Officer for State Aid Application	State form PA-1	Public/Private	M.S. 13.43	City Manager, Public Safety Director, Deputy Director of Public Safety; Finance Director; Employee Resources Manager; Insurance and Payroll Coordinator
Dangerous/Potentially Dangerous Dogs	Information on potentially/dangerous dogs	Public/Private	M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, City Clerk, Deputy City Clerk, Supervisors, Detectives, responding officer, Support Lieutenant, certain employees on an as needed basis as part of a specific work assignment
Death Investigation	Any case file or any investigation involving a death	Private	M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, certain employees on an as needed basis as part of a specific work assignment
Department Payroll and Leave Information	Information collected by police department before sending to payroll	Non-Public	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Command Staff, Community Services and Employee Resources Director, Employee Resources Manager
Dictated & Audio Recorded Reports	Audio recordings of the officer's report transcribed into written report.	Public/Private	M.S. 1382; M.S. 260B.171	Public Safety Director, Deputy Director of Public Safety, Detectives, Police Technicians

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Digital Transcription System Recording	Statements taken from victims, witnesses, suspects, et. al.	Public/Private	M.S. 13.82; M.S. 206B.171	Public Safety Director, Deputy Director of Public Safety, Detectives, Police Technicians
E-Reports – Officer Reports	Field copy of police report	Public/Private	M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, responding officer, Police Technicians, certain employees on an as needed basis as part of a specific work assignment
Emergency Plan	Emergency Operations Plan	Public/Private	M.S. 13.37	City Manager, Public Safety Director, Deputy Director of Public Safety, Supervisors, Public Works Director, City Engineer, Assistant City Engineer, Public Works Managers, Public Works Leadpersons, certain employees on an as needed basis as part of a specific work assignment
Evidence/Property Logs and Inventory Reports	Property which has been found, confiscated, seized, etc.	Public/Private	M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Evidence Clerk
Expunged Records	Case file, which may include ticket, arrest report, legal documents, photos, etc. and Notice of Expungement	Private Confidential	M.S. 609A.01	Public Safety Director, Deputy Director of Public Safety, Administrative Sergeant
Fingerprint Cards	Sworn officers and police personnel; janitors or persons accessing secured areas without supervision	Private	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Office Coordinator
Firearm Application Permits/Transfers	Includes application to purchase a copy of the firearm permit to carry	Private	M.S. 13.87	Public Safety Director, Deputy Director of

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				Public Safety, Records Technician
Fridley Municipal Building Security Card/Key Authorization	Applications for security access to city facilities	Non-Public	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Administrative Sergeant
Fridley Police Association Records	Financial records and membership fees	Public/Private	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Association Treasure
Homicides	Audio & video recordings containing information regarding any homicides	Public Confidential	M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, responding officer, Police Technicians, certain employees on an as needed basis as part of a specific work assignment
Incident Reports	Adult/Juvenile: includes date, time, place of action, any resistance encountered, any pursuit engaged, whether any weapons were used, the charge, arrest or search warrants or legal basis for action, the identities of agencies, units within agencies and individual persons taking the action; whether and where the individual is being held in custody or is being incarcerated by the agency, the date, time and legal basis for any transfer of custody and identification of agency or person who received custody the date, time and legal basis for any release from custody or incarceration, the name, age, sex and last known	Public Private	M.S. 13.82 subd. 3a; M.S. 260B.171	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, responding officer, Police Technicians, certain employees on an as needed basis as part of a specific work assignment

Appendix A

	address of any adult person or the age and sex of any juvenile person cited arrested or incarcerated or otherwise substantially deprived of their liberty, whether the agency employed wiretaps or other eavesdropping techniques, the manner in which the agencies received the information that led to the arrest, and the response or report number.			
Internal Investigations	Audio & video recording determined to have evidentiary value in any internal investigations	Public/Private	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Investigations Lieutenant
Internal Investigation	Case files and reports	Public/Private/Confidential	M.S. 13.39; M.S. 13.43; M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Investigations Lieutenant
Interviews – Audio & Video Recordings	Determined to have evidentiary value. (All audio tapes will be transcribed and a copy of the transcription will be kept with the case file.	Public Confidential	M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, responding officer, Police Technicians, certain employees on an as needed basis as part of a specific work assignment
Intoxilyzer Test Results	Original record maintained by the BCA. Department copy retained in accordance with the item they related to (i.e, case file or arrest report)	Public/Private Confidential	M.S. 13.82 subd. 5	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, Police Technicians, certain employees on an as needed basis as part of a specific work assignment

Appendix A

Holding Cell Inspection Record		Public/Private	M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, Police Technicians, Patrol Lieutenant
Lost and Found Animal Log	Log of animals that are lost and found	Public/Private	M.S. 13.82 subd. 3	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, Police Technicians, certain employees on an as needed basis as part of a specific work assignment
Master Name File	Adult	Public/Private Confidential	M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Police Technician
Master Name File	Juvenile	Private	M.S. 260B.171	Public Safety Director, Deputy Director of Public Safety, Police Technician
McGruff House		Public/Private Non-Public	M.S. 13.37	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, certain employees on an as needed basis as part of a specific work assignment
Neighborhood Crime Watch Membership		Public/Private Non-Public	M.S. 13.37	Public Safety Director, Deputy Director of Public Safety, Lieutenants, Sergeants
Officer Candidate Application	Interviewed, no background investigation	Non-Public	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant

Appendix A

Officer Candidates Background	Investigation, not hired	Non-Public	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant
Officer Candidates Background	Investigation, hired	Public Non-Public	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant
Operation ID		Public/Private Non-Public	M.S. 13.37	Public Safety Director, Deputy Director of Public Safety, certain employees on an as needed basis as part of a specific work assignment
Pawn Shop Records		Private	M.S. 13.82 subd. 27	Public Safety Director, Deputy Director of Public Safety, Detectives
Photographs/Negatives or Digital Discs		Public/Private	M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Police Technicians
Police Clearance Letters	Criminal history or individual within jurisdiction	Public/Private	M.S. 13.87	Public Safety Director, Deputy Director of Public Safety, Administrative Sergeant
Prisoner Property Receipts		Public/Private	M.S. 13.85	Public Safety Director, Deputy Director of Public Safety, Patrol Lieutenant
Roll Call Information	Briefing information for department	Public/Private	M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, Police Technicians, certain

Appendix A

				employees on an as needed basis as part of a specific work assignment
Security Door Transaction	Electronic report identifying transactions	Non-Public	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Administrative Sergeant
Taped Interviews (no suspects)	Audio/video/digital recordings determined to have evidentiary value where no suspects have been developed, and/or no individuals have been formally charged.	Public/Private	M.S. 13.82; M.S. 206B.171	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, responding officer, Police Technicians, certain employees on an as needed basis as part of a specific work assignment
Training Records	Examples include first aid, firearm training, advanced driving, crime scene processing, report writing, etc.	Public/Private	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant
Training Staff Files	Summary report of training history and personnel information	Public/Private	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Employee Resources Director, Employee Resources Manager, Employee Resources Administrative Assistant
Use of Force	Audio, video and digital recordings containing information of any incident where force was used and supervisory review is completed according to department policy.	Public/Private Confidential	M.S. 13.39; M.S. 13.43; M.S. 13.82	Public Safety Director, Deputy Director of Public Safety, Supervisors, responding officer
Validation/Error Integrity Reports		Private	M.S. 13.82	Public Safety Director, Deputy Director of

Appendix A

				Public Safety, Police Technicians
Validation Report	Regarding stolen property	Private, Non-Public	M.S. 13.82 subd. 20	Public Safety Director, Deputy Director of Public Safety, certain employees on an as needed basis as part of a specific work assignment
Videotape of Holding Cell		Private	M.S. 13.43	Public Safety Director, Deputy Director of Public Safety, Supervisors, Detectives, Police Technicians
Watch Your Car Program	Registration and reports from program enrollees	Public/Private Non-Public	M.S. 13.37	Public Safety Director, Deputy Director of Public Safety
Public Works				
Name of Record	Description	Data Classification	Citation for Classification	Employee Work Access
Bids, Quotations and RFP's Accepted	RFP and bid documentation	Public Non-Public	M.S. 13.37 subd. 2; M.S. 13.59	City Manager, Community Development Director, HRA Director, HRA Assistant Executive Director, Planner, Environmental Planner, Neighborhood Preservation Specialist, Rental Inspector, Public Works Director, City Engineer, Assistant City Engineer, Public Works Managers, Environmental Planner, Public Works Administrative Assistant, Finance Director, Public Safety Director, Deputy Director of Public Safety, Deputy Director/Fire Chief, Fire Marshall,

Appendix A

				Administrative Assistant
Environmental Complaints	Reports about environmental complaints, including disposition	Public Private	M.S. 13.44	City Manager, Public Works Director, City Engineer, Assistant City Engineer, Public Works Administrative Assistant, Public Works Managers, certain employees on an as needed basis as part of a specific work assignment
Environmental Protection Agency or Minnesota Health Department Reports	Complaints	Private Non-Public	M.S. 13.39; M.S. 13.44	City Manager, Public Works Director, City Engineer, Assistant City Engineer, Public Works Managers, Public Works Administrative Assistant, certain employees on an as needed basis as part of a specific work assignment
Mailing and Email Lists	List of affected parties, project notification lists including email subscriber information	Private	M.S. 13.548	City Manager, Public Works Director, City Engineer, Assistant City Engineer, Public Works Administrative Assistant, Environmental Planner
Notice of Utility Disconnection	Notice of private and public utility gas or electric disconnections	Private Non-Public	M.S. 216B.0976	City Manager, Public Works Director, Public Works Utility Manager, Public Works Administrative Assistant
Permit and License Applications	Permit and license applications and summary data – includes telecommunications, right-of-way, utility, site applications and business license applications	Public Private	M.S. 13.37	City Manager, Public Works Director, City Engineer, Assistant City Engineer, Engineering Technicians, Public Works Managers, Public Works Lead, Public Works Utilities Staff, Public Works

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				Administrative Assistant, certain employees on an as needed basis as part of a specific work assignment
Public and Utility Facilities	Building plans, computer coding systems used to provide security and operation of public utility services and building security systems.	Non-Public	M.S. 13.37 subd. 1b	City Manager, Public Works Director, Public Works Managers, Public Works Facilities Coordinator, certain employees on an as needed basis as part of a specific work assignment
Public Utility Infrastructure	Streets, storm sewer, public utility designs, drawings, schematics	Non-Public	M.S. 13.37	City Manager, Public Works Director, City Engineer, Assistant City Engineer, Engineer, Engineering Technician, Public Works Managers, Public Works Lead, Public Works Service Workers, Public Works Facilities Coordinator, Public Works Fleet Coordinator, Public Works Administrative Assistant, certain employees on an as needed basis as part of a specific work assignment
Site Plans	Engineering plans, design specifications, structural and utility plans	Public Private Non-Public	M.S. 13.37 subd. 1b	City Manager, Public Works Director, City Engineer, Assistant City Engineer, Public Works Utilities Staff, City Forester, Public Works Administrative Assistant, Environmental Planner, Community Development Director, Planning Manager, Building Inspector, Permit Coordinator



DATA PRACTICES REQUEST FORM

Contact Information

Name	Date
Street Address	City, State, Zip
Phone	Email Address

Requesting parties are not required to provide the above contact information. Requests cannot be accommodated if there is no contact information provided. Staff will begin gathering data upon submission of this form. Pursuant to M.S. § 13.04 if the requestor is the subject of the data, the City must respond within 10 business days of the request, excluding Saturdays, Sundays and City holidays. If the requestor is not the subject of the data, the City must respond in an appropriate and prompt manner, which is within a reasonable amount of time depending on the nature and extent of the request. The City will communicate with the requestor regarding the nature of the request and what an appropriate response time may be.

I am requesting access to data in the following way:

- ☐ Inspection
 ☐ Copies
 ☐ Both inspection and copies
☐ Summary Data (see page four of this Policy)

Data Requested:

Describe the data you are requesting as specifically as possible (attach additional sheets if necessary):

Submit this form to:

Name: City Clerk's Office
 Address: 7071 University Avenue NE, Fridley, MN 55432
 Email: clerk@fridleymn.gov Phone: 763-572-3523

Completed by the City of Fridley

Information classified as: ☐ Public ☐ Non-Public ☐ Private ☐ Protected Non-Public ☐ Confidential

Action: ☐ Approved ☐ Denied (explain below) ☐ Approved in part (explain below)

Remarks for denial, including Minnesota Statute:

Charges:

- ☐ None
 ____ Page copies (.25 cents per page)
 ____ Other (explain below)

Identity verified for private information by:

- ☐ Identification
☐ Comparison with signature on file
☐ Personal knowledge
☐ Other: _____

Authorized Signature: _____



RELEASE OF INFORMATION

The City does not have the legal authority to release any not public government data on individuals to another entity/person. If you wish the City to release any not public government data to another entity/person you must grant your written informed consent.

I, _____ (Name), give my permission for the City of Fridley to release data about me to _____ (Name of other entity/person) as described in this consent.

1. The specific data I want the City of Fridley to release includes (explanation of data):

2. I understand that I have asked the City of Fridley to release the data.
3. I understand that although the data are classified as private at the City of Fridley the classification/treatment of the data at _____ (Name of other entity/person) may not be the same and is dependent on laws or policies that may apply to _____ (Name of other entity/person).
4. I understand that I may cancel this consent at any time prior to the information being released by notifying the member of staff listed above on this content form in writing.
5. I understand this consent form automatically expires 60 days after signing.

Printed name of data subject

Signature of data subject

Date

Parent/Guardian signature (if needed)

Date

If you have a question about anything in this consent, or would like more explanation before you sign it, please contact the City Clerk's Office located at 7071 University Avenue NE, or at clerk@fridleymn.gov or 763-572-3523.

Completed by the City of Fridley

Identity verified for release of not public data on an individual by: ☐ Identification ☐ Comparison with signature on file
☐ Personal knowledge ☐ Other: _____

Authorized Signature: _____



AGENDA REPORT

Meeting Date: March 8, 2021

Meeting Type: City Council

Submitted By: Scott Hickok, Community Development Director
Stacy Stromberg, Planning Manager

Title

Resolution No. 2021-18, Approve a Comprehensive Sign Plan Amendment for 7201 University Avenue N.E. – University Avenue Business Center (Ward 1)

Background

Lynn's Cake and Candy Supply recently relocated from the Holly Shopping Center to the University Avenue Business Center, which is located at 7201 University Avenue. Tom Behnke with Lynn's Cake and Candy Supply has been working with the property's landlord to update the existing Comprehensive Sign Plan to allow both non-illuminated and illuminated signs.



Fridley Code § 214.16 requires that shopping centers and multiple tenant buildings have a comprehensive sign plan approved by the City. The purpose of this requirement is to assure that buildings have well planned, aesthetically pleasing, and consistent appearance to the signage on the walls of their buildings.

The current comprehensive sign plan was approved by the City Council in the early 1990s when the building was originally constructed. The plan requires all signs to be non-illuminated plastic letters that are attached to the building and are red in color.

The new tenant, Lynn's Cake and Candy Supply would like to have illuminated letters, which provides better visibility for the business. As a result, the property's landlord is requesting an amendment to the sign plan to allow both non-illuminated and illuminated individual letter signs that are mounted directly to the building. All letters whether non-illuminated or illuminated will be red, which will create a consistent look across the front of the building.

Financial Impact

No financial impact.

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Recommendation

Staff recommend the approval of Resolution No. 2021-18.

Focus on Fridley Strategic Alignment

☒	Vibrant Neighborhoods & Places	☐	Community Identity & Relationship Building
☒	Financial Stability & Commercial Prosperity	☐	Public Safety & Environmental Stewardship
☐	Organizational Excellence		

Attachments and Other Resources

- Resolution No. 2021-18
- Exhibit A: New Comprehensive Sign Plan Criteria
- Exhibit B: Sign Illustration

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2021-18**Approving a Comprehensive Sign Plan Amendment for 7201 University Avenue N.E.**

Whereas, Fridley City Code Section 214.16 requires Shopping Centers and Multiple Use Buildings to submit a comprehensive sign plan to the City Council for approval; and

Whereas, the Council approved the Comprehensive Sign Plan for the property at 7201 University Avenue in the early 1990s when the existing building was constructed; and

Whereas, City staff received a request for an amendment to the existing Comprehensive Sign Plan from the property owner's landlord, to allow both non-illuminated and illuminated signs on the exterior wall of the building; and

Whereas, the new sign plan will continue to provide a consistent and aesthetically pleasing appearance to the wall signage on the exterior of the building, which is what is required by the City's Sign Code.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby approves a Comprehensive Sign Plan amendment for the property at 7201 University Avenue N.E.

Passed and adopted by the City Council of the City of Fridley this 8th day of March 2021.

Scott J. Lund – Mayor

ATTEST:

Daniel Tienter – City Clerk

UNIVERSITY AVENUE BUSINESS CENTER SIGN CRITERIA

Section I	Intent and Purpose
Section II	Sign Approval
Section III	Allocated Sign Area
Section IV	Sign Criteria
Section V	Sign Construction Specifications
Section VI	Illuminated Signage Schematic
Section VII	Existing Signage

SECTION I INTENT AND PURPOSE

The University Avenue Business Center Sign Criteria is intended to provide guidelines for Tenant identification which will present an attractive image and complement the architectural integrity and continuity of the Business Center. The Criteria is intended to reduce clutter and provide strong, clear identification of businesses. University Avenue Business Center shall have a consistent Sign Criteria governing the framework of sign plans used by each Tenant to identify them clearly and consistently as a part of the overall development.

SECTION II SIGN APPROVAL

A. Landlord

The design, content, and details of signs must be approved by the Landlord prior to fabrication and erection of signs. Although previous signing practiced by Tenant will be considered, they will not necessarily govern the signage to be installed in this Business Center.

1. Tenant shall submit drawings and specifications to the Landlord for all proposed sign work. The drawings shall clearly show location of each sign on the fascia, the elevation, graphics, color, construction, and attachment details.
2. All costs incurred in furnishing and installation of a sign shall be the full responsibility of the Tenant. Sign construction must be completed in compliance with the instructions specified within this Criteria.
3. Each Tenant is required to identify their premise with a sign specified within this Criteria.
4. All tenant signs must be approved by Landlord prior to submittal for City approval.

B. City of Fridley

Landlord shall be responsible for obtaining all City approvals and sign permits. City approval does not imply nor replace the Landlord's approval.

SECTION III ALLOCATED SIGN AREAS

A. Exterior Sign Band

1. Tenant's major identification will be installed only onto the brick fascia.
2. The Tenant sign area constitutes the area directly above their front entrance and lineal footage of the store front, minus one foot (12") on either side. Maximum square feet of signage will be 15 x the square root of the lineal feet of each store front.
3. Individual letters are not to exceed a maximum of two feet (24") in height and can be no closer to top or bottom of allowed signage area than ten inches (10").

B. Windows and Doors

Landlord shall provide 4" vinyl graphics address numerals for each tenant. Upon Landlord's approval, Tenant may have cut vinyl graphics of tenant identification, first surface mounted onto glass, per detail specifications contained in this Criteria.

C. Temporary Sign Areas

Temporary signs, as detailed within this Criteria, may be mounted onto glass openings, or attached to Tenant's allowable sign area with Landlord's approval.

SECTION IV SIGN CRITERIA

A. Exterior Major Identification

1. Signs placed onto the brick facia area shall be limited to Tenant's proper name or service offered.
2. Letters style may be Helvetica or Roman upper and lower case letters upon Landlord approval.
3. Special logos, designs, or symbols necessary for identification to the store, may be permitted as part of copy, subject to Landlords approval.
4. Letters may be illuminated or non-illuminated.
 - a. Illuminated letters are to be face illuminated channel letters comprised of Red 2793 acrylic or Red 3630-33 vinyl. Lettering to be internally illuminated by red LEDs.
 - b. Non-illuminated letters shall be molded plastic with Red 2793 color.
5. Non-illuminated letters shall not be illuminated by an external source (i.e., lamp or floodlight).

B. Exterior Signs Prohibited

1. Moving, rotating, or flashing signs.
2. Signs fabricated as a box or cabinet with translucent faces.
3. Signs, letters, symbols, or identification of any nature painted directly on exterior surfaces of the premises.
4. Cloth, wood, paper, cardboard, stickers, or painted signs around or on exterior surfaces of the premises.
5. Free standing signs.
6. Roof top signs.
7. Signs employing noise making devices and components.
8. Window display signs of any kind without the prior written approval of the Landlord.
9. Signs placed at right angles to any front.

SECTION V SIGN CONSTRUCTION SPECIFICATIONS

A. Illuminated Signage

1. Dimensions

All letters shall be a maximum height of two feet (24") and a minimum of ten inches (10").
2. Installation

Letters will be centered vertically and horizontally onto signage area. Flush mounted letters shall be mounted directly to the building.
3. Refer to Section VI for installation schematic.

B. Non-Illuminated Signage

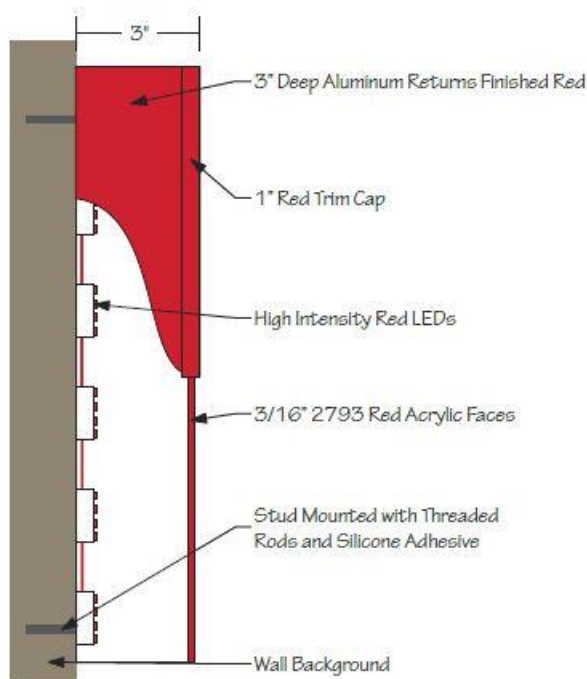
1. Dimensions
All letters shall be a maximum height of two feet (24") and a minimum of ten inches (10").
2. Installation
Letters will be centered vertically and horizontally onto signage area using surface applied adhesive.
3. Letters shall be flush on the mounting surface. Pad mounting will be allowed.

C. Vinyl Signage for Tenant Entrances

1. All glass mounted signage to be of 3M Scotchcal vinyl film or adhesive vinyl of equal quality, white in color.
2. Helvetica style letters upper and/or lower case shall be used.
3. Size of Landlord-provided address graphics shall be 4". Tenant identification copy shall be a maximum of 3".
4. All graphics shall be surface mounted to the glass surface of entrance door.
5. Landlord shall provide Tenant with proposed copy letter style and placement of signage for approval.

Section VI ILLUMINATED SIGNAGE SCHEMATIC

A. Illuminated letters shall be constructed as follows:



Section VII EXISTING SIGNAGE

- A. Current tenants with existing non-illuminated signage approved under the previous Criteria shall continue to be deemed as approved provided no alterations or variations are made.
- B. A current tenant may opt to pursue illuminated signage, at their own expense, so long as the process adheres to the guidelines set forth in this Criteria.

200924E

Lynn's Cake and Candy Supplies - Fridley

Contact

Lynn's Cake and Candy Supplies
Tom Behnke
7213 University East Service Rd
Fridley, MN 55432

Phone/Email

763-442-8616
tom@lynns cakeandcandy.com

Jobsite

7213 University East Service Rd
Fridley, MN 55432

Designer

Alex Wasnick

Salesperson

Eric Tauscheck

Date

1-6-21
1-20-21
2-26-21



8786 W. 35W Service Drive
Blaine, MN 55449

763-432-7447 | www.spectrum-signs.com

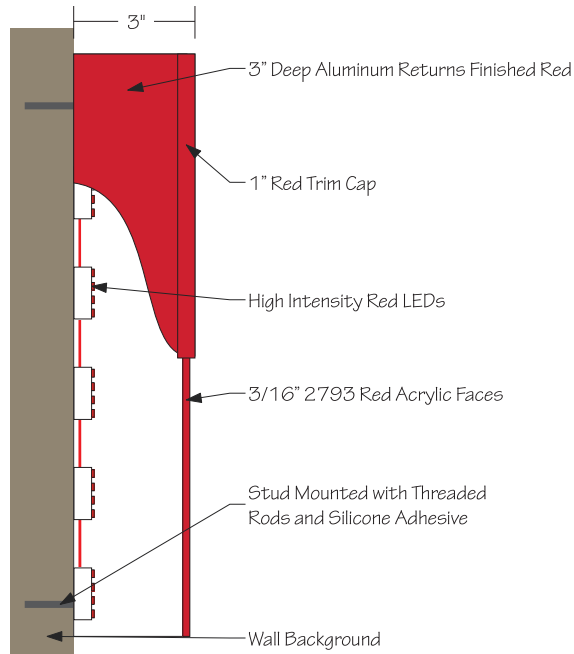
200924E - Lynn's Cake and Candy Supplies - Fridley

23'-7 1/8"

1'-7 3/4" 1'-3"

Cake and Chocolate Supplies

Furnish and Install (1) 1'-7 3/4" x 23'-7 1/8" LED Face Illuminated Remote Mount Channel Letter Set (38.8 SF)



Proposed Sign - West Elevation



763-432-7447 | www.spectrum-signs.com

8786 W. 35W Service Drive
Blaine, MN 55449

This drawing is the exclusive property of Spectrum Sign Systems, Inc. It is not to be produced or duplicated without the written consent of Spectrum Sign Systems, Inc. Distribution of this drawing for the purpose of constructing the sign by anyone other than Spectrum Sign Systems, Inc., is strictly prohibited. If such an event occurs Spectrum Sign Systems Inc., will be reimbursed \$1,000.00 per occurrence.

Customer Approval

Date



AGENDA REPORT

Meeting Date: March 8, 2021

Meeting Type: City Council

Submitted By: Roberta Collins, Assistant to the City Manager

Title

Claims: 192008 - 192188

Background

Financial Impact

Recommendation

Approve Claim Nos. 192008 - 192188

Focus on Fridley Strategic Alignment

☐ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☒ Financial Stability & Commercial Prosperity	☐ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Claims
- Emergency Claims

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



City of Fridley, MN

Item 6.

COUNCIL CLAIMS REPORT

By Fund

Payment Dates 2/22/2021 - 3/3/2021

Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Fund: 101 - General Fund							
Vendor: 10184 - ASTLEFORD INTERNATIONAL TRUCKS							
192038	02/23/2021	01P28260	CAR PARTS- VEHICLE 777	101-141040	Inventory - Auto Parts & Suppl...	02/23/2021	139.10
192038	02/23/2021	01P28310	CAR PARTS - VEHICLE 777	101-141040	Inventory - Auto Parts & Suppl...	02/23/2021	8.36
Vendor 10184 - ASTLEFORD INTERNATIONAL TRUCKS Total:							147.46
Vendor: 10195 - AUTONATION FORD WHITE BEAR LAKE							
192039	02/23/2021	23529	CAR PARTS - VEHICLE 360	101-141040	Inventory - Auto Parts & Suppl...	02/23/2021	279.96
192098	03/02/2021	26897	CAR PARTS - VEHICLE 664	101-141040	Inventory - Auto Parts & Suppl...	03/02/2021	135.96
Vendor 10195 - AUTONATION FORD WHITE BEAR LAKE Total:							415.92
Vendor: 10506 - CRYSTEEL TRUCK EQUIP/DISTRIBUTION							
192079	02/24/2021	FP181241	CAR PARTS - VEHICLE 748	101-141040	Inventory - Auto Parts & Suppl...	02/24/2021	62.52
Vendor 10506 - CRYSTEEL TRUCK EQUIP/DISTRIBUTION Total:							62.52
Vendor: 10717 - FLEET PRIDE TRUCK & TRAILER PARTS							
192043	02/23/2021	68481216	CAR PARTS - VEHICLE 286	101-141040	Inventory - Auto Parts & Suppl...	02/23/2021	221.65
192081	02/24/2021	68961805	CAR PARTS - INVENTORY	101-141040	Inventory - Auto Parts & Suppl...	02/24/2021	20.02
Vendor 10717 - FLEET PRIDE TRUCK & TRAILER PARTS Total:							241.67
Vendor: 10745 - FRIDLEY FIRE RELIEF ASSOC							
192123	03/03/2021	INV0025619	BI-WEEKLY PAYROLL CONTRIB...	101-213290	Union Dues - POC/Vol Fire	03/05/2021	100.00
Vendor 10745 - FRIDLEY FIRE RELIEF ASSOC Total:							100.00
Vendor: 10748 - FRIDLEY POLICE ASSOCIATION							
192124	03/03/2021	INV0025617	BI-WEEKLY PAYROLL CONTRIB...	101-213330	Fridley Police Association	03/05/2021	192.00
Vendor 10748 - FRIDLEY POLICE ASSOCIATION Total:							192.00
Vendor: 10782 - GENUINE PARTS CO/NAPA							
192107	03/02/2021	4342-805538	DISCOUNT - CAR PARTS VEHIC...	101-141040	Inventory - Auto Parts & Suppl...	03/02/2021	-3.73
192107	03/02/2021	4342-805538	CAR PARTS VEHICLE 664	101-141040	Inventory - Auto Parts & Suppl...	03/02/2021	186.42
Vendor 10782 - GENUINE PARTS CO/NAPA Total:							182.69
Vendor: 13143 - ISTATE TRUCK CENTER							
192119	03/02/2021	c24269703401	CAR PARTS VEHICLE 571	101-141040	Inventory - Auto Parts & Suppl...	03/02/2021	173.34
192119	03/02/2021	C24269770101	MIRROR AND CLAMP VEHICLE ...	101-141040	Inventory - Auto Parts & Suppl...	03/02/2021	17.10
Vendor 13143 - ISTATE TRUCK CENTER Total:							190.44
Vendor: 11198 - LAW ENFORCEMENT LABOR SERVICES							
192125	03/03/2021	INV0025633	POLICE UNION 119 - BI-WEEKL...	101-213210	Union Dues - Police	03/05/2021	1,841.50
192125	03/03/2021	INV0025634	SGT UNION 310 - MONTHLY D...	101-213210	Union Dues - Police	03/05/2021	444.50
Vendor 11198 - LAW ENFORCEMENT LABOR SERVICES Total:							2,286.00

COUNCIL CLAIMS REPORT

Payment Dates: 2/22/20

Item 6.

Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Vendor: 13076 - LEGALSHIELD							
192128	03/03/2021	INV0025623	MONTHLY PAYROLL DEDUCTI...	101-213320	Miscellaneous Withholdings	03/05/2021	577.15
Vendor 13076 - LEGALSHIELD Total:							577.15
Vendor: 11427 - MINN CHILD SUPPORT PAYMENT CENTER							
192126	03/03/2021	INV0025613	BI-WEEKLY PAYROLL DEDUCTI...	101-213300	Child Support Withheld	03/05/2021	1,174.98
Vendor 11427 - MINN CHILD SUPPORT PAYMENT CENTER Total:							1,174.98
Vendor: 11546 - NCPERS MINNESOTA-478000							
192127	03/03/2021	INV0025624	BI-WEEKLY PAYROLL DEDUCTI...	101-213180	PERA Life Insurance	03/05/2021	752.00
Vendor 11546 - NCPERS MINNESOTA-478000 Total:							752.00
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-132200	Due from HRA	03/01/2021	6.79
Vendor 13775 - QUADIENT FINANCE USA INC Total:							6.79
Vendor: 12081 - STANDARD INSURANCE COMPANY (LIFE)							
192086	02/24/2021	FEB 2021	FEBRUARY LIFE	101-213170	Life Insurance Payable	02/24/2021	2,603.77
192086	02/24/2021	FEB 2021	FEBRUARY LIFE RETIREE & POC	101-213170	Life Insurance Payable	02/24/2021	146.88
192086	02/24/2021	FEB 2021	FEBRUARY LIFE HRA	101-213170	Life Insurance Payable	02/24/2021	101.88
Vendor 12081 - STANDARD INSURANCE COMPANY (LIFE) Total:							2,852.53
Vendor: 12082 - STANDARD INSURANCE COMPANY LTD/STD							
192114	03/02/2021	MARCH 2021	MARCH LONG TERM DISABILITY	101-213200	Long Term Disability Withhold...	03/02/2021	2,772.23
192114	03/02/2021	MARCH 2021	MARCH LONG TERM DISABILIT...	101-213200	Long Term Disability Withhold...	03/02/2021	28.33
192114	03/02/2021	MARCH 2021	MARCH SHORT TERM DISABILI...	101-213205	Short Term Disability	03/02/2021	3,401.21
192114	03/02/2021	MARCH 2021	MARCH SHORT TERM DISABILI...	101-213205	Short Term Disability	03/02/2021	31.00
Vendor 12082 - STANDARD INSURANCE COMPANY LTD/STD Total:							6,232.77
Vendor: 12122 - SUBURBAN TIRE WHOLESALE INC							
192057	02/23/2021	10176826	CAR PARTS - INVENTORY TIRES	101-141040	Inventory - Auto Parts & Suppl...	02/23/2021	835.38
192057	02/23/2021	10176827	TIRE RECYCLE	101-141040	Inventory - Auto Parts & Suppl...	02/23/2021	59.85
192057	02/23/2021	10176942	INVENTORY TIRES	101-141040	Inventory - Auto Parts & Suppl...	02/23/2021	1,530.00
Vendor 12122 - SUBURBAN TIRE WHOLESALE INC Total:							2,425.23
							17,840.15
Division: 121 - City Management							
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-1210-633120	Gen Mgmt / Communication (...)	03/01/2021	59.08
Vendor 13775 - QUADIENT FINANCE USA INC Total:							59.08
Division 121 - City Management Total:							59.08
Division: 131 - Accounting							
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-1310-633120	Accounting / Communication (...)	03/01/2021	77.49
Vendor 13775 - QUADIENT FINANCE USA INC Total:							77.49

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Vendor: 12088 - STATE OF MINNESOTA							
192055	02/23/2021	20210217 - 7574	CUSTOMER SERVICE TRAINING...	101-1310-632120	Accounting / Conferences & S...	02/23/2021	150.00
Vendor 12088 - STATE OF MINNESOTA Total:							150.00
Division 131 - Accounting Total:							227.49
Division: 132 - Assessing							
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-1320-633120	Assessing / Communication (p...	03/01/2021	8.89
Vendor 13775 - QUADIENT FINANCE USA INC Total:							8.89
Division 132 - Assessing Total:							8.89
Division: 133 - Information Technology							
Vendor: 10150 - ANOKA COUNTY TREASURY OFFICE							
192035	02/23/2021	B210216K	MARCH FIBER CHARGES	101-1330-633120	IT / Communication (phones, ...	02/23/2021	950.00
Vendor 10150 - ANOKA COUNTY TREASURY OFFICE Total:							950.00
Vendor: 10346 - CDW GOVERNMENT INC							
192040	02/23/2021	2796612.0	APPLE IPAD WIFICELL 32GB	101-1330-621120	IT / Office Supplies	12/31/2020	1,744.20
Vendor 10346 - CDW GOVERNMENT INC Total:							1,744.20
Vendor: 10447 - COMCAST CABLE							
192008	02/23/2021	INV0025598	CABLE FEES 87721078900030...	101-1330-633120	IT / Communication (phones, ...	02/22/2021	334.06
Vendor 10447 - COMCAST CABLE Total:							334.06
Vendor: 11238 - LOFFLER COMPANIES-131511							
192048	02/23/2021	3648940	POLICE COPIER USAGE NOV-F...	101-1330-635100	IT / Services Contracted, Non-...	02/23/2021	209.92
192108	03/02/2021	3656808	PRINTING CHARGES	101-1330-635100	IT / Services Contracted, Non-...	03/02/2021	94.92
Vendor 11238 - LOFFLER COMPANIES-131511 Total:							304.84
Division 133 - Information Technology Total:							3,333.10
Division: 136 - Elections							
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-1360-633120	Elections / Communication (p...	03/01/2021	13.79
Vendor 13775 - QUADIENT FINANCE USA INC Total:							13.79
Division 136 - Elections Total:							13.79
Division: 138 - City Clerk/Records							
Vendor: 13933 - TIMESAVER OFF SITE SECRETARIAL INC							
192122	03/02/2021	M26222	MINUTES FOR CHARTER COM...	101-1380-635100	City Clerk / Services Contracted..	03/02/2021	187.00
Vendor 13933 - TIMESAVER OFF SITE SECRETARIAL INC Total:							187.00
Division 138 - City Clerk/Records Total:							187.00
Division: 141 - Non-departmental							
Vendor: 12573 - OFFICE OF MNIT SERVICES							
192011	02/23/2021	W21010631	JAN LANGUAGE LINE	101-1410-633120	Non-Dept / Communication	02/22/2021	79.23
Vendor 12573 - OFFICE OF MNIT SERVICES Total:							79.23
Division 141 - Non-departmental Total:							79.23

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Division: 142 - Emergency Reserves							
Vendor: 13929 - ALPHA MEDICAL EQUIPMENT INC							
192089	02/24/2021	5370	LATEX GLOVES - POLICE	101-1420-621130	Emergency Reserves / Operati...	02/24/2021	644.70
Vendor 13929 - ALPHA MEDICAL EQUIPMENT INC Total:							644.70
Division 142 - Emergency Reserves Total:							644.70
Division: 211 - Police							
Vendor: 13929 - ALPHA MEDICAL EQUIPMENT INC							
192070	02/23/2021	5365	SHIPPING FOR 6 CASES OF LAT...	101-2110-635100	Police / Services Contracted, N...	02/23/2021	101.70
Vendor 13929 - ALPHA MEDICAL EQUIPMENT INC Total:							101.70
Vendor: 10178 - ASPEN MILLS INC							
192077	02/24/2021	268446	CSO UNIFORM ITEMS	101-2110-621110	Police / Clothing & Laundry	02/24/2021	110.10
192077	02/24/2021	269070	CSO UNIFORM ITEMS	101-2110-621110	Police / Clothing & Laundry	02/24/2021	916.53
192077	02/24/2021	269256	UNIFORM ITEMS FOR NEW-HI...	101-2110-621110	Police / Clothing & Laundry	02/24/2021	1,881.20
192077	02/24/2021	269258	UNIFORM ITEMS FOR NEW-HI...	101-2110-621110	Police / Clothing & Laundry	02/24/2021	1,446.25
192077	02/24/2021	269259	CSO UNIFORM ITEMS	101-2110-621110	Police / Clothing & Laundry	02/24/2021	42.61
192077	02/24/2021	269260	MOBILE FIELD FORCE VEST FOR...	101-2110-621110	Police / Clothing & Laundry	02/24/2021	1,110.55
Vendor 10178 - ASPEN MILLS INC Total:							5,507.24
Vendor: 10505 - BLAINE CUSTOM APPAREL & AWARDS							
192104	03/02/2021	27409	ACRYLIC FOR YEARS OF SERVIC...	101-2110-621130	Police / Operating Supplies	03/02/2021	75.00
192133	03/03/2021	27459	ENGRAVED PLATE - SHADOW...	101-2110-621130	Police / Operating Supplies	03/03/2021	18.71
Vendor 10505 - BLAINE CUSTOM APPAREL & AWARDS Total:							93.71
Vendor: 13516 - DAIGLE LAW GROUP LLC							
192121	03/02/2021	3975	2020 REVIEW POLICE POLICIES	101-2110-631100	Police / Services-Professional	12/31/2020	2,840.00
192121	03/02/2021	4022	POLICE POLICY REVIEW	101-2110-631100	Police / Services-Professional	03/02/2021	1,760.00
Vendor 13516 - DAIGLE LAW GROUP LLC Total:							4,600.00
Vendor: 10773 - GARY L FISCHLER & ASSOCIATES PA							
192044	02/23/2021	3400784	POLICE OFFICER NEW-HIRE C...	101-2110-631100	Police / Services-Professional	02/23/2021	650.00
192137	03/03/2021	3415972	POLICE WELLNESS SESSIONS - ...	101-2110-631100	Police / Services-Professional	03/03/2021	750.00
Vendor 10773 - GARY L FISCHLER & ASSOCIATES PA Total:							1,400.00
Vendor: 12639 - MINN FRATERNAL ORDER OF POLICE							
192088	02/24/2021	20210219 - 7657	MN FOP LODGE DUES 2021 - ...	101-2110-632100	Police / Dues & Subscription, P...	02/24/2021	30.00
192088	02/24/2021	20210219 - 7660	2021 MN FOP LODGE DUES - ...	101-2110-632100	Police / Dues & Subscription, P...	02/24/2021	30.00
192088	02/24/2021	20210219 - 7661	2021 MN FOP LODGE DUES - ...	101-2110-632100	Police / Dues & Subscription, P...	02/24/2021	30.00
192088	02/24/2021	20210219 - 7662	2021 MN FOP LODGE DUES - ...	101-2110-632100	Police / Dues & Subscription, P...	02/24/2021	30.00
192088	02/24/2021	20210219 - 7663	2021 MN FOP LODGE DUES - R...	101-2110-632100	Police / Dues & Subscription, P...	02/24/2021	30.00
192143	03/03/2021	20210302 - 8161	2021 LODGE FEE - KEVIN TITUS	101-2110-632100	Police / Dues & Subscription, P...	03/03/2021	30.00
Vendor 12639 - MINN FRATERNAL ORDER OF POLICE Total:							180.00
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-2110-633120	Police / Communication (phon...	03/01/2021	107.94
Vendor 13775 - QUADIENT FINANCE USA INC Total:							107.94

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Vendor: 12115 - STREICHER'S							
192087	02/24/2021	I1483156	UNIFORM ITEMS	101-2110-621110	Police / Clothing & Laundry	02/24/2021	91.00
Vendor 12115 - STREICHER'S Total:							91.00
Vendor: 12126 - SUN BADGE CO							
192058	02/23/2021	403481	CAP BADGE MODIFICATION	101-2110-621130	Police / Operating Supplies	02/23/2021	51.00
Vendor 12126 - SUN BADGE CO Total:							51.00
Vendor: 13791 - TOPWASH.COM							
192065	02/23/2021	FRI-011 -JANUARY	JANUARY 2021 POLICE CAR W...	101-2110-635100	Police / Services Contracted, N...	02/23/2021	216.00
Vendor 13791 - TOPWASH.COM Total:							216.00
Vendor: 12313 - VERIZON WIRELESS							
192073	02/24/2021	INV0025603	CELL PHONE POLICE	101-2110-633120	Police / Communication (phon...	02/23/2021	400.10
Vendor 12313 - VERIZON WIRELESS Total:							400.10
Division 211 - Police Total:							12,748.69
Division: 215 - Emergency Management							
Vendor: 12313 - VERIZON WIRELESS							
192073	02/24/2021	INV0025603	CELL PHONES EOC	101-2150-633120	Emergency Mgmt / Communic...	02/23/2021	41.76
Vendor 12313 - VERIZON WIRELESS Total:							41.76
Vendor: 12402 - XCEL ENERGY							
192010	02/23/2021	INV0025596	UTILITIES 51-5117620-2	101-2150-634100	Emergency Mgmt / Utility Serv...	02/22/2021	58.43
Vendor 12402 - XCEL ENERGY Total:							58.43
Division 215 - Emergency Management Total:							100.19
Division: 219 - Fire							
Vendor: 10067 - ALADTEC							
192033	02/23/2021	2021-0490	FIRE MANAGER SUBSCRIPTION...	101-2190-635130	Fire / Hardware & Software Su...	02/23/2021	264.28
Vendor 10067 - ALADTEC Total:							264.28
Vendor: 10127 - ANCOM COMMUNICATIONS INC							
192075	02/24/2021	100207	BELT CLIPS (5)	101-2190-621110	Fire / Clothing & Laundry	02/24/2021	79.75
Vendor 10127 - ANCOM COMMUNICATIONS INC Total:							79.75
Vendor: 10178 - ASPEN MILLS INC							
192037	02/23/2021	269216	BADGES (5)	101-2190-621110	Fire / Clothing & Laundry	02/23/2021	343.80
192037	02/23/2021	269219	NAME TAGS-WEIDENBACH	101-2190-621110	Fire / Clothing & Laundry	02/23/2021	18.85
192037	02/23/2021	269433	JOB SHIRT-ZIKMUND	101-2190-621110	Fire / Clothing & Laundry	02/23/2021	76.34
192131	03/03/2021	269656	BADGE	101-2190-621110	Fire / Clothing & Laundry	03/03/2021	68.85
Vendor 10178 - ASPEN MILLS INC Total:							507.84
Vendor: 10224 - BATTERIES PLUS							
192132	03/03/2021	P34766282	BATTERIES	101-2190-621130	Fire / Operating Supplies	03/03/2021	52.80
Vendor 10224 - BATTERIES PLUS Total:							52.80

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Vendor: 10383 - CENTERPOINT ENERGY-MINNEGASCO							
192092	03/02/2021	INV0025609	UTILITIES-8000014145-9	101-2190-634100	Fire / Utility Services	03/01/2021	436.52
Vendor 10383 - CENTERPOINT ENERGY-MINNEGASCO Total:							436.52
Vendor: 10638 - EMERGENCY AUTOMOTIVE TECHNOLOGIES							
192042	02/23/2021	AW020921-4	IGNITION OVERRIDE MODULE	101-2190-621140	Fire / Supplies for Repair & Ma...	02/23/2021	129.50
Vendor 10638 - EMERGENCY AUTOMOTIVE TECHNOLOGIES Total:							129.50
Vendor: 10773 - GARY L FISCHLER & ASSOCIATES PA							
192137	03/03/2021	3415972	FIRE WELLNESS SESSIONS - FE...	101-2190-631100	Fire / Services-Professional	03/03/2021	450.00
Vendor 10773 - GARY L FISCHLER & ASSOCIATES PA Total:							450.00
Vendor: 13932 - HENNEPIN COUNTY FIRE CHEIF'S ASSOC							
192090	02/24/2021	21-008	VIRTUAL TRAINING FOR DRILL ...	101-2190-632120	Fire / Conferences & School	02/24/2021	100.00
Vendor 13932 - HENNEPIN COUNTY FIRE CHEIF'S ASSOC Total:							100.00
Vendor: 11450 - MINN FIRE SERVICE CERT BOARD							
192049	02/23/2021	8207	FAO CERTIFICATION EXAM	101-2190-632120	Fire / Conferences & School	12/31/2020	580.00
Vendor 11450 - MINN FIRE SERVICE CERT BOARD Total:							580.00
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-2190-633120	Fire / Communication (phones,...	03/01/2021	22.89
Vendor 13775 - QUADIENT FINANCE USA INC Total:							22.89
Vendor: 10420 - TARGETSOLUTIONS LEARNING LLC							
192102	03/02/2021	16407	TARGET SOLUTIONS SCHEDUL...	101-2190-635130	Fire / Hardware & Software Su...	03/02/2021	3,090.00
Vendor 10420 - TARGETSOLUTIONS LEARNING LLC Total:							3,090.00
Vendor: 12280 - UNITED PARCEL SERVICE							
192059	02/23/2021	0000YW2291061	SHIPMENT TO STREAMLIGHT	101-2190-635100	Fire / Services Contracted, Non..	02/23/2021	14.04
192142	03/03/2021	0000YW2291081	SHIPMENT TO BOUND TREE	101-2190-635100	Fire / Services Contracted, Non..	03/03/2021	12.01
Vendor 12280 - UNITED PARCEL SERVICE Total:							26.05
Vendor: 12402 - XCEL ENERGY							
192010	02/23/2021	INV0025596	UTILITIES-51-4632660-1	101-2190-634100	Fire / Utility Services	02/22/2021	199.76
Vendor 12402 - XCEL ENERGY Total:							199.76
Division 219 - Fire Total:							5,939.39
Division: 311 - Campus Facilities							
Vendor: 10112 - AMERICAN PUBLIC WORKS ASSOC-APWA							
192129	03/03/2021	20210301 - 8090	RENEWAL FOR APWA - FACILIT...	101-3110-632100	Facilities / Dues,Subscription,P...	03/03/2021	409.10
Vendor 10112 - AMERICAN PUBLIC WORKS ASSOC-APWA Total:							409.10
Vendor: 10165 - ARAMARK UNIFORM SERVICES							
192036	02/23/2021	629000097455	FEB MAT RENTAL CH	101-3110-621110	Facilities / Clothing & Laundry	02/23/2021	32.94
192036	02/23/2021	629000097459	FEB MAT RENTAL PW	101-3110-621110	Facilities / Clothing & Laundry	02/23/2021	53.45
192036	02/23/2021	629000097550	FEB CLOTHING RENTAL FACILIT...	101-3110-621110	Facilities / Clothing & Laundry	02/23/2021	10.28
Vendor 10165 - ARAMARK UNIFORM SERVICES Total:							96.67

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Vendor: 10944 - HOTSY EQUIPMENT OF MINN							
192047	02/23/2021	20210218 - 7617	BULK SOAP AND FIX WALL M...	101-3110-621140	Facilities / Supplies for Repair ...	02/23/2021	725.62
Vendor 10944 - HOTSY EQUIPMENT OF MINN Total:							725.62
Vendor: 12974 - KONE INC							
192063	02/23/2021	959679577	YEARLY ELEVATOR MAINT CH ...	101-3110-635100	Facilities / Services Contracted,...	12/31/2020	7,051.93
Vendor 12974 - KONE INC Total:							7,051.93
Vendor: 11346 - MENARDS - FRIDLEY							
192109	03/02/2021	46448	SUPPLIES FOR FLOOR DRAINS ...	101-3110-621140	Facilities / Supplies for Repair ...	03/02/2021	21.47
Vendor 11346 - MENARDS - FRIDLEY Total:							21.47
Vendor: 11683 - OVERHEAD DOOR COMPANY							
192052	02/23/2021	120015	REPL 2 SPRINGS WEST VEH ST...	101-3110-635100	Facilities / Services Contracted,...	02/23/2021	2,370.85
192052	02/23/2021	120135	ADJUSTED DOOR SETTING ON...	101-3110-635100	Facilities / Services Contracted,...	02/23/2021	328.90
Vendor 11683 - OVERHEAD DOOR COMPANY Total:							2,699.75
Vendor: 12007 - SHRED RIGHT							
192113	03/02/2021	545943	FEBRUARY SHREDDING SERVIC...	101-3110-635100	Facilities / Services Contracted,...	03/02/2021	58.80
Vendor 12007 - SHRED RIGHT Total:							58.80
Vendor: 12402 - XCEL ENERGY							
192010	02/23/2021	INV0025596	UTILITIES 51-5874321-4	101-3110-634100	Facilities / Utility Services	02/22/2021	1,453.86
192074	02/24/2021	INV0025605	UTILITIES 51-4732196-0	101-3110-634100	Facilities / Utility Services	02/24/2021	18.93
Vendor 12402 - XCEL ENERGY Total:							1,472.79
Division 311 - Campus Facilities Total:							12,536.13
Division: 314 - Engineering							
Vendor: 10112 - AMERICAN PUBLIC WORKS ASSOC-APWA							
192129	03/03/2021	20210301 - 8090	RENEWAL FOR APWA - ENGIN...	101-3140-632100	Eng / Dues & Subscription, Pe...	03/03/2021	1,022.75
Vendor 10112 - AMERICAN PUBLIC WORKS ASSOC-APWA Total:							1,022.75
Vendor: 10529 - DLT SOLUTIONS INC							
192135	03/03/2021	4937622A	AUTOCAD RENEWAL	101-3140-635130	Eng / Hardware & Software Su...	03/03/2021	7,593.39
Vendor 10529 - DLT SOLUTIONS INC Total:							7,593.39
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-3140-633120	Eng / Communication (phones,...	03/01/2021	55.30
Vendor 13775 - QUADIENT FINANCE USA INC Total:							55.30
Vendor: 12618 - RESPEC							
192061	02/23/2021	INV-0121-288	2021 ON SITE SUPPORT	101-3140-635130	Eng / Hardware & Software Su...	02/23/2021	4,425.00
Vendor 12618 - RESPEC Total:							4,425.00
Vendor: 12005 - SHORT ELLIOTT HENDRICKSON INC							
192053	02/23/2021	400330	CLEARWIRE DECOM @ MOORE..	101-3140-631100	Eng / Services-Professional	02/23/2021	744.59
192053	02/23/2021	400331	TMO 2020 ANCHOR @ HWY 65..	101-3140-631100	Eng / Services-Professional	02/23/2021	2,211.26
192053	02/23/2021	400332	TMO 2020 ANCHOR @ MOORE..	101-3140-631100	Eng / Services-Professional	02/23/2021	729.66

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192053	02/23/2021	400333	TMO 2020 ANCHOR @ JOHNS...	101-3140-631100	Eng / Services-Professional	02/23/2021	972.25
Vendor 12005 - SHORT ELLIOTT HENDRICKSON INC Total:							4,657.76
Division 314 - Engineering Total:							17,754.20
Division: 315 - Forestry							
Vendor: 13422 - CERES ENVIRONMENTAL INC							
192120	03/02/2021	16873	DISPOSAL OF BRUSH FROM EA...	101-3150-635100	Forestry / Services Contracted,...	03/02/2021	60.00
Vendor 13422 - CERES ENVIRONMENTAL INC Total:							60.00
Vendor: 13857 - STREET SMART RENTALS LLC							
192067	02/23/2021	990040	ARROWBOARD FOR FORESTRY...	101-3150-621130	Forestry / Operating Supplies	12/31/2020	4,232.00
Vendor 13857 - STREET SMART RENTALS LLC Total:							4,232.00
Division 315 - Forestry Total:							4,292.00
Division: 316 - Parks							
Vendor: 10165 - ARAMARK UNIFORM SERVICES							
192036	02/23/2021	629000097503	UNIFORM RENTAL - PARKS	101-3160-621110	Parks / Clothing & Laundry	02/23/2021	36.89
Vendor 10165 - ARAMARK UNIFORM SERVICES Total:							36.89
Vendor: 10383 - CENTERPOINT ENERGY-MINNEGASCO							
192092	03/02/2021	INV0025609	UTILITIES-8000014158-2	101-3160-634100	Parks / Utility Services	03/01/2021	668.27
192092	03/02/2021	INV0025609	UTILITIES-11145540-8	101-3160-634100	Parks / Utility Services	03/01/2021	132.30
Vendor 10383 - CENTERPOINT ENERGY-MINNEGASCO Total:							800.57
Vendor: 11667 - ON SITE SANITATION							
192051	02/23/2021	0001082472	PORTABLE TOILET RENTAL - R...	101-3160-635110	Parks / Rentals	02/23/2021	68.00
192085	02/24/2021	0001082468	PORTABLE TOILET RENTAL - M...	101-3160-635110	Parks / Rentals	02/24/2021	68.00
192085	02/24/2021	0001082470	PORTABLE TOILET RENTAL - M...	101-3160-635110	Parks / Rentals	02/24/2021	150.00
192085	02/24/2021	0001082471	PORTABLE TOILET RENTAL - C...	101-3160-635110	Parks / Rentals	02/24/2021	218.00
192085	02/24/2021	0007082469	PORTABLE TOILET RENTAL - FL...	101-3160-635110	Parks / Rentals	02/24/2021	68.00
Vendor 11667 - ON SITE SANITATION Total:							572.00
Vendor: 12402 - XCEL ENERGY							
192010	02/23/2021	INV0025596	UTILITIES 51-5926811-8	101-3160-634100	Parks / Utility Services	02/22/2021	2,730.04
Vendor 12402 - XCEL ENERGY Total:							2,730.04
Division 316 - Parks Total:							4,139.50
Division: 317 - Lighting							
Vendor: 12402 - XCEL ENERGY							
192094	03/02/2021	INV0025612	JAN UTILITES 51-6808586-5	101-3170-634100	Lighting / Utility Services	03/01/2021	14,127.25
Vendor 12402 - XCEL ENERGY Total:							14,127.25
Division 317 - Lighting Total:							14,127.25
Division: 318 - Streets							
Vendor: 10112 - AMERICAN PUBLIC WORKS ASSOC-APWA							
192129	03/03/2021	20210301 - 8090	APWA RENEWAL - STREETS	101-3180-632100	Streets / Dues & Subscription, ...	03/03/2021	409.10
Vendor 10112 - AMERICAN PUBLIC WORKS ASSOC-APWA Total:							409.10

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Item 6.

Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Vendor: 10165 - ARAMARK UNIFORM SERVICES							
192036	02/23/2021	629000097485	UNIFORM RENTAL - STREETS	101-3180-621110	Streets / Clothing & Laundry	02/23/2021	63.43
Vendor 10165 - ARAMARK UNIFORM SERVICES Total:							63.43
Vendor: 10506 - CRYSTEEL TRUCK EQUIP/DISTRIBUTION							
192105	03/02/2021	FP181249	SMALL TOOLS	101-3180-621150	Streets / Tools & Minor Equip...	03/02/2021	92.73
Vendor 10506 - CRYSTEEL TRUCK EQUIP/DISTRIBUTION Total:							92.73
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-3180-633120	Streets / Communication (pho...	03/01/2021	25.13
Vendor 13775 - QUADIENT FINANCE USA INC Total:							25.13
Vendor: 12051 - SPECIALTY SOLUTIONS LLC							
192054	02/23/2021	150540	BEET JUICE FOR DE-ICING ROA...	101-3180-621130	Streets / Operating Supplies	02/23/2021	1,469.76
Vendor 12051 - SPECIALTY SOLUTIONS LLC Total:							1,469.76
Vendor: 12209 - TOTAL COMPLIANCE SOLUTIONS INC							
192115	03/02/2021	62589 - 2019	DOT DRUG/ALCOHOL TESTING	101-3180-631100	Streets / Services-Professional	12/31/2020	100.00
Vendor 12209 - TOTAL COMPLIANCE SOLUTIONS INC Total:							100.00
Division 318 - Streets Total:							2,160.15
Division: 319 - Fleet Services: Garage/Shop							
Vendor: 10112 - AMERICAN PUBLIC WORKS ASSOC-APWA							
192129	03/03/2021	20210301 - 8090	APWA RENEWAL - FLEET	101-3190-632100	Fleet Services / Dues, Subscript..	03/03/2021	204.55
Vendor 10112 - AMERICAN PUBLIC WORKS ASSOC-APWA Total:							204.55
Vendor: 10150 - ANOKA COUNTY TREASURY OFFICE							
192096	03/02/2021	ES-00007177	HAZARDOUS WASTE LICENSE ...	101-3190-632100	Fleet Services / Dues, Subscript..	03/02/2021	180.00
Vendor 10150 - ANOKA COUNTY TREASURY OFFICE Total:							180.00
Vendor: 10165 - ARAMARK UNIFORM SERVICES							
192036	02/23/2021	629000097544	UNIFORM RENTAL - FLEET	101-3190-621110	Fleet Services / Clothing & Lau...	02/23/2021	35.61
192097	03/02/2021	629000100064	UNIFORM RENTAL - FLEET	101-3190-621110	Fleet Services / Clothing & Lau...	03/02/2021	35.61
Vendor 10165 - ARAMARK UNIFORM SERVICES Total:							71.22
Vendor: 10457 - COMO LUBE & SUPPLIES INC							
192103	03/02/2021	673974	PARTS WASHER RENTAL	101-3190-635110	Fleet Services / Rentals	03/02/2021	92.50
Vendor 10457 - COMO LUBE & SUPPLIES INC Total:							92.50
Division 319 - Fleet Services: Garage/Shop Total:							548.27
Division: 410 - Recreation							
Vendor: 10817 - GRAFIK DISTINCTION INC							
192045	02/23/2021	20757	DESIGN OF PARKS & REC BRO...	101-4100-633120	Rec / Communication (phones,...	02/23/2021	1,960.00
Vendor 10817 - GRAFIK DISTINCTION INC Total:							1,960.00
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-4100-633120	Rec / Communication (phones,...	03/01/2021	41.79
Vendor 13775 - QUADIENT FINANCE USA INC Total:							41.79
Division 410 - Recreation Total:							2,001.79

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Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Division: 417 - Marketing & Communications							
Vendor: 10817 - GRAFIK DISTINCTION INC							
192045	02/23/2021	20757	DESIGN OF 3/21 NEWSLETTER	101-4170-633120	Mktg & Comm / Communicati...	02/23/2021	1,420.00
Vendor 10817 - GRAFIK DISTINCTION INC Total:							1,420.00
Division 417 - Marketing & Communications Total:							1,420.00
Division: 511 - Building Inspection							
Vendor: 10431 - CLAUSON, ROBERT INC							
192188	03/03/2021	FEB 2021	ROBERT CLAUSON PAYMENT - ...	101-5110-635100	Bldg Inspection / Services Cont...	03/03/2021	4,805.60
Vendor 10431 - CLAUSON, ROBERT INC Total:							4,805.60
Vendor: 11670 - ONLINE SOLUTIONS LLC							
192141	03/03/2021	4022	CITZENSERVE USER SUBSCRIPT...	101-5110-635130	Bldg Inspection / Hardware & ...	03/03/2021	922.09
Vendor 11670 - ONLINE SOLUTIONS LLC Total:							922.09
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-5110-633120	Bldg Inspection / Comm. (pho...	03/01/2021	22.40
Vendor 13775 - QUADIENT FINANCE USA INC Total:							22.40
Division 511 - Building Inspection Total:							5,750.09
Division: 512 - Planning-Code Enforcement							
Vendor: 10932 - HOISINGTON KOEGLER GROUP INC							
192046	02/23/2021	020-024-6	COMP PLAN	101-5120-631100	Planning / Services-Professional	02/23/2021	716.25
Vendor 10932 - HOISINGTON KOEGLER GROUP INC Total:							716.25
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-5120-633120	Planning / Communication (ph...	03/01/2021	72.80
Vendor 13775 - QUADIENT FINANCE USA INC Total:							72.80
Division 512 - Planning-Code Enforcement Total:							789.05
Division: 514 - Rental Inspections							
Vendor: 11795 - PRINT CENTRAL							
192111	03/02/2021	139792	RENTAL CERTIFICATE ENVELO...	101-5140-633110	Rental Inspection / Printing & ...	03/02/2021	300.85
Vendor 11795 - PRINT CENTRAL Total:							300.85
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	101-5140-633120	Rental Inspection / Comm (ph...	03/01/2021	32.48
Vendor 13775 - QUADIENT FINANCE USA INC Total:							32.48
Division 514 - Rental Inspections Total:							333.33
Fund 101 - General Fund Total:							107,033.46

COUNCIL CLAIMS REPORT

Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Fund: 225 - Cable TV Fund							
Division: 417 - Marketing & Communications							
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	225-4170-633120	Mktg & Comm / Communicati...	03/01/2021	70.70
Vendor 13775 - QUADIENT FINANCE USA INC Total:							70.70
Division 417 - Marketing & Communications Total:							70.70
Fund 225 - Cable TV Fund Total:							70.70
Fund: 237 - Solid Waste Abatement							
Division: 518 - Recycling							
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	237-5180-633120	Recycling / Communication (p...	03/01/2021	3.50
Vendor 13775 - QUADIENT FINANCE USA INC Total:							3.50
Vendor: 11877 - REPUBLIC SERVICES #899							
192112	03/02/2021	0899-003672396.0	JAN-MAR ORGANICS RECYCLI...	237-5180-635100	Recycling / Services Contracted..	03/02/2021	5,232.40
Vendor 11877 - REPUBLIC SERVICES #899 Total:							5,232.40
Division 518 - Recycling Total:							5,235.90
Fund 237 - Solid Waste Abatement Total:							5,235.90
Fund: 240 - Forfeitures/State/Vice/Drugs							
Vendor: 10138 - ANOKA COUNTY ATTORNEY							
192076	02/24/2021	19-272650	FORFEITURE DISBURSEMENT 1...	240-251170	Deferred Rev - Drug Forfeitures	02/24/2021	464.00
Vendor 10138 - ANOKA COUNTY ATTORNEY Total:							464.00
Vendor: 11435 - MINN DEPT OF FINANCE							
192084	02/24/2021	19-272650	FORFEITURE DISBURSEMENT 1...	240-251170	Deferred Rev - Drug Forfeitures	02/24/2021	232.00
Vendor 11435 - MINN DEPT OF FINANCE Total:							232.00
							696.00
Fund 240 - Forfeitures/State/Vice/Drugs Total:							696.00
Fund: 270 - Springbrook NC Fund							
Division: 419 - Spring Brook Nature Center							
Vendor: 10165 - ARAMARK UNIFORM SERVICES							
192097	03/02/2021	629000092942	RUG AND MOP CLEANING	270-4190-621110	SNC / Clothing & Laundry	03/02/2021	110.81
Vendor 10165 - ARAMARK UNIFORM SERVICES Total:							110.81
Vendor: 10477 - COON RAPIDS, CITY OF							
192041	02/23/2021	20210217 - 7586	WATER AND SEWER FEES	270-4190-634100	SNC / Utility Services	12/31/2020	284.99
Vendor 10477 - COON RAPIDS, CITY OF Total:							284.99
Vendor: 11667 - ON SITE SANITATION							
192051	02/23/2021	0001082473	PORTABLE TOILET RENTAL - S...	270-4190-635110	SNC / Rentals	02/23/2021	232.00
Vendor 11667 - ON SITE SANITATION Total:							232.00

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Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	270-4190-633120	SNC / Communication (phones,..03/01/2021		27.51
Vendor 13775 - QUADIENT FINANCE USA INC Total:							27.51
Vendor: 12297 - UPPER MIDWEST SEED INC							
192116	03/02/2021	28417	BLACK SUNFLOWER SEED-WIL...	270-4190-621130	SNC / Operating Supplies	03/02/2021	68.00
Vendor 12297 - UPPER MIDWEST SEED INC Total:							68.00
Vendor: 12402 - XCEL ENERGY							
192074	02/24/2021	INV0025606	UTILITIES-51-4614189-1	270-4190-634100	SNC / Utility Services	02/24/2021	1,558.15
Vendor 12402 - XCEL ENERGY Total:							1,558.15
Division 419 - Spring Brook Nature Center Total:							2,281.46
Fund 270 - Springbrook NC Fund Total:							2,281.46
Fund: 406 - Capital Improvements-STR							
Division: 318 - Streets							
Vendor: 10302 - BRAUN INTERTEC CORPORATION							
192101	03/02/2021	B243732	2021 STREET REHABILITATION...	406-3180-705100	CIP Streets / Infrastructure	03/02/2021	6,575.00
Vendor 10302 - BRAUN INTERTEC CORPORATION Total:							6,575.00
Vendor: 10809 - GOPHER SIGN COMPANY							
192138	03/03/2021	108980	STREET SIGN FOR 2019-01 PRO...	406-3180-705100	CIP Streets / Infrastructure	03/03/2021	553.61
Vendor 10809 - GOPHER SIGN COMPANY Total:							553.61
Division 318 - Streets Total:							7,128.61
Fund 406 - Capital Improvements-STR Total:							7,128.61
Fund: 407 - Capital Improvements-PKS							
Division: 316 - Parks							
Vendor: 10289 - BOLTON & MENK INC							
192100	03/02/2021	0264759	CRAIG PARK LANDSCAPING	407-3160-702100	CIP Parks / Land Improvements	03/02/2021	1,151.50
Vendor 10289 - BOLTON & MENK INC Total:							1,151.50
Division 316 - Parks Total:							1,151.50
Fund 407 - Capital Improvements-PKS Total:							1,151.50
Fund: 409 - Capital Improvements-INFO TECH							
Division: 133 - Information Technology							
Vendor: 12768 - KELTEK INC							
192062	02/23/2021	1872	POLICE LAPTOPS AND PRINTERS	409-1330-635130	IT Capital / Hardware & Softwa..	02/23/2021	19,922.24
Vendor 12768 - KELTEK INC Total:							19,922.24
Division 133 - Information Technology Total:							19,922.24
Fund 409 - Capital Improvements-INFO TECH Total:							19,922.24

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COUNCIL CLAIMS REPORT

Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Fund: 410 - Capital Equipment Fund							
Division: 211 - Police							
Vendor: 10127 - ANCOM COMMUNICATIONS INC							
192034	02/23/2021	99953	PAGERS (8), CHARGER, 3 YR W...	410-2110-621150	CapEq. Police / Minor Equipm...	02/23/2021	7,720.00
Vendor 10127 - ANCOM COMMUNICATIONS INC Total:							7,720.00
Vendor: 10150 - ANOKA COUNTY TREASURY OFFICE							
192035	02/23/2021	AR017439-AR017440	SPEAKER/MICROPHONE	410-2110-621150	CapEq. Police / Minor Equipm...	02/23/2021	199.50
192035	02/23/2021	AR017439-AR017440	RADIOS	410-2110-621150	CapEq. Police / Minor Equipm...	02/23/2021	13,445.25
192130	03/03/2021	AR017438	COMMUNICATION DEVICES	410-2110-621150	CapEq. Police / Minor Equipm...	03/03/2021	45,420.00
Vendor 10150 - ANOKA COUNTY TREASURY OFFICE Total:							59,064.75
Division 211 - Police Total:							66,784.75
Division: 316 - Parks							
Vendor: 13897 - CTOS LLC							
192068	02/23/2021	INV 01KC36716-F	2000 GALLON KIT FOR VEHICLE...	410-3160-703100	Cap Eq. Parks / Machinery & E...	02/23/2021	1,122.00
Vendor 13897 - CTOS LLC Total:							1,122.00
Division 316 - Parks Total:							1,122.00
Division: 318 - Streets							
Vendor: 13928 - ISTATE TRUCK INC							
192069	02/23/2021	V242010504	VEHICLE 728 POTPATCHER 20...	410-3180-703100	Cap Eq. Streets / Machinery & ...	12/31/2020	85,171.00
Vendor 13928 - ISTATE TRUCK INC Total:							85,171.00
Division 318 - Streets Total:							85,171.00
Fund 410 - Capital Equipment Fund Total:							153,077.75
Fund: 601 - Water Fund							
Division: 601 - Water							
Vendor: 10112 - AMERICAN PUBLIC WORKS ASSOC-APWA							
192129	03/03/2021	20210301 - 8090	APWA RENEWAL - WATER	601-6012-632100	Water Ops / Dues & Subscripti...	03/03/2021	204.50
Vendor 10112 - AMERICAN PUBLIC WORKS ASSOC-APWA Total:							204.50
Vendor: 10165 - ARAMARK UNIFORM SERVICES							
192036	02/23/2021	629000097514	UNIFORM RENTAL - WATER	601-6012-621110	Water Ops / Clothing & Laundry	02/23/2021	23.22
192097	03/02/2021	629000100046	UNIFORM RENTAL - WATER	601-6012-621110	Water Ops / Clothing & Laundry	03/02/2021	23.22
Vendor 10165 - ARAMARK UNIFORM SERVICES Total:							46.44
Vendor: 10222 - BARTON SAND & GRAVEL CO							
192099	03/02/2021	210228	DISCOUNT	601-6012-621140	Water Ops / Supplies for Repai...	03/02/2021	-15.62
192099	03/02/2021	210228	CLASS 5 RECYCLE	601-6012-621140	Water Ops / Supplies for Repai...	03/02/2021	624.63
192099	03/02/2021	210228	DISPOSAL FEE	601-6012-635100	Water Ops / Services Contract...	03/02/2021	360.00
Vendor 10222 - BARTON SAND & GRAVEL CO Total:							969.01
Vendor: 10383 - CENTERPOINT ENERGY-MINNEGASCO							
192092	03/02/2021	INV0025609	UTILITIES-8000014162-4	601-6012-634100	Water Ops / Utility Services	03/01/2021	2,177.39
Vendor 10383 - CENTERPOINT ENERGY-MINNEGASCO Total:							2,177.39

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Item 6.

Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Vendor: 10395 - CENTURY LINK							
192093	03/02/2021	INV0025610	PHONE SERVICE 763 571-1683...	601-6012-633120	Water Ops / Communication (...	03/01/2021	27.06
Vendor 10395 - CENTURY LINK Total:							27.06
Vendor: 10447 - COMCAST CABLE							
192008	02/23/2021	INV0025598	CABLE FEES 87721078900030...	601-6012-633120	Water Ops / Communication (...	02/22/2021	114.90
Vendor 10447 - COMCAST CABLE Total:							114.90
Vendor: 13095 - CORE & MAIN LP							
192064	02/23/2021	N695349	WATER BREAK REPAIR CLAMPS	601-6012-621140	Water Ops / Supplies for Repai...	02/23/2021	573.75
Vendor 13095 - CORE & MAIN LP Total:							573.75
Vendor: 10509 - CULLIGAN							
192134	03/03/2021	100X06850304	SOLAR SALT/SANITIZATION PA...	601-6012-621130	Water Ops / Operating Supplies	03/03/2021	254.80
192134	03/03/2021	100X06850304	WATER SOFTENER RENTAL	601-6012-635110	Water Ops / Rentals	03/03/2021	126.45
Vendor 10509 - CULLIGAN Total:							381.25
Vendor: 10547 - DAVE PERKINS CONTRACTING							
192106	03/02/2021	27473	VALVE REPLACEMENT ON 201...	601-6019-705100	Water CIP / Infrastructure	12/31/2020	3,584.00
192136	03/03/2021	27572	REPLACE FIRE HYDRANT	601-6012-635100	Water Ops / Services Contract...	03/03/2021	3,384.00
Vendor 10547 - DAVE PERKINS CONTRACTING Total:							6,968.00
Vendor: 10811 - GOPHER STATE ONE-CALL INC							
192139	03/03/2021	1020405	BILLEABLE LOCATE CALLS	601-6012-635100	Water Ops / Services Contract...	03/03/2021	60.08
Vendor 10811 - GOPHER STATE ONE-CALL INC Total:							60.08
Vendor: 10863 - HACH COMPANY							
192083	02/24/2021	HACH653042	SERVICE REPAIR CONTRACT	601-6012-635100	Water Ops / Services Contract...	02/24/2021	1,476.00
192083	02/24/2021	HACH992182	SERVICE CONTRACT- ANNUAL ...	601-6012-635100	Water Ops / Services Contract...	02/24/2021	1,648.00
Vendor 10863 - HACH COMPANY Total:							3,124.00
Vendor: 11346 - MENARDS - FRIDLEY							
192109	03/02/2021	46450	CABINETS AND SUPPLIES FOR ...	601-6019-701100	Water CIP / Building & Bldg Im...	03/02/2021	2,021.16
Vendor 11346 - MENARDS - FRIDLEY Total:							2,021.16
Vendor: 11620 - NORTHERN TOOL & EQUIP							
192050	02/23/2021	4042212469	SMALL TOOLS - WATER BREAK...	601-6012-621150	Water Ops / Tools & Minor Equ...	02/23/2021	249.00
Vendor 11620 - NORTHERN TOOL & EQUIP Total:							249.00
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	601-6010-633120	Water Admin / Communication..	03/01/2021	37.38
Vendor 13775 - QUADIENT FINANCE USA INC Total:							37.38
Vendor: 12105 - STIMEY ELECTRIC							
192056	02/23/2021	4436	INSTALL DRAWDOWN AND EL...	601-6019-701100	Water CIP / Building & Bldg Im...	02/23/2021	2,207.40
Vendor 12105 - STIMEY ELECTRIC Total:							2,207.40
Vendor: 12360 - WATER CONSERVATION SERVICE INC							
192060	02/23/2021	10824	WATER LEAK LOCATES-73RD/T...	601-6012-635100	Water Ops / Services Contract...	12/31/2020	303.92
192117	03/02/2021	11137	WATER LEAK LOCATES 6870 ...	601-6012-635100	Water Ops / Services Contract...	03/02/2021	778.28
Vendor 12360 - WATER CONSERVATION SERVICE INC Total:							1,082.20

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Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Vendor: 12402 - XCEL ENERGY							
192010	02/23/2021	INV0025597	UTILITIES 51-5926811-8	601-6012-634100	Water Ops / Utility Services	02/22/2021	12,171.12
Vendor 12402 - XCEL ENERGY Total:							12,171.12
Division 601 - Water Total:							32,414.64
Fund 601 - Water Fund Total:							32,414.64
Fund: 602 - Sewer Fund							
Division: 602 - Sewer							
Vendor: 10165 - ARAMARK UNIFORM SERVICES							
192036	02/23/2021	629000097538	UNIFORM RENTAL - SEWER	602-6022-621110	Sewer Ops / Clothing & Laundry	02/23/2021	30.19
192097	03/02/2021	629000100058	UNIFORM RENTAL - SEWER	602-6022-621110	Sewer Ops / Clothing & Laundry	03/02/2021	30.19
Vendor 10165 - ARAMARK UNIFORM SERVICES Total:							60.38
Vendor: 10224 - BATTERIES PLUS							
192078	02/24/2021	p35261410	BATTERIES FOR LIFT STATION	602-6022-621140	Sewer Ops / Supplies for Repai...	02/24/2021	27.90
Vendor 10224 - BATTERIES PLUS Total:							27.90
Vendor: 10395 - CENTURY LINK							
192093	03/02/2021	INV0025610	PHONE SERVICE 763 571-1683...	602-6022-633120	Sewer Ops / Communication (...)	03/01/2021	27.06
Vendor 10395 - CENTURY LINK Total:							27.06
Vendor: 10811 - GOPHER STATE ONE-CALL INC							
192139	03/03/2021	1020405	BILLEABLE LOCATE CALLS	602-6022-635100	Sewer Ops / Services Contract...	03/03/2021	60.07
Vendor 10811 - GOPHER STATE ONE-CALL INC Total:							60.07
Vendor: 11346 - MENARDS - FRIDLEY							
192140	03/03/2021	46584	SUPPLIES	602-6022-621130	Sewer Ops / Operating Supplies	03/03/2021	14.75
Vendor 11346 - MENARDS - FRIDLEY Total:							14.75
Vendor: 11368 - METROPOLITAN COUNCIL							
192110	03/02/2021	0001120878	INDUSTRIAL CAPACITY CHARGE	602-6022-634100	Sewer Ops / Utility Services	03/02/2021	685.79
192110	03/02/2021	0001120879	INDUSTRIAL CAPACITY CHARGE	602-6022-634100	Sewer Ops / Utility Services	03/02/2021	582.67
Vendor 11368 - METROPOLITAN COUNCIL Total:							1,268.46
Vendor: 12402 - XCEL ENERGY							
192010	02/23/2021	INV0025596	UTILITIES-51-5750949-0	602-6022-634100	Sewer Ops / Utility Services	02/22/2021	1,555.66
Vendor 12402 - XCEL ENERGY Total:							1,555.66
Division 602 - Sewer Total:							3,014.28
Fund 602 - Sewer Fund Total:							3,014.28
Fund: 603 - Storm Water Fund							
Division: 603 - Storm							
Vendor: 12438 - GREENHAVEN PRINTING							
192118	03/02/2021	210335	CRAIG PARK POSTCARD	603-6039-705100	Storm CIP / Infrastructure	03/02/2021	240.00
Vendor 12438 - GREENHAVEN PRINTING Total:							240.00

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Vendor: 13801 - TOM LOUCKS & ASSOCIATES INC							
192066	02/23/2021	39356	VILLAGE GREEN POND RENOV...	603-6039-705100	Storm CIP / Infrastructure	02/23/2021	1,381.15
Vendor 13801 - TOM LOUCKS & ASSOCIATES INC Total:							1,381.15
Vendor: 12402 - XCEL ENERGY							
192010	02/23/2021	INV0025596	UTILITIES-514991810-3	603-6032-634100	Storm Ops / Utility Services	02/22/2021	239.74
Vendor 12402 - XCEL ENERGY Total:							239.74
Division 603 - Storm Total:							1,860.89
Fund 603 - Storm Water Fund Total:							1,860.89
Fund: 609 - Municipal Liquor							
Vendor: 13054 - 56 BREWING LLC							
192175	03/03/2021	5613210	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	136.00
192175	03/03/2021	5613216	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	102.00
Vendor 13054 - 56 BREWING LLC Total:							238.00
Vendor: 12821 - AM CRAFT SPIRITS SALES							
192173	03/03/2021	11992	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	413.48
Vendor 12821 - AM CRAFT SPIRITS SALES Total:							413.48
Vendor: 10102 - AMERICAN BOTTLING COMPANY							
192146	03/03/2021	3562612076	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	205.70
Vendor 10102 - AMERICAN BOTTLING COMPANY Total:							205.70
Vendor: 10175 - ARTISAN BEER COMPANY							
192147	03/03/2021	FEB 2021	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	4,952.55
192147	03/03/2021	FEB 2021	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	71.20
192147	03/03/2021	FEB 2021	FEB BEER	609-145030	Inventory-Store 2 / Beer	03/03/2021	987.55
Vendor 10175 - ARTISAN BEER COMPANY Total:							6,011.30
Vendor: 10240 - BELLBOY CORPORATION							
192148	03/03/2021	FEB 2021	FEB LIQUOR	609-144010	Inventory-Store 1 / Liquor	03/03/2021	5,966.58
192148	03/03/2021	FEB 2021	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	697.30
192148	03/03/2021	FEB 2021	FEB LIQUOR	609-145010	Inventory-Store 2 / Liquor	03/03/2021	240.00
Vendor 10240 - BELLBOY CORPORATION Total:							6,903.88
Vendor: 12388 - BREAKTHRU BEVERAGE BEER LLC							
192168	03/03/2021	FEB 2021	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	39,670.71
192168	03/03/2021	FEB 2021	FEB BEER	609-145030	Inventory-Store 2 / Beer	03/03/2021	7,512.80
Vendor 12388 - BREAKTHRU BEVERAGE BEER LLC Total:							47,183.51
Vendor: 12389 - BREAKTHRU BEVERAGE WINE & SPIRITS							
192169	03/03/2021	20210301 - 8115	FEB LIQUOR	609-144010	Inventory-Store 1 / Liquor	03/03/2021	16,174.67
192169	03/03/2021	20210301 - 8115	FEB WINE	609-144020	Inventory-Store 1 / Wine	03/03/2021	2,207.84
192169	03/03/2021	20210301 - 8115	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	368.59
192169	03/03/2021	20210301 - 8115	FEB LIQUOR	609-145010	Inventory-Store 2 / Liquor	03/03/2021	2,165.59
192169	03/03/2021	20210301 - 8115	FEB WINE	609-145020	Inventory-Store 2 / Wine	03/03/2021	164.00
Vendor 12389 - BREAKTHRU BEVERAGE WINE & SPIRITS Total:							21,080.69

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Vendor: 13097 - BROKEN CLOCK BREWING COOPERATIVE							
192177	03/03/2021	4754	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	330.00
Vendor 13097 - BROKEN CLOCK BREWING COOPERATIVE Total:							330.00
Vendor: 10369 - CAPITOL BEVERAGE SALES							
192149	03/03/2021	FEB 2021	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	26,523.03
192149	03/03/2021	FEB 2021	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	337.39
192149	03/03/2021	FEB 2021	FEB BEER	609-145030	Inventory-Store 2 / Beer	03/03/2021	12,323.31
192149	03/03/2021	FEB 2021	FEB MISC	609-145040	Inventory-Store 2 / Misc	03/03/2021	79.96
Vendor 10369 - CAPITOL BEVERAGE SALES Total:							39,263.69
Vendor: 10434 - CLEAR RIVER BEVERAGE							
192150	03/03/2021	567746	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	516.00
192150	03/03/2021	568668	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	617.00
192150	03/03/2021	570407	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	998.00
Vendor 10434 - CLEAR RIVER BEVERAGE Total:							2,131.00
Vendor: 10439 - COCA COLA BOTTLING							
192151	03/03/2021	3600211154/3600211155	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	1,354.32
Vendor 10439 - COCA COLA BOTTLING Total:							1,354.32
Vendor: 13432 - DREKKER BREWING COMPANY							
192183	03/03/2021	12563-A	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	991.66
192183	03/03/2021	12606	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	974.83
Vendor 13432 - DREKKER BREWING COMPANY Total:							1,966.49
Vendor: 13597 - FORGOTTEN STAR BREWING							
192184	03/03/2021	1060	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	334.00
Vendor 13597 - FORGOTTEN STAR BREWING Total:							334.00
Vendor: 10931 - HOHENSTEINS INC							
192154	03/03/2021	FEB 2021	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	6,789.95
192154	03/03/2021	FEB 2021	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	67.70
192154	03/03/2021	FEB 2021	FEB BEER	609-145030	Inventory-Store 2 / Beer	03/03/2021	872.85
Vendor 10931 - HOHENSTEINS INC Total:							7,730.50
Vendor: 13309 - INBOUND BREWCO							
192179	03/03/2021	9478	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	251.00
192179	03/03/2021	9603	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	92.00
Vendor 13309 - INBOUND BREWCO Total:							343.00
Vendor: 10975 - INDEED BREWING COMPANY LLC							
192155	03/03/2021	97500	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	547.70
192155	03/03/2021	97501	FEB BEER	609-145030	Inventory-Store 2 / Beer	03/03/2021	186.30
192155	03/03/2021	97701	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	382.85
Vendor 10975 - INDEED BREWING COMPANY LLC Total:							1,116.85

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Vendor: 13431 - INVICTUS BREWING							
192182	03/03/2021	2501	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	264.00
Vendor 13431 - INVICTUS BREWING Total:							264.00
Vendor: 11028 - JJ TAYLOR DIST OF MINN							
192156	03/03/2021	FEB 2021	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	32,381.95
192156	03/03/2021	FEB 2021	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	206.25
192156	03/03/2021	FEB 2021	FEB BEER	609-145030	Inventory-Store 2 / Beer	03/03/2021	9,362.55
Vendor 11028 - JJ TAYLOR DIST OF MINN Total:							41,950.75
Vendor: 11064 - JOHNSON BROTHERS LIQUOR							
192157	03/03/2021	FEB 2021	FEB LIQUOR	609-144010	Inventory-Store 1 / Liquor	03/03/2021	63,500.00
192157	03/03/2021	FEB 2021	FEB WINE	609-144020	Inventory-Store 1 / Wine	03/03/2021	16,734.00
192157	03/03/2021	FEB 2021	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	157.50
192157	03/03/2021	FEB 2021	FEB LIQUOR	609-145010	Inventory-Store 2 / Liquor	03/03/2021	12,615.18
192157	03/03/2021	FEB 2021	FEB WINE	609-145020	Inventory-Store 2 / Wine	03/03/2021	3,975.23
Vendor 11064 - JOHNSON BROTHERS LIQUOR Total:							96,981.91
Vendor: 13070 - LUPULIN BREWING							
192176	03/03/2021	35060	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	79.36
192176	03/03/2021	35198	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	148.00
192176	03/03/2021	35368	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	376.70
Vendor 13070 - LUPULIN BREWING Total:							604.06
Vendor: 12747 - MATTSON ICE							
192172	03/03/2021	17587	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	120.20
192172	03/03/2021	17646	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	85.50
192172	03/03/2021	17647	FEB MISC	609-145040	Inventory-Store 2 / Misc	03/03/2021	104.05
Vendor 12747 - MATTSON ICE Total:							309.75
Vendor: 13006 - MAVERICK WINE COMPANY							
192174	03/03/2021	INV545712	FEB LIQUOR	609-144010	Inventory-Store 1 / Liquor	03/03/2021	408.00
Vendor 13006 - MAVERICK WINE COMPANY Total:							408.00
Vendor: 13915 - MEGA BEER LLC							
192186	03/03/2021	6265	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	606.60
Vendor 13915 - MEGA BEER LLC Total:							606.60
Vendor: 13098 - MODIST BREWING CO LLC							
192178	03/03/2021	E-19383	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	175.50
192178	03/03/2021	E-19582	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	244.00
192178	03/03/2021	E-19727	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	126.00
192178	03/03/2021	E-19881	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	385.00
Vendor 13098 - MODIST BREWING CO LLC Total:							930.50
Vendor: 13430 - OLD WORLD BEER							
192181	03/03/2021	733	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	137.00
Vendor 13430 - OLD WORLD BEER Total:							137.00

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Vendor: 13930 - OLD WORLD CANNING COMPANY INC							
192187	03/03/2021	72	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	90.00
Vendor 13930 - OLD WORLD CANNING COMPANY INC Total:							90.00
Vendor: 11717 - PAUSTIS & SONS							
192158	03/03/2021	FEB 2021	FEB WINE	609-144020	Inventory-Store 1 / Wine	03/03/2021	2,186.00
192158	03/03/2021	FEB 2021	FEB WINE	609-145020	Inventory-Store 2 / Wine	03/03/2021	583.00
Vendor 11717 - PAUSTIS & SONS Total:							2,769.00
Vendor: 11728 - PEPSI COLA BOTTLING CO							
192159	03/03/2021	93555355	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	263.20
Vendor 11728 - PEPSI COLA BOTTLING CO Total:							263.20
Vendor: 11747 - PHILLIPS WINE & SPIRITS							
192160	03/03/2021	20210301 - 8112	FEB LIQUOR	609-144010	Inventory-Store 1 / Liquor	03/03/2021	5,553.02
192160	03/03/2021	20210301 - 8112	FEB WINE	609-144020	Inventory-Store 1 / Wine	03/03/2021	4,189.10
192160	03/03/2021	20210301 - 8112	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	565.00
192160	03/03/2021	20210301 - 8112	FEB LIQUOR	609-145010	Inventory-Store 2 / Liquor	03/03/2021	731.85
192160	03/03/2021	20210301 - 8112	FEB WINE	609-145020	Inventory-Store 2 / Wine	03/03/2021	750.00
192160	03/03/2021	20210301 - 8112	FEB MISC	609-145040	Inventory-Store 2 / Misc	03/03/2021	144.00
Vendor 11747 - PHILLIPS WINE & SPIRITS Total:							11,932.97
Vendor: 13391 - PRYES BREWING							
192180	03/03/2021	W-18708	FEB BEER	609-144030	Inventory-Store 1 / Beer	03/03/2021	209.00
Vendor 13391 - PRYES BREWING Total:							209.00
Vendor: 12746 - RED BULL DISTRIBUTION							
192171	03/03/2021	K-71140638	FEB MISC	609-144040	Inventory-Store 1 / Misc	03/03/2021	961.60
Vendor 12746 - RED BULL DISTRIBUTION Total:							961.60
Vendor: 12045 - SOUTHERN WINE & SPIRITS OF MN LLC							
192162	03/03/2021	FEB 2021	FEB LIQUOR	609-144010	Inventory-Store 1 / Liquor	03/03/2021	54,477.79
192162	03/03/2021	FEB 2021	FEB WINE	609-144020	Inventory-Store 1 / Wine	03/03/2021	4,426.70
192162	03/03/2021	FEB 2021	FEB LIQUOR	609-145010	Inventory-Store 2 / Liquor	03/03/2021	12,765.20
192162	03/03/2021	FEB 2021	FEB WINE	609-145020	Inventory-Store 2 / Wine	03/03/2021	1,214.75
Vendor 12045 - SOUTHERN WINE & SPIRITS OF MN LLC Total:							72,884.44
Vendor: 12218 - TRADITION WINE & SPIRIT							
192164	03/03/2021	25326	FEB LIQUOR	609-144010	Inventory-Store 1 / Liquor	03/03/2021	746.66
Vendor 12218 - TRADITION WINE & SPIRIT Total:							746.66
Vendor: 12326 - VINOCOPIA INC							
192165	03/03/2021	0274064-IN	FEB WINE	609-145020	Inventory-Store 2 / Wine	03/03/2021	192.00
192165	03/03/2021	0274072-IN	FEB WINE	609-144020	Inventory-Store 1 / Wine	03/03/2021	1,525.00
Vendor 12326 - VINOCOPIA INC Total:							1,717.00
Vendor: 12384 - WINE COMPANY							
192166	03/03/2021	165060	FEB WINE	609-144020	Inventory-Store 1 / Wine	03/03/2021	512.70
Vendor 12384 - WINE COMPANY Total:							512.70

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Vendor: 12385 - WINE MERCHANTS							
192167	03/03/2021	FEB 2021	FEB WINE	609-144020	Inventory-Store 1 / Wine	03/03/2021	2,149.00
192167	03/03/2021	FEB 2021	FEB WINE	609-145020	Inventory-Store 2 / Wine	03/03/2021	451.00
Vendor 12385 - WINE MERCHANTS Total:							2,600.00
Vendor: 10826 - WINEBOW							
192153	03/03/2021	MN00089670	FEB LIQUOR	609-144010	Inventory-Store 1 / Liquor	03/03/2021	255.00
192153	03/03/2021	MN00090562	FEB LIQUOR	609-144010	Inventory-Store 1 / Liquor	03/03/2021	255.00
192153	03/03/2021	MN00090562	FEB WINE	609-144020	Inventory-Store 1 / Wine	03/03/2021	686.00
Vendor 10826 - WINEBOW Total:							1,196.00
Vendor: 12416 - Z WINES USA							
192170	03/03/2021	24216	FEB WINE	609-144020	Inventory-Store 1 / Wine	03/03/2021	176.00
Vendor 12416 - Z WINES USA Total:							176.00
							374,857.55
Division: 691 - Store 1 - Cub location							
Vendor: 12821 - AM CRAFT SPIRITS SALES							
192173	03/03/2021	11992	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	3.00
Vendor 12821 - AM CRAFT SPIRITS SALES Total:							3.00
Vendor: 13337 - ARMOUR CREATIVE LLC							
192145	03/03/2021	1811	FEB CREATIVE SERVICES	609-6910-635100	Liq Store 1 / Services Contract...	03/03/2021	97.20
Vendor 13337 - ARMOUR CREATIVE LLC Total:							97.20
Vendor: 10240 - BELLBOY CORPORATION							
192148	03/03/2021	FEB 2021	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	55.80
192148	03/03/2021	FEB 2021	FEB BAGS	609-6910-621130	Liq Store 1 / Operating Supplies	03/03/2021	1,045.15
Vendor 10240 - BELLBOY CORPORATION Total:							1,100.95
Vendor: 12389 - BREAKTHRU BEVERAGE WINE & SPIRITS							
192169	03/03/2021	20210301 - 8115	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	201.06
Vendor 12389 - BREAKTHRU BEVERAGE WINE & SPIRITS Total:							201.06
Vendor: 10447 - COMCAST CABLE							
192008	02/23/2021	INV0025598	CABLE FEES 87721078900030...	609-6910-633120	Liq Store 1 / Communication	02/22/2021	464.96
Vendor 10447 - COMCAST CABLE Total:							464.96
Vendor: 10534 - DAILEY DATA & ASSOCIATES							
192152	03/03/2021	104423	FEB POS SUPPORT	609-6910-635130	Liq Store 1 / Hardware & Soft...	03/03/2021	67.50
Vendor 10534 - DAILEY DATA & ASSOCIATES Total:							67.50
Vendor: 11064 - JOHNSON BROTHERS LIQUOR							
192157	03/03/2021	FEB 2021	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	943.01
Vendor 11064 - JOHNSON BROTHERS LIQUOR Total:							943.01
Vendor: 13006 - MAVERICK WINE COMPANY							
192174	03/03/2021	INV545712	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	4.50
Vendor 13006 - MAVERICK WINE COMPANY Total:							4.50

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Vendor: 11717 - PAUSTIS & SONS							
192158	03/03/2021	FEB 2021	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	28.75
Vendor 11717 - PAUSTIS & SONS Total:							28.75
Vendor: 11747 - PHILLIPS WINE & SPIRITS							
192160	03/03/2021	20210301 - 8112	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	184.10
Vendor 11747 - PHILLIPS WINE & SPIRITS Total:							184.10
Vendor: 13775 - QUADIENT FINANCE USA INC							
192095	03/02/2021	INV0025611	POSTAGE	609-6910-633120	Liq Store 1 / Communication	03/01/2021	14.14
Vendor 13775 - QUADIENT FINANCE USA INC Total:							14.14
Vendor: 12045 - SOUTHERN WINE & SPIRITS OF MN LLC							
192162	03/03/2021	FEB 2021	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	543.57
Vendor 12045 - SOUTHERN WINE & SPIRITS OF MN LLC Total:							543.57
Vendor: 12856 - SVAP II FRIDLEY MARKET LLC							
192144	03/03/2021	March 2021	MARCH RENT	609-6910-635110	Liq Store 1 / Rentals	03/03/2021	19,044.17
Vendor 12856 - SVAP II FRIDLEY MARKET LLC Total:							19,044.17
Vendor: 13912 - TECHACUMEN INC							
192185	03/03/2021	7813	E-CCOMERCE BUILD AND SUP...	609-6910-635130	Liq Store 1 / Hardware & Soft...	03/03/2021	4,200.00
Vendor 13912 - TECHACUMEN INC Total:							4,200.00
Vendor: 12218 - TRADITION WINE & SPIRIT							
192164	03/03/2021	25326	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	13.01
Vendor 12218 - TRADITION WINE & SPIRIT Total:							13.01
Vendor: 12326 - VINOCOPIA INC							
192165	03/03/2021	0274072-IN	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	30.00
Vendor 12326 - VINOCOPIA INC Total:							30.00
Vendor: 12384 - WINE COMPANY							
192166	03/03/2021	165060	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	8.25
Vendor 12384 - WINE COMPANY Total:							8.25
Vendor: 12385 - WINE MERCHANTS							
192167	03/03/2021	FEB 2021	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	41.14
Vendor 12385 - WINE MERCHANTS Total:							41.14
Vendor: 10826 - WINEBOW							
192153	03/03/2021	MN00089670	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	1.50
192153	03/03/2021	MN00090562	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	12.00
Vendor 10826 - WINEBOW Total:							13.50
Vendor: 12416 - Z WINES USA							
192170	03/03/2021	24216	FEB FREIGHT	609-6910-500101	Liq Store 1 / COGS-Freight	03/03/2021	5.00
Vendor 12416 - Z WINES USA Total:							5.00
Division 691 - Store 1 - Cub location Total:							27,007.81

COUNCIL CLAIMS REPORT

Payment Dates: 2/22/20

Item 6.

Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Division: 692 - Store 2 - Hwy 65 location							
Vendor: 10240 - BELLBOY CORPORATION							
192148	03/03/2021	FEB 2021	FEB FREIGHT	609-6920-500101	Liq Store 2 / COGS-Freight	03/03/2021	1.35
Vendor 10240 - BELLBOY CORPORATION Total:							1.35
Vendor: 12389 - BREAKTHRU BEVERAGE WINE & SPIRITS							
192169	03/03/2021	20210301 - 8115	FEB FREIGHT	609-6920-500101	Liq Store 2 / COGS-Freight	03/03/2021	34.50
Vendor 12389 - BREAKTHRU BEVERAGE WINE & SPIRITS Total:							34.50
Vendor: 10447 - COMCAST CABLE							
192008	02/23/2021	INV0025598	CABLE FEES 87721078900030...	609-6920-633120	Liq Store 2 / Communication (...)	02/22/2021	385.93
Vendor 10447 - COMCAST CABLE Total:							385.93
Vendor: 11064 - JOHNSON BROTHERS LIQUOR							
192157	03/03/2021	FEB 2021	FEB FREIGHT	609-6920-500101	Liq Store 2 / COGS-Freight	03/03/2021	219.95
Vendor 11064 - JOHNSON BROTHERS LIQUOR Total:							219.95
Vendor: 11717 - PAUSTIS & SONS							
192158	03/03/2021	FEB 2021	FEB FREIGHT	609-6920-500101	Liq Store 2 / COGS-Freight	03/03/2021	7.50
Vendor 11717 - PAUSTIS & SONS Total:							7.50
Vendor: 11747 - PHILLIPS WINE & SPIRITS							
192160	03/03/2021	20210301 - 8112	FEB FREIGHT	609-6920-500101	Liq Store 2 / COGS-Freight	03/03/2021	32.86
Vendor 11747 - PHILLIPS WINE & SPIRITS Total:							32.86
Vendor: 11823 - QUALITY REFRIGERATION SERVICE							
192161	03/03/2021	0086716	FEB HVAC CONTRACT	609-6920-635100	Liq Store 2 / Services Contract...	03/03/2021	289.24
Vendor 11823 - QUALITY REFRIGERATION SERVICE Total:							289.24
Vendor: 12045 - SOUTHERN WINE & SPIRITS OF MN LLC							
192162	03/03/2021	FEB 2021	FEB FREIGHT	609-6920-500101	Liq Store 2 / COGS-Freight	03/03/2021	143.36
Vendor 12045 - SOUTHERN WINE & SPIRITS OF MN LLC Total:							143.36
Vendor: 12163 - TEE JAY NORTH INC							
192163	03/03/2021	39857	DOOR REPAIR	609-6920-635100	Liq Store 2 / Services Contract...	03/03/2021	535.75
Vendor 12163 - TEE JAY NORTH INC Total:							535.75
Vendor: 12326 - VINOCOPIA INC							
192165	03/03/2021	0274064-IN	FEB FREIGHT	609-6920-500101	Liq Store 2 / COGS-Freight	03/03/2021	3.00
Vendor 12326 - VINOCOPIA INC Total:							3.00
Vendor: 12385 - WINE MERCHANTS							
192167	03/03/2021	FEB 2021	FEB FREIGHT	609-6920-500101	Liq Store 2 / COGS-Freight	03/03/2021	8.47
Vendor 12385 - WINE MERCHANTS Total:							8.47
Division 692 - Store 2 - Hwy 65 location Total:							1,661.91
Fund 609 - Municipal Liquor Total:							403,527.27

Payment Dates: 2/22/20

COUNCIL CLAIMS REPORT

Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Fund: 704 - Self Insurance Fund							
Division: 713 - Self Insurance							
Vendor: 10195 - AUTONATION FORD WHITE BEAR LAKE							
192039	02/23/2021	23872	CAR PART FOR ACCIDENT REPA...	704-7130-635100	Self Ins / Services Contracted, ...	02/23/2021	58.61
192098	03/02/2021	25634	ACCIDENT REPAIR PARTS VEHI...	704-7130-635100	Self Ins / Services Contracted, ...	03/02/2021	79.77
Vendor 10195 - AUTONATION FORD WHITE BEAR LAKE Total:							138.38
Vendor: 10638 - EMERGENCY AUTOMOTIVE TECHNOLOGIES							
192080	02/24/2021	AW021121-2	SQUAD 323 PARTS FROM 202...	704-7130-635100	Self Ins / Services Contracted, ...	02/24/2021	56.44
Vendor 10638 - EMERGENCY AUTOMOTIVE TECHNOLOGIES Total:							56.44
Vendor: 10751 - FRIENDLY CHEVROLET INC							
192082	02/24/2021	1050111	ACCIDENT REPAIR - VEHICLE 3...	704-7130-635100	Self Ins / Services Contracted, ...	02/24/2021	2,873.29
Vendor 10751 - FRIENDLY CHEVROLET INC Total:							2,873.29
Vendor: 11205 - LEAGUE OF MN CITIES INS TRUST							
192072	02/24/2021	INV0025604	WC DEDUCTIBLE	704-7130-631100	Self Ins / Services-Professional	12/31/2020	938.75
Vendor 11205 - LEAGUE OF MN CITIES INS TRUST Total:							938.75
Division 713 - Self Insurance Total:							4,006.86
Fund 704 - Self Insurance Fund Total:							4,006.86
Grand Total:							741,421.56

Report Summary

Fund Summary

Fund	Payment Amount
101 - General Fund	107,033.46
225 - Cable TV Fund	70.70
237 - Solid Waste Abatement	5,235.90
240 - Forfeitures/State/Vice/Drugs	696.00
270 - Springbrook NC Fund	2,281.46
406 - Capital Improvements-STR	7,128.61
407 - Capital Improvements-PKS	1,151.50
409 - Capital Improvements-INFO TECH	19,922.24
410 - Capital Equipment Fund	153,077.75
601 - Water Fund	32,414.64
602 - Sewer Fund	3,014.28
603 - Storm Water Fund	1,860.89
609 - Municipal Liquor	403,527.27
704 - Self Insurance Fund	4,006.86
Grand Total:	741,421.56

Account Summary

Account Number	Account Name	Payment Amount
101-1210-633120	Gen Mgmt / Communicat...	59.08
101-1310-632120	Accounting / Conferences...	150.00
101-1310-633120	Accounting / Communicat...	77.49
101-1320-633120	Assessing / Communicati...	8.89
101-132200	Due from HRA	6.79
101-1330-621120	IT / Office Supplies	1,744.20
101-1330-633120	IT / Communication (pho...	1,284.06
101-1330-635100	IT / Services Contracted, ...	304.84
101-1360-633120	Elections / Communicatio...	13.79
101-1380-635100	City Clerk / Services Contr...	187.00
101-141040	Inventory - Auto Parts & S...	3,665.93
101-1410-633120	Non-Dept / Communicati...	79.23
101-1420-621130	Emergency Reserves / Op...	644.70
101-2110-621110	Police / Clothing & Laundry	5,598.24
101-2110-621130	Police / Operating Supplies	144.71
101-2110-631100	Police / Services-Professi...	6,000.00
101-2110-632100	Police / Dues & Subscripti...	180.00
101-2110-633120	Police / Communication (...)	508.04
101-2110-635100	Police / Services Contract...	317.70
101-213170	Life Insurance Payable	2,852.53
101-213180	PERA Life Insurance	752.00
101-213200	Long Term Disability With...	2,800.56

Account Summary

Account Number	Account Name	Payment Amount
101-213205	Short Term Disability	3,432.21
101-213210	Union Dues - Police	2,286.00
101-213290	Union Dues - POC/Vol Fire	100.00
101-213300	Child Support Withheld	1,174.98
101-213320	Miscellaneous Withholdin...	577.15
101-213330	Fridley Police Association	192.00
101-2150-633120	Emergency Mgmt / Com...	41.76
101-2150-634100	Emergency Mgmt / Utility...	58.43
101-2190-621110	Fire / Clothing & Laundry	587.59
101-2190-621130	Fire / Operating Supplies	52.80
101-2190-621140	Fire / Supplies for Repair ...	129.50
101-2190-631100	Fire / Services-Professional	450.00
101-2190-632120	Fire / Conferences & Scho...	680.00
101-2190-633120	Fire / Communication (ph...	22.89
101-2190-634100	Fire / Utility Services	636.28
101-2190-635100	Fire / Services Contracted,...	26.05
101-2190-635130	Fire / Hardware & Softwa...	3,354.28
101-3110-621110	Facilities / Clothing & Lau...	96.67
101-3110-621140	Facilities / Supplies for Re...	747.09
101-3110-632100	Facilities / Dues,Subscript...	409.10
101-3110-634100	Facilities / Utility Services	1,472.79
101-3110-635100	Facilities / Services Contra...	9,810.48
101-3140-631100	Eng / Services-Professional	4,657.76
101-3140-632100	Eng / Dues & Subscription,...	1,022.75
101-3140-633120	Eng / Communication (ph...	55.30
101-3140-635130	Eng / Hardware & Softwa...	12,018.39
101-3150-621130	Forestry / Operating Suppl...	4,232.00
101-3150-635100	Forestry / Services Contra...	60.00
101-3160-621110	Parks / Clothing & Laundry	36.89
101-3160-634100	Parks / Utility Services	3,530.61
101-3160-635110	Parks / Rentals	572.00
101-3170-634100	Lighting / Utility Services	14,127.25
101-3180-621110	Streets / Clothing & Laund...	63.43
101-3180-621130	Streets / Operating Suppli...	1,469.76
101-3180-621150	Streets / Tools & Minor E...	92.73
101-3180-631100	Streets / Services-Professi...	100.00
101-3180-632100	Streets / Dues & Subscript...	409.10
101-3180-633120	Streets / Communication ...	25.13
101-3190-621110	Fleet Services / Clothing &...	71.22
101-3190-632100	Fleet Services / Dues, Sub...	384.55
101-3190-635110	Fleet Services / Rentals	92.50
101-4100-633120	Rec / Communication (ph...	2,001.79

Account Summary

Account Number	Account Name	Payment Amount
101-4170-633120	Mktg & Comm / Commun...	1,420.00
101-5110-633120	Bldg Inspection / Comm. (...)	22.40
101-5110-635100	Bldg Inspection / Services...	4,805.60
101-5110-635130	Bldg Inspection / Hardwar...	922.09
101-5120-631100	Planning / Services-Profes...	716.25
101-5120-633120	Planning / Communication..	72.80
101-5140-633110	Rental Inspection / Printin...	300.85
101-5140-633120	Rental Inspection / Comm...	32.48
225-4170-633120	Mktg & Comm / Commun...	70.70
237-5180-633120	Recycling / Communicatio...	3.50
237-5180-635100	Recycling / Services Contr...	5,232.40
240-251170	Deferred Rev - Drug Forfei...	696.00
270-4190-621110	SNC / Clothing & Laundry	110.81
270-4190-621130	SNC / Operating Supplies	68.00
270-4190-633120	SNC / Communication (ph...	27.51
270-4190-634100	SNC / Utility Services	1,843.14
270-4190-635110	SNC / Rentals	232.00
406-3180-705100	CIP Streets / Infrastructure	7,128.61
407-3160-702100	CIP Parks / Land Improve...	1,151.50
409-1330-635130	IT Capital / Hardware & So...	19,922.24
410-2110-621150	CapEq. Police / Minor Equ...	66,784.75
410-3160-703100	Cap Eq. Parks / Machinery...	1,122.00
410-3180-703100	Cap Eq. Streets / Machine...	85,171.00
601-6010-633120	Water Admin / Communi...	37.38
601-6012-621110	Water Ops / Clothing & L...	46.44
601-6012-621130	Water Ops / Operating Su...	254.80
601-6012-621140	Water Ops / Supplies for ...	1,182.76
601-6012-621150	Water Ops / Tools & Mino...	249.00
601-6012-632100	Water Ops / Dues & Subsc...	204.50
601-6012-633120	Water Ops / Communicat...	141.96
601-6012-634100	Water Ops / Utility Servic...	14,348.51
601-6012-635100	Water Ops / Services Cont...	8,010.28
601-6012-635110	Water Ops / Rentals	126.45
601-6019-701100	Water CIP / Building & Bl...	4,228.56
601-6019-705100	Water CIP / Infrastructure	3,584.00
602-6022-621110	Sewer Ops / Clothing & L...	60.38
602-6022-621130	Sewer Ops / Operating Su...	14.75
602-6022-621140	Sewer Ops / Supplies for ...	27.90
602-6022-633120	Sewer Ops / Communicat...	27.06
602-6022-634100	Sewer Ops / Utility Servic...	2,824.12
602-6022-635100	Sewer Ops / Services Cont...	60.07
603-6032-634100	Storm Ops / Utility Services	239.74

Account Summary

Account Number	Account Name	Payment Amount
603-6039-705100	Storm CIP / Infrastructure	1,621.15
609-144010	Inventory-Store 1 / Liquor	147,336.72
609-144020	Inventory-Store 1 / Wine	34,792.34
609-144030	Inventory-Store 1 / Beer	119,342.39
609-144040	Inventory-Store 1 / Misc	5,964.93
609-145010	Inventory-Store 2 / Liquor	28,517.82
609-145020	Inventory-Store 2 / Wine	7,329.98
609-145030	Inventory-Store 2 / Beer	31,245.36
609-145040	Inventory-Store 2 / Misc	328.01
609-6910-500101	Liq Store 1 / COGS-Freight	2,074.69
609-6910-621130	Liq Store 1 / Operating Su...	1,045.15
609-6910-633120	Liq Store 1 / Communicati...	479.10
609-6910-635100	Liq Store 1 / Services Cont...	97.20
609-6910-635110	Liq Store 1 / Rentals	19,044.17
609-6910-635130	Liq Store 1 / Hardware & ...	4,267.50
609-6920-500101	Liq Store 2 / COGS-Freight	450.99
609-6920-633120	Liq Store 2 / Communicati...	385.93
609-6920-635100	Liq Store 2 / Services Cont...	824.99
704-7130-631100	Self Ins / Services-Professi...	938.75
704-7130-635100	Self Ins / Services Contrac...	3,068.11
Grand Total:		741,421.56

Project Account Summary

Project Account Key	Payment Amount
None	548,952.50
211099	1,110.55
4063119001	553.61
4063121002	6,575.00
4073121601	1,151.50
4091321001	19,922.24
4102121105	66,784.75
4103120801	85,171.00
4103121601	1,122.00
6016019406	3,584.00
6016019509	2,021.16
6016020448	2,207.40
6036015475	1,381.15
6036020102	240.00
C19101	644.70
Grand Total:	741,421.56



City of Fridley, MN

Item 6.

EMERGENCY CLAIMS

By Fund

Payment Dates 2/22/2021 - 3/3/2021

Payment Number	Payment Date	Payable Number	Description (Item)	Account Number	Account Name	Post Date	Amount
Fund: 101 - General Fund							
Division: 142 - Emergency Reserves							
Vendor: 13929 - ALPHA MEDICAL EQUIPMENT INC							
192089	02/24/2021	5370	LATEX GLOVES - POLICE	101-1420-621130	Emergency Reserves / Operati...	02/24/2021	644.70
Vendor 13929 - ALPHA MEDICAL EQUIPMENT INC Total:							644.70
Division 142 - Emergency Reserves Total:							644.70
Fund 101 - General Fund Total:							644.70
Grand Total:							644.70

Report Summary

Fund Summary		Payment Amount
Fund		
101 - General Fund		644.70
Grand Total:		644.70

Account Summary		Payment Amount
Account Number	Account Name	
101-1420-621130	Emergency Reserves / Op...	644.70
Grand Total:		644.70

Project Account Summary		Payment Amount
Project Account Key		
C19101		644.70
Grand Total:		644.70



AGENDA REPORT

Meeting Date: March 8, 2021

Meeting Type: City Council

Submitted By: James Kosluchar, Public Works Director
Brandon Brodhag, Civil Engineer

Title

Resolution No. 2021-17, Approve Change Order No. 1 (Final) for Trunk Highway 47 Fencing and Landscaping Project

Background

Attached is Change Order No. 1 (Final) for the Trunk Highway (TH) 47 Fencing and Landscaping Project. This project includes fencing removal and replacement from 37th Avenue in Columbia Heights to 69th Avenue in the City of Fridley (City), and landscaping to provide aesthetic improvements desired by the public and Council under a contract with Hoffman & McNamara Co. of Hastings, MN.

The amount of this change order is \$139,386.36. This change order increases the original contract by 27.3%.

Per the amended cooperative agreement between the Minnesota Department of Transportation (MnDOT) and the City, MnDOT will provide a maximum of \$702,448.91 in funding for the project construction, which includes reimbursement to the City for construction oversight and management. Due to the affordable bids, the City worked with MnDOT to enable supplemental landscaping that was completed with the project. The following items were changes to the original contract that were deemed eligible by MnDOT for reimbursement. Additional work was required, which is outlined below.

Items C1.01 & C1.02: these items were part of a change to modify from the plan with the regards to the fence height located on TH 47. This change resulted in matching the existing height of the wire fence that currently exists on TH 47. This change would modify the plan fence height of four feet to matching the existing fence height of five feet. The cost for the fence height modifications is an addition of \$39,671.64.

Items C2.01 through C2.04: these items included fencing replacement changes. Elimination of fencing removal and replacement on the west side of TH 47 from 40th Avenue to 44th Avenue to avoid removal excess clearing costs and impacts. Adding removal of fencing in Columbia Heights from 38th Avenue to 40th Avenue on the east side of TH 47 as requested by Columbia Heights. The cost for the fencing replacement changes is a reduction of \$51,527.28.

Items C2.05 through C2.13: these items included landscaping per the expanded concept, including doubling median plantings and added buffer plantings. Unit prices that were awarded were much lower for landscaping, largely due to the City's staff performing watering during the warranty period. The cost for the landscaping changes is an addition of \$139,748.

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Items C3.01 & C3.02: these items included additional demolition and soil removal. The contractor uncovered abandoned light bases and an overhead sign base structure on the median between Interstate 694 and 57th Avenue and performed a partial demolition of these, removing the top three feet and disposing of the material. In addition, excess soil needed to be removed from the median to enable the landscaping plan to work to maintain proper drainage. The cost for the additional demolition and soil removal is an increase of \$11,494.

The project is substantially complete and awaiting final payment. Staff is working on final submittals to MnDOT to receive reimbursement funds for the project.

Financial Impact

As the project is within budget and reimbursement in full is authorized from MnDOT including this change order, there is no financial impact to the City in approving this change order.

Recommendation

Staff recommend the approval of Resolution No. 2021-17.

Focus on Fridley Strategic Alignment

☒ Vibrant Neighborhoods & Places	☐ Community Identity & Relationship Building
☐ Financial Stability & Commercial Prosperity	☐ Public Safety & Environmental Stewardship
☐ Organizational Excellence	

Attachments and Other Resources

- Resolution No. 2021-17
- Exhibit A: Change Order #1

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2021-17

Approve Change Order #1 (Final) for Trunk Highway 47 Fencing and Landscaping Project

Whereas, the 2020 Trunk Highway (TH) 47 Fencing and Landscaping project (Project) included fencing removal and replacement from 37th Avenue in Columbia Heights to 69th Avenue in Fridley and landscaping to provide aesthetic improvements desired by the public and City Council under a contract with Hoffman & McNamara Co. of Hastings, MN (Contractor); and

Whereas, the Project was fully funded by the Minnesota Department of Transportation (MnDOT) under a cooperative agreement between MnDOT and the City of Fridley; and

Whereas, the City of Fridley was the lead on the project under a Joint Powers Agreement with the City of Columbia Heights; and

Whereas, additional work was desired by the City of Fridley and City of Columbia Heights that modified the original contract from \$510,523.30 to \$649,909.66 (27% increase) and is deemed eligible for reimbursement by MnDOT; and

Whereas, the Contractor performed work as directed by City staff and work is substantially completed and awaiting final payment.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby approves Approval of Change Order #1 (Final) for the TH 47 Fencing and Landscaping Project in the amount of \$139,386.36.

Passed and adopted by the City Council of the City of Fridley this 8th day of March, 2021.

Scott J. Lund – Mayor

ATTEST:

Daniel Tienter – City Clerk

Exhibit A



Public Works Department

Streets • Parks • Water • Sewer • Stormwater • Fleet • Facilities • Engineering

26-Feb-21

Hoffman & McNamara Co.
9045 180th St E
Hastings, Minnesota 55033

SUBJECT : Change Order No. 1 TH 47 Fencing and Landscaping Project

You are hereby ordered, authorized, and instructed to modify your contract for the above referenced project by including the following items:

ITEM NO.	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	COST
C1.01	Wire Fence Design 48V-9322	LF	-9099	\$ 17.20	\$ (156,502.80)
C1.02	Wire Fence Design 60V-9322	LF	9,099	\$ 21.56	\$ 196,174.44
C2.01	Remove Chain Link Fence	LF	-798	\$ 3.50	\$ (2,793.00)
C2.02	Metal Brace Assembly - Chain Link Fence	EA	-8	\$ 270.00	\$ (2,160.00)
C2.03	Electrical Ground	EA	-2	\$ 227.00	\$ (454.00)
C2.04	Wire Fence Design 60V-9322	LF	-1,838	\$ 21.56	\$ (39,627.28)
C2.05	Ornamental Tree 2" HT Cal Count	Tree	29	\$ 466.00	\$ 13,514.00
C2.06	Deciduous Shrub 2' HT Cal Count	Shrub	134	\$ 60.00	\$ 8,040.00
C2.07	Perennial No Count	Plant	2,959	\$ 18.00	\$ 53,262.00
C2.08	Ornamental Grass No. 1 Count	Plant	443	\$ 18.00	\$ 7,974.00
C2.09	Tree Protection	EA	29	\$ 40.00	\$ 1,160.00
C2.10	Storm Drain Inlet Protection	EA	-7	\$ 95.00	\$ (665.00)
C2.11	Sediment Control Log Type Straw	LF	-2,914	\$ 2.00	\$ (5,828.00)
C2.12	Compost Grade 2	CY	406	\$ 58.00	\$ 23,548.00
C2.13	Mulch Material Type 6	CY	430	\$ 75.00	\$ 32,250.00
C3.01	Excavation and Removal Export	LS	1	\$ 7,894.00	\$ 7,894.00
C3.02	Lower Sign Foundation	LS	1	\$ 3,600.00	\$ 3,600.00
CHANGE ORDER NO. 1 TOTAL =				\$	\$ 139,386.36

Original Contract Amount:	\$	510,523.30	
Prior Change Orders Approved:	\$	-	0.0% of Original Contract Amount
This Change Order:	\$	139,386.36	27.3% of Original Contract Amount
Proposed Contract Amount:	\$	649,909.66	

Submitted and approved by James Kosluchar, Director of Public Works, on the 8th Day of March, 2021

James P. Kosluchar, Director of Public Works

Approved and accepted this _____ th day of _____, 2021 by Hoffman & McNamara Co.

Hoffman & McNamara Co. Representative

Approved and accepted this _____ th day of _____, 2021 by the City of Fridley

Scott Lund, Mayor

Walter T. Wysopal, City Manager