

Cambridge City Council Meeting - Tuesday, February 18, 6:00 pm
City Council Chambers, 300 3rd Avenue NE

Meeting Announcement and Agenda

Members of the audience are encouraged to follow along with the meeting's agenda. Agendas are available on the table just outside the Council Chambers entrance door.

Tent. Time	Agenda Item
6:00 pm	1. Call to Order and Pledge of Allegiance
6:00 pm	2. Citizens Forum
6:03 pm	3. Approval of Agenda
6:03 pm	4. Consent Agenda
	A. Approval of Regular and Summary City Council Meeting Minutes for February 3, 2020 (p. 3)
	B. Warrants #115792 - #116010 and ACH/Wire items totaling \$3,602,381.88 (p. 12)
	C. Renewal of IT Support Contract with White Bear IT Solutions LLC (p. 46)
	D. Resolution R20-010 Application for Payment #3-Final from Alliance Building Corporation for 9 th Ave. SE Street Improvements (p. 55)
6:05 pm	5. Work Session
	A. Senator Koran – 2020 Legislative Session Preview (verbal)
	6. Unfinished Business
6:20 pm	A. Approve Extension of Letter of Intent with dk design & development group, inc (p. 62)
6:22 pm	B. Approve Extension of Purchase Agreement with Minnco Credit Union (p. 64)
	7. New Business
6:23 pm	A. Request to amend City Code on Animal Licensing to permit wallabies – Travis Martin, 130 Cleveland St S (p. 68)
6:35 pm	B. Approve Resolution R20-009 Approving Plans and Specifications and Ordering Advertisement for Bids 2020 Street Improvement Project (p. 83)
6:45 pm	C. Library Shelving – TIPS Cooperative Purchasing (p. 102)

6:50 pm	8. Mayor's Report
6:55 pm	9. Council Concerns
6:57 pm	10. City Attorney's Report
6:58 pm	11. City Administrator's Report
	A. City of Cambridge Communication Plan – 2020 (p. 133)
	B. Approve Proposal for Library Low Voltage Wiring – Telephone Data (p. 138)
	C. Closed Session - for Attorney Client Discussions on pending litigation - One Love V. City of Cambridge
7:30 pm	12. Adjourn

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

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

Upcoming Meetings

<u>Date</u>	<u>Time</u>	<u>Description</u>
Feb. 19	12:00 pm	State of the City Presentation (Cambridge Lutheran Church)
Feb. 24	6:00 pm	Fire Department (Training Room)
Feb. 28	7:30 am	Cambridge College Advisory Committee (F206)

Upcoming Events

<u>Date</u>	<u>Time</u>	<u>Description</u>
Mar. 3	7:00am–8:00pm	Presidential Primary (Council Chambers/Training Room)

**Cambridge City Council Meeting Minutes
Monday, February 3, 2020**

A regular meeting of the Cambridge City Council was held on Monday, February 3, 2019, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Mayor James Godfrey; Council Members Kersten Conley, Lisa Iverson, and Bob Shogren. Joe Morin was absent due to illness.

Staff Present: City Administrator Woulfe, Police Chief Schuster, Community Development Director Westover, Economic Development Director Gustafson, Utilities/Public Works Director Schwab, and Emergency Management Director/Deputy Fire Chief Pennings.

Call to Order, Pledge of Allegiance, and Approval of Agenda.

Godfrey called the meeting to order at 3:31 p.m. and led the public in the Pledge of Allegiance. Iverson moved, seconded by Conley, to approve the agenda as presented. Motion carried unanimously.

Consent Agenda

Conley moved, seconded by Shogren, to approve consent agenda Items A-H:

- A. Approval of Regular and Summary City Council Meeting Minutes for January 21, 2020
- B. Draft December 2019 Financial Statements
- C. Resolution R20-005 Appointing Election Judges for the Presidential Primary Election - March 3, 2020
- D. Resolution R20-006 Certify Delinquent Charges to Property Tax Roll
- E. Resolution R20-007 Accepting restricted donations for Fire Department
- F. Utilities Department Truck Replacement
- G. Resolution R20-008 Accepting restricted donations for Park Department
- H. Resolution R20-009 Application for Payment #6 from Phoenix Fabricators & Erectors LLC for West Water Tower

Upon call of the roll, Godfrey, Shogren, Iverson, and Conley voted aye, no nays. Motion carried.

Work Session

Recognition of Utilities Department - Water Fluoridation Quality Award

Godfrey recognized the Utilities Department with the Water Fluoridation Quality Award. The award, from the Centers for Disease Control and Prevention, commends the City of Cambridge for its consistent and professional adjustment of the fluoride content to the recommended level for oral health for 12 consecutive months in 2018. This is the 7th straight year of the City receiving this award.

Unfinished Business

Sidewalk Snow Removal – Rebecca Friez, 1440 10th Ave SE

Woulfe informed the Council that the City has been contacted by Rebecca Friez and her attorney, Kevin Hofstad, with respect to removing snow and ice from the sidewalk adjacent to her property located at 1440 10th Avenue Southeast. Ms. Friez lives on a corner lot, with her house facing 10th Avenue Southeast, and a sidewalk running along Marigold Street to the side of her property. Woulfe stated that the City had contacted Ms. Friez in early December about removing the snow and ice from the Marigold sidewalk pursuant to the City's nuisance ordinance (City Code § 94.35 Ice and Snow a Nuisance). This ordinance requires the property owners to clear their sidewalks of snow and ice. Woulfe went on to explain that nuisances of this nature are also covered under Minnesota Statutes §561.01. She said that Ms. Friez has since maintained the sidewalk, but feels it does not serve her property and would like the City to remove it. Woulfe noted some of the email correspondence between herself and Kevin Hofstad.

Woulfe went on to point out a few considerations to take into mind before making a decision. The first being that sidewalks are part of the City's overall transportation system, and a complete system is important for disability access. Second, the City has limited resources and is unable to maintain all sidewalks within the City unless additional equipment and staff resources are provided. Lastly, the removal of snow and ice from sidewalks is not something exclusive within the City of Cambridge. Many cities require removal of snow and ice through a City ordinance, which is a power given to cities by Minnesota State Statute.

Kevin Hofstad, attorney for Ms. Friez, introduced himself to the Council and explained that he has previously represented municipalities and townships in neighboring areas. He explained that his client has been at the property for five years, and had been clearing the sidewalk until this winter season. He stated that Ms. Friez had been contacted by Carri Levitski, Community Development Specialist, and had quit clearing her sidewalk after mistakenly believing that she didn't need to because it was a public-school pick-up location.

Mr. Hofstad went on to explain how the burden of the common elements and easements is divided evenly in a common interest community. He stated that right now, even though the sidewalk is a public good, Ms. Friez is solely responsible for clearing it of snow and ice. There is no access from her yard or home to the sidewalk, and provides her with no direct use. Mr. Hofstad went on to explain that the situation is discriminatory to Ms. Friez, in that she alone has to keep the sidewalk clear, even though many others use the sidewalk. Mr. Hofstad stated that the City's policy is unreasonably burdensome to Ms. Friez, and that she has proposed there be a variance or exemption for properties that are on a corner lot, or don't have direct access to the sidewalk.

Woulfe stated that properties that are located on a corner lot are receiving the benefit of reduced special assessments because the property is only assessed for the property along the front of the house. She said that there are over 100 other properties within the City of Cambridge that are in a similar situation as Ms. Friez, that do not receive any help from the City to clear their sidewalks of snow or ice.

Shogren asked if there was a reason that Ms. Friez stopped clearing her portion of sidewalk, even after learning that it was still her responsibility. She said that she didn't think she should have to because it is not directly located within her property, and that she has other health concerns. The Council felt that this was the case for many other residents of the City, and didn't feel that there was anything exceptional about this situation from the many others. Shogren also noted that it was the due diligence of residents when purchasing a property, to look into things that are expected or required of property owners within the City. All of the Council members agreed that Ms. Friez is still responsible for clearing her portion of the sidewalk. They reiterated that we are all part of a community, and residents need to do their part as a member of the community.

A question was asked about how much it would cost to clear all of the sidewalks by the City, and Woulfe stated that it would be about a 1 ½% levy increase for the residents on their property taxes. This could vary widely depending on each individual property and its value. The Council members did not feel any further action was needed, and decided to close the discussion.

Discussion Loan and Grant Program

Gustafson reviewed previous information with the Council about the Downtown Loan and Grant Funds. The fund balance is low and currently has \$44,903 available. Shogren had asked at the previous meeting if there could be further discussion about the potential changes to the Downtown Loan and Grant Fund, and if it could become a city-wide program to assist businesses.

Gustafson stated that there were other programs the City of Cambridge and the Economic Development Authority have available to assist businesses with gap related financing, including the Industrial Revolving Loan Fund, redevelopment Tax Increment Financing (TIF), and tax abatement options for contaminated properties. He said that if the program was to become city-wide, there would need to be a different process of evaluating each grant or loan amount based on need, and the application process would have to document this need. Gustafson said the Downtown Grant and Loan Fund was originally designed to help the smaller "ma and pa" businesses to do costly renovation projects for their buildings that included health and safety issues, or façade improvements. As the fund balance is very low, he didn't feel that the current program could expand to become a city-wide program without finding a way to raise more funds.

Woulfe expressed that the loan balance would come back up as the loans are repaid, and that being patient will help increase the fund balance. She stated that there are some downtown business projects that need to be done that would benefit from the loans, such as updating the sprinkler systems within certain buildings. Currently there is the potential to lose an entire block of businesses should there be a fire, as many of the downtown buildings do not have a sprinkler system. These businesses would have a hard time finding other financing to do these projects without the program, being that the improvements do not necessarily increase their revenue.

Shogren was again concerned that only the downtown businesses are able to receive the benefit of the program, while competing businesses in other parts of the city do not. Conley stated that she thought the original idea behind the fund was to help revitalize the downtown area by helping the

businesses to make improvements to their buildings. Godfrey thought the fund should be left alone and to wait for it to rebuild for future projects. He reminded everyone that all of the applications have to be approved by the Council, and that they didn't need to approve every loan or grant project. Iverson said the downtown area is turning back around, and she would like to see it continue. She thought that it would be good to open the fund up to other businesses outside of the downtown area in the future, but wants to see the downtown area thrive again first. No motions were made, and discussion on the subject concluded.

Resolution R20-002, Abatement Consideration of 1615 Southhaven Dr. S.

Westover stated that at the regular City Council meeting on January 6, 2020, the Council reviewed a request for abatement of the burned structure at 1615 Southhaven Drive South. She said the council directed staff to obtain bids for the demolition of the structure and for the costs of perimeter fencing. Westover asked for three different options in her Request for Proposals. Option 1 would be to demolish the main floor only and construct a perimeter fence around the open foundation. Option 2 would be to demolish the entire structure including the foundation, disconnect utilities, and fill in the foundation and seed the yard. Option 3 would not have any demolition of the structure and would only install a perimeter fence.

Westover recommended going with Option 1 to remove the blighted structure and smells emanating from the burned structure. She had two bids from Hentges and H & T Trucking including a 6-foot chain link fence. The bid from Hentges came in at \$15,300, and the bid from H& T Trucking came in at \$17,300. Westover stated that the cost of the abatement would be assessed to the owner of the property and would not have any cost to the City.

An attorney for the loan servicing company, Ocwen Loan Servicing, LLC, had only reached out to Westover in the last couple days before the meeting, requesting a 60-day extension so they could get bids and try to remedy the situation themselves. Westover expressed concern about Ocwen Loan Servicing, LLC being able to abate the property in a timely manner, being that it took 2 ½ months for them to receive the notice and contact the City. She also was concerned that if Ocwen Loan Servicing, LLC was not able to continue with the abatement, the entire process would have to be started over again with initial notices and code enforcement.

Godfrey was still concerned that the property did not have a perimeter fence, but informed that the City would not be able to put one up without permission from the servicing company. He was wondering why Option 2, including the demolition of the foundation, was not chosen. Woulfe stated that the foundation might be salvaged if a new home was constructed, and that the foundation was not what was causing a nuisance.

Woulfe recommended amending the wording in the resolution to include a provision for if the servicing company fails to have the property abated. The wording “, provided that the property owner (Wells Fargo or its representative) has not completed the abatement by April 1, 2020, and that if it is not fenced within ten days of the date of this resolution.” was added after “... Section 92.22” to the last sentence under the “Now, Therefore, Be It Resolved” section of Resolution R20-002 Declaring a public nuisance at 1615 Southhaven Drive South and ordering abatement. Shogren moved,

seconded by Iverson, to approve Resolution R20-002 as presented with amendments to the language. Motion passed unanimously.

Fee Schedule for False Alarms Discussion

In December, 2019, the City Council asked staff to look into alarm responses after looking at the Fee Schedule that was up for adoption at that time. Council members questioned if the city was charging a fair price for the alarm responses, and if that fee was enough to persuade alarm system owners to have their systems maintained due to false alarms. Schuster stated that he researched the fee schedules of several area and comparably-sized communities to see what they had listed for charges for their alarm responses. He said that it varied widely among the communities, from no charge listed to several hundred dollars per response, depending upon the number of prior alarm responses. From the perspective of the police department, Schuster said they must assume that the alarm is valid and respond accordingly. He also compiled some data on alarm calls in 2018 and 2019. There had only been nine businesses that had more than three alarms in both of the past two years. There were no single-family residences that had three or more alarms in the last two years.

Pennings also stated that they have an obligation from the fire department perspective to protect lives and property. This would include supporting building and life safety codes, which have decreased the amount of deaths and property loss. In 2019, the Cambridge Fire Department was called to 51 total false alarms. The most frequent being J. Rettenmeier, which has an early detection system that is mandated by fire code, which would give the department an early jump start if there ever was a real emergency. The only downfall to this system is that one of the detection devices is located near a mixing process area, and can cause false alarms. Staff has changed out the detectors and have altered their processes to try to reduce these calls. Overall, Pennings felt that it would be counterproductive to promote life-saving systems, and then issue penalties for minor issues with them. He was not opposed to some kind of fee due to neglect or lack of maintenance.

There was some discussion and clarification about the false alarm statistics. After hearing the information and comments from Schuster and Pennings, the City Council decided that they were not going to make any changes the Fee Schedule for false alarms.

New Business

Select Contractor for Electrical Work and Heat Tape Installation

Gustafson stated that there have been some issues in the past two winters with keeping the roof scuppers and down spouts free from ice and freeze-ups, and allowing water to flow off the roof. He said there is a need for some electrical and roofing work to be done to install some heat tape to the north side of City Hall and Fire Department, and the east side of City Mall. The heat tape would help to reduce the freezing-up of the roof scuppers and down spouts. The electrical work would bring power to the outer wall below the flashing where the heat tape would then be plugged in. The roofer would then come to install the heat tape by running it down the down spout and back up again, and then loop it around the scupper area to help reduce the constant freeze-up.

Three proposals have come in all offering a similar installation of heat tape on the scuppers and down spouts only, and using a 120-volt type of heat tape. A fourth proposal also came in, but included using 240-volt heat tape that would also be run along the adjacent roof line. The fourth proposal was a little higher, but Gustafson thought the superior installation could have more long-term benefits than the other proposals. The DFW Roofing proposal was \$2,200, the Roof Tech proposal was \$3,350, the All Elements proposal was \$7,472, and the Central Roofing proposal was \$20,225. The proposals for the electrical work came in at \$5,100 for Bloomquist Electric and \$4,075 for Independence Electrical.

The proposal amount for Bloomquist Electric would not change no matter which heat tape was installed, but the Independence Electrical proposal could change if the 240-volt heat tape was installed. Gustafson noted that there are funds available in the Building Maintenance accounts for the work to be done to both the City Mall and the City Hall. The whole roof is expected to be replaced in 2023 through the capital fund budget, and the heat tape would still be usable with the new roof.

There were a few more questions about the longevity of the heat tape, and its compatibility with the new roof. The Council felt they were satisfied with the information they received. Shogren moved, seconded by Iverson, to approve the proposal for electrical work from Bloomquist Electric, and approve the proposal for the installation of heat tape from Central Roofing. Motion passed unanimously.

Beyond the Yellow Ribbon One Day Temporary On-Sale Liquor License – March 28, 2020

Woulfe stated that Beyond the Yellow Ribbon has the proper insurance and has filled out the proper paperwork for a One Day Temporary On-Sale Liquor License for March 28, 2020. Iverson moved, seconded by Conley, to approve the One Day Temporary On-Sale Liquor License to Beyond the Yellow Ribbon for March 28, 2020. Motion passed unanimously.

Cambridge Police Department – Minnesota Bureau of Criminal Apprehension Joint Powers Agreement on Human Trafficking Investigators Task Force

Schuster informed the Council that human trafficking has been in the news and on the minds of many people. He said that agencies in the Isanti County have also been trying to stay in front of the topic for some time, and has formed a sub-committee of the Isanti County Sexual Assault Inter-Agency that only deals with human trafficking. In November 2018, The City Council agreed to enter into a joint-powers agreement with the Minnesota Bureau of Criminal Apprehension. Schuster stated that Detective Jason Harvey became an affiliate investigator on the Human Trafficking Investigator's Task Force. As an affiliate investigator on this task force, Detective Harvey plays an integral role in developing probable cause needed to arrest the people committing these crimes, and it also gives him instant access to any necessary resources that he might need should one of these cases appear locally.

Schuster said that it is once again time to renew the joint-powers agreement. He stated that the time commitment from Detective Harvey is minimal and has not disrupted the day-to-day operations of

the Cambridge Police Department. Also, any overtime that is accrued due to an operation, as well as any lodging, is paid for by the Minnesota Bureau of Criminal Apprehension. Schuster recommends the City Council to enter into an agreement with the Minnesota BCA to have Detective Jason Harvey continue to serve on the Human Trafficking Investigators Task Force as an Affiliate Investigator. Shogren moved, seconded by Iverson, to approve the joint-powers agreement. The motion passed unanimously.

Street Closure Request – February 20, 2020 (Main Street S from 2nd Ave to 3rd Ave)

Woulfe informed the Council that the Chamber of Commerce and the downtown businesses will be hosting another Third Thursday event. It will be held on February 20th from 4:00 – 8:00 pm. There will be a bonfire, s'mores, and carriage rides. The bonfire will be located on Main Street between 2nd and 3rd Avenues. For safety reasons, they are requesting the City close off that block on February 20, 2020 from 4:00 – 9:00. This would allow for clean-up of the street when the event is over. Shogren moved, seconded by Conley, to approve the street closure. Motion carried unanimously.

Committee Reports

Committee reports from the following committees were heard:

- A. Allina Community Engagement (no meeting)
- B. Community Education Advisory Council
- C. Airport Advisory Commission
- D. Cambridge Fire Department
- E. Parks, Recreation and Trails Commission
- F. Planning Commission
- G. ICICLE
- H. Isanti County Toward Zero Death (TZD) Coalition
- I. Sister City Commission

Mayor's Report

Godfrey wanted to remind everyone that he will be giving the State of the City address on February 12, 2020 at Cambridge Lutheran Church. He was also pleased to announce the installing of "Happy to Chat Benches" to help promote mental health by providing an invitation for people to strike up a conversation. He is modeling them after some benches he spotted just outside of Montreal the previous summer. The City already has the benches, and they will be installed on Main Street, at Parkwood Park, and also in City Park.

Godfrey has also had many people asking about the condition of South Main Street. He asked Schwab for an update on when it is getting fixed. Schwab stated that the stretch of South Main Street, between 8th and 24th Avenues South, are scheduled to have milling and overlay of the wear course done in the Summer of 2020. He said that stretch of road is now 12 years old, but they were hoping it would have lasted for 20 years. Schwab said he believes it has not lasted as long due to there being less oil in the bituminous material that was used. He also stated that the condition of South Main Street between 3rd and 8th Avenues was also starting to show excessive wear, however that part of the road is 16 years old. The City is looking into having the section between 3rd and 8th Avenues done at the same time as the other section this summer, but that it would cost an additional \$250,000. Schwab felt that the City

could get a better bid price for the additional quantity of material, but is still looking into how the funding for the replacement of the additional road section would be covered.

There were no Council Concerns or City Attorney's Report.

There was no City Administrator's Report.

Adjournment of Council Meeting

Being no further business before the City Council, Conley moved, seconded by Iverson, to adjourn the regular meeting at 5:20 pm. Motion carried unanimously.

James A. Godfrey, Mayor

ATTEST:

Linda J. Woulfe, City Administrator

**SUMMARY PUBLICATION OF THE PROCEEDINGS OF THE
CAMBRIDGE CITY COUNCIL
February 3, 2020**

The complete minutes are available for public inspection at the office of the City Administrator, 300 3rd Ave. NE, Cambridge, Minnesota.

Regular City Council Meeting

- Meeting called to order at 3:31 pm, and Godfrey led the Pledge of Allegiance.
- Meeting agenda was approved.
- Approved consent agenda items A-H as presented.
- Recognized a Water Fluoridation Quality Award for the Utilities Department.
- No changes were made to the snow removal from the sidewalk at 1440 10th Avenue Southeast.
- No changes were made to the Loan and Grant Program.
- Approved Resolution R20-002, with additional language, for the abatement of 1615 Southhaven Drive South.
- No changes were made to the Fee Schedule for False Alarms.
- Approved Bloomquist Electric as the contractor for electrical work, and Central Roofing as the contractor for heat tape installation at City Hall and the City Mall.
- Approved One Day Temporary On-Sale Liquor License to Beyond the Yellow Ribbon for March 28, 2020.
- Approved the joint-powers agreement with the Minnesota Bureau of Criminal Apprehension.
- Approved the street closure request for February 20, 2020 on Main Street between 2nd and 3rd Avenues.
- Reviewed committee reports.
- Received updates on the State of the City, “Happy to Chat Benches”, and the Main Street South street project for 2020.
- Adjourned at 5:20 pm.

CAMBRIDGE CITY COUNCIL MEETING
 February 18, 2020
 BILLS LIST

Disbursement Type:	Date	Check #s	<u>Submitted For Approval</u>
Prepaid Checks	1/16/2020	115792 - 115857	294,342.66
Prepaid Checks	1/24/2020	115858 - 115929	2,195,468.74
Prepaid Checks	2/5/2020	115930 - 116010	580,514.58
Total Checks			3,070,325.98
PAID THROUGH ACH or WIRE January 2020:			
Payroll			234,668.19
Federal Payroll Tax Withholding			71,288.36
State Payroll Tax Withholding			14,583.43
PERA Withholdings			62,660.00
Deferred Comp Premiums			3,810.00
Self Insurance & Flex & Select Account Admin Fee			10,307.84
ECE			44,055.24
Sales & Use Tax Payments to State of MN			64,178.00
Centerpoint			5,856.43
Wright Express (City wide fuel cards)			11,225.09
Connexus			1192.99
Midcontinent			6,129.50
Reliance Life Insurance ACH			1,044.71
AFLAC			1,056.12
Total Paid through ACH or Wire			532,055.90
TOTAL SUBMITTED FOR APPROVAL			\$3,602,381.88

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of City check disbursements from 1/10/2020-2/5/2020 and all other disbursements for January 2020.

Caroline Moe 2/10/2020
 Caroline Moe, Director of Finance signature & date

Linda Gerlach 2-10-2020
 Linda Gerlach, Finance Clerk signature & date

Vendor	Vendor Name	Description	Net Invoice Amount
44	Absolute Portable Restrooms	Regular Unit - Ice Rinks	90.00
Total 44:			90.00
175	Amazon Capital Services, Inc.	Lab Supplies - Wastewater	60.00
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Comm Dev	25.99
175	Amazon Capital Services, Inc.	Office Supplies - Wastewater	65.88
Total 175:			151.87
319	Artisan Beer Company	Liquor Store Merchandise	106.45
Total 319:			106.45
361	AT & T Mobility	FirstNet Mobile	38.23
Total 361:			38.23
371	ATOM	2020 Annual Membership Dues	175.00
Total 371:			175.00
521	Bellboy Corporation	Liquor Store Merchandise	2,150.63
521	Bellboy Corporation	Liquor Store Merchandise	449.75
Total 521:			2,600.38
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	42.40
551	Chas A. Bernick Inc.	Liquor Store Merchandise	91.70
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,295.60
551	Chas A. Bernick Inc.	Keg Deposit	30.00
Total 551:			2,374.90
596	Bloomquist Electric Inc	Repair & Maint Labor Veh/Eq - Wastewater	100.00
Total 596:			100.00
797	C & L Distributing	Liquor Store Merchandise	259.80
Total 797:			259.80
906	NAPA Central MN	Small Tools & Equipment - City Hall	26.20
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Police	165.67
906	NAPA Central MN	Small Tools & Equipment - Police	36.72
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Streets	788.58
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Parks	37.92
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Water	57.63
906	NAPA Central MN	Repair & Maint Supplies Veh/Eq - Wastewater	50.27

Vendor	Vendor Name	Description	Net Invoice Amount
Total 906:			1,162.99
972	Carlos Creek Winery	Liquor Store Merchandise	630.00
Total 972:			630.00
1140	Cintas Corporation	Rug & Towel Rentals - Liquor Store	138.94
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	20.77
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	136.25
1140	Cintas Corporation	Uniform Rental - Parks	9.73
1140	Cintas Corporation	Uniform Rental - Maintenance	4.24
1140	Cintas Corporation	Uniform Rental - Parks	7.44
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	139.02
1140	Cintas Corporation	Rug Rentals - Liquor Store	82.15
1140	Cintas Corporation	Rug Rentals - Liquor Store	82.15
1140	Cintas Corporation	Rug Rentals - Street Dept	17.04
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	160.15
1140	Cintas Corporation	Uniform Rental - Parks	9.73
1140	Cintas Corporation	Uniform Rental - Maintenance	4.24
1140	Cintas Corporation	Uniform Rental - Parks	7.44
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	139.02
Total 1140:			958.31
1207	Coast to Coast Solutions, Inc.	Promotional Items - Police	308.74
Total 1207:			308.74
1273	Compass Minerals America Inc.	Bulk Highway Coarse Salt	4,413.11
1273	Compass Minerals America Inc.	Bulk Highway Coarse Salt	13,993.53
1273	Compass Minerals America Inc.	Bulk Highway Coarse Salt	22,461.46
Total 1273:			40,868.10
1336	Crystal Springs Ice	Liquor Store Merchandise	153.90
1336	Crystal Springs Ice	Liquor Store Merchandise	38.07
Total 1336:			191.97
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	72.00-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	26.40-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	47.00-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	26,034.30
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	7,431.64
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	4,719.00
1396	Dahlheimer Beverage, LLC	Keg Return	30.00-
Total 1396:			38,009.54
1681	ECM Publishers, Inc.	Advertising - Liquor Store	1,973.40

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1681:			1,973.40
1686	Ecolab Pest Elimination Div.	Air Quality Program and Fly Program - LS	106.44
Total 1686:			106.44
1794	ERA	Wastewater Lab Supplies	159.81
1794	ERA	Wastewater Lab Supplies	776.81
Total 1794:			936.62
1891	Fastenal Company	Misc Operating Supplies - Water	19.02
Total 1891:			19.02
1921	Ferguson Waterworks	Automatic Meter Read Project	9,359.14
Total 1921:			9,359.14
1922	Ferrellgas	Cylinder Rental - Ice Rink	12.00
1922	Ferrellgas	Cylinder Rental - Ice Rink	12.00
Total 1922:			24.00
1949	First Advantage	Annual Enrollment - Streets	34.19
Total 1949:			34.19
2127	Goldsmith, Ross	Refund Overpayment Final Water Bill 1-3934	660.00
Total 2127:			660.00
2341	Hawkins, Inc.	Chemicals - Water	7,215.08
2341	Hawkins, Inc.	Chemicals - Water	2,687.66
Total 2341:			9,902.74
2411	Hillyard Inc.	Maintenance Supplies - City Hall	147.94
Total 2411:			147.94
2681	Isanti County Sheriff's Office	GEO Tab Leave October - December	1,055.04
Total 2681:			1,055.04
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,510.97
2796	Johnson Brothers Liquor Co	Delivery Charge	48.72
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	672.35
2796	Johnson Brothers Liquor Co	Delivery Charge	21.70
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	115.86

Vendor	Vendor Name	Description	Net Invoice Amount
2796	Johnson Brothers Liquor Co	Delivery Charge	1.55
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,864.43
2796	Johnson Brothers Liquor Co	Delivery Charge	62.58
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	5,589.65
2796	Johnson Brothers Liquor Co	Delivery Charge	111.61
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,166.45
2796	Johnson Brothers Liquor Co	Delivery Charge	40.30
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	18.90-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	21.00-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	16.01-
Total 2796:			13,150.26
2798	Johnson Controls Fire Protection	Annual CO2 Water Treatment Plant	600.00
Total 2798:			600.00
3306	Lynn Peavey Company	Crime Scene Supplies	70.00
Total 3306:			70.00
3461	McDonald Distributing Company	Liquor Store Merchandise	14,575.80
3461	McDonald Distributing Company	Keg Return	30.00-
3461	McDonald Distributing Company	Credit Liquor Merchandise	116.15-
Total 3461:			14,429.65
3521	Menards	Small Tools & Equipment - Wastewater	24.99
3521	Menards	Misc Operating Supplies - Water	23.27
3521	Menards	Small Tools & Equipment - Water	23.97
3521	Menards	Misc Operating Supplies - Wastewater	43.96
3521	Menards	Misc Operating Supplies - Water	3.96
3521	Menards	Small Tools & Equipment - Parks	27.99
3521	Menards	Office Supplies - Wastewater	34.92
3521	Menards	Misc Operating Supplies - Wastewater	7.88
3521	Menards	Misc Operating Supplies - Water	10.95
3521	Menards	Misc Operating Supplies - Wastewater	57.34
3521	Menards	Signs	10.48
3521	Menards	Small Tools & Equipment - Water	5.17
3521	Menards	Repair & Maint - Water Plant	22.16
3521	Menards	Misc Operating Supplies - Shop	53.11
3521	Menards	Repair & Maint - Water Plant	73.63
3521	Menards	Misc Operating Supplies - Shop	71.63
3521	Menards	Misc Operating Supplies - Shop	124.80
3521	Menards	Misc Operating Supplies - Wastewater	20.06
3521	Menards	Misc Operating Supplies - Wastewater	11.99
3521	Menards	Misc Operating Supplies - Shop	37.59
Total 3521:			689.85
3543	Metro Sales, Inc.	Ricoh MP 2554SP & C2004 Copier Lease	244.68

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3543:			244.68
3879	Misewich, Krisanne	Refund Overpayment Final Water Bill 1-2380	138.64
Total 3879:			138.64
4001	MVTL Laboratories Inc.	Testing - Water	67.50
4001	MVTL Laboratories Inc.	Testing - Water	67.50
4001	MVTL Laboratories Inc.	Testing - Wastewater	106.00
Total 4001:			241.00
4091	New France Wine	Liquor Store Merchandise	436.00
4091	New France Wine	Shipping	16.00
Total 4091:			452.00
4126	NMN, Inc.	Liquor Store Merchandise	153.00
4126	NMN, Inc.	Freight Charge	19.30
Total 4126:			172.30
4426	Paustis Wine Company	Liquor Store Merchandise	512.00
4426	Paustis Wine Company	Freight Charge	8.75
4426	Paustis Wine Company	Liquor Store Merchandise	1,768.42
4426	Paustis Wine Company	Freight Charge	25.00
Total 4426:			2,314.17
4456	PermitWorks	Software Support Plan 2020 - Building	2,685.00
4456	PermitWorks	Software Support Plan 2020 - Comm Dev	2,990.00
Total 4456:			5,675.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,223.55
4476	Phillips Wine & Spirits	Delivery Charge	17.88
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,312.50
4476	Phillips Wine & Spirits	Delivery Charge	34.10
Total 4476:			2,588.03
4626	Purchase Power	Postage Meter Refill	115.00
4626	Purchase Power	Postage Meter Refill	500.00
4626	Purchase Power	Postage - Water	700.00
4626	Purchase Power	Postage - Wastewater	700.00
Total 4626:			2,015.00
4661	Quill Corporation	Small Tools and Equipment - Wastewater	714.99

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4661:			714.99
4666	R & R Specialties of Wisconsin In	Repair & Maint Supplies Veh/Eq - Ice Rink	135.90
Total 4666:			135.90
4708	Ranger Chevrolet	2020 Chevy Tahoe State Contract #134735	35,984.88
Total 4708:			35,984.88
5147	Small Lot MN LLC	Liquor Store Merchandise	452.04
5147	Small Lot MN LLC	Delivery Charge	6.15
Total 5147:			458.19
5181	Southern Glazer's of MN	Liquor Store Merchandise	4,312.50
5181	Southern Glazer's of MN	Delivery Charge	58.90
5181	Southern Glazer's of MN	Liquor Store Merchandise	868.00
5181	Southern Glazer's of MN	Delivery Charge	24.93
5181	Southern Glazer's of MN	Delivery Charge	15.50
Total 5181:			5,279.83
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	1,542.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	3,084.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	4,626.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	3,084.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	771.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	24,672.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	1,542.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	1,464.90
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	13,353.72
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	77.10
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	1,387.80
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	77.10
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	77.10
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	4,872.72
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	11,071.56
5191	St. Paul Electrical Workers Health	Health Insurance Premium - February	6,168.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - T. Hanson	1,689.00
Total 5191:			79,560.00
5251	Star	Advertising Liquor Store	492.00
Total 5251:			492.00
5256	Star 95 Car Wash & Detailing	Refund Overpayment Final Water Bill 1-9492	517.45

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5256:			517.45
5271	North Folk Winery	Liquor Store Merchandise	444.00
Total 5271:			444.00
5421	TDS Metrocom	Phone Service - Airport	56.29
Total 5421:			56.29
5446	The American Bottling Company	Liquor Store Merchandise	198.40
Total 5446:			198.40
5491	The Wine Company	Liquor Store Merchandise	618.00
5491	The Wine Company	Freight charge	25.00
Total 5491:			643.00
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	665.20
Total 5516:			665.20
5596	Towmaster Truck Equipment	Repair & Maint Supplies Veh/Eq - Streets	353.14
Total 5596:			353.14
5661	True Brands	Liquor Store Merchandise	378.96
5661	True Brands	Shipping	5.67
Total 5661:			384.63
5743	U.S. Bank Equipment Finance	Ricoh MPC2004EX-RS Copier	87.00
Total 5743:			87.00
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	333.30
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	256.00
Total 5816:			589.30
5831	Vinocopia	Liquor Store Merchandise	512.17
5831	Vinocopia	Delivery Charge	10.00
Total 5831:			522.17
5878	Waste Management	Dumpster Service & Recycle - Streets	219.16
5878	Waste Management	Dumpster Service & Recycle - Water	121.68
5878	Waste Management	Dumpster Service & Recycle - Wastewater	275.35
5878	Waste Management	Dumpster Service & Recycle - Liquor Store	283.90

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5878:			900.09
5886	Watson Co., Inc.	Misc Operating Supplies - LS	14.02
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	13.50-
5886	Watson Co., Inc.	Liquor Store Merchandise	3,251.17
5886	Watson Co., Inc.	Misc Operating Supplies - LS	261.83
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			3,519.52
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	2,668.20
5891	Breakthru Beverage Minnesota	Freight Charge	28.08
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	456.65
5891	Breakthru Beverage Minnesota	Freight Charge	9.20
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	99.00
5891	Breakthru Beverage Minnesota	Freight Charge	4.60
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	122.75
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	11.27-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	10.92-
Total 5891:			3,366.29
5926	Wesco Distribution, Inc.	Repair & Maint - Wastewater Plant	4,445.00
Total 5926:			4,445.00
Grand Totals:			294,342.66

Dated: 1/16/2020City Treasurer: Caroline Noel

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/20	01/16/2020	115792	44	Absolute Portable Restrooms	101-20100	90.00
01/20	01/16/2020	115793	175	Amazon Capital Services, Inc.	602-20100	151.87
01/20	01/16/2020	115794	319	Artisan	610-20100	106.45
01/20	01/16/2020	115795	361	AT & T Mobility	101-20100	38.23
01/20	01/16/2020	115796	371	Association of Training Officers of MN	101-20100	175.00
01/20	01/16/2020	115797	521	Bellboy Corporation	610-20100	2,600.38
01/20	01/16/2020	115798	596	Bloomquist Electric Inc	602-20100	100.00
01/20	01/16/2020	115799	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	3,366.29
01/20	01/16/2020	115800	797	C & L Distributing	610-20100	259.80
01/20	01/16/2020	115801	5516	Capitol Beverage Sales L.P.	610-20100	665.20
01/20	01/16/2020	115802	972	Carlos Creek Winery	610-20100	630.00
01/20	01/16/2020	115803	551	Bernick's	610-20100	2,374.90
01/20	01/16/2020	115804	1140	Cintas Corporation	101-20100	501.92
01/20	01/16/2020	115805	1140	Cintas Corporation	101-20100	456.39
01/20	01/16/2020	115806	1207	Coast to Coast Solutions, Inc.	101-20100	308.74
01/20	01/16/2020	115807	1273	Compass Minerals America	101-20100	40,868.10
01/20	01/16/2020	115808	1336	Crystal Springs Ice	610-20100	191.97
01/20	01/16/2020	115809	1396	Dahlheimer Beverage, LLC	610-20100	38,009.54
01/20	01/16/2020	115810	1681	ECM Publishers, Inc.	610-20100	1,973.40
01/20	01/16/2020	115811	1686	Ecolab Pest Elimination Div.	610-20100	106.44
01/20	01/16/2020	115812	1794	Environmental Resource Associates	602-20100	936.62
01/20	01/16/2020	115813	1891	Fastenal Company	601-20100	19.02
01/20	01/16/2020	115814	1921	Ferguson Waterworks #2516	601-20100	9,359.14
01/20	01/16/2020	115815	1922	Ferrellgas	101-20100	24.00
01/20	01/16/2020	115816	1949	First Advantage	101-20100	34.19
01/20	01/16/2020	115817	2127	Ross Goldsmith	601-20100	660.00
01/20	01/16/2020	115818	2341	Hawkins, Inc.	601-20100	9,902.74
01/20	01/16/2020	115819	2411	Hillyard / Minneapolis	101-20100	147.94
01/20	01/16/2020	115820	2681	Isanti County Sheriff's Office	101-20100	1,055.04
01/20	01/16/2020	115821	2796	Johnson Bros - St Paul	610-20100	13,150.26
01/20	01/16/2020	115822	2798	Johnson Controls Fire Protection LP	601-20100	600.00
01/20	01/16/2020	115824	3306	Lynn Peavey Company	101-20100	70.00
01/20	01/16/2020	115825	3461	McDonald Distributing Company	610-20100	14,429.65
01/20	01/16/2020	115826	3521	Menards	101-20100	689.85
01/20	01/16/2020	115827	3543	Metro Sales, Inc.	101-20100	244.68
01/20	01/16/2020	115828	3879	Krisanne Misewich	601-20100	138.64
01/20	01/16/2020	115829	4001	Minnesota Valley Testing Labs	602-20100	241.00
01/20	01/16/2020	115830	906	NAPA Central MN	101-20100	1,162.99
01/20	01/16/2020	115831	4091	New France Wine	610-20100	452.00
01/20	01/16/2020	115832	4126	NMN, Inc.	610-20100	172.30
01/20	01/16/2020	115833	5271	North Folk Winery	610-20100	444.00
01/20	01/16/2020	115834	4426	Paustis Wine Company	610-20100	2,314.17
01/20	01/16/2020	115835	4456	PermitWorks	101-20100	5,675.00
01/20	01/16/2020	115836	4476	Phillips St Paul	610-20100	2,588.03
01/20	01/16/2020	115837	4626	Purchase Power	101-20100	2,015.00
01/20	01/16/2020	115838	4661	Quill Corporation	602-20100	714.99
01/20	01/16/2020	115839	4686	R & R Specialties of Wisconsin Inc	101-20100	135.90
01/20	01/16/2020	115840	4708	Ranger Chevrolet	420-20100	35,984.88
01/20	01/16/2020	115842	5147	Small Lot Wine	610-20100	458.19
01/20	01/16/2020	115843	5181	Southern Glazer's of MN	610-20100	5,279.83
01/20	01/16/2020	115844	5191	SPEW Health Plan	101-20100	79,560.00
01/20	01/16/2020	115845	5251	Star	610-20100	492.00
01/20	01/16/2020	115846	5256	Star 95 Car Wash & Detailing	601-20100	517.45
01/20	01/16/2020	115847	5421	TDS	211-20100	56.29
01/20	01/16/2020	115848	5446	The American Bottling Company	610-20100	198.40
01/20	01/16/2020	115849	5491	The Wine Company	610-20100	643.00
01/20	01/16/2020	115850	5596	Towmaster Truck Equipment	101-20100	353.14

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/20	01/16/2020	115851	5661	True Brands	610-20100	384.63
01/20	01/16/2020	115852	5743	U.S. Bank Equipment Finance	101-20100	87.00
01/20	01/16/2020	115853	5816	Viking Coca-Cola Bottling Co	610-20100	589.30
01/20	01/16/2020	115854	5831	Vinocopia	610-20100	522.17
01/20	01/16/2020	115855	5878	Waste Management of WI-MN	101-20100	900.09
01/20	01/16/2020	115856	5886	Watson Co., Inc.	610-20100	3,519.52
01/20	01/16/2020	115857	5926	Wesco Receivables Corp.	602-20100	4,445.00
Grand Totals:						<u>294,342.66</u>

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	Office Supplies - Admin	19.99
175	Amazon Capital Services, Inc.	Office Supplies - Building	10.99
175	Amazon Capital Services, Inc.	Movies in the Park	49.25
175	Amazon Capital Services, Inc.	Uniform Allowance - Police	164.95
175	Amazon Capital Services, Inc.	Office Supplies - Streets	58.95
175	Amazon Capital Services, Inc.	Office Supplies - Water	58.66
175	Amazon Capital Services, Inc.	Office Supplies - Wastewater	58.66
Total 175:			421.45
297	Aquarius Home Services	Maintenance & Repair Supplies - Liquor Store	1,694.00
Total 297:			1,694.00
319	Artisan Beer Company	Liquor Store Merchandise	106.45
Total 319:			106.45
521	Bellboy Corporation	Credit Liquor Merchandise	511.33-
521	Bellboy Corporation	Liquor Store Merchandise	1,781.10
521	Bellboy Corporation	Liquor Store Merchandise	1,635.08
521	Bellboy Corporation	Liquor Store Merchandise	124.55
521	Bellboy Corporation	Misc Operating Supplies - LS	72.80
521	Bellboy Corporation	Liquor Store Merchandise	68.15
Total 521:			3,170.35
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	63.92-
551	Chas A. Bernick Inc.	Liquor Store Merchandise	311.56
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,170.40
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	169.08-
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	98.00-
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	5.88-
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	7.02-
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	5.88-
551	Chas A. Bernick Inc.	Liquor Store Merchandise	94.17
551	Chas A. Bernick Inc.	Liquor Store Merchandise	1,440.95
Total 551:			3,667.30
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	100,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	8,903.13
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	7,845.60
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	435,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	89,245.01
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	38,675.00
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	3,550.24
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	40,384.62
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	3,988.54
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	45,370.37
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	125,000.00

Vendor	Vendor Name	Description	Net Invoice Amount
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	14,300.00
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	115,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	11,925.00
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	8,915.91
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	8,670.85
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	86,859.85
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	75,398.67
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	4,012.00
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	5,281.79
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	39,085.43
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	45,928.58
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	4,522.06
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	5,022.37
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	43,672.76
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	44,054.73
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	170,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	29,550.00
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	8,475.00
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	50,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	3,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	15,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	11,175.00
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	65,000.00
626	Bond Trust Services Corporation	GO Water Revenue Bonds, Series 2019A	45,861.11
626	Bond Trust Services Corporation	GO Water Revenue Bonds, Series 2019A	115,000.00
626	Bond Trust Services Corporation	Paying Agent Fees - GO Bonds, Series 2014A	475.00
626	Bond Trust Services Corporation	Paying Agent Fees - GO Bonds, Series 2016A	475.00
626	Bond Trust Services Corporation	Paying Agent Fees - GO Bonds, Series 2018A	475.00
626	Bond Trust Services Corporation	Paying Agent Fees - GO Water Revenue Bonds	475.00
Total 626:			1,925,573.62
766	Bureau of Crim. Apprehension	CJDN Access Fee (State GF & BCA)	270.00
Total 766:			270.00
797	C & L Distributing	Liquor Store Merchandise	114.50
Total 797:			114.50
959	Capstone Public Sector Solutions	Firefighter Training	375.00
Total 959:			375.00
969	Cardmember Service	Small Tools & Equipment - Streets	1,192.64
969	Cardmember Service	LP Refill - Parks	23.16
969	Cardmember Service	Postage - Wastewater	14.90
969	Cardmember Service	Postage - Wastewater	7.45
969	Cardmember Service	Postage - Wastewater	8.35
969	Cardmember Service	Repair & Maint - Wastewater Plant	375.42
969	Cardmember Service	Training - L. Nisley	145.00

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Training - W. Kalla	125.00
969	Cardmember Service	Training - L. Nisley	160.00
969	Cardmember Service	Training - W. Kalla	120.00
969	Cardmember Service	Training - W. Kalla	320.00
969	Cardmember Service	Meals - Council Meeting	42.25
969	Cardmember Service	Training - C. Moe	279.00
969	Cardmember Service	ASCAP License Renewal	367.89
969	Cardmember Service	Office Supplies - Utilities	150.25
969	Cardmember Service	Office Supplies - Utilities	150.26
969	Cardmember Service	Meals - Council Meeting	36.91
969	Cardmember Service	Postage - Wastewater	20.65
Total 969:			3,539.13
1140	Cintas Corporation	Rug & Towel Rentals - Liquor Store	138.94
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	20.77
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	136.25
1140	Cintas Corporation	Uniform Rental - Parks	9.73
1140	Cintas Corporation	Uniform Rental - Maintenance	4.24
1140	Cintas Corporation	Uniform Rental - Parks	7.44
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	139.02
Total 1140:			456.39
1201	Cliff's Vacuum	Vacuum and Bags - Liquor Store	674.20
Total 1201:			674.20
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Streets	304.30
1316	Crawford's Equipment, Inc.	Equipment Rental - Street Dept	1,500.00
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies Veh/Eq - Streets	68.76
Total 1316:			1,873.06
1336	Crystal Springs Ice	Liquor Store Merchandise	154.71
Total 1336:			154.71
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	158.65-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	184.68-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	1.60-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	49.50-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	14.40
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	2,885.75
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	17,664.80
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	5,711.44
Total 1396:			25,881.96
1469	Demings, Delmyra Estate	Refund Overpayment Final Water Bill 1-490	200.00

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 1469:		200.00
1481	Department of Human Services	December Cleaning - Northbound Liquor	310.00
	Total 1481:		310.00
1531	DexYP	Directory Listing - Liquor Store	80.00
	Total 1531:		80.00
1762	Emergency Equipment Connectio	Vehicles Fire Dept - 2020 Chevrolet Tahoe SSV	6,349.77
	Total 1762:		6,349.77
1922	Ferrellgas	Propane - Ice Rink	173.45
	Total 1922:		173.45
1996	Forestedge Winery	Liquor Store Merchandise	630.00
	Total 1996:		630.00
2182	Winebow	Liquor Store Merchandise	634.00
2182	Winebow	Freight	15.75
	Total 2182:		649.75
2233	Grimebusters Commercial Cleani	Strip and Wax - City Hall	256.20
	Total 2233:		256.20
2381	Herman's Bakery	Meals - Streets	12.00
2381	Herman's Bakery	Meals - Wastewater	12.00
	Total 2381:		24.00
2411	Hillyard Inc.	Maintenance Supplies - City Hall	102.36
	Total 2411:		102.36
2486	IBEW Local 110	Union Dues - January	405.00
	Total 2486:		405.00
2539	Indian Island Winery	Liquor Store Merchandise	240.96
	Total 2539:		240.96
2671	Isanti County Law Enforcement A	Sportsman Club Use Fee - Police Dept	250.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2671:			250.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	7,732.74
2796	Johnson Brothers Liquor Co	Delivery Charge	114.23
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,135.85
2796	Johnson Brothers Liquor Co	Delivery Charge	55.80
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	112.25
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	551.39
2796	Johnson Brothers Liquor Co	Delivery Charge	7.75
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,289.93
2796	Johnson Brothers Liquor Co	Delivery Charge	113.15
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	8,898.91
2796	Johnson Brothers Liquor Co	Delivery Charge	142.61
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,462.30
2796	Johnson Brothers Liquor Co	Delivery Charge	46.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	928.14
2796	Johnson Brothers Liquor Co	Delivery Charge	13.18
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,500.35
2796	Johnson Brothers Liquor Co	Delivery Charge	42.54
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	86.67
2796	Johnson Brothers Liquor Co	Delivery Charge	2.33
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	145.09-
Total 2796:			28,091.53
2824	Jones, Robert & Susan	Refund Overpayment Final Water Bill 1-17013	28.47
Total 2824:			28.47
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.40
Total 3056:			15.40
3086	Landworks Construction, Inc.	Snow Removal - Liquor Store	575.00
3086	Landworks Construction, Inc.	Snow Removal & Salt/Sand - Liquor Store	325.00
3086	Landworks Construction, Inc.	Hauling Snow - City Streets	2,572.00
3086	Landworks Construction, Inc.	Salt/Sand Application - Liquor Store	75.00
Total 3086:			3,547.00
3151	League of Minnesota Cities	PATROL Subscription	1,350.00
Total 3151:			1,350.00
3176	LELS	Union Dues - January	682.00
3176	LELS	Union Dues - January	186.00
Total 3176:			868.00
3246	Little Falls Machine, Inc.	Repair & Maint Supplies Veh/Eq - Streets	346.12

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3246:			346.12
3461	McDonald Distributing Company	Credit Liquor Merchandise	43.60-
3461	McDonald Distributing Company	Credit Liquor Merchandise	17.20-
3461	McDonald Distributing Company	Credit Liquor Merchandise	18.80-
3461	McDonald Distributing Company	Liquor Store Merchandise	14,156.30
3461	McDonald Distributing Company	Keg Deposit	30.00
3461	McDonald Distributing Company	Credit Liquor Merchandise	13.80-
3461	McDonald Distributing Company	Liquor Store Merchandise	127.50
3461	McDonald Distributing Company	Liquor Store Merchandise	11,035.15
3461	McDonald Distributing Company	Keg Deposit	60.00
3461	McDonald Distributing Company	Keg Return	30.00-
3461	McDonald Distributing Company	Credit Liquor Merchandise	68.00-
Total 3461:			25,217.55
3521	Menards	Misc Operating Supplies - Airport	7.79
3521	Menards	Repair & Maint Supplies Infrast - Airport	990.65
3521	Menards	Misc Operating Supplies - Shop	38.26
3521	Menards	Small Tools & Equipment - Water	44.93
3521	Menards	Misc Operating Supplies - Fire	9.98
3521	Menards	Small Tools & Equipment - Wastewater	20.36
3521	Menards	Misc Operating Supplies - Streets	77.87
3521	Menards	Misc Operating Supplies - Fire	16.49
3521	Menards	Misc Operating Supplies - Wastewater	6.87
3521	Menards	Misc Operating Supplies - Streets	23.97
3521	Menards	Maintenance Supplies - City Hall	17.99
3521	Menards	Small Tools & Equipment - Wastewater	7.95
3521	Menards	Misc Operating Supplies - Wastewater	13.16
Total 3521:			1,276.27
3542	Metro Payroll Inc.	eKlock Enterprise - December	327.25
Total 3542:			327.25
3543	Metro Sales, Inc.	Ricoh MP C2004ex Color Copier Contract Base	68.63
3543	Metro Sales, Inc.	Ricoh MP C6004ex Color Copier Contract Base	943.75
Total 3543:			1,012.38
3666	Minnesota Child Support Payment	Child Support Withholdings	137.51
Total 3666:			137.51
3676	MCSI Minnesota Computer Syste	Contract Base Rate/Overage Charge - Tosh/Est	10.42
Total 3676:			10.42
3761	Minnesota State Fire Chiefs Asso	FOTOS Registration - C. Lindquist	285.00

Vendor	Vendor Name	Description	Net Invoice Amount
3761	Minnesota State Fire Chiefs Asso	FOTOS Registration - A. Mix	285.00
3761	Minnesota State Fire Chiefs Asso	Membership Renewal	340.00
Total 3761:			910.00
3791	Minnestalgia Winery	Liquor Store Merchandise	648.00
Total 3791:			648.00
3981	MTI Distributing, Inc.	Repair & Maint Supplies Veh/Eq - Streets	295.88
Total 3981:			295.88
4071	NCPERS Group Life Ins.	Group Vol Life Ins - PERA	400.00
Total 4071:			400.00
4305	Olson, Dave	Refund Overpayment Final Water Bill 1-18870	46.63
Total 4305:			46.63
4323	OPG-3, Inc	LSAP System Renewal	8,726.00
Total 4323:			8,726.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	3,077.75
4476	Phillips Wine & Spirits	Delivery Charge	68.20
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,649.00
4476	Phillips Wine & Spirits	Delivery Charge	75.95
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,470.65
4476	Phillips Wine & Spirits	Delivery Charge	21.70
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,896.20
4476	Phillips Wine & Spirits	Delivery Charge	51.15
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	54.01-
Total 4476:			9,256.59
4919	Rupp, Anderson, Squires, &	December Legal Expense	3,810.60
Total 4919:			3,810.60
5060	Semler Homes	Refund Overpayment Final Water Bill 1-25870	78.95
Total 5060:			78.95
5116	Short, Elliot, Hendrickson Inc	CAMBR 2019 EA	5,310.00
5116	Short, Elliot, Hendrickson Inc	CAMBR City Eng. Services	773.50
5116	Short, Elliot, Hendrickson Inc	CAMBR 2020 Street Plans	70,866.50
Total 5116:			76,950.00

Vendor	Vendor Name	Description	Net Invoice Amount
5181	Southern Glazer's of MN	Delivery Charge	.13
5181	Southern Glazer's of MN	Liquor Store Merchandise	6,338.63
5181	Southern Glazer's of MN	Delivery Charge	88.03
5181	Southern Glazer's of MN	Liquor Store Merchandise	776.58
5181	Southern Glazer's of MN	Delivery Charge	21.70
5181	Southern Glazer's of MN	Delivery Charge	3.10
5181	Southern Glazer's of MN	Liquor Store Merchandise	721.56
5181	Southern Glazer's of MN	Delivery Charge	.77
5181	Southern Glazer's of MN	Liquor Store Merchandise	5,379.76
5181	Southern Glazer's of MN	Delivery Charge	63.55
5181	Southern Glazer's of MN	Liquor Store Merchandise	24.05
5181	Southern Glazer's of MN	Delivery Charge	1.55
5181	Southern Glazer's of MN	Liquor Store Merchandise	1,956.00
5181	Southern Glazer's of MN	Delivery Charge	45.21
Total 5181:			15,420.62
5238	Stacy Lent Fire Department	Training - Fire Dept	350.00
Total 5238:			350.00
5468	The Lynde Company, LLC	Calcium Chloride	829.25
Total 5468:			829.25
5529	Tightrope Media Systems	Annual Software Maintenance Contract - Cable	600.00
Total 5529:			600.00
5531	Tiller's Steam Carpet Cleaning	Carpet Cleaning - Liquor Store	400.49
Total 5531:			400.49
5541	Titan Machinery	Repair & Maint Supplies Veh/Eq - Streets	163.80
5541	Titan Machinery	Repair & Maint Supplies Veh/Eq - Streets	1,065.51
Total 5541:			901.71
5691	U.S. Water Services, Inc	Chemicals - Wastewater	5,656.30
Total 5691:			5,656.30
5751	US Internet	Monthly Internet Fees - February	36.90
5751	US Internet	Monthly Internet Fees - February	36.85
5751	US Internet	Monthly Internet Fees - February	36.85
5751	US Internet	Monthly Internet Fees - February	36.85
Total 5751:			147.45
5801	Verizon Wireless	wireless phone service - Maintenance Dept	21.32
5801	Verizon Wireless	wireless phone service - Streets	35.01

Vendor	Vendor Name	Description	Net Invoice Amount
5801	Verizon Wireless	wireless phone service - Water	35.01
5801	Verizon Wireless	wireless phone service - Wastewater	35.01
5801	Verizon Wireless	wireless phone service - Wastewater	99.09
Total 5801:			225.44
5811	Vessco, Inc.	Repair & Maint Labor Veh/Eq - Wastewater Pla	570.00
Total 5811:			570.00
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	334.60
Total 5816:			334.60
5861	Walmart Community Card	Break Room Supplies	38.90
5861	Walmart Community Card	Misc Operating Supplies - Police Dept	5.48
5861	Walmart Community Card	Misc Operating Supplies - Police Dept	24.94
5861	Walmart Community Card	Office Supplies - Wastewater	10.84
5861	Walmart Community Card	Misc Operating Supplies - Wastewater	25.48
Total 5861:			105.64
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	13.50-
5886	Watson Co., Inc.	Liquor Store Merchandise	2,583.01
5886	Watson Co., Inc.	Misc Operating Supplies - LS	119.53
5886	Watson Co., Inc.	Fuel Charge	6.00
5886	Watson Co., Inc.	Credit Liquor Merchandise	22.14-
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	13.50-
5886	Watson Co., Inc.	Liquor Store Merchandise	2,078.20
5886	Watson Co., Inc.	Misc Operating Supplies - LS	234.29
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			4,977.89
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	14,572.43
5891	Breakthru Beverage Minnesota	Freight Charge	132.54
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	502.00
5891	Breakthru Beverage Minnesota	Freight Charge	10.35
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	27.65
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	5,013.56
5891	Breakthru Beverage Minnesota	Freight Charge	70.14
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,672.93
5891	Breakthru Beverage Minnesota	Freight Charge	33.64
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	88.00-
5891	Breakthru Beverage Minnesota	Freight Charge	1.15-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	22.00-
5891	Breakthru Beverage Minnesota	Credit Freight Charge	1.15-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	84.00-
5891	Breakthru Beverage Minnesota	Credit Freight Charge	2.30-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	161.50-
5891	Breakthru Beverage Minnesota	Credit Freight Charge	1.15-

Vendor	Vendor Name	Description	Net Invoice Amount
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	29.32-
5891	Breakthru Beverage Minnesota	Credit Freight Charge	.38-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	80.00-
5891	Breakthru Beverage Minnesota	Credit Freight Charge	1.15-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	21.00-
5891	Breakthru Beverage Minnesota	Credit Freight Charge	1.15-
Total 5891:			21,540.99
5979	Wild Mountain Winery, Inc.	Liquor Store Merchandise	410.40
Total 5979:			410.40
5995	WiMacTel Inc.	WiMac Tel Payphone Advantage Service	66.00
Total 5995:			66.00
6001	Wine Merchants	Liquor Store Merchandise	1,769.00
6001	Wine Merchants	Delivery Charge	23.25
6001	Wine Merchants	Liquor Store Merchandise	144.00
6001	Wine Merchants	Delivery Charge	1.55
Total 6001:			1,937.80
Grand Totals:			2,195,468.74

Dated: 1/24/2020

City Treasurer: Caroline Muel

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/20	01/24/2020	115858	175	Amazon Capital Services, Inc.	101-20100	421.45
01/20	01/24/2020	115859	297	Aquarius Home Services	610-20100	1,694.00
01/20	01/24/2020	115860	319	Artisan	610-20100	106.45
01/20	01/24/2020	115861	521	Bellboy Corporation	610-20100	3,170.35
01/20	01/24/2020	115862	626	Bond Trust Services Corporation	601-20100	1,925,573.62
01/20	01/24/2020	115863	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	21,540.99
01/20	01/24/2020	115864	766	Bureau of Crim. Apprehension	101-20100	270.00
01/20	01/24/2020	115865	797	C & L Distributing	610-20100	114.50
01/20	01/24/2020	115866	959	Capstone Public Sector Solutions	101-20100	375.00
01/20	01/24/2020	115867	969	Cardmember Service	602-20100	3,539.13
01/20	01/24/2020	115868	551	Bernick's	610-20100	3,667.30
01/20	01/24/2020	115869	1140	Cintas Corporation	101-20100	456.39
01/20	01/24/2020	115870	1201	Cliff's Vacuum	610-20100	674.20
01/20	01/24/2020	115871	1316	Crawford's Equipment, Inc.	101-20100	1,873.06
01/20	01/24/2020	115872	1336	Crystal Springs Ice	610-20100	154.71
01/20	01/24/2020	115873	1396	Dahlheimer Beverage, LLC	610-20100	25,881.96
01/20	01/24/2020	115874	1469	Delmyra Demings Estate	601-20100	200.00
01/20	01/24/2020	115875	1481	Department of Human Services	610-20100	310.00
01/20	01/24/2020	115876	1531	DexYP	610-20100	80.00
01/20	01/24/2020	115878	1762	Emergency Equipment Connections Inc	420-20100	6,349.77
01/20	01/24/2020	115879	1922	Ferrellgas	101-20100	173.45
01/20	01/24/2020	115880	1996	Forestedge Winery	610-20100	630.00
01/20	01/24/2020	115881	2233	Grimebusters Commercial Cleaning LLC	101-20100	256.20
01/20	01/24/2020	115882	2381	Herman's Bakery	101-20100	24.00
01/20	01/24/2020	115883	2411	Hillyard / Minneapolis	101-20100	102.36
01/20	01/24/2020	115884	2486	IBEW Local 110	101-20100	405.00
01/20	01/24/2020	115885	2539	Indian Island Winery	610-20100	240.96
01/20	01/24/2020	115886	2671	Isanti County Law Enforcement Assoc	101-20100	250.00
01/20	01/24/2020	115887	2796	Johnson Bros - St Paul	610-20100	28,091.53
01/20	01/24/2020	115888	2824	Robert & Susan Jones	601-20100	28.47
01/20	01/24/2020	115889	3056	Lake Superior Laundry Inc.	101-20100	15.40
01/20	01/24/2020	115890	3086	Landworks Construction, Inc.	610-20100	3,547.00
01/20	01/24/2020	115891	3151	League of Minnesota Cities	101-20100	1,350.00
01/20	01/24/2020	115892	3176	LELS	101-20100	868.00
01/20	01/24/2020	115893	3246	Little Falls Machine, Inc.	101-20100	346.12
01/20	01/24/2020	115894	3461	McDonald Distributing Company	610-20100	25,217.55
01/20	01/24/2020	115895	3676	MCSI Minnesota Computer Systems Inc	101-20100	10.42
01/20	01/24/2020	115896	3521	Menards	602-20100	277.83
01/20	01/24/2020	115897	3521	Menards	211-20100	998.44
01/20	01/24/2020	115898	3542	Metro Payroll Inc.	101-20100	327.25
01/20	01/24/2020	115899	3543	Metro Sales, Inc.	101-20100	1,012.38
01/20	01/24/2020	115900	3666	Minnesota Child Support Payment Cente	101-20100	137.51
01/20	01/24/2020	115901	3761	Minnesota State Fire Chiefs Association	101-20100	910.00
01/20	01/24/2020	115902	3791	Minnestalgia Winery	610-20100	648.00
01/20	01/24/2020	115903	3981	MTI Distributing Inc.	101-20100	295.88
01/20	01/24/2020	115904	4071	NCPERS Group Life Ins.	101-20100	400.00
01/20	01/24/2020	115905	4305	Dave Olson	601-20100	46.63
01/20	01/24/2020	115906	4323	OPG-3, Inc	101-20100	8,728.00
01/20	01/24/2020	115907	4476	Phillips St Paul	610-20100	9,256.59
01/20	01/24/2020	115908	4919	Rupp, Anderson, Squires, &	101-20100	3,810.60
01/20	01/24/2020	115909	5060	Semler Homes	601-20100	78.95
01/20	01/24/2020	115910	5116	Short, Elliot, Hendrickson Inc	480-20100	76,950.00
01/20	01/24/2020	115911	5181	Southern Glazer's of MN	610-20100	15,420.62
01/20	01/24/2020	115913	5238	SLFD Training	101-20100	350.00
01/20	01/24/2020	115915	5468	The Lynde Company, LLC	101-20100	829.25
01/20	01/24/2020	115916	5529	Tightrope Media Systems	101-20100	600.00
01/20	01/24/2020	115917	5531	Tiller's Steam Carpet Cleaning	610-20100	400.49

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/20	01/24/2020	115918	5541	Titan Machinery	101-20100	901.71
01/20	01/24/2020	115919	5691	U.S. Water Services	602-20100	5,656.30
01/20	01/24/2020	115920	5751	US Internet	602-20100	147.45
01/20	01/24/2020	115921	5801	Verizon Wireless	602-20100	225.44
01/20	01/24/2020	115922	5811	Vessco, Inc.	602-20100	570.00
01/20	01/24/2020	115923	5816	Viking Coca-Cola Bottling Co	610-20100	334.60
01/20	01/24/2020	115924	5861	Walmart Community/SYNCB	602-20100	105.64
01/20	01/24/2020	115925	5886	Watson Co., Inc.	610-20100	4,977.89
01/20	01/24/2020	115926	5979	Wild Mountain Winery, Inc.	610-20100	410.40
01/20	01/24/2020	115927	5995	WiMacTel Inc.	211-20100	66.00
01/20	01/24/2020	115928	6001	Wine Merchants	610-20100	1,937.80
01/20	01/24/2020	115929	2182	Winebow	610-20100	649.75
Grand Totals:						<u>2,195,468.74</u>

Vendor	Vendor Name	Description	Net Invoice Amount
163	Alliance Building Corp.	2019 Pay App 3 - 9th Ave SE Construction	94,927.65
Total 163:			94,927.65
175	Amazon Capital Services, Inc.	Repair & Maint - Wastewater Plant	84.00
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	132.87
175	Amazon Capital Services, Inc.	Office Supplies - Wastewater	129.50
175	Amazon Capital Services, Inc.	Uniform Allowance - Police	666.03
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	159.90
175	Amazon Capital Services, Inc.	Office Supplies - Streets	12.43
175	Amazon Capital Services, Inc.	Vehicle Kit - Police	1,336.50
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Police	26.98
Total 175:			2,548.21
196	American Payment Center	Drop-Off Box Rental - Utility	43.50
196	American Payment Center	Drop-Off Box Rental - Utility	43.50
Total 196:			87.00
341	Aspen Mills	Uniform Allowance - M. Giese	1,297.95
341	Aspen Mills	Uniform Allowance - M. Giese	62.49
341	Aspen Mills	Uniform Allowance - K. Gunter	410.20
341	Aspen Mills	Uniform Allowance - Reserves	170.25-
341	Aspen Mills	Uniform Allowance - K. Gunter	410.20-
Total 341:			1,190.19
361	AT & T Mobility	FirstNet Mobile	38.23
Total 361:			38.23
371	ATOM	Training - K. Gunter	525.00
371	ATOM	Training - J. Van Hatten	525.00
371	ATOM	Training - D. Owl	525.00
Total 371:			1,575.00
521	Bellboy Corporation	Liquor Store Merchandise	997.25
521	Bellboy Corporation	Liquor Store Merchandise	42.00
Total 521:			1,039.25
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	64.80-
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	36.90-
551	Chas A. Bernick Inc.	Liquor Store Merchandise	151.20
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,457.80
Total 551:			2,507.30
797	C & L Distributing	Liquor Store Merchandise	80.00

Vendor	Vendor Name	Description	Net Invoice Amount
797	C & L Distributing	Keg Deposit	30.00
Total 797:			110.00
969	Cardmember Service	Training - K. Gross	275.00
Total 969:			275.00
1140	Cintas Corporation	Rug Rentals - Liquor Store	82.15
1140	Cintas Corporation	Rug Rentals - Street Dept	17.04
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	160.15
1140	Cintas Corporation	Uniform Rental - Parks	9.73
1140	Cintas Corporation	Uniform Rental - Maintenance	4.24
1140	Cintas Corporation	Uniform Rental - Parks	7.44
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	139.02
1140	Cintas Corporation	Rug Rentals - Liquor Store	82.15
1140	Cintas Corporation	Rug Rentals - City Hall	18.56
1140	Cintas Corporation	Rug Rentals - Police Dept	19.68
1140	Cintas Corporation	Rug Rentals - Street Dept	20.77
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	136.25
1140	Cintas Corporation	Uniform Rental - Parks	9.73
1140	Cintas Corporation	Uniform Rental - Maintenance	4.24
1140	Cintas Corporation	Uniform Rental - Parks	7.44
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	139.02
Total 1140:			857.61
1156	City of Mpls Receivables	APS Transaction Fee - December	120.60
Total 1156:			120.60
1251	Community GIS Services, Inc.	GIS Services - December	420.00
1251	Community GIS Services, Inc.	GIS Services - December	420.00
Total 1251:			840.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	17.60
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	20,803.00
1396	Dahlheimer Beverage, LLC	Keg Return	30.00-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	12,364.20
Total 1396:			33,154.80
1454	Defiant Distributors, LLC	Liquor Store Merchandise	637.42
Total 1454:			637.42
1615	DVS Renewal	License Tabs - 14 Chev - Plate 950UAC	14.25
Total 1615:			14.25

Vendor	Vendor Name	Description	Net Invoice Amount
1631	Earl F. Andersen, Inc.	Street Signs	189.00
	Total 1631:		189.00
1921	Ferguson Waterworks	Automatic Meter Read Project	270.79
	Total 1921:		270.79
1922	Ferrellgas	Propane - Ice Rink	75.07
	Total 1922:		75.07
1985	Flow Measurement and Control	Certification of Flow Meter	825.00
	Total 1985:		825.00
1996	Forestedge Winery	Liquor Store Merchandise	630.00
	Total 1996:		630.00
2146	Gopher State One-Call Inc.	Annual Facility Operator Fee	25.00
2146	Gopher State One-Call Inc.	Annual Facility Operator Fee	25.00
2146	Gopher State One-Call Inc.	FTP Tickets	12.82
2146	Gopher State One-Call Inc.	FTP Tickets	12.83
	Total 2146:		75.65
2161	Grafix Shoppe	Repair & Maint Supplies Veh/Eq - Fire	128.00
2161	Grafix Shoppe	Reflective Kit for 2019 Chevy Tahoe - Fire	1,028.00
	Total 2161:		1,156.00
2166	Grainger	Small Tools & Equipment - Wastewater Dept	61.03
	Total 2166:		61.03
2182	Winebow	Liquor Store Merchandise	120.00
2182	Winebow	Freight Charges	2.25
	Total 2182:		122.25
2188	Gratitude Farms	Animal Control Services	400.00
	Total 2188:		400.00
2256	H & L Mesabi	Repair & Maint Supplies Veh/Eq - Streets	2,056.50
	Total 2256:		2,056.50
2326	Hasser Garage Doors Inc.	Service and Adjust Door - Mechanic Shop	225.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2326:			225.00
2341	Hawkins, Inc.	Chemicals - Water	1,286.70
Total 2341:			1,286.70
2451	Hotsy Minnesota	Repair & Maint Supplies Veh/Eq - Streets	507.80
2451	Hotsy Minnesota	Repair & Maint Labor Veh/Eq - Streets	346.50
Total 2451:			854.30
2561	Initiative Foundation	Cambridge MN Disaster Fundraising	80.00
Total 2561:			80.00
2581	Intoximeters, Inc.	Misc Operating Supplies - Police	105.00
Total 2581:			105.00
2626	Isanti County Attorney's Office	Drug Forfeiture	36.00
2626	Isanti County Attorney's Office	Prosecution Services - January	3,384.04
Total 2626:			3,420.04
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,589.65
2796	Johnson Brothers Liquor Co	Delivery Charge	33.45
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,022.45
2796	Johnson Brothers Liquor Co	Delivery Charge	55.80
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,714.40
2796	Johnson Brothers Liquor Co	Delivery Charge	27.90
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,022.64
2796	Johnson Brothers Liquor Co	Delivery Charge	68.20
Total 2796:			8,534.49
2861	Kath Fuel Oil Service Co	Fuel and Additives-Streets	1,576.15
Total 2861:			1,576.15
2931	Kimball Midwest	Repair & Maint Supplies Veh/Eq - Streets	201.96
2931	Kimball Midwest	Repair & Maint Supplies Veh/Eq - Parks	202.00
2931	Kimball Midwest	Repair & Maint Supplies Veh/Eq - Water	202.00
2931	Kimball Midwest	Repair & Maint Supplies Veh/Eq - Wastewater	202.00
Total 2931:			807.96
2941	Kirvida Fire, Inc.	Repair & Maint Supplies Veh/Eq - Engine #2	1,670.74
2941	Kirvida Fire, Inc.	Repair & Maint Supplies Veh/Eq - Engine #1	1,741.02

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2941:			3,411.76
3026	Kustom Signals, Inc.	Police Squad Equipment	5,084.00
Total 3026:			5,084.00
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.40
Total 3056:			15.40
3201	Lexipol, LLC	Fire Policy Manual Update Subscription	2,019.00
Total 3201:			2,019.00
3267	Lompian Wines, LLC	Liquor Store Merchandise	884.58
3267	Lompian Wines, LLC	Delivery Fee	30.00
Total 3267:			914.58
3306	Lynn Peavey Company	Crime Scene Supplies	56.00
Total 3306:			56.00
3376	Marco Technologies LLC	Library Project	7,380.00
Total 3376:			7,380.00
3461	McDonald Distributing Company	Liquor Store Merchandise	270.00
3461	McDonald Distributing Company	Liquor Store Merchandise	12,938.60
3461	McDonald Distributing Company	Credit Liquor Merchandise	86.40-
3461	McDonald Distributing Company	Credit Liquor Merchandise	26.13-
3461	McDonald Distributing Company	Liquor Store Merchandise	96.00
3461	McDonald Distributing Company	Keg Deposit	30.00
Total 3461:			13,222.07
3521	Menards	Misc Operating Supplies - Wastewater	54.77
3521	Menards	Office Supplies - Wastewater	21.41
3521	Menards	Misc Operating Supplies - Streets	30.87
3521	Menards	Repair & Maint - Water Plant	50.63
3521	Menards	Repair & Maint - Wastewater Plant	139.88
3521	Menards	Small Tools & Equipment - Wastewater	30.07
3521	Menards	Misc Operating Supplies - Shop	47.06
3521	Menards	Repair & Maint - Wastewater Plant	43.41
3521	Menards	Misc Operating Supplies - Shop	12.79
3521	Menards	Misc Operating Supplies - Wastewater	9.61
3521	Menards	Misc Operating Supplies - Wastewater	21.90
3521	Menards	Repair & Maint Supplies - Streets	22.96

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3521:			485.36
3666	Minnesota Child Support Payment	Child Support Withholdings	137.51
Total 3666:			137.51
3829	Minnesota Dept of Labor and Indu	Boiler License Examination Application	50.00
Total 3829:			50.00
4001	MVTL Laboratories Inc.	Testing - Wastewater	42.00
Total 4001:			42.00
4066	North Central Laboratories	Lab Supplies- Wastewater	351.61
Total 4066:			351.61
4156	North TH 65 Corridor Coalition	2020 Membership Dues	250.00
Total 4156:			250.00
4171	Northern Business Products, Inc.	Office Supplies - PD	169.99
4171	Northern Business Products, Inc.	Office Supplies	24.31
4171	Northern Business Products, Inc.	Office Supplies - Bldg Dept	35.99
4171	Northern Business Products, Inc.	Name Plate - Planning Commission	22.00
4171	Northern Business Products, Inc.	Name Plate - Parks & Rec Commission	22.00
4171	Northern Business Products, Inc.	Office Supplies	59.96
4171	Northern Business Products, Inc.	Office Supplies - Finance	10.53
4171	Northern Business Products, Inc.	Office Supplies - Finance	29.70
Total 4171:			374.48
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - PD	30.76
Total 4321:			30.76
4426	Paustis Wine Company	Credit Merchandise Liquor Store	100.00-
4426	Paustis Wine Company	Credit Freight Charge	1.25-
4426	Paustis Wine Company	Liquor Store Merchandise	2,086.00
4426	Paustis Wine Company	Freight Charge	23.75
Total 4426:			2,008.50
4476	Phillips Wine & Spirits	Liquor Store Merchandise	977.95
4476	Phillips Wine & Spirits	Delivery Charge	20.15
4476	Phillips Wine & Spirits	Liquor Store Merchandise	304.50
4476	Phillips Wine & Spirits	Delivery Charge	10.85

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4476:			1,313.45
4480	Phoenix Fabricators & Erectors, L	Pay App #6 - Westside Water Tower	272,870.87
Total 4480:			272,870.87
4749	Red Bull Distribution Company, In	Liquor Store Merchandise	182.50
Total 4749:			182.50
5181	Southern Glazer's of MN	Liquor Store Merchandise	1,471.70
5181	Southern Glazer's of MN	Delivery Charge	20.54
5181	Southern Glazer's of MN	Delivery Charge	1.55
5181	Southern Glazer's of MN	Liquor Store Merchandise	1,464.00
5181	Southern Glazer's of MN	Delivery Charge	29.45
Total 5181:			2,987.24
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	1,542.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	3,084.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	4,626.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	3,084.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	771.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	24,672.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	1,542.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	13,353.72
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	1,464.90
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	77.10
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	77.10
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	1,387.80
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	77.10
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	4,872.72
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	11,071.56
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	6,168.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium	1,689.00
Total 5191:			79,560.00
5251	Star	Public Notice Planning Commission Meeting	9.00
5251	Star	Public Notice - Ordinance 691	4.00
Total 5251:			13.00
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Police	606.28
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Police	157.95
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Police	606.28
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Police	157.95
Total 5301:			1,528.46

Vendor	Vendor Name	Description	Net Invoice Amount
5336	Sunshine Printing	Envelopes - Return Address	145.00
5336	Sunshine Printing	Gift Certificates - Liquor Store	52.31
Total 5336:			197.31
5491	The Wine Company	Liquor Store Merchandise	2,188.00
5491	The Wine Company	Freight charge	90.00
Total 5491:			2,278.00
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	766.78
Total 5516:			766.78
5624	TransUnion Risk & Alternative	TLOxp Transactional	50.00
Total 5624:			50.00
5632	Treasury Division, MN Manageme	Forfeiture	18.00
Total 5632:			18.00
5801	Verizon Wireless	wireless phone service - PD	911.67
5801	Verizon Wireless	wireless phone service - Fire Dept	70.02
5801	Verizon Wireless	wireless phone service - GIS	20.00
5801	Verizon Wireless	wireless phone service - GIS	20.01
5801	Verizon Wireless	wireless phone service - Liquor Store	42.65
5801	Verizon Wireless	wireless phone service - Building	191.64
Total 5801:			1,255.99
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	187.15
Total 5816:			187.15
5831	Vinocopia	Liquor Store Merchandise	2,844.08
5831	Vinocopia	Delivery Charge	42.50
Total 5831:			2,886.58
5836	Vintage Lock	Repair & Maint Supplies - Liquor Store	350.00
Total 5836:			350.00
5886	Watson Co., Inc.	Liquor Store Merchandise	2,730.31
5886	Watson Co., Inc.	Misc Operating Supplies - LS	217.23
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			2,953.54
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,347.90

Vendor	Vendor Name	Description	Net Invoice Amount
5891	Breakthru Beverage Minnesota	Freight Charge	11.91
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	424.00
5891	Breakthru Beverage Minnesota	Freight Charge	10.54
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	122.75
Total 5891:			1,917.10
5901	WEF	Membership - T. Schwab	170.00
Total 5901:			170.00
5926	Wesco Distribution, Inc.	Street Light and Signal Repair	3,804.00
Total 5926:			3,804.00
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Backup Service	2,565.00
5965	White Bear IT Solutions LLC	Webroot Endpoint Protection	140.00
5965	White Bear IT Solutions LLC	Microsoft Hosted Exchange	680.00
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	1,016.09
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
Total 5965:			6,433.38
5979	Wild Mountain Winery, Inc.	Liquor Store Merchandise	284.76
Total 5979:			284.76
Grand Totals:			580,514.58

Dated: _____

2/5/2020

City Treasurer: _____

Caroline Mue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/20	02/05/2020	115930	163	Alliance Building Corp.	443-20100	94,927.65
02/20	02/05/2020	115931	175	Amazon Capital Services, Inc.	101-20100	2,548.21
02/20	02/05/2020	115932	196	American Payment Center	602-20100	87.00
02/20	02/05/2020	115933	341	Aspen Mills	101-20100	1,190.19
02/20	02/05/2020	115934	361	AT & T Mobility	101-20100	38.23
02/20	02/05/2020	115935	371	Association of Training Officers of MN	101-20100	1,575.00
02/20	02/05/2020	115936	521	Bellboy Corporation	610-20100	1,039.25
02/20	02/05/2020	115937	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	1,917.10
02/20	02/05/2020	115938	797	C & L Distributing	610-20100	110.00
02/20	02/05/2020	115939	5516	Capitol Beverage Sales L.P.	610-20100	766.78
02/20	02/05/2020	115940	969	Cardmember Service	101-20100	275.00
02/20	02/05/2020	115941	551	Bernick's	610-20100	2,507.30
02/20	02/05/2020	115942	1140	Cintas Corporation	101-20100	857.61
02/20	02/05/2020	115943	1156	Minneapolis Finance Department	101-20100	120.60
02/20	02/05/2020	115944	1251	Community GIS Services, Inc.	602-20100	840.00
02/20	02/05/2020	115945	1396	Dahlheimer Beverage, LLC	610-20100	33,154.80
02/20	02/05/2020	115946	1454	Defiant Distributors, LLC	610-20100	637.42
02/20	02/05/2020	115947	1615	DVS Renewal	101-20100	14.25
02/20	02/05/2020	115948	1631	Earl F. Andersen, Inc.	101-20100	189.00
02/20	02/05/2020	115949	1921	Ferguson Waterworks #2516	601-20100	270.79
02/20	02/05/2020	115950	1922	Ferrellgas	101-20100	75.07
02/20	02/05/2020	115951	1985	Flow Measurement and Control	601-20100	825.00
02/20	02/05/2020	115952	1996	Forestedge Winery	610-20100	630.00
02/20	02/05/2020	115953	2146	Gopher State One Call	602-20100	75.65
02/20	02/05/2020	115954	2161	Grafix Shoppe	420-20100	1,156.00
02/20	02/05/2020	115955	2166	Grainger	602-20100	61.03
02/20	02/05/2020	115956	2188	Gratitude Farms	101-20100	400.00
02/20	02/05/2020	115957	2256	H & L Mesabi Company	101-20100	2,056.50
02/20	02/05/2020	115958	2326	Hasser Garage Doors Inc.	101-20100	225.00
02/20	02/05/2020	115959	2341	Hawkins, Inc.	601-20100	1,286.70
02/20	02/05/2020	115960	2451	Hotsy Minnesota	101-20100	854.30
02/20	02/05/2020	115961	2561	Initiative Foundation	101-20100	80.00
02/20	02/05/2020	115962	2581	Intoximeters, Inc.	101-20100	105.00
02/20	02/05/2020	115963	2626	Isanti County Attorney's Office	209-20100	36.00
02/20	02/05/2020	115964	2626	Isanti County Attorney's Office	101-20100	3,384.04
02/20	02/05/2020	115965	2796	Johnson Bros - St Paul	610-20100	8,534.49
02/20	02/05/2020	115966	2861	Kath Fuel Oil Service Co	101-20100	1,576.15
02/20	02/05/2020	115967	2931	Kimball Midwest	101-20100	807.96
02/20	02/05/2020	115968	2941	Kirvida Fire, Inc.	101-20100	3,411.76
02/20	02/05/2020	115970	3026	Kustom Signals, Inc.	417-20100	5,084.00
02/20	02/05/2020	115971	3056	Lake Superior Laundry Inc.	101-20100	15.40
02/20	02/05/2020	115972	3201	Lexipol, LLC	101-20100	2,019.00
02/20	02/05/2020	115973	3267	Lompian Wines, LLC	610-20100	914.58
02/20	02/05/2020	115974	3306	Lynn Peavey Company	101-20100	56.00
02/20	02/05/2020	115975	3376	Marco Technologies LLC	425-20100	7,380.00
02/20	02/05/2020	115976	3461	McDonald Distributing Company	610-20100	13,222.07
02/20	02/05/2020	115978	3521	Menards	101-20100	485.36
02/20	02/05/2020	115980	3666	Minnesota Child Support Payment Cente	101-20100	137.51
02/20	02/05/2020	115981	3829	Minnesota Dept of Labor and Industry	602-20100	50.00
02/20	02/05/2020	115983	4001	Minnesota Valley Testing Labs	602-20100	42.00
02/20	02/05/2020	115984	4066	NCL of Wisconsin, Inc.	602-20100	351.61
02/20	02/05/2020	115985	4156	North TH 65 Corridor Coalition	101-20100	250.00
02/20	02/05/2020	115986	4171	Northern Business Products, Inc.	101-20100	374.48
02/20	02/05/2020	115987	4321	O'Reilly Automotive, Inc.	101-20100	30.76
02/20	02/05/2020	115988	4426	Paustis Wine Company	610-20100	2,008.50
02/20	02/05/2020	115989	4476	Phillips St Paul	610-20100	1,313.45
02/20	02/05/2020	115990	4480	Phoenix Fabricators & Erectors, LLC	601-20100	272,870.87

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/20	02/05/2020	115991	4749	Red Bull Distribution Company, Inc.	610-20100	182.50
02/20	02/05/2020	115993	5181	Southern Glazer's of MN	610-20100	2,987.24
02/20	02/05/2020	115994	5191	SPEW Health Plan	101-20100	79,560.00
02/20	02/05/2020	115995	5251	Star	101-20100	13.00
02/20	02/05/2020	115996	5301	Steve's Tire Inc	101-20100	1,528.46
02/20	02/05/2020	115997	5336	Sunshine Printing	610-20100	197.31
02/20	02/05/2020	115998	5491	The Wine Company	610-20100	2,278.00
02/20	02/05/2020	115999	5624	TransUnion Risk & Alternative	101-20100	50.00
02/20	02/05/2020	116000	5632	Treasury Division, MN Management&Bu	209-20100	18.00
02/20	02/05/2020	116001	5801	Verizon Wireless	101-20100	1,255.99
02/20	02/05/2020	116002	5816	Viking Coca-Cola Bottling Co	610-20100	187.15
02/20	02/05/2020	116003	5831	Vinocopia	610-20100	2,886.58
02/20	02/05/2020	116004	5836	Vintage Lock	610-20100	350.00
02/20	02/05/2020	116005	5886	Watson Co., Inc.	610-20100	2,953.54
02/20	02/05/2020	116006	5901	Water Environment Federation	602-20100	170.00
02/20	02/05/2020	116007	5926	Wesco Receivables Corp.	604-20100	3,804.00
02/20	02/05/2020	116008	5965	White Bear IT Solutions LLC	101-20100	6,433.38
02/20	02/05/2020	116009	5979	Wild Mountain Winery, Inc.	610-20100	284.76
02/20	02/05/2020	116010	2182	Winebow	610-20100	122.25
Grand Totals:						580,514.58

Prepared by: Caroline Moe, Director of Finance

Background:

The City uses an independent contractor for information technology (IT) support services. The City has used White Bear IT Solutions for many years and would like to renew a contract with the company effective January 29, 2020. The contract term will be three years. White Bear IT Solutions is proposing to renew the contract at our current rate.

We are pleased with our service from White Bear IT Solutions and the company has extensive knowledge of the inner workings of the technology in each department.

Fiscal Note: The cost of IT support is included in the departmental budgets of all departments.

Recommendation

Approve contract as presented and authorize City Administrator Woulfe to execute the new three year agreement.



IT support contract

Introduction

This IT support contract ("contract") is made as of January 29th, 2020 (the "Effective Date"), by and between the **City of Cambridge** ('the client') and **White Bear IT Solutions LLC** ('the service provider').

Purpose

The client depends on IT equipment, software and services (together: 'the IT system') that are maintained and supported by the service provider.

This contract sets out how the IT service provider will provide maintenance and support services for the IT system. It describes which items the service provider will provide support, what services it will provide, and how the client can expect problems with the IT system to be handled.

Scope

Parties

This contract is between:

The client:	The service provider:
City of Cambridge 300 3 rd Ave NE Cambridge, MN 55008 Key contacts: Lynda Woulfe/ Caroline Moe 763-689-3211	White Bear IT Solutions LLC 4986 Stewart Ave White Bear Lake, MN Key Contact: Jim Kritta 651-447-7186

Term and Termination of Agreement

This contract commences on **February 1st, 2020** and will continue for a period of **36 months**.

This contract may be renewed by mutual agreement of the parties upon such terms and conditions as the parties may mutually agree. This contract will terminate upon (i) mutual or written agreement of the parties, (ii) a party's breach of this contract, provided however that the non-breaching party shall give the breaching party 10 days notice in writing of such breach, and the breaching party will have 10 days to remedy or correct any and all breaches contained in the written notice; or for any reason upon 10 days advance written notice to the other party.

Equipment, software and services covered

This contract covers the equipment, software and services listed below. This list may be updated at any time, with agreement from both the client and service provider.

- Onsite/Remote Support of all Servers, PC's, Laptops and Firewalls
- Network Monitoring (Servers, PC's, Laptops and Firewalls)
- Backup Monitoring (Datto Device)
- Anti-virus Monitoring (Webroot)
- Annual Disaster Recovery Testing (Datto Device)

Exclusions

The service provider will make its best efforts to provide support and rectify problems as requested.

However, this agreement only applies to the parts of the IT system listed above.

The services do not include maintenance or repair necessitated by:

- The use of equipment, software or service(s) in a way or for a purpose for which it was not designed.
- **Changes** to the configuration or set up of equipment, software or services otherwise than by the service provider or without the prior written approval of the service provider.
- Damage caused by virus, spyware, or lack of a firewall when updates have not been installed or where an update has not yet become available, or where the client has prevented the service provider from **performing required maintenance and updates**. Theft or loss of equipment.
- Relocation of equipment
- Poor environmental conditions
- Fire, tornado, lightning, floods and other acts or events that are beyond the reasonable control of the service provider.

Limitation of Liability

THE SERVICE PROVIDER SHALL NOT BE LIABLE TO THE CLIENT FOR LOST PROFITS, ANY SPECIAL, INDIRECT, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THE CONTRACT, EVEN IF THE SERVICE PROVIDER HAS BEEN NOTIFIED OF THE POSSIBILITY OF SUCH DAMAGES. UNDER NO CIRCUMSTANCES WILL LIABILITY EXCEED AMOUNTS PAID BY THE CLIENT TO THE SERVICE PROVIDER UNDER THIS CONTRACT.

Responsibilities

Key service provider responsibilities

The service provider will maintain and support the IT system used by the client.

Additionally, the service provider will:

- Ensure relevant software, services and equipment are available to the client
- Respond to support requests and within reasonable time, in any case.
- Do its best to escalate and resolve issues in an appropriate, timely manner.
- Maintain good communication with the client at all times.

Key client responsibilities

The client will use the IT system as intended.

Additionally, the client will:

- Make timely payment on service provider's invoices.
- Notify the service provider of issues or problems in a timely manner.
- Provide the service provider with access to equipment, software and services for the purposes of maintenance, updates and fault prevention.
- Keep the service provider informed about potential changes to its IT system. For example, if client's employees are to begin connecting their own mobile devices to the company network, the service provider may be able to adjust its services accordingly.
- Maintain good communication with the service provider at all times.

Confidentiality

In order to provide services as described herein, the service provider may have access to the client's confidential information. The service provider agrees to take all reasonable measures to keep all files, client information, passwords, and any other proprietary client data secure and confidential.

Activities

The service provider will perform a number of specific tasks for the client. Details of these tasks are described in the table below, along with the purpose and frequency of each.

Activity	Frequency	Notes
General		
Document software and hardware changes	As necessary	
Send client log of work performed	As necessary	
System maintenance		
Check backups are running properly	Daily	This is a simple check that backups are running with no errors reported.
Perform backup test	Monthly	This is a full data restore test.
Monitor and maintain server uptime	Constantly	
Install software patches, service packs and other updates	As necessary	Updates will usually be tested before being rolled out across the IT system.
Install software upgrades	As necessary	Upgrades that incur costs — and other major upgrades — will only be installed after consultation with the client.
Monitor server event logs for potential problems	Daily	
Monitor available disk space on servers and company computers	Daily	
Perform system and server reboots	As necessary	Non-essential reboots will be performed at convenient times, agreed between client and supplier.
General server maintenance	As necessary	To be performed out of hours or at mutually agreed times.
Let client know of any potential issues	As necessary	For example: <ul style="list-style-type: none"> • Disk space running low • Equipment showing signs of failure • Deteriorating broadband speed
Create, remove and maintain employee user accounts and permissions	As necessary	For example, when employees: <ul style="list-style-type: none"> • Join or leave the company • Require access to additional resources
Assist users with support queries	As necessary	For example: <ul style="list-style-type: none"> • How to connect to VPN • Where to save shared files

Fixing problems

Disaster recovery of core systems	As necessary	In the event of a significant IT failure or problem (e.g. complete server failure or security breach), The service provider will do everything possible to restore service. A separate disaster recovery plan should be maintained.
Fix user errors / mistakes	As necessary	For example: <ul style="list-style-type: none"> • Accidental file deletion • Forgotten password
Raise support requests with third-party providers	As necessary	Where cloud services and other aspects of the IT system are not in The service provider's direct control, The service provider will take responsibility for liaising with third-parties to resolve issues.

Managing networks

Maintain internet connection	Constantly	Automated monitoring will be used to identify performance issues with or availability of the client's internet connection(s).
Monitor network capacity and performance	Weekly	The service provider will endeavour to identify where network capacity is reaching its limit.

Maintaining security

Monitor firewall logs	Monthly	The service provider will attempt to identify and address any unusual or suspicious activity.
Check status of security software updates	As necessary	The service provider will verify that all updates are installed in a timely manner.
Investigate any suspicious activity or unexpected software behaviour	As necessary	The service provider will investigate any activity that could be the result of malicious software or individuals, such as viruses or hacking attempts.
Manage file and folder permissions	As necessary	
Enforce password policies	As necessary	

Managing apps and services

Create, manage and remove mailboxes	As necessary	For example: <ul style="list-style-type: none"> • Creating email addresses for new users • Increasing mailbox size if required
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Reactive support

The service provider will also provide reactive support services to the client. When the client encounters an issue with the IT system, it should raise this with the service provider.

The service provider will then investigate the problem and respond appropriately.

In the event the client has made all reasonable efforts to contact the service provider for reactive support services but the service provider and its employees are unavailable and the reactive support services are necessary to avoid a disruption in client's ongoing business operations, the service provider has arranged for TR Computer Systems to provide the client with reactive support services until such time as the service provider becomes available. In the event that the client makes all reasonable efforts to contact the service provider for reactive support services but the service provider is unavailable to provide such support service, and the reactive support services are necessary to avoid a disruption in the client's ongoing business operations, TR Computer Systems' fees for such reactive support services are included in the monthly price set forth below. The client understands that the service provider's arrangement with TR Computer Systems is to provide backup reactive support services only, and that the client shall be responsible for TR Computer Systems' support services at TR Computer Systems' regular rates in addition to the monthly price set forth below in the event that, in the service provider's sole discretion, the client did not make reasonable efforts to contact the service provider to provide the reactive support services or the support services provided to the client by TR Computer Systems were not necessary to avoid a disruption in the client's ongoing business operations.

Charges and conditions

The monthly price for these services is: \$3,500.00

This is an all-inclusive charge that covers everything described in this contract, with the following conditions:

- Support will be provided **during business hours** (8am – 5pm, M-F, Excluding Holidays). Service provider may provide support **after hours** depending on the task and at the sole discretion of the service provider.
- Support will be provided on a **remote access and/or onsite basis** depending on the issue at the discretion of the service provider.

Payment for the services will be due 15 days from the date of service provider's invoice.

This contract does NOT include additional monthly charges for services provided by third party vendors (Microsoft Email, Datto Backup and Webroot Anti-virus) billed through White Bear IT Solutions.

General Provisions

Entire Agreement

This contract sets forth the entire agreement and understanding between the parties as to the subject matter hereof and merges and supersedes all prior discussions, agreements and undertakings of any nature between them. This contract may not be changed, modified, or terminated, except by agreement in writing, signed by all of the parties hereto.

Governing Law

This Agreement shall be governed and interpreted according to the laws of the State of Minnesota.

Severability

Whenever possible, each provision of this contract shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this contract is held to be invalid, illegal or unenforceable under any applicable law or rule in the State of Minnesota, such provision shall be ineffective only to the extent of such invalidity, illegality, or unenforceability in such jurisdiction, without invalidating the remainder of this contract in such jurisdiction or any provision hereof in any other jurisdiction, and this contract shall be construed as if the unlawful or unenforceable provision or application had never been contained herein or prescribed hereby.

Binding Effect

This contract shall be binding upon and be of benefit to the parties, their successors and assigns.

Waiver

Waiver by one party hereto of breach of any provision of this contract by the other shall not operate or be construed as a continuing waiver.

Signatures

This IT support contract is agreed between the City of Cambridge and White Bear IT Solutions:

Client Signature: _____

Service Provider Signature: _____

Name:

Name: Jim Kritta

Position:

Position: Owner

Date:

Date: January 31st, 2020

STDOCS:1366364v1 : 7489.BUS01

Prepared by: Caroline Moe, Director of Finance

BACKGROUND

Alliance Building Corporation is submitting Pay Request #3-Final for work completed through February 5, 2020, on the 9th Avenue SE Street Improvements. City Engineer, Short Elliott Hendrickson, has reviewed the pay request and is recommending payment in the amount of \$94,927.65. The City Engineer has reviewed this project and is considering it complete except for some touch up work that will covered under warranty next spring.

The Council awarded this contract to Alliance Building Corporation at its February 19, 2019 meeting and construction began in May.

Fiscal Note—this project is being funded by assessments to the two adjacent property owners.

COUNCIL ACTION

Staff recommends to Council to authorize final payment request, payment No. 3 to Alliance Building Corporation for \$94,927.65.

ATTACHMENTS

1. Application for Payment No. 3 from Alliance Building Corporation.
2. Resolution R20-010 Authorizing Partial Payment to Alliance Building Corporation for the 9th Avenue SE Street Improvements.

Resolution R20-010

**RESOLUTION ACCEPTING WORK AND AUTHORIZING
FINAL PAYMENT TO ALLIANCE BUILDING CORPORATION
(9th AVE SE STREET IMPROVEMENT PROJECT)**

WHEREAS, pursuant to a written contract signed with the City of Cambridge, Alliance Building Corporation has satisfactorily completed a the 9th Avenue SE Street Improvements Project in accordance with such contract and;

WHEREAS, City Engineer, S.E.H., has reviewed the work through February 5, 2020, and recommends payment in the amount of \$94,927.65 (Final Payment--#3);

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

BE IT FURTHER RESOLVED that the City Administrator is hereby directed to authorize payment on such contract in the amount of \$94,927.65.

Adopted by the Cambridge City Council this 18th day of February, 2020.

James A. Godfrey, Mayor

ATTEST:

Linda J. Woulfe, City Administrator



Building a Better World
for All of Us®

February 5, 2020

RE: City of Cambridge
9th Avenue SE
SEH No. 150035 14.00

Lynda Woulfe
City Administrator
City of Cambridge
300 Third Avenue NE
Cambridge, MN 55008

Dear Lynda:

Enclosed are two copies of the final application for payment from Alliance Building Corporation for the 9th Avenue SE Street Improvements. The final amount earned is \$207,783.74 which is less than the \$231,908.44 contract amount.

Also enclosed are IC-134 forms (withholding of taxes) from the State of Minnesota, a Consent of Surety to Final Payment and Lien Waivers.

All work has been completed, has been reviewed by SEH and City staff, and has been found to be acceptable. There will be some touch up work next spring which will be covered under warranty.

We therefore recommend approval of this final application for payment in the amount of \$94,927.65. If you have any questions or wish to discuss this, please call me at 651.490.2017.

Sincerely,

A handwritten signature in black ink that reads "Todd M. Blank".

Todd M. Blank, PE
Principal
(Lic. MN)

tmb
Enclosure

s:\ae\clcambr\150035\7-const-svcs\73-app-pym\laf\final pay rec.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

P57



Application for Payment
(Unit Price Contract)
No. 3 / Final

Eng. Project No.: CAMBR 148611 / 150035

Location: Cambridge, MN

Contractor <u>Alliance Building Corp.</u>	Contract Date <u>February 19, 2019</u>
<u>3709 Quail Rd. NE, PO Box 564</u>	
<u>Sauk Rapids, MN 56379</u>	Contract Amount <u>\$ 231,908.44</u>

Contract for 9th Avenue SE Construction

Application Date February 5th, 2020

For Period Ending October 1st, 2019

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2021.501	MOBILIZATION	LS	1	1	\$6,500.00	\$6,500.00
2101.601	CLEARING & GRUBBING TREES / SHRUBS	LS	1	1	\$104.00	\$104.00
2104.501	REMOVE CONCRETE CURB & GUTTER	LF	176	152	\$3.12	\$474.24
2104.501	REMOVE WATER MAIN	LF	11	11	\$20.80	\$228.80
2104.503	REMOVE CONCRETE SIDEWALK	SF	344	251	\$2.60	\$652.60
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	338	375	\$2.60	\$975.00
2104.513	SAWING BIT PAVEMENT (FULL DEPTH)	LF	209	152	\$3.43	\$521.36
2104.523	SALVAGE SIGN (BARRIER)	EACH	4	4	\$52.00	\$208.00
2105.501	COMMON EXCAVATION (EV) (P)	CY	85	85	\$104.00	\$8,840.00
2105.507	GRANULAR BORROW (CV)(P)	CY	79	0	\$16.64	
2105.507	SUBGRADE EXCAVATION (EV)	CY	50	50	\$20.85	\$1,042.50
2112.501	SUBGRADE PREPARATION	RDST	9	9	\$780.00	\$7,020.00
2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	12	2	\$208.00	\$416.00
2130.501	WATER	MGAL	22	0	\$104.00	
2211.503	AGGREGATE BASE (CV) CLASS 5 (P)	CY	545	545	\$34.32	\$18,704.40
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	230	150	\$2.08	\$312.00
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	268	226.49	\$81.12	\$18,372.87
2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	358	275	\$79.04	\$21,736.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2451.607	CRUSHED ROCK (PIPE FOUNDATION)(CV)	CY	12	10	\$31.20	\$312.00
2503.541	12" RCP SEWER DES 3006 CL V	LF	107	107	\$45.76	\$4,896.32
2503.541	21" RCP SEWER DES 3006 CL III	LF	25	25	\$60.74	\$1,518.50
2503.541	24" RCP SEWER DES 3006 CL III	LF	95	95	\$69.47	\$6,599.65
2503.602	CONNECT TO EXISTING SANITARY SEWER (PIPE OR MANHOLE)	EACH	1	1	\$4,680.00	\$4,680.00
2503.602	CONNECT TO EXISTING STORM SEWER (PIPE)	EACH	2	2	\$208.00	\$416.00
2503.603	8" PVC PIPE SEWER - SDR 35	LF	40	40	\$20.80	\$832.00
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	2	2	\$2,600.00	\$5,200.00
2504.602	HYDRANT	EACH	1	1	\$4,680.00	\$4,680.00
2504.602	ADJUST GATE VALVE BOX	EACH	4	4	\$364.00	\$1,456.00
2504.602	6" GATE VALVE & BOX	EACH	1	1	\$1,560.00	\$1,560.00
2504.602	8" GATE VALVE & BOX	EACH	1	1	\$1,872.00	\$1,872.00
2504.603	6" WATER MAIN DUCTILE IRON CL. 52	LF	36	30	\$49.69	\$1,490.70
2504.603	8" WATER MAIN DUCTILE IRON CL. 52	LF	42	40	\$56.33	\$2,253.20
2504.608	DUCTILE IRON FITTINGS (EPOXY COATED)	LB	283	276	\$6.06	\$1,672.56
2506.501	CONST DRAINAGE STRUCTURE, DES. SPECIAL (TYPE X)	LF	3	3	\$193.32	\$579.96
2506.501	CONST DRAINAGE STRUCTURE DES. 48-4020 - MH	LF	12	12	\$338.53	\$4,062.36
2506.602	ADJUST FRAME & RING CASTING (W/ POLYETHELENE I/I BARRIER)	EACH	4	4	\$624.00	\$2,496.00
2506.602	CASTING ASSEMBLY, R-3250-1	EACH	4	4	\$746.93	\$2,987.72
2511.515	GEOTEXTILE FILTER TYPE IV	SY	58	0	\$5.31	
2521.501	5" CONCRETE WALK	SF	4095	3570	\$5.46	\$19,492.20
2521.501	6" CONCRETE WALK	SF	284	330	\$6.50	\$2,145.00
2531.501	CONCRETE CURB & GUTTER DESIGN D412	LF	1768	1695	\$17.68	\$29,967.60
2531.507	8" CONCRETE DRIVEWAY PAVEMENT	SY	90	105	\$67.60	\$7,098.00
2531.618	TRUNCATED DOMES	SF	64	55	\$65.00	\$3,575.00
2563.601	TRAFFIC CONTROL	LS	1	1	\$2,080.00	\$2,080.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2564.531	SIGN PANELS TYPE C	SF	18	18	\$62.40	\$1,123.20
2564.602	INSTALL SIGN TYPE SPECIAL (STREET NAME SIGN)	EACH	3	3	\$416.00	\$1,248.00
2573.502	SILT FENCE, TYPE PA	LF	460	0	\$2.81	
2573.53	STORM DRAIN INLET PROTECTION	EACH	9	7	\$130.00	\$910.00
2573.535	STABILIZED CONSTRUCTION EXIT	LS	1	0	\$624.00	
2574.525	TOPSOIL BORROW (LV)	CY	274	160	\$10.40	\$1,664.00
2575.523	EROSION CONTROL BLANKETS CATEGORY 3N	SY	242	120	\$2.60	\$312.00
2575.605	HYDROSEEDING MIXTURE 25-131 & 22-111	ACRE	.48	0.48	\$5,200.00	\$2,496.00
Total Contract Amount						\$207,783.74

Application for Payment (continued)

Total Contract Amount	\$ 231,908.44	Total Amount Earned	\$ 207,783.74
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No. _____		Percent Complete	_____
Contract Change Order No. _____		Percent Complete	_____
Less Previous Applications:		Percent Complete	_____
AFP No. 1: 62,000.95	AFP No. 6: _____	GROSS AMOUNT DUE	\$ 207,783.74
AFP No. 2: 50,855.14	AFP No. 7: _____	LESS: 0.00 % RETAINAGE	\$ _____
AFP No. 3: _____	AFP No. 8: _____	AMOUNT DUE TO DATE	\$ 207,783.74
AFP No. 4: _____	AFP No. 9: _____	LESS PREVIOUS APPLICATIONS	\$ 112,856.09
AFP No. 5: _____		AMOUNT DUE THIS APPLICATION	\$ 94,927.65

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 9th Avenue SE Construction, Cambridge, MN, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date 02/05, 2020

Alliance Building Corp.

(Contractor)

COUNTY OF _____)
STATE OF _____) SS

By Michael Elliott Project Manager
(Name and Title)

_____ known to be, who being duly sworn did depose and say that he is the _____ (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires _____

(Notary Public)

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

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

TODD M. BLANK - PRINCIPAL

Short Elliott Hendrickson Inc.

By Todd M. Blank

Date 2/5/20

City of Cambridge

By _____

Date _____

6A Approve Letter of Intent extension with DK Design & Development Group, Inc For Potential Purchase of Parcel Numbers 15.280.0830 & 15.032.1005 less required easements

February 18, 2020

Author: Stan Gustafson, Economic Development Director

Request

DK Design & Development Group, Inc is requesting an extension to the Letter of Intent to August 31, 2020. Additional time is needed to explore additional site due diligence, financial structure and the required governmental approvals such as Planned Unit Development Amendment (PUD), Platting, Tax Increment Financing application with required fees, Contract for Private Development, Purchase agreement and providing all goes well, closing of the property would take place no later than August 31, 2020.

Staff has added an exclusion to the letter of intent if this does not progress as planned by August 31, 2020.

Exclusion: If the planning stages are not proceeding as planned through the due diligence period by August 31, 2020, the City of Cambridge reserves the right to enter into negotiations with Cambridge Medical Center for the purchase of this site.

Staff recommendation

A motion from the City Council to approve the request for an extension of the Letter of Intent with DK Design & Development Group, Inc for the potential purchase of parcel numbers 15.280.0830 & 15.032.1005 less required easements parcels.

Attachments:

- Request for extension of Letter of Intent

January 27, 2020

Cambridge City Council
City of Cambridge, Minnesota
300 Third Avenue NE
Cambridge, MN 55008

Re: Extension of Letter of Intent for Heritage Greens of Cambridge dated September 10, 2019

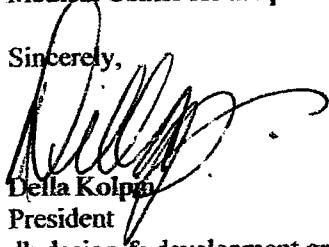
Dear Mayor Godfrey,

This letter is to confirm our mutual intentions to extend the effective period of the Letter of Intent for Heritage Greens of Cambridge executed on September 10, 2019 by and between DK DESIGN & DEVELOPMENT GROUP, INC., ("Purchaser") and THE CITY OF CAMBRIDGE. ("Seller"). The extended time period would allow the "purchaser" to explore additional site due diligence, financial structure and the required governmental approvals such as Planned Unit Development Amendment (PUD), Platting, Tax increment Financing application with required fees, Contract for Private Development, Purchase agreement and closing of the property would take place no later than August 31, 2020.

We ask that this extension to the Letter of Agreement will expire August 31, 2020.

Exclusion: If the planning stages are not proceeding as planned through the due diligence period by August 31, 2020, the City of Cambridge reserves the right to enter into negotiations with Cambridge Medical Center for the purchase of this site.

Sincerely,



Della Kolpa
President
dk design & development group, inc.

Mayor, James Godfrey

City Administrator, Lynda Woulfe

6B Approve Extension to Purchase Agreement with Minnco Credit Union for 1.90 acres Parcel # 15.292.0030 and the remaining 1.64 acres within the same Parcel

Author: Stan Gustafson
February 18, 2020

REQUEST

Minnco Credit Union is requesting approval of an extension to the Purchase Agreement on 1.90 acres within Parcel # 15.292.0030 and the remaining 1.64 acres within the Spirit River Crossing Development.

BACKGROUND

Minnco Credit Union is requesting an extension to the Purchase Agreement Dated December 16, 2019 for the contingency period to May 1, 2020. Additional time is needed to explore additional site due diligence, comments/preliminary approvals from Kohl's and Fleet Farm based on the initial site plan they are working on. Providing this project continues in a positive direction, closing of the property would take place on or before May 31, 2020.

Items and approvals that will need to take place:

- Buyers contingency period in Section 4 and Section 5(d) if needed on or before May 1, 2020
- Closing on or before May 31, 2020
- Surveying and platting the property creating two lots
- Preliminary and final plat would be approved by Planning Commission and City Council
- Title Commitment
- Approval of Purchase Agreement and signed by both parties

Attachments:

First Amendment to the Purchase agreement

FIRST AMENDMENT TO PURCHASE AGREEMENT

THIS FIRST AMENDMENT TO PURCHASE AGREEMENT ("Amendment") is made and entered into as of February _____, 2020 ("Effective Date") by and between City of Cambridge, a municipal corporation under the laws of the State of Minnesota, ("Seller"), and Minnco Credit Union, a credit union under the laws of the State of Minnesota ("Buyer").

RECITALS

A. Seller and Buyer entered into that certain Purchase Agreement dated December 16, 2019 ("Purchase Agreement") for the purchase of certain real property, legally described in the Purchase Agreement, that is vacant, with an address of Outlot A, North Frontage Road Commercial Plat 5th Addition, 3rd Avenue NE, Cambridge, MN 55008 (collectively, the "Property").

B. Seller and Buyer desire to amend the Purchase Agreement to extend the Contingency Date and Closing Date as set forth in this Amendment.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in this Amendment, Seller and Buyer agree that the Purchase Agreement is amended as follows:

1. Definitions. Except as otherwise provided in this Amendment, the terms defined in the Purchase Agreement shall have the same meaning when used in this Amendment.

2. Contingency Date Extension. The Contingency Date, under Section 4(a) of the Purchase Agreement and any other references thereto in the Purchase Agreement, shall mean on or before May 1, 2020.

3. Closing Date Extension. The Closing Date, under Section 6 of the Purchase Agreement, shall mean on or before May 31, 2020.

4. Amendment and Ratification of Purchase Agreement. This Amendment is intended to supplement and amend the provisions of the Purchase Agreement. The Purchase Agreement is ratified and shall remain in full force and effect subject to the terms and conditions of this Amendment. To the extent that any provisions of this Amendment are inconsistent with or contrary to the provisions of the Purchase Agreement, the provisions of this Amendment shall control. This Amendment is incorporated into the Purchase Agreement and the rights and obligations hereunder are not separate from the Purchase Agreement and the two documents are one and the same.

5. Counterparts; Electronic Copies. This Amendment may be executed separately and independently in any number of counterparts and each and all of which together shall be deemed to have been executed simultaneously and regarded as one agreement dated the Effective Date. A signature on an electronic copy of this Amendment shall have the same force and effect as an original and shall bind a party to the terms and conditions hereof.

6. Entire Agreement/Amendment. The Purchase Agreement, as amended by this Amendment, constitutes the entire agreement between the parties with respect to the subject matter therein and fully supersedes all prior written or oral agreements between the parties with respect to such matters. No other agreement, statement or promise made by any party and no amendment, modification or other change of any provision of the Purchase Agreement shall be effective unless in writing signed by the parties.

[The remainder of this page has been left blank intentionally. Signature page follows.]

IN WITNESS WHEREOF, Seller and Buyer have executed this First Amendment to Purchase Agreement as of the Effective Date.

SELLER:

CITY OF CAMBRIDGE

By: _____
Jim Godfrey
Its: Mayor

By: _____
Lynda Woulfe
Its: City Administrator

BUYER:

MINNCO CREDIT UNION

By: _____
Doug Hallstrom
Its: President

Prepared by: Todd S. Schuster – Chief of Police

Background:

The City was approached by Travis Martin, 130 Cleveland St S, and asked if we would consider amending our Animal Ordinance in order to allow the ownership of a Wallaby.

A wallaby is a small or mid-sized macropod native to Australia and New Guinea, with introduced populations in New Zealand, UK and other countries. They belong to the same taxonomic family as kangaroos and sometimes the same genus, but kangaroos are specifically categorized into the six largest species of the family. The term wallaby is an informal designation generally used for any macropod that is smaller than a kangaroo or wallaroo that has not been designated otherwise.

There are 11 species of brush wallabies (g. *Macropus*, s.g. *Protemnodon*). Their head and body length are 18 to 41 inches and the tail is 13 to 30 inches long. The six named species of rock-wallabies (g. *Petrogale*) live among rocks, usually near water; two species are endangered. The two species of hare-wallabies (g. *Lagorchestes*) are small animals that have the movements and some of the habits of hares. Often called "pademelons", the three species of scrub wallabies (g. *Thylogale*) of New Guinea, the Bismarck Archipelago, and Tasmania are small and stocky, with short hind limbs and pointed noses.

Wallabies are hunted for meat and fur. A similar species is the short-tailed scrub wallaby, or quokka (*Setonix brachyurus*); this species is now restricted to two offshore islands of Western Australia. The three named species of forest wallabies (g. *Dorcopsulus*) are native to the island of New Guinea. The dwarf wallaby is the smallest member of the genus and the smallest known member of the kangaroo family. Its length is about 18 inches from nose to tail, and it weighs about 3.5 lbs.

Wallabies are herbivores whose diet consists of a wide range of grasses, vegetables, leaves and other foliage. Due to recent urbanization, many wallabies now feed in rural and urban areas. Wallabies cover vast distances for food and water, which is often scarce in their environment. Mobs of wallabies often congregate around the same water hole during the dry season.

Wallabies face several threats. Wild dogs, foxes, and feral cats are among their predators. Humans also pose a significant threat to wallabies due to increased interaction (wallabies can defend themselves with hard kicks, and biting). Many wallabies have been involved in vehicular accidents as they often feed near roads and urban areas.

While researching whether or not a Wallaby made a good pet or not, I found one article from a website, <https://www.thesprucepets.com> They state in the article on Wallabies that "They are not domesticated and cannot be housetrained, are often nocturnal, and can be quite costly to keep". They do concede though stating, "the wallaby can make a great pet in the right household". They rate the "Difficulty of Care" as "Advanced". They state that the Wallaby should have, at a minimum, an enclosure of 6 foot by 6 foot. The article says that they do well in both warm and cool weather, but will need supplemental heat when it is below 50 degrees.

For feeding the Wallaby, the article states that there are a variety of food options for pet wallabies but it is important to remember that all wallabies are herbivores. They spend the majority of their day grazing on grasses and sleeping and if not allowed to be a "normal" wallaby, your pet's digestive system can be upset and have serious consequences, much like the deadly ileus in pet rabbits.

Fresh, chemical-free grass, sweet grass, orchard grass, or timothy hay should be offered at all times on an unlimited basis to your pet wallaby. This mainly grass-based diet should then be supplemented with wallaby pellets and a few fresh green vegetables and fruits like apples and grapes (avoid the really sweet fruits). Some breeders recommend a small amount of monkey chow in addition to the wallaby pellets. If wallaby pellets are out of the question where you live (don't forget to look online) then rabbit or horse pellets may be used but they are not the best choice. A mineral block in the enclosure and vitamin E and selenium supplements should also be added to your wallaby's food to provide a complete and balanced diet. Feed your wallaby to an ideal body condition score. If your wallaby spends time outside, it will likely graze and eat the grass or plants in its enclosure. Make sure there are no toxic plants and that nothing is treated with pesticides or chemicals.

Health problems that can be related to the Wallaby are stated as follows: It is common for wallabies to get intestinal parasites like roundworms as well as vitamin E and selenium deficiencies. They can also get ringworm, salmonellosis, and a disease caused by a bacteria in the mouth and referred to as lumpy jaw. Annual check-ups with your exotics vet and a fecal parasite exam are recommended to keep your wallaby healthy.

Currently, our city ordinance, 95.03, does not allow the ownership of wild and non-domestic animals. It states, "It shall be illegal for any person to own, possess, harbor, or offer for sale, any wild or non-domestic animal within the city. Any owner of a wild or non-domestic animal at the time of adoption of this code shall have 30 days in which to remove the animal from the city after which time the city may impound the animal as provided for in this section. An exception shall be made to this prohibition for animals specifically trained for and actually providing assistance to the handicapped or disabled, and for those animals brought into the city as part of an operating zoo, veterinarian clinic, scientific research laboratory, or a licensed show or exhibition".

The Wallaby is not covered under MN Statute 346.155. This is the statute that covers ownership of exotic animals in Minnesota. The statute only covers all members of the Felidae (cat) family (except domestic cats. It also covers Bears, all non-human primates and hybrid or cross between any of these animals and a domestic animal.

I reached out to the MN Department of Animal Health to get their opinion on this subject. The person that replied to my information request stated that their agency, the MN DNR and the Department of Agriculture require a permit to own this type of animal (I believe that this is what he meant to say). He did say that the MN Department of Animal Health does require all imported mammals to have a certificate of veterinary inspection to be imported into the state. This certificate is to be obtained by a veterinarian from where the mammal is coming from and be forwarded to the MN Department of Animal Health for review and approval. Their recommendation was that we do not amend our ordinance to allow for Wallaby ownership.

I also reached out to the MN Zoo. The person who replied to my information request stated that everything in his email was his opinion and not necessarily the opinion of the State of MN. He first said that a Wallaby can easily hop over a typical 4-foot fence. He said that a Wallaby could bit or scratch if they were provoked or frightened. He said that at the zoo, they had an exhibit where kangaroos and wallabies were among the zoo guests. He stated that they had no problems, but noted that in seeing how kangaroos and wallabies boxed with each other, he had no doubt that when defending itself, a Wallaby could hurt a child and possibly an adult. He stated (as stated in the Spruce Pets article) that they needed to stay in holding areas when the temperature was below 50 degrees. It was also his opinion that exotic animals do not make good pets. He ended by saying that if the Wallaby needed to be recaptured, the people doing that should be cautious, both for the safety of the Wallaby and themselves.

Lastly, I reached out to a local veterinarian as well as a veterinarian's office that touts themselves as an exotic animal veterinarian. I asked them to weigh in on their ability to care for a Wallaby as well as any known diseases or other issues associated with the animal. I did not receive a response from the local veterinarian, but the exotic pet veterinarian (located in Elk River, MN) stated that they have not ever had a Wallaby as a "patient", but were qualified and capable if necessary, to do so. The doctor responding to my information request stated that in addition to a 12-foot fence and other habitat-specific items would be necessary for them to thrive. They recommended that we do not change our ordinance to allow the Wallaby to be added to the acceptable pet list.

It is my personal opinion that we should not change our ordinance to allow the ownership of a Wallaby. If we did so, we would be opening ourselves up to potential future requests for ownership of various exotic pets. We would have to do our due diligence in researching why or why not we allowed or didn't allow the exotic pet to be owned. We would then have to be able to defend our position for each animal. This could potentially open ourselves up to litigation for any animal that was denied. If we allow the ownership of exotic pets, then we are also going to potentially get requests to re-evaluate our ordinance to allow the ownership of farm animals that we also do not allow within the city limits.

Staff Recommendation:

It is my recommendation that we do not make any changes to our existing animal ordinance.

Attachments:

1. City Ordinance section 95.03
2. MN State Statute 346.155
3. Email from Kevin Willis (MN Zoo)
4. Email from Michael Crusan (MN Department of Animal Health)
5. Email from Dr. Jina Andrews-Neiderer

§ 95.03 WILD AND NON-DOMESTIC ANIMALS

It shall be illegal for any person to own, possess, harbor, or offer for sale, any wild or non-domestic animal within the city. Any owner of a wild or non-domestic animal at the time of adoption of this code shall have 30 days in which to remove the animal from the city after which time the city may impound the animal as provided for in this section. An exception shall be made to this prohibition for animals specifically trained for and actually providing assistance to the handicapped or disabled, and for those animals brought into the city as part of an operating zoo, veterinarian clinic, scientific research laboratory, or a licensed show or exhibition.

§ 95.04 FARM ANIMALS

(A) *Residential.* Farm animals shall only be kept in an agricultural district of the city, or on a residential lot of at least ten acres in size provided that no animal shelter shall be within 300 feet of an adjoining piece of property. An exception shall be made to this section for those animals brought into the city as part of an operating zoo, veterinarian clinic, scientific research laboratory, or a licensed show or exhibition.

(A) *Commercial.* Hatchlings may be sold by agricultural related retail stores in the B-1, B-1A, B-2, and BT Business Districts. Hatchlings may only be sold from February 1 to April 30 each year. The agricultural related retail store that sells the hatchlings must notify the purchaser that hatchlings and chickens are not permitted in the residential districts of the City of Cambridge. All agricultural related retail stores who sell hatchlings must comply with all Minnesota Administrative Rules Chapter 1721: Animal Health, and with the Minnesota Board of Animal Health.

(1) Carcasses must be properly disposed. Contact East Central Sanitation or local landfill/transfer station to properly dispose of any deceased hatchlings.


(2) The hatchlings must not be color dyed.

§ 95.05 IMPOUNDING

(A) *Running at large.* Any animal running at large is hereby declared a public nuisance. Any Animal Control Officer or police officer may impound any dog or other animal found unlicensed or any animal found running at large and shall give notice of the impounding to the owner of the dog or other animal, if known. The Animal Control Officer or police officer shall not enter the property of the owner of an animal found running at large or the owner of an unlicensed animal unless the officer has first obtained the permission of the owner to do so or has obtained a warrant issued by a court of competent jurisdiction to search for and seize the animal. In case the owner is unknown, the officer shall post notice at the city office that if the dog or other animal is not claimed within the time specified in division (C) of this section, it will be sold or otherwise disposed of. Except as otherwise provided in this section, it shall be unlawful to kill, destroy, or otherwise cause injury to any animal, including dogs and cats running at large.

(B) *Biting animals.* Any animal that has not been inoculated by a live modified rabies vaccine and which has bitten any person, wherein the skin has been punctured or the services of a doctor are

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346.155 POSSESSING REGULATED ANIMALS.

Subdivision 1. **Definitions.** (a) The definitions in this subdivision apply to this section.

(b) "Person" means any natural person, firm, partnership, corporation, or association, however organized.

(c) "Wildlife sanctuary" means a 501(c)(3) nonprofit organization that:

(1) operates a place of refuge where abused, neglected, unwanted, impounded, abandoned, orphaned, or displaced wildlife are provided care for their lifetime;

(2) does not conduct any commercial activity with respect to any animal of which the organization is an owner; and

(3) does not buy, sell, trade, auction, lease, loan, or breed any animal of which the organization is an owner, except as an integral part of the species survival plan of the American Zoo and Aquarium Association.

(d) "Possess" means to own, care for, have custody of, or control.

(e) "Regulated animal" means:

(1) all members of the Felidae family including, but not limited to, lions, tigers, cougars, leopards, cheetahs, ocelots, and servals, but not including domestic cats or cats recognized as a domestic breed, registered as a domestic breed, and shown as a domestic breed by a national or international multibreed cat registry association;

(2) bears; and

(3) all nonhuman primates, including, but not limited to, lemurs, monkeys, chimpanzees, gorillas, orangutans, marmosets, lorises, and tamarins.

Regulated animal includes any hybrid or cross between an animal listed in clause (1), (2), or (3) and a domestic animal and offspring from all subsequent generations of those crosses or hybrids.

(f) "Local animal control authority" means an agency of the state, county, municipality, or other governmental subdivision of the state that is responsible for animal control operations in its jurisdiction.

(g) "Bodily harm," "substantial bodily harm," and "great bodily harm" have the meanings given them in section 609.02.

Subd. 2. **Possession of regulated animals.** (a) Except as provided in this section, it is unlawful for a person to possess a regulated animal.

(b) A person who possesses a regulated animal on January 1, 2005, has 90 days to come into compliance with regulations promulgated by the United States Department of Agriculture for regulated animals under the Animal Welfare Act, Public Law 89-544, and its subsequent amendments, and the regulations adopted under that act relating to facilities and operations, animal health and husbandry, and veterinary care for regulated animals.

(c) Except as provided in paragraph (e), a person must not take possession of a regulated animal after January 1, 2005.

(d) Except as provided in paragraph (e), a person must not allow regulated animals in their possession to breed after January 1, 2005.

(e) Except as provided in paragraph (g), a person who possesses a valid United States Department of Agriculture license and is in compliance with the United States Department of Agriculture Animal Welfare Act regulations and standards on January 1, 2005, may breed, purchase, or otherwise acquire new regulated animals after January 1, 2005, in order to:

(1) maintain the operating inventory of regulated animals possessed on January 1, 2005;

(2) sell regulated animals to other United States Department of Agriculture licensed and compliant facilities within Minnesota for replacement purposes as provided in clause (1);

(3) sell regulated animals outside Minnesota; or

(4) sell regulated animals to persons eligible under paragraph (f). Offspring under six months of age shall not be counted for the purpose of determining the number of replacement animals that can be possessed under this paragraph.

(f) Except as provided in paragraph (g), a person who does not hold a United States Department of Agriculture license for regulated animals, possesses a regulated animal on January 1, 2005, and has properly registered the animal may replace the regulated animal if it dies, but may replace it only once.

(g) If a regulated animal dies of neglect or cruelty, is seized pursuant to subdivision 5, or if the person is involved in illegal activities, the person cannot acquire a replacement animal.

Subd. 3. Registration. (a) Within 60 days after January 1, 2005, a person who possesses a regulated animal must notify in writing the local animal control authority using a registration form prepared by the Minnesota Animal Control Association and approved by the Board of Animal Health. The notification shall include the person's name, address, telephone number, and a complete inventory of each regulated animal that the person possesses. The inventory shall include the following information: number and species of each regulated animal; the microchip number and manufacturer for each regulated animal if available; the exact location where each regulated animal is kept; and age, sex, color, weight, scars, and any distinguishing marks of each regulated animal.

(b) If a person who possesses a regulated animal has a microchip implanted in the animal for identification, the name of the microchip manufacturer and the identification number of the microchip must be provided to the local animal control authority. If a regulated animal is sedated for any reason and the animal does not have a microchip implanted, a microchip must be implanted in the regulated animal. Within 30 days after the microchip is implanted, the name of the microchip manufacturer and the identification number of the microchip must be provided to the local animal control authority. A person selling or transferring ownership of offspring under six months of age as provided in subdivision 2, paragraph (e), is encouraged to have a microchip implanted in the animal prior to the sale or transfer. Within 30 days of acquisition, a person acquiring ownership of an offspring with a microchip implanted shall comply with microchip information reporting requirements under this section.

(c) If a local animal control authority performs an initial site inspection, a fee of up to \$50 may be charged. An annual fee of \$25 per animal to register regulated animals up to a maximum of \$250 annually per person may be charged. The local animal control authority may charge an additional site inspection fee of \$50 if the person acquires and possesses another type of regulated animal. A certificate of registration must be issued by the local animal control authority to the person upon payment of the fee.

Subd. 4. Requirements. (a) A person who possesses a regulated animal must maintain health and ownership records on each animal and must maintain the records for the life of the animal. If possession of the regulated animal is transferred to another person, a copy of the health and ownership records must accompany the animal.

(b) A person who possesses a regulated animal must maintain an ongoing program of veterinary care which includes a veterinary visit to the premises at least annually.

(c) A person who possesses a regulated animal must notify the local animal control authority in writing within ten days of a change in address or location where the regulated animal is kept. The notification of change in address or location form must be prepared by the Minnesota Animal Control Association and approved by the Board of Animal Health.

(d) A person with a United States Department of Agriculture license for regulated animals shall forward a copy of the United States Department of Agriculture inspection report to the local animal control authority within 30 days of receipt of the inspection report.

(e) A person who possesses a regulated animal shall prominently display a sign on the structure where the animal is housed indicating that a dangerous regulated animal is on the premises.

(f) A person who possesses a regulated animal must notify, as soon as practicable, local law enforcement officials of any escape of a regulated animal. The person who possesses the regulated animal is liable for any costs incurred by any person, city, county, or state agency resulting from the escape of a regulated animal unless the escape is due to a criminal act by another person or a natural event.

(g) A person who possesses a regulated animal must maintain a written recovery plan in the event of the escape of a regulated animal. The person must maintain live traps, or other equipment necessary to assist in the recovery of the regulated animal.

(h) A person may not move a regulated animal from its location unless the person notifies the local animal control authority prior to moving the animal. The notification must include the date and the location where the animal is to be moved. This paragraph does not apply to a regulated animal transported to a licensed veterinarian.

(i) If a person who possesses a regulated animal can no longer care for the animal, the person shall take steps to find long-term placement for the regulated animal.

Subd. 5. Seizure. (a) The local animal control authority, upon issuance of a notice of inspection, must be granted access at reasonable times to sites where the local animal control authority has reason to believe a violation of this chapter is occurring or has occurred.

(b) If a person who possesses a regulated animal is not in compliance with the requirements of this section, the local animal control authority shall take possession of the animal for custody and care, provided that the procedures in this subdivision are followed.

(c) Upon request of a person possessing a regulated animal, the local animal control authority may allow the animal to remain in the physical custody of the owner for 30 days, during which time the owner shall take all necessary actions to come in compliance with this section. During the 30-day period, the local animal control authority may inspect, at any reasonable time, the premises where the animal is kept.

(d) If a person who possesses a regulated animal is not in compliance with this section following the 30-day period described in paragraph (c), the local animal control authority shall seize the animal and place it in a holding facility that is appropriate for the species for up to ten days.

(e) The authority taking custody of an animal under this section shall provide a notice of the seizure by delivering or mailing it to the owner, by posting a copy of it at the place where the animal is taken into custody, or by delivering it to a person residing on the property. The notice must include:

- (1) a description of the animal seized; the authority for and purpose of the seizure; the time, place, and circumstances under which the animal was seized; and a contact person and telephone number;
 - (2) a statement that a person from whom a regulated animal was seized may post security to prevent disposition of the animal and may request a hearing concerning the seizure and that failure to do so within five business days of the date of the notice will result in disposition of the animal;
 - (3) a statement that actual costs of the care, keeping, and disposal of the regulated animal are the responsibility of the person from whom the animal was seized, except to the extent that a court or hearing officer finds that the seizure or impoundment was not substantially justified by law; and
 - (4) a form that can be used by a person from whom a regulated animal was seized for requesting a hearing under this subdivision.
- (f) If a person from whom the regulated animal was seized makes a request within five business days of the seizure, a hearing must be held within five business days of the request to determine the validity of the seizure and disposition of the animal. The judge or hearing officer may authorize the return of the animal to the person from whom the animal was seized if the judge or hearing officer finds:

- (1) that the person can and will provide the care required by law for the regulated animal; and
- (2) the regulated animal is physically fit.

(g) If a judge or hearing officer orders a permanent disposition of the regulated animal, the local animal control authority may take steps to find long-term placement for the animal with a wildlife sanctuary, persons authorized by the Department of Natural Resources, or an appropriate United States Department of Agriculture licensed facility.

(h) A person from whom a regulated animal is seized is liable for all actual costs of care, keeping, and disposal of the animal, except to the extent that a court or hearing officer finds that the seizure was not substantially justified by law. The costs must be paid in full or a mutually satisfactory arrangement for payment must be made between the local animal control authority and the person claiming an interest in the animal before return of the animal to the person.

(i) A person from whom a regulated animal has been seized under this subdivision may prevent disposition of the animal by posting security in the amount sufficient to provide for the actual costs of care and keeping of the animal. The security must be posted within five business days of the seizure, inclusive of the day of the seizure.

(j) If circumstances exist threatening the life of a person or the life of any animal, local law enforcement or the local animal control authority may seize a regulated animal without an opportunity for hearing or court order, or destroy the animal.

Subd. 6. Disposal of animals. Upon proper determination by a Minnesota licensed veterinarian, any regulated animal taken into custody under this section may be immediately disposed of when the regulated animal is suffering and is beyond cure through reasonable care and treatment. The authority taking custody of the regulated animal may recover all costs incurred under this section.

Subd. 7. Exemptions. This section does not apply to:

- (1) institutions accredited by the American Zoo and Aquarium Association;
- (2) a wildlife sanctuary;
- (3) fur-bearing animals, as defined in section 97A.015, possessed by a game farm that is licensed under section 97A.105, or bears possessed by a game farm that is licensed under section 97A.105;
- (4) the Department of Natural Resources, or a person authorized by permit issued by the commissioner of natural resources pursuant to section 97A.401, subdivision 3;
- (5) a licensed or accredited research or medical institution; or
- (6) a United States Department of Agriculture licensed exhibitor of regulated animals while transporting or as part of a circus, carnival, rodeo, or fair.

Subd. 8. License transfer. Nothing in this section precludes a person who holds a valid United States Department of Agriculture license from selling or transferring the entire business and the regulated animals covered by that license to another person who holds a valid United States Department of Agriculture license.

Subd. 9. Report to Board of Animal Health. By July 1 each year, a local animal control authority shall report to the Board of Animal Health on regulated animals registered with the local animal control authority. The report shall include all registration information submitted to the local animal control authority under subdivision 3, paragraph (a), and information on enforcement actions taken under this section.

Subd. 9a. Confinement and control. A person violates this subdivision who possesses a regulated animal and negligently fails to control the animal or keep it properly confined and as a result the animal causes bodily harm, substantial bodily harm, or great bodily harm to another person.

Subd. 10. Penalty. (a) A person who knowingly violates subdivision 2, 3, paragraph (b) or (c), or 4 is guilty of a misdemeanor.

(b) A person who knowingly violates subdivision 3, paragraph (a), is guilty of a gross misdemeanor.

(c) A person who violates subdivision 9a, resulting in bodily harm is guilty of a misdemeanor and may be sentenced to imprisonment for not more than 90 days or to payment of a fine of not more than \$1,000, or both.

(d) A person who violates subdivision 9a, resulting in substantial bodily harm is guilty of a gross misdemeanor and may be sentenced to imprisonment for not more than one year or to payment of a fine of not more than \$3,000, or both.

(e) A person who violates subdivision 9a, resulting in great bodily harm or death is guilty of a felony and may be sentenced to imprisonment for not more than two years or to payment of a fine of not more than \$5,000, or both, unless a greater penalty is provided elsewhere.

History: 2004 c 264 s 1; 2006 c 260 art 1 s 5-9

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From: Willis, Kevin (MNZOO) <kevin.willis@state.mn.us>
Sent: Wednesday, February 5, 2020 12:12 PM
To: Todd Schuster
Subject: wallaby care

Todd,

A wallaby is obviously not considered a dangerous carnivore, so I am not aware of any State rules regarding private ownership of a wallaby. Because nothing to my knowledge in law or statute exists on this topic, I do need to note that the following is my opinion not an official opinion of the State of Minnesota.

The purpose of ownership is somewhat important. A wallaby is considered exotic wildlife, and public display of exotic wildlife requires a Class C Exhibitor license from the US Department of Agriculture. That would be the case for a Zoo as well as, for example, a professional photographer who wants to use an exotic animal in their photo shoots. If the wallaby is to be kept as a pet that license is not required. The Class C license would require the facility to have a perimeter fence sufficient to contain the animals – typically 8 to 10 ft. Wallabies can easily hop over the typical 4ft backyard fence, but again, I am not aware of any rules for private ownership.

Like any animal when provoked or frightened, wallabies could bite or scratch a person. We had an exhibit with kangaroos and wallabies that the public walked through for two summers. We had no problem with either species being aggressive to people. Zoo visitors were asked to not touch the animals, and staff were always present in case a person got too close. Seeing how the kangaroos in particular but also the wallabies boxed with each other, I have no doubt that when defending itself a wallaby could hurt a child and possibly an adult. A dog of the same size could cause greater injury. I am not aware of any diseases that wallabies might carry that can affect humans, other than the typical native ones (e.g., rabies) that would be the case for any mammal.

There are a number of species of wallaby, and things like temperature tolerance can vary by species. We had wallabies on exhibit in the summer, so for the most part we didn't need to worry about their temperature tolerance. However, we had them on-site early-May – Late September. When it was below 50 degrees we allowed them to stay in holding areas where they could stay warm. Our Curator of Mammals on our Tropics Trail worked with yellow-footed rock wallabies at the Great Plains Zoo in South Dakota a number of years ago. He said those wallabies never chose to go outside when temperatures were below 50 degrees; although, they may have been able to tolerate it for a while. Bennet's wallabies are more common in the pet trade and may have a lower temperature tolerance, I don't have any specific information. Wallabies clearly need more than a kennel heated with a light bulb for our winters.

Wallabies are grazers, so do not need expensive and hard to find dietary items like some other exotic species. They can get health problems from when on an inappropriate (e.g., too much protein) diet, so it would be best if the owner knew a Veterinarian with experience with exotic animals. Wallabies are social and would therefore prefer to live in a group. The same is true of many domestic species (horses, cows, etc.) but there are no requirements I am aware of for maintaining multiple animals when the species is social with the exception of marine mammals.

To summarize, exotic animals typically do not make good pets. Species that have been bred for many generations to live with people are the better choice for many reasons. I know of no rules regarding having a wallaby as a pet. If the animal is to be kept in someone's backyard I would expect it to hop over the typical backyard fence when it thinks the grass looks greener on the other side. Wallabies can exhibit a condition known as capture myopathy – a sudden build-up of lactic acid when stressed which often leads to death. If the wallaby needs to be recaptured, the people doing that should be cautious, both for the safety of the wallaby and themselves.

I hope that helps. If you have any more specific questions please let me know.

Kevin

Kevin Willis | Vice President for Biological Programs | Kevin.Willis@state.mn.us

o: 952.431.9272 | m: 952.797.2083 | MNZOO.ORG

13000 Zoo Boulevard Apple Valley MN 55124



Connecting people, animals and the natural world to save wildlife.

From: Crusan, Michael (BAH) <michael.crusan@state.mn.us>
Sent: Friday, February 7, 2020 10:48 AM
To: Todd Schuster
Subject: RE: Wallaby Ownership

Todd,

I checked with our staff, the DNR and Department of Agriculture and none of our agencies permit this type of exotic pet being owned in Minnesota.

However, our agency does require all imported mammals (<https://www.bah.state.mn.us/imports/#general-requirements>) must have a certificate of veterinary inspection to be imported into the state. Wherever this person is sourcing the wallaby from would have to hire a veterinarian to complete a certificate of veterinary inspection and submit it to our office. Any disease concerns for the wallaby movement would be addressed by the veterinarian in the certificate of veterinary inspection.

There could be federal regulations to consider, and I recommend contacting [VS-Live.Animals Import.Permits@aphis.usda.gov](mailto:VS-Live.Animals.Import.Permits@aphis.usda.gov) to ask if they have any restrictions on this type of movement if the animal is being sourced from abroad.

In closing, we do **not** recommend amending your ordinance to allow for wallaby ownership. Many people think it's a good idea to bring exotic species into their home only to discover it challenging, which can lead to humane issues. The Minnesota Federated Humane Societies is a non-profit that investigates cases of animal neglect, cruelty and abuse in the state and perhaps they would have something to add about the precarious nature of owning an exotic animal. Their general email is mnfedhumanesocieties@gmail.com and their phone is 612-866-8663.

Thanks,
Michael

From: Crusan, Michael (BAH)
Sent: Monday, February 3, 2020 3:28 PM
To: Todd Schuster <TSchuster@ci.cambridge.mn.us>
Subject: RE: Wallaby Ownership

Hi Todd,

I forwarded your request to our legal experts and will let you know if there's anything they've seen or heard regarding ownership of non-native species like a wallaby. I'll also ask our vets if there are any concerns about owning the animal from a disease perspective.

Thanks,

Michael Crusan | Communications Director
Minnesota Board of Animal Health
625 Robert St. N
St Paul, MN 55155
O: 651-201-6815
C: 612-968-7312

m MINNESOTA
BOARD OF ANIMAL HEALTH

From: Todd Schuster <TSchuster@ci.cambridge.mn.us>
Sent: Monday, February 3, 2020 2:42 PM
To: Health, Animal (BAH) <animalhealth@state.mn.us>
Subject: Wallaby Ownership

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We have received a request from a citizen to look at our animal ordinance and amend it to allow the ownership of a Wallaby. I am looking for any guidance as to whether or not owning a Wallaby as a pet is allowed in the State of MN. It does not seem to be covered in MN Statute 346.155.

I thank you in advance for any help / insight that you can provide me in this situation.

Todd

Todd S. Schuster

Chief of Police
Cambridge Police Department
300 3rd Ave. NE
Cambridge, MN 55008
Main (763) 689-9567
Direct (763) 552-3243
Cell (763) 250-0605
Fax (763) 689-5134
tschuster@ci.cambridge.mn.us



*“There is no limit to the amount of good you can do if you don’t care who gets the credit” –
Ronald Reagan*

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From: jinadoc <info@animalandexotic.com>
Sent: Friday, February 7, 2020 4:53 PM
To: Todd Schuster
Subject: Re: Wallaby ownership

I have not worked on Wallabies but am very qualified and capable if needed. The bigger question is if this person is trained to have such an animal. These are not great pets and a high level of experience is needed. Not to mention the 12 foot fence and other habitat specifics needed for the mental health of these guys. I do not recommend you change anything in your ordinances to accommodate them. They are wild animals and deserve to have that life style. I have been dealing with the new pet fox craze, its a nightmare on all fronts, but mostly for the animals. Wild animals don't deserve our torment of trying to domesticate them. I have worked with many petting zoo's and they can't do right by the animals so i can guarantee Joe shmo would not be able to either. So, there's my 2 cents. Thanks for listening.
Dr. Jina Andrews-Neiderer

On Friday, February 7, 2020, 11:40:05 AM CST, Todd Schuster <tschuster@ci.cambridge.mn.us> wrote:

Good morning! I am writing you to inquire about what you may or may not know about Wallaby ownership. We have a resident that is asking us to amend our ordinance to allow the ownership of a Wallaby. I am looking at it from a Veterinarian perspective as to whether or not you have the ability and experience to care for these animals, are there any common diseases associated with them or any other special considerations that you know of.

I thank you in advance for any insight that you can give on this topic.

Thank you,

Todd

Todd S. Schuster

Chief of Police

Cambridge Police Department

300 3rd Ave. NE

Cambridge, MN 55008

Main (763) 689-9567

Direct (763) 552-3243

Cell (763) 250-0605

Fax (763) 689-5134

tschuster@ci.cambridge.mn.us



"There is no limit to the amount of good you can do if you don't care who gets the credit" – Ronald Reagan

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7B 2020 Street Improvements-Approve Plans & Authorize Advertisement for Bids

Prepared by Todd Blank, City Engineer

February 18, 2020

Background

Pursuant to City Council authorization on October 21, 2019, Short, Elliott, Hendrickson (SEH) has completed the plans and specifications for the 2020 Street Improvement project. The project consists of improving the streets and underground utilities on:

1. 16th Avenue SE from Old South Main Street to South Aspen Street.
2. Old South Main Street from 16th Avenue SE to south Cul-de-sac.
3. 18th Avenue SE from Old South Main Street to Highway 65.
4. South Haven Drive from 16th Avenue SE to 18th Avenue SE.

The proposed improvements are consistent with the City's current Capital Improvement Plan and include:

1. Replacing some existing and installing new public utilities (storm sewer, sanitary sewer and water main).
2. Reconstructing the streets and trails.
3. Installing additional street lighting.

The following work is also included since it will be done by the same types of contractors and better bid prices will be obtained if it is done with this larger street project:

1. South Main Street from 3rd Avenue SW to 24th Avenue SW mill and overlay. This was originally 8th to 24th Avenue SW-3rd to 8th was just added due to recent significant pavement deterioration.
2. Peterson Park parking lot, trail and lighting replacement.
3. Library parking lots and exterior sidewalk.
4. Additional court construction at Central Greens Park (four pickleball courts and one half-court basketball court).

Some representative plan sheets are attached, and a full set of plans and specifications is located in the mail room at City Hall for review prior to the Council meeting. If approved, bids are anticipated to be opened on March 24, 2020 (subject to MnDOT approval).

Fiscal Note

These improvements were included in the 2020 Capital Improvement Plan, except for the S. Main Street overlay from 3rd to 8th Avenue SW and the Central Greens courts. The CIP improvements are being funded by City Sanitary, Water, Storm Water, State Aid and Bonding (tax levy) fund, and special assessments to adjacent property owners.

7B 2020 Street Improvements-Approve Plans & Authorize Advertisement for Bids

The additional mill and overlay will need to be funded by City bonding. The Pickleball Association has raised \$20,000 in donations for the pickleball courts and the remainder will come from City bonding.

Council Action

1. Approve Resolution No. R20-009 approving plans and specifications and authorizing advertisement for bids for the 2020 Street Improvements as presented.

Attachments

1. Resolution No. R20-009 approving plans and specifications and ordering advertisement for bids for the 2020 Street Improvements.
2. Representative Plan sheets.

Resolution No. R20-009

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENTS FOR BIDS
(2020 STREET IMPROVEMENTS)**

WHEREAS, pursuant to City Council authorization on October 21, 2019, the City’s Engineer has prepared plans and specifications for the 2020 Street Improvements, consisting of street, curb and gutter, sanitary sewer, water main, storm sewer, street lighting, parking lot, trail and athletic court improvements to 16th Avenue SE from Old South Main Street to South Roosevelt Street, Old South Main Street from 16th Avenue SE to the south Cul-de-sac, 18th Avenue SE from Old South Main Street to Highway 65, South Haven Drive from 16th Avenue SE to 18th Avenue SE, South Main Street from 3rd Avenue SW to 24th Avenue SW, Peterson Park, the Cambridge City Library, and Central Greens Park;

including proposed assessments to the benefited property for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429;

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

1. Such plans and specifications, a copy of which are attached hereto and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper and in the local trade paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published three weeks prior to the bid, shall specify the work to be done, and shall state when bids are to be received, at which time they will be publicly opened in the Council chambers of the City Hall by the city engineer, will then be tabulated, and will be considered by the City Council at the next official meeting of the City Council, in the Council chambers of City Hall, 300 Third Avenue NE, Cambridge, Minnesota. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit cashier’s check, bid bond or certified check of five (5) percent of the amount of such bid.

Passed by the City Council of the City of Cambridge
This 18th Day of February, 2020

Mayor James A. Godfrey

City Administrator Linda J. Woulfe

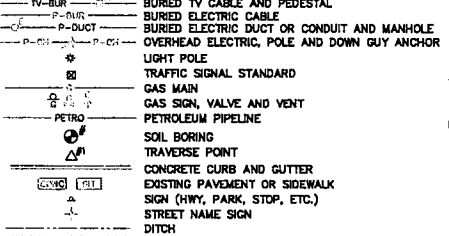
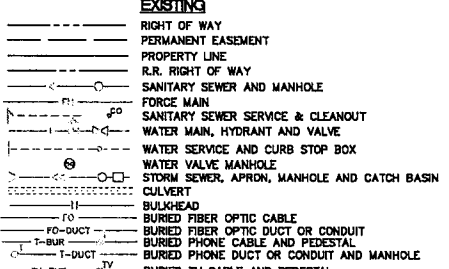
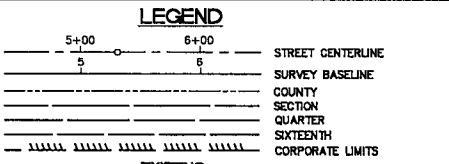
MINNESOTA DEPARTMENT OF TRANSPORTATION CITY OF CAMBRIDGE, MINNESOTA CONSTRUCTION PLANS FOR SANITARY SEWER, WATER MAIN, STORM SEWER, BITUMINOUS RECLAMATION, AGGREGATE BASE, CONCRETE CURB AND GUTTER, BITUMINOUS SURFACING, CONCRETE SIDEWALK, STREET LIGHTING 2020 STREET IMPROVEMENTS

SAP 218-110-001, SAP 218-113-008

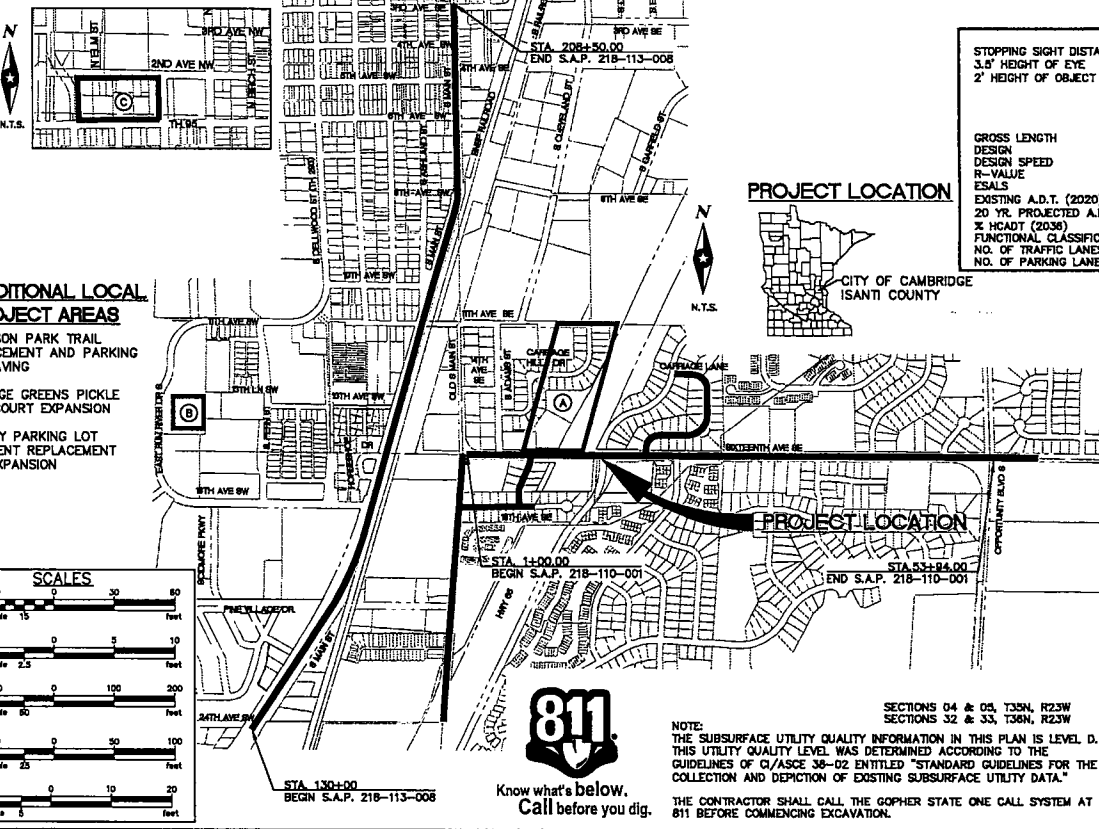
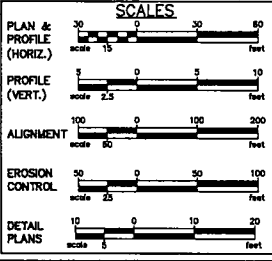
GOVERNING SPECIFICATIONS
THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.
ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET NO.	INDEX	DESCRIPTION
1		TITLE SHEET
2-4		STATEMENT OF ESTIMATED QUANTITIES
5		CONSTRUCTION NOTES
8-8		STRUCTURE SCHEDULES
9-12		TYPICAL SECTIONS
13-28		DETAILS
29		ALIGNMENT PLAN
30		DETOUR PLAN
31-37		REMOVALS
38-39		SWPPP
40-51		EROSION CONTROL AND RESTORATION
52-82		SANITARY SEWER & WATER MAIN PLAN
83-74		STREET & STORM SEWER PLAN
75-78		STORM SEWER CROSSING PROFILES
79		STORM POND
80-82		HERITAGE GREENS PICKLEBALL COURT
83-85		16TH AVE. TRAIL PAVING
86-88		PETERSON PARK TRAIL PAVING
89-90		LIBRARY PARKING LOTS
91		PAUL'S LAKE ROAD TRAIL CONSTRUCTION
92-98		MILL & OVERLAY
99-108		INTERSECTION DETAILS & SIGNAL PLANS
109-123		SIGNING & PAVEMENT MARKINGS
124-153		CROSS SECTIONS

THIS PLAN CONTAINS 153 SHEETS.



- ADDITIONAL LOCAL PROJECT AREAS**
- Ⓐ PETERSON PARK TRAIL REPLACEMENT AND PARKING LOT PAVING
 - Ⓑ HERITAGE GREENS PICKLE BALL COURT EXPANSION
 - Ⓒ LIBRARY PARKING LOT PAVEMENT REPLACEMENT AND EXPANSION



DESIGN DESIGNATION

STOPPING SIGHT DISTANCE BASED ON:	15TH AVE SE	MAIN STREET S
3.5' HEIGHT OF EYE	(FROM OLD SOUTH MAIN ST TO OPPORTUNITY BLVD S)	(FROM 8TH AVE SE TO 24TH AVE SE)
2' HEIGHT OF OBJECT	SAP 218-110-001	SAP 218-113-008

GROSS LENGTH	7250 FEET (1.373 MILES)	7850 FEET (1.487 MILES)
DESIGN	9 TON	9 TON
DESIGN SPEED	45 M.P.H.	45 M.P.H.
R-VALUE	40	40
ESALS	988,000	2,121,000
EXISTING A.D.T. (2020)	4,100	8,980
20 YR. PROJECTED A.D.T. (2040)	8,100	13,350
% HCAOT (2038)	7.1%	7.1%
FUNCTIONAL CLASSIFICATION	COLLECTOR	MINOR ARTERIAL
NO. OF TRAFFIC LANES	2 (11' WIDE)	4 (11' WIDE)
NO. OF PARKING LANES	0	0

APPROVED:
Todd M. Blank 02/18/20
TODD M. BLANK, CAMBRIDGE CITY ENGINEER DATE

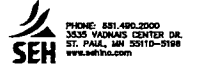
RECOMMENDED FOR APPROVAL:

DISTRICT STATE AID ENGINEER REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY DATE

RECOMMENDED FOR APPROVAL:

APPROVED FOR STATE AID FUNDING FOR STATE AID ENGINEER DATE

CAMBRIDGE, MINNESOTA



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A QUALIFIED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Zach Schmitz ZACH SCHMITZ, P.E.
Date: 02/18/20 Lic. No. 55415

FILE NO. 153134
1
153

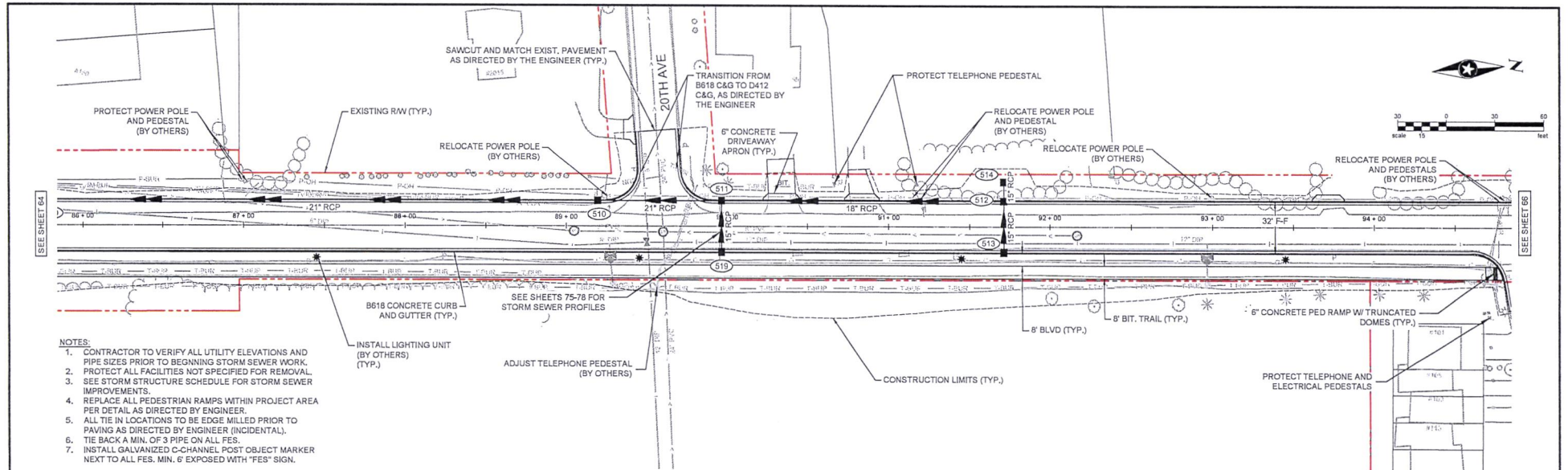


Know what's below.
Call before you dig.

NOTE: THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02 ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

THE CONTRACTOR SHALL CALL THE GOPHER STATE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.

SECTIONS 04 & 05, T35N, R23W
SECTIONS 32 & 33, T36N, R23W

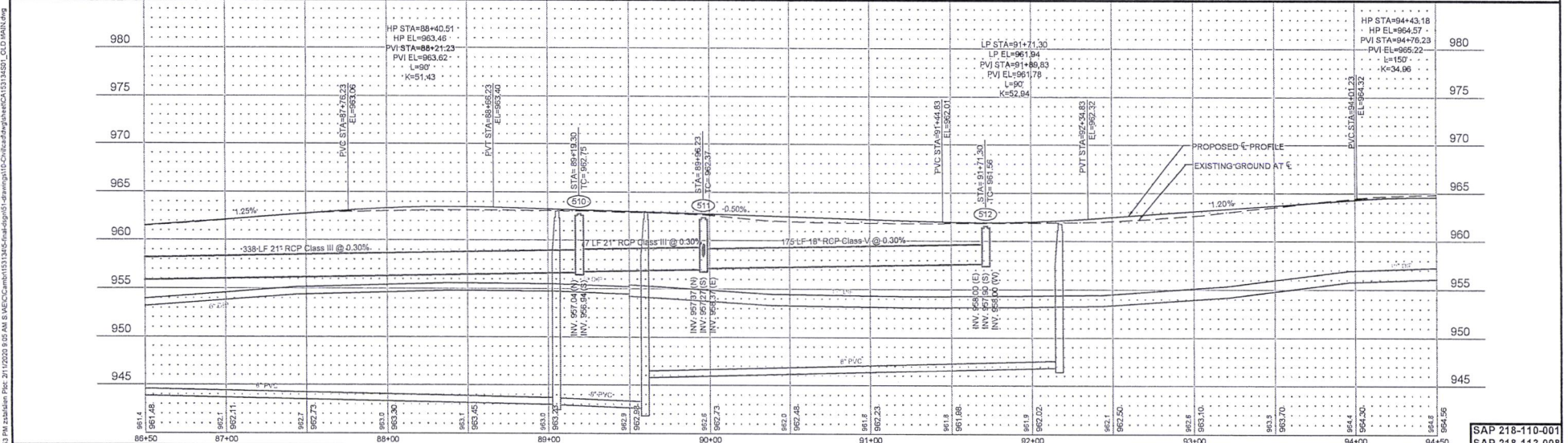


- NOTES:**
1. CONTRACTOR TO VERIFY ALL UTILITY ELEVATIONS AND PIPE SIZES PRIOR TO BEGINNING STORM SEWER WORK.
 2. PROTECT ALL FACILITIES NOT SPECIFIED FOR REMOVAL.
 3. SEE STORM STRUCTURE SCHEDULE FOR STORM SEWER IMPROVEMENTS.
 4. REPLACE ALL PEDESTRIAN RAMPS WITHIN PROJECT AREA PER DETAIL AS DIRECTED BY ENGINEER.
 5. ALL TIE IN LOCATIONS TO BE EDGE MILLED PRIOR TO PAVING AS DIRECTED BY ENGINEER (INCIDENTAL).
 6. TIE BACK A MIN. OF 3 PIPE ON ALL FES.
 7. INSTALL GALVANIZED C-CHANNEL POST OBJECT MARKER NEXT TO ALL FES. MIN. 6" EXPOSED WITH "FES" SIGN.

BENCHMARK EL. 961.84
 TNH 400 NW OF OLD SOUTH
 MAIN ST CUL-DE-SAC

OLD SOUTH MAIN STREET

BENCHMARK EL. 965.63
 TNH 150 E. OF OLD SOUTH
 MAIN ST & N. 19TH AVE.



DESIGN TEAM	NO.	BY	DATE

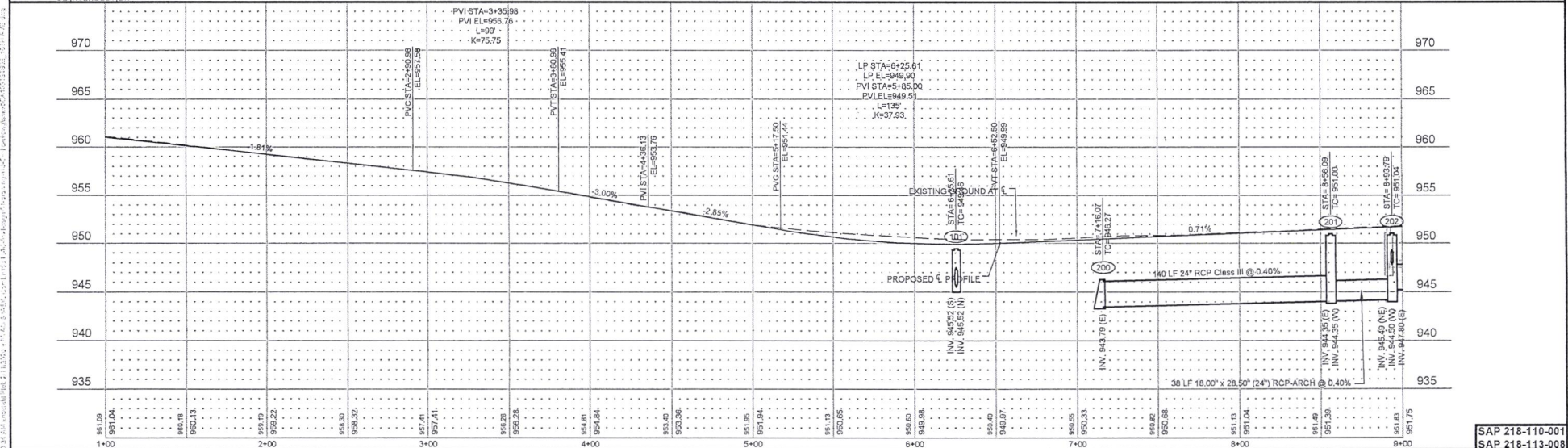
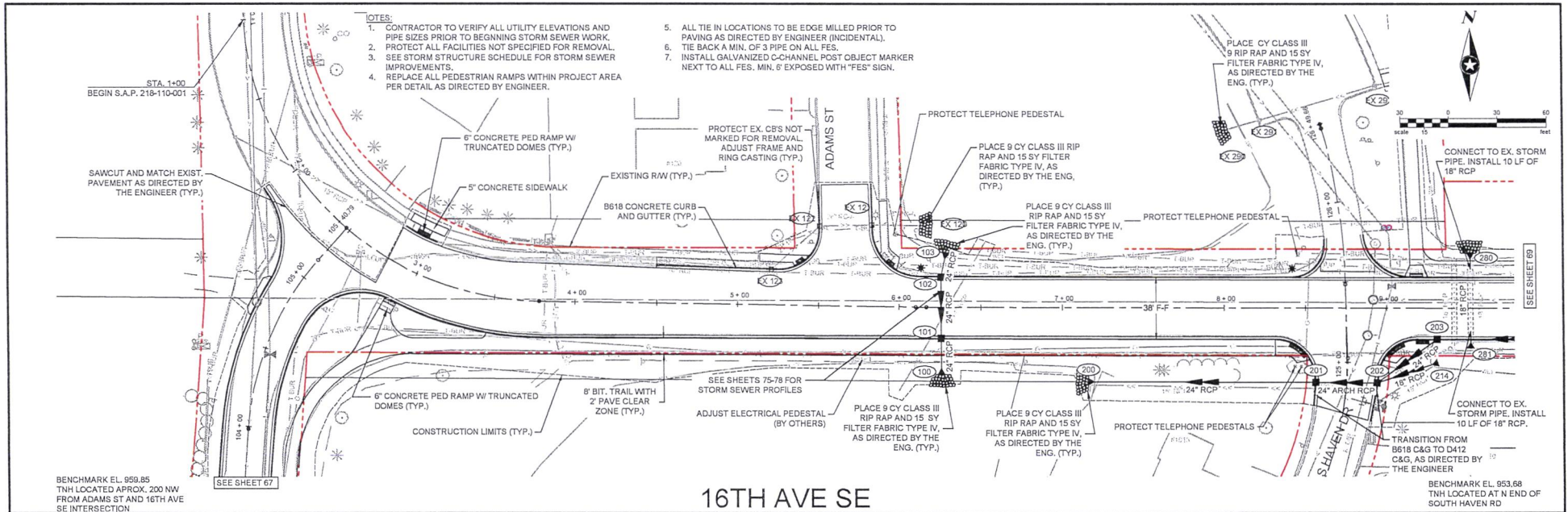
SEH
 PHONE: 651.400.2200
 3535 VANDANIS CENTER DRIVE
 ST. PAUL, MN 55110-5198
 www.sehinc.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A QUALY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Zachary L. Schmitz
 ZACHARY SCHMITZ, PE
 Date: 02/18/20 Lic. No.: 55845

CAMBRIDGE,
 MINNESOTA

OLD SOUTH MAIN STREET
 STREET AND STORM SEWER
 2020 STREET IMPROVEMENTS

FILE NO. 153134
 65
 153



NO.	BY	DATE	REVISIONS

DRAWN BY: AJB_ZTS

DESIGNER: ZKS

CHECKED BY: TMB

PHONE: 651.490.2000
3535 VADNAIS CENTER DRIVE
ST. PAUL, MN 55110-5196
WWW.SEH.COM

HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

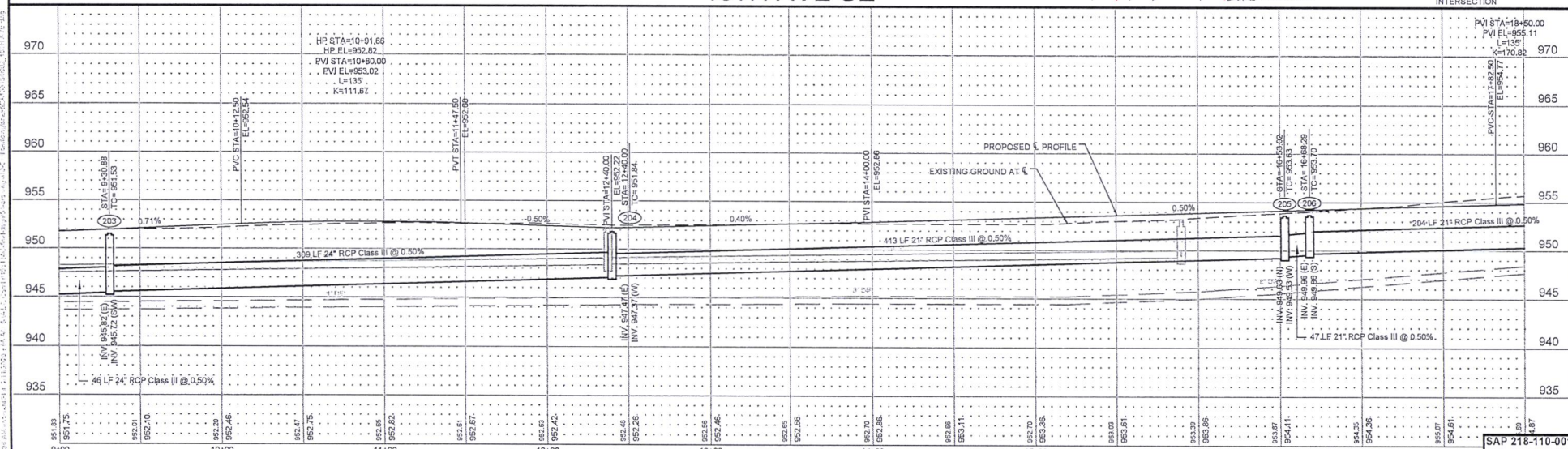
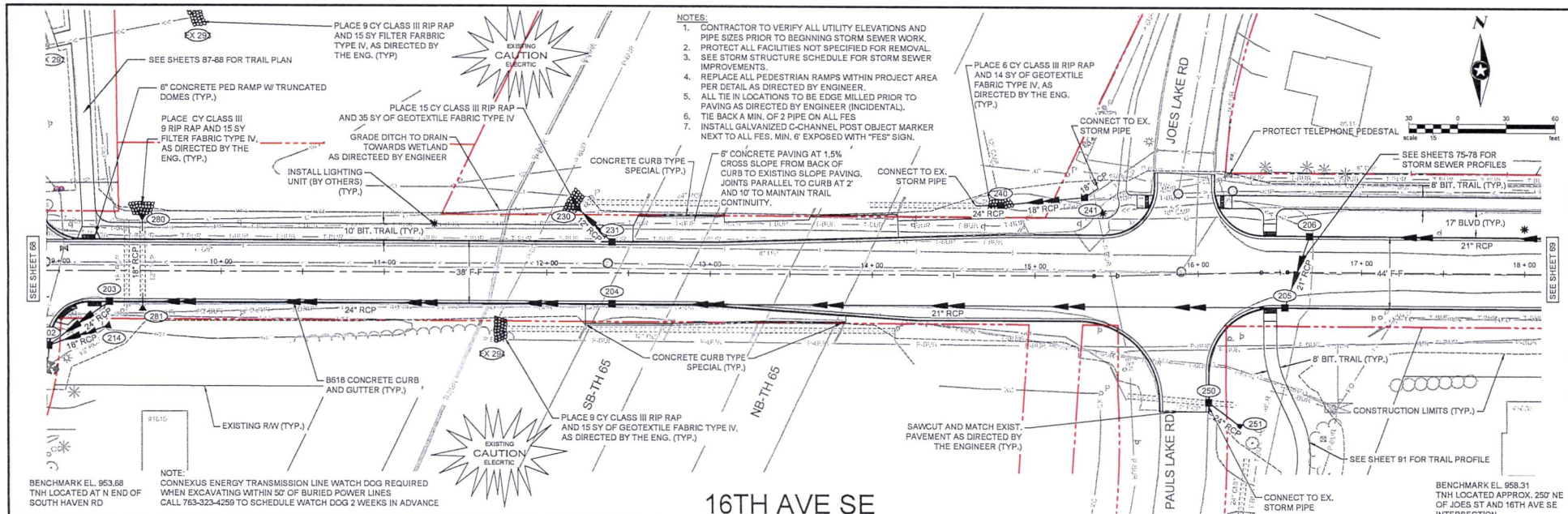
Zachary K. Schmitz
ZACHARY SCHMITZ, PE
Date: 02/18/20 Lic. No.: 55445

CAMBRIDGE,
MINNESOTA

16TH AVE SE
STREET AND STORM SEWER
2020 STREET IMPROVEMENTS

FILE NO.
153134

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153



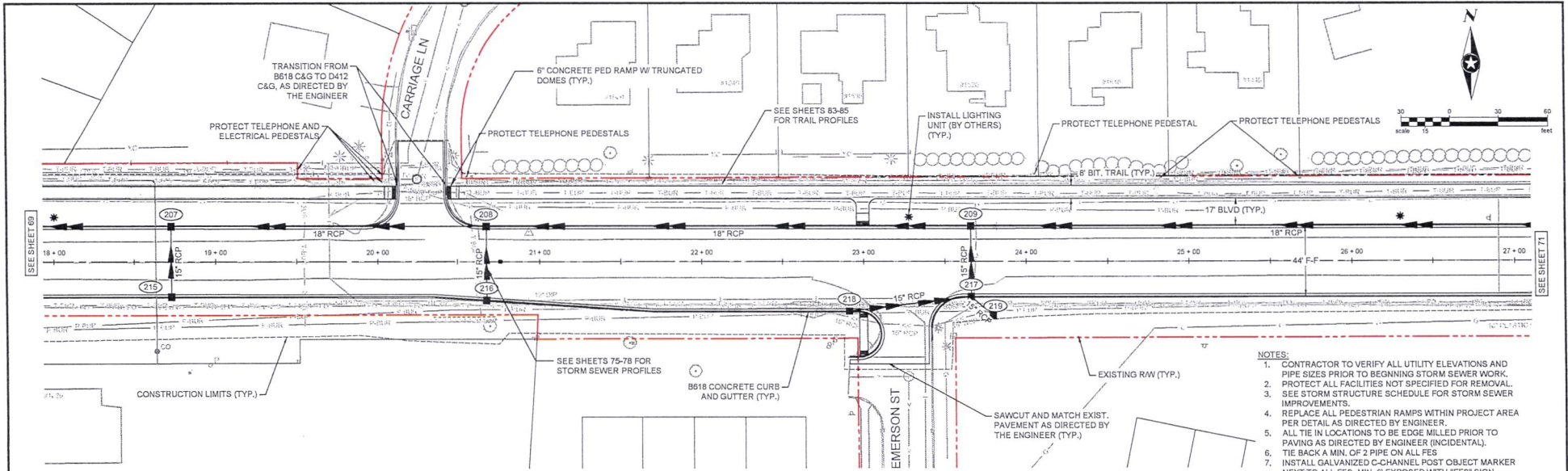
DRAWN BY: A.J.B. ZTS DESIGNER: ZKS CHECKED BY: TMR	DESIGN TEAM: [] NO. BY DATE	REVISIONS: []	PHONE: 612.480.3200 3335 VANADIS CENTER DRIVE ST. PAUL, MN 55110-5196 WWW.SEH.COM	I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA. ZACHARY SCHMITZ, PE Lic. No. 55445	CAMBRIDGE, MINNESOTA	16TH AVE SE STREET AND STORM SEWER 2020 STREET IMPROVEMENTS	FILE NO. 153134	69 153
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BENCHMARK EL. 953.68
 T.M. LOCATED AT N END OF SOUTH HAVEN RD

NOTE: CONNEXUS ENERGY TRANSMISSION LINE WATCH DOG REQUIRED WHEN EXCAVATING WITHIN 50' OF BURIED POWER LINES. CALL 763-323-4259 TO SCHEDULE WATCH DOG 2 WEEKS IN ADVANCE

BENCHMARK EL. 958.31
 T.M. LOCATED APPROX. 250' NE OF JOES ST AND 16TH AVE SE INTERSECTION

SEE SHEETS 87-88 FOR TRAIL PLAN
 SEE SHEETS 75-78 FOR STORM SEWER PROFILES
 SEE SHEET 91 FOR TRAIL PROFILE

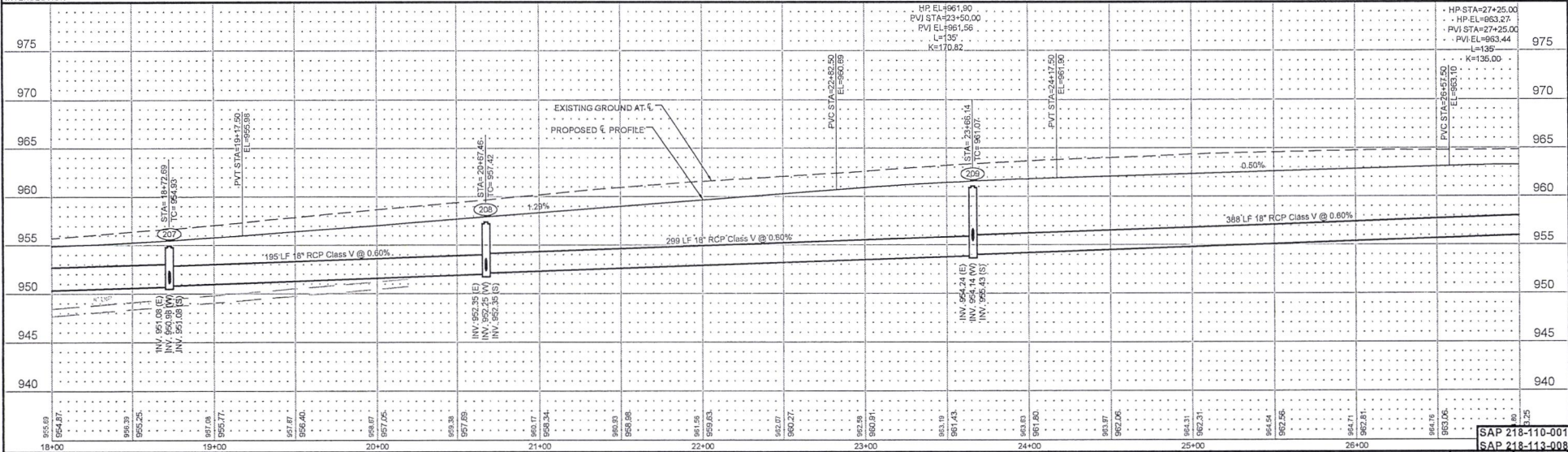


BENCHMARK EL. 968.31
 TNH LOCATED APPROX. 250' NE
 OF JOES ST AND 16TH AVE SE
 INTERSECTION

16TH AVE SE

BENCHMARK EL. 966.31
 TNH LOCATED AT NORTH END
 OF EMERSON ST

- NOTES:**
1. CONTRACTOR TO VERIFY ALL UTILITY ELEVATIONS AND PIPE SIZES PRIOR TO BEGINNING STORM SEWER WORK.
 2. PROTECT ALL FACILITIES NOT SPECIFIED FOR REMOVAL.
 3. SEE STORM STRUCTURE SCHEDULE FOR STORM SEWER IMPROVEMENTS.
 4. REPLACE ALL PEDESTRIAN RAMPS WITHIN PROJECT AREA PER DETAIL AS DIRECTED BY ENGINEER.
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 6. TIE BACK A MIN. OF 2 PIPE ON ALL FES.
 7. INSTALL GALVANIZED C-CHANNEL POST OBJECT MARKER NEXT TO ALL FES. MIN. 6' EXPOSED WITH "FES" SIGN.



NO.	BY	DATE	REVISIONS

DRAWN BY: A.J.B. ZIS
 DESIGNER: ZKS
 CHECKED BY: TMB



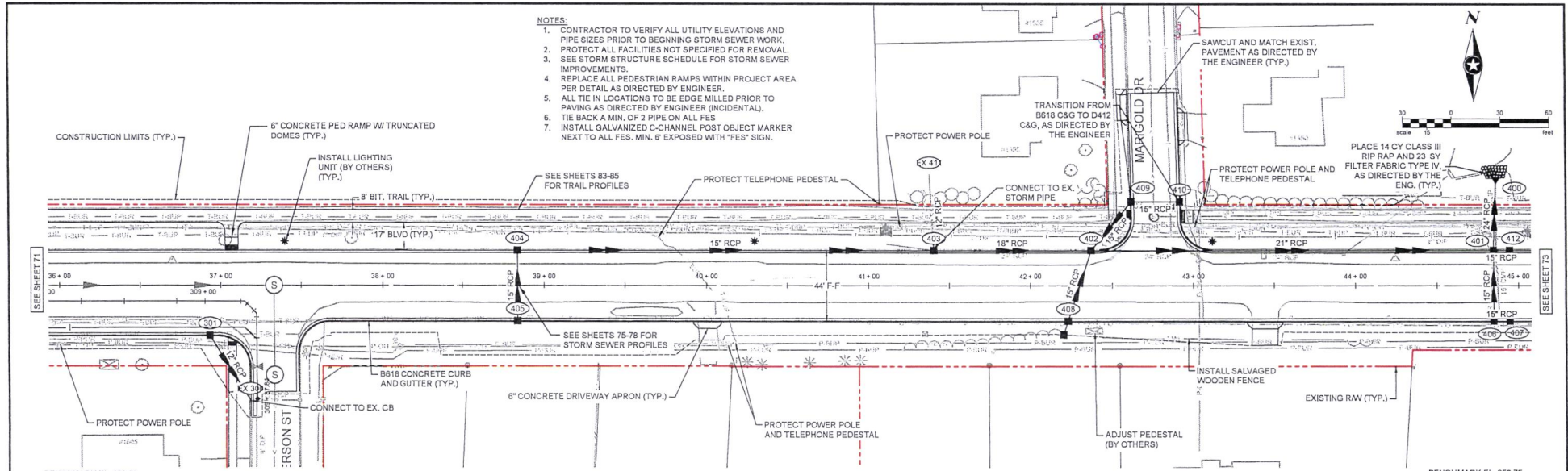
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Zachary K. Schmitz
 ZACHARY SCHMITZ, PE
 Lic. No. 55445
 Date: 02/18/20

CAMBRIDGE,
 MINNESOTA

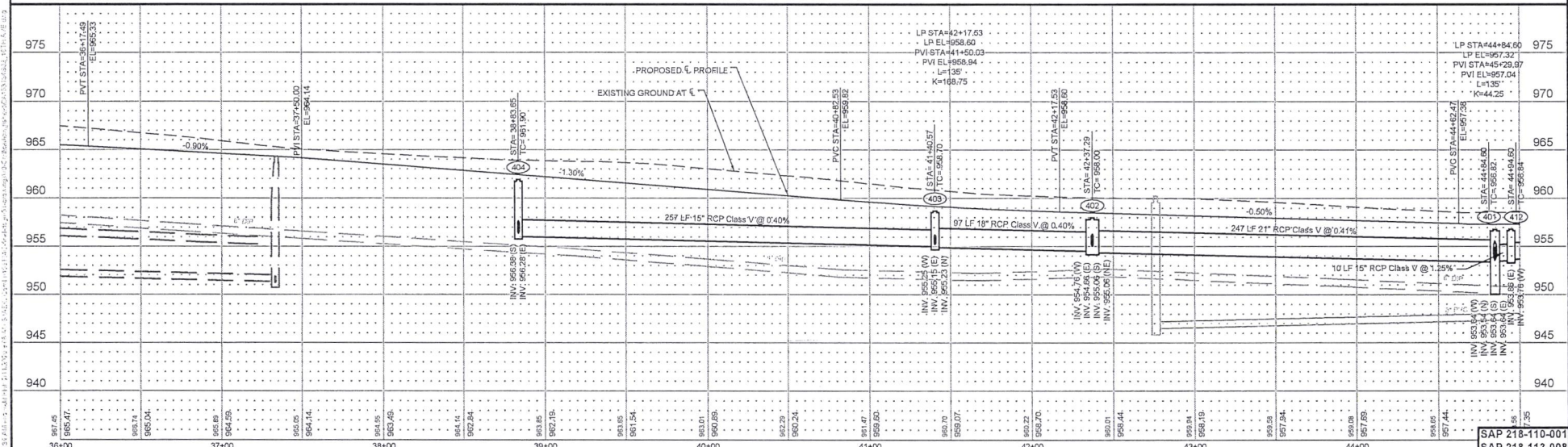
16TH AVE SE
 STREET AND STORM SEWER
 2020 STREET IMPROVEMENTS

FILE NO. 70
 153134
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SAP 218-110-001
 SAP 218-113-008



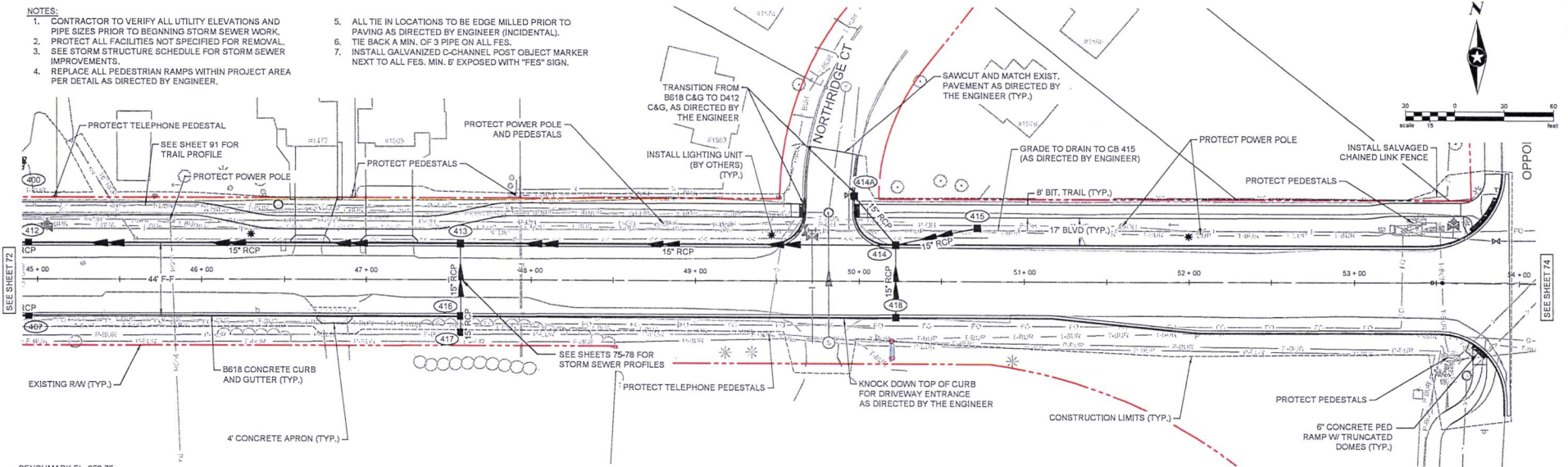
16TH AVE SE



DRAWN BY: AJB, ZTS DESIGNER: ZKS CHECKED BY: TMB	<table border="1"> <thead> <tr> <th>NO.</th> <th>BY</th> <th>DATE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	NO.	BY	DATE										REVISIONS	PHONE: 651.490.2000 3535 VADNAIS CENTER DRIVE ST. PAUL, MN 55119-5196 www.sehinc.com	I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA. Date: 02/18/20	CAMBRIDGE, MINNESOTA ZACHARY SCHMITZ, PE Lic. No. 55445	16TH AVE SE STREET AND STORM SEWER 2020 STREET IMPROVEMENTS	FILE NO. 153134 72 153
NO.	BY	DATE																	

- NOTES:**
1. CONTRACTOR TO VERIFY ALL UTILITY ELEVATIONS AND PIPE SIZES PRIOR TO BEGINNING STORM SEWER WORK. PROTECT ALL FACILITIES NOT SPECIFIED FOR REMOVAL.
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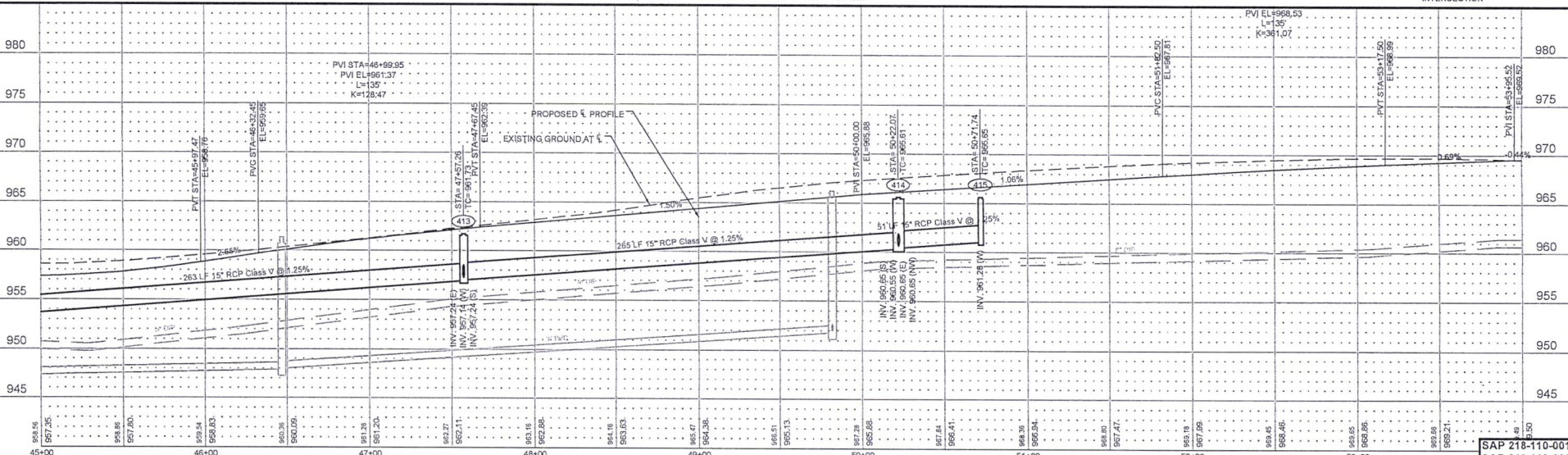
5. ALL TIE IN LOCATIONS TO BE EDGE MILLED PRIOR TO PAVING AS DIRECTED BY ENGINEER (INCIDENTAL).
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7. INSTALL GALVANIZED C-CHANNEL POST OBJECT MARKER NEXT TO ALL FES. MIN. 6" EXPOSED WITH "FES" SIGN.



16TH AVE SE

BENCHMARK EL. 959.75
T.M.H. LOCATED APPROX. 250
EAST OF MARIGOLD DR AND
16TH AVE SE INTERSECTION

BENCHMARK EL. 970.78
T.M.H. LOCATED NW CORNER OF
16TH AVE SE AND OPPOB. BLVD
INTERSECTION



DESIGN TEAM	NO.	BY	DATE	REVISIONS
DESIGNER: ZKS				
CHECKED BY: TMB				

PHONE: 651.490.2000
3535 MADRAS CENTER DRIVE
ST. PAUL, MN 55110-1196
www.sehinc.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

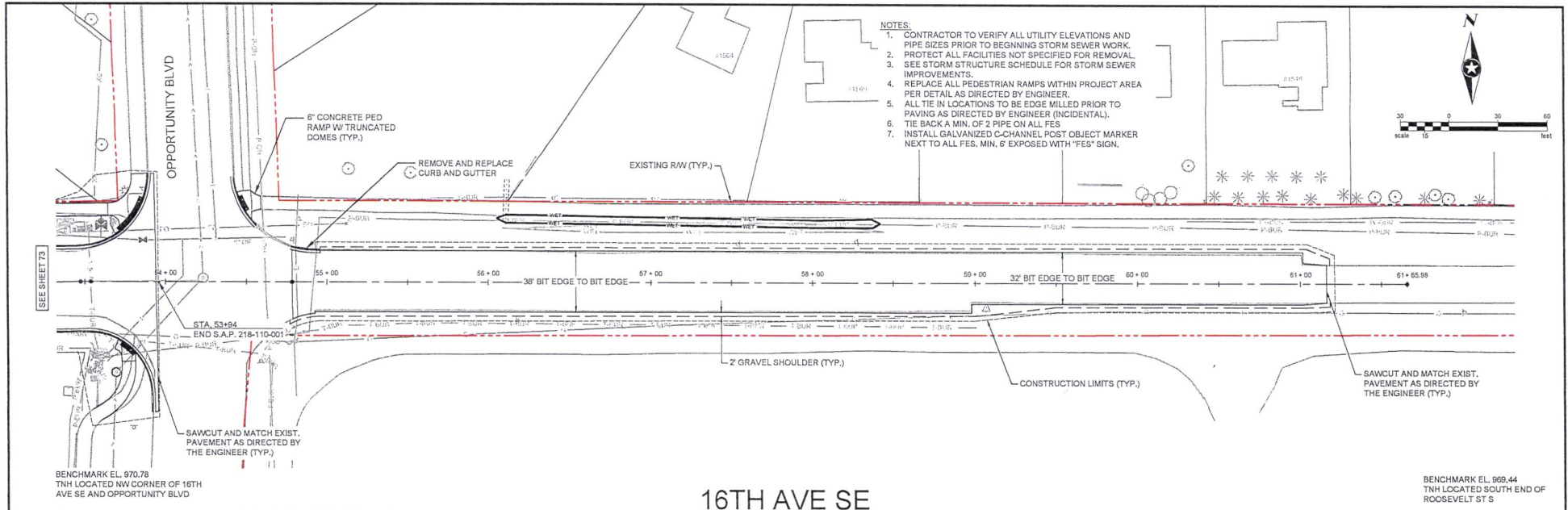
Zachary K. Schmitz
ZACHARY SCHMITZ, PE
Lic. No. 55445
Date: 02/18/20

CAMBRIDGE,
MINNESOTA

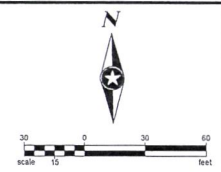
16TH AVE SE
STREET AND STORM SEWER
2020 STREET IMPROVEMENTS

FILE NO. 73
153134

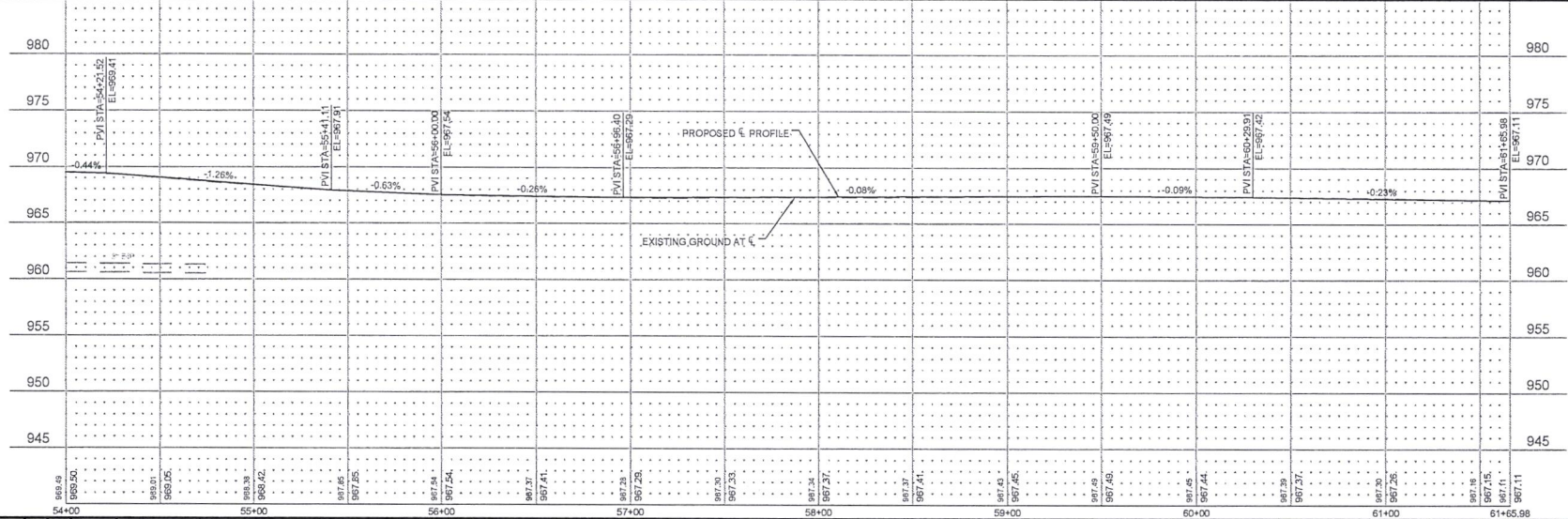
SAP 218-110-001
SAP 218-113-008



- NOTES:
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 6. TIE BACK A MIN. OF 2 PIPE ON ALL FES.
 7. INSTALL GALVANIZED C-CHANNEL POST OBJECT MARKER NEXT TO ALL FES, MIN. 6\"/>



16TH AVE SE



DRAWN BY:	AJB, ZTS	
DESIGNER:	ZKS	
CHECKED BY:	TMR	
DESIGN TEAM		
NO.	BY	DATE
REVISIONS		



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Zachary K. Schmitz
 ZACHARY SCHMITZ, PE
 Date: 02/18/20 L.C. No. 55445

CAMBRIDGE, MINNESOTA

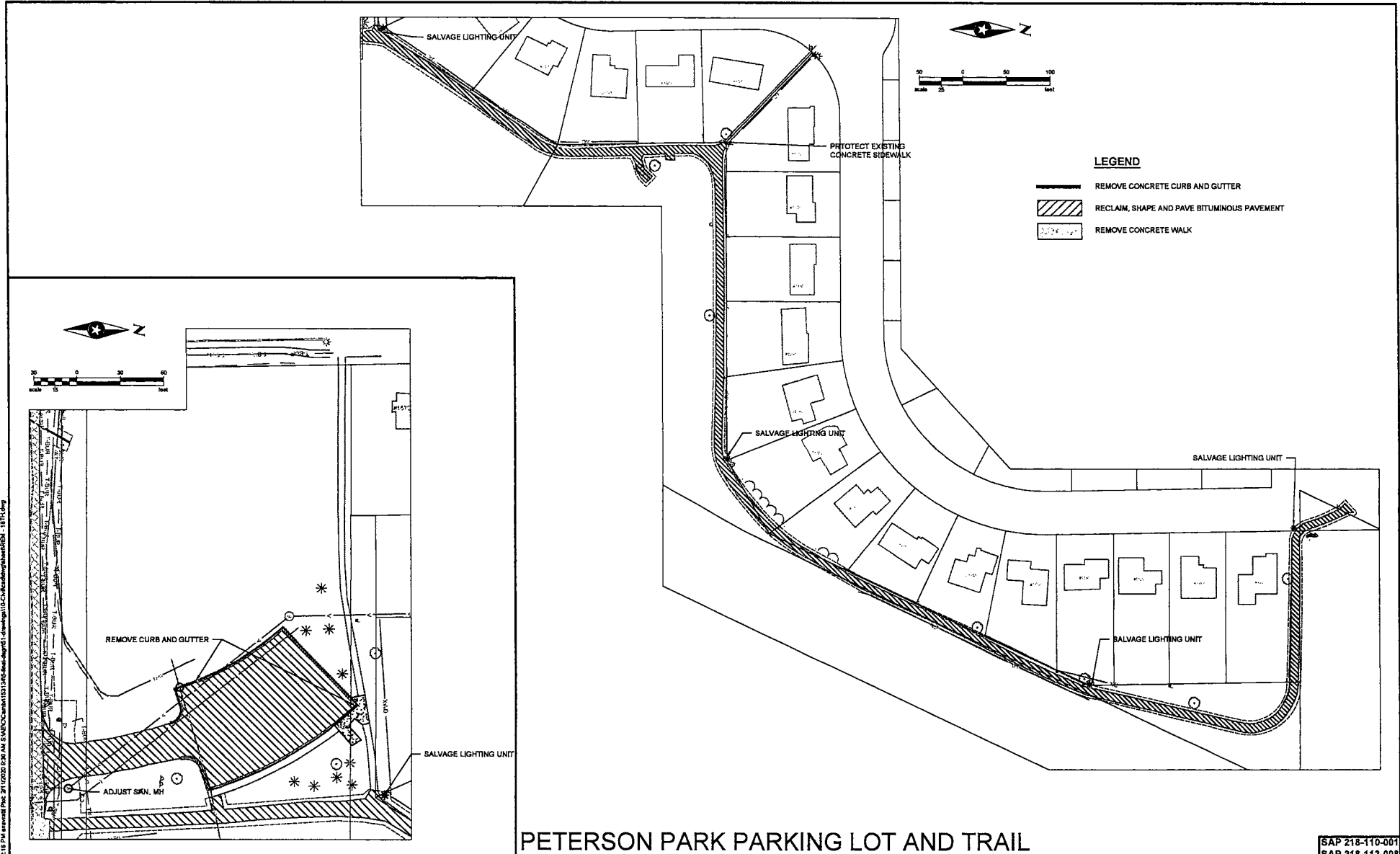
16TH AVE SE STREET AND STORM SEWER 2020 STREET IMPROVEMENTS

SAP 218-110-001
 SAP 218-113-008

FILE NO. 153134
 74
 153

02/18/20 10:52 AM C:\Users\zks\OneDrive\Documents\16th Ave SE\16th Ave SE.dwg User: zks Date: 2/18/20 10:52 AM

P100



PETERSON PARK PARKING LOT AND TRAIL

SAP 218-110-001
SAP 218-113-008

DRAWN BY:	AMB, ZTS				
DESIGNER:	ZKS				
CHECKED BY:	TMB				
DESIGN TEAM	NO.	BY	DATE	REVISIONS	

SEH
 PHONE: 651.480.2000
 3534 VADNAB CENTER DRIVE
 ST. PAUL, MN 55110-0199
 WWW.SEHINC.COM

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Zachary K. Schwitz
 ZACHARY SCHWITZ, PE
 Lic. No. 55445
 Date: 02/18/20

CAMBRIDGE,
MINNESOTA

PETERSON PARK
REMOVALS
2020 STREET IMPROVEMENTS

FILE NO.
153134
86
153

Rev: 2/17/2020 12:18 PM saved: Proj: 21102001 3:50 AM S:\M\Projects\113114\Drawings\113114-Civil\Drawings\113114-Civil.dwg

Prepared by: Linda J. Woulfe, City Administrator

Background

Shelving is required for the new Cambridge public library. The cost of new shelving is provided through a construction allowance that will cover both furniture and shelving. The construction allowance in this area is \$400,000.00.

After meeting with several different suppliers, Library staff has selected Library Furniture International to provide shelving and double faced end panels for a cost of \$183,926.00. This system provides the best layout at the best pricing through The Interlocal Purchasing System (TIPS). TIPS is similar to State Contract Cooperative Purchasing that it offers access to competitively procured purchasing contracts meaning the contracts have already gone through a formal bid process. It is also similar to Sourcewell (formerly National Joint Purchasing Alliance) and purchasing through a cooperative is permitted by state statute.

As you will see from Carla Lyndon's attached email, the price may be reduced slightly when the final quotation is received later this week.

Recommendation

Approve quotation from Library Furniture International for shelving and double faced end panels for the Cambridge Public Library.

Lynda Woulfe

From: Carla Lydon <CLydon@ECRLIB.ORG>
Sent: Tuesday, February 11, 2020 4:19 PM
To: Lynda Woulfe
Subject: FW: Shelving & End panel quotes
Attachments: LFI QUOTE--East Central Regional Library Cambridge MN 1-28-20.pdf; LFI QUOTE--East Central Regional Lib Shelving 1-16-20 (002).pdf

Importance: High

I left Dustin a voicemail as well but here's the most recent quotes I have. I think there's a slight change in that we are removing one range of shelving so the cost should go down just a bit.

Just in case I don't hear back from him before noon with an update, here's what I have. I have to be in St. Cloud by 12:30pm tomorrow but feel free to call my cell if you have questions and can't reach me in the office.

Carla

Carla Lydon, Executive Director
East Central Regional Library (ECRL)
244 South Birch Street, Cambridge, MN 55008
Phone: 763-392-0649 (direct) Fax: 763-689-7436
<http://www.ecrlib.org> clydon@ecrlib.org

From: Carla Lydon
Sent: Tuesday, February 11, 2020 4:14 PM
To: 'Dustin Walker-Woods' <dustin@libraryfurniture-intl.com>
Subject: Shelving & End panel quotes
Importance: High

I left you a voicemail about this as well. Can you confirm that these are the final quotes for steel & end panels on the Cambridge project? I thought we had removed a range during our last discussion but I don't think I received updated quotes.

City needs these by noon tomorrow to bring to council next week.

If you can't reach me in the office, please feel free to call my cell at [REDACTED]

Thanks!
Carla

Carla Lydon, Executive Director
East Central Regional Library (ECRL)
244 South Birch Street, Cambridge, MN 55008
Phone: 763-392-0649 (direct) Fax: 763-689-7436
<http://www.ecrlib.org> clydon@ecrlib.org

1/16/2020

LFI QT-1709 Proposal For:

Library Furniture International
1945 Techny Rd, #10
Northbrook, IL. 60062
ph: 847-564-9497
fax: 847-564-9337
TIPS #170302

Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-1A	10			PICTURE BOOKS DF 48"H x 36"W x 31"D 3 rows high	\$ 859	\$ 8,594
			base	14" Browsing Bin		
			row 2	12" Browsing Bin		
			row 3	12" Browsing Bin		
		STEEL COLOR:		TBD		
		SIGNAGE:		6"H		
		CASTERS:		N/A		

3 STARTER

2	6	EDDUPT4815	DF Dsgnr Series Upt 48h x 30d
2	6	DSTRUT36	Designer Series Strut 36"
2	6	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	6	SPBBRB3615S	Special Picture Book Browser 14"D Actual-new style - low divider / no bars
4	12	SPBBRB3613S	Special Picture Book Browser 12"D Actual-new style - low divider / no bars

7 ADDER

1	7	EDDUPT4815	DF Dsgnr Series Upt 48h x 30d
2	14	DSTRUT36	Designer Series Strut 36"
2	14	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	14	SPBBRB3615S	Special Picture Book Browser 14"D Actual-new style - low divider / no bars
4	28	SPBBRB3613S	Special Picture Book Browser 12"D Actual-new style - low divider / no bars

OTHER - SIGNAGE

10		ASD36A	Sign Holder
10		ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

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TIPS #170302

Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-1B	2			BOARD BOOKS DF 48"H x 36"W x 31"D 3 rows high	\$ 875	\$ 1,750
			base	14" Browsing Bin		
			row 2	12" Browsing Bin		
			row 3	12" Browsing Bin		
			STEEL COLOR:	TBD		
			SIGNAGE:	6"H		
			CASTERS:	N/A		

1 STARTER

2	2	EDDUPT4815	DF Dsgnr Series Upt 48h x 30d
2	2	DSTRUT36	Designer Series Strut 36"
2	2	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	2	SPBBRB3615S	Special Picture Book Browser 14"D Actual-new style - low divider / no bars
4	4	SPBBRB3613S	Special Picture Book Browser 12"D Actual-new style - low divider / no bars

1 ADDER

1	1	EDDUPT4815	DF Dsgnr Series Upt 48h x 30d
2	2	DSTRUT36	Designer Series Strut 36"
2	2	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	2	SPBBRB3615S	Special Picture Book Browser 14"D Actual-new style - low divider / no bars
4	4	SPBBRB3613S	Special Picture Book Browser 12"D Actual-new style - low divider / no bars

OTHER - SIGNAGE

2	ASD36A	Sign Holder
2	ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

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Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-2	8			EARLY LEARNERS DF 48"H x 36"W x 31"D 3 rows high base 14" Browsing Bin row 2 12" Browsing Bin row 3 12" Browsing Bin STEEL COLOR: TBD SIGNAGE: 6"H CASTERS: N/A	\$ 856	\$ 6,845

2 STARTER

2	4	EDDUPT4815	DF Dsgnr Series Upt 48h x 30d
2	4	DSTRUT36	Designer Series Strut 36"
2	4	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	4	SPBBRB3615S	Special Picture Book Browser 14"D Actual-new style - low divider / no bars
4	8	SPBBRB3613S	Special Picture Book Browser 12"D Actual-new style - low divider / no bars

6 ADDER

1	6	EDDUPT4815	DF Dsgnr Series Upt 48h x 30d
2	12	DSTRUT36	Designer Series Strut 36"
2	12	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	12	SPBBRB3615S	Special Picture Book Browser 14"D Actual-new style - low divider / no bars
4	24	SPBBRB3613S	Special Picture Book Browser 12"D Actual-new style - low divider / no bars

OTHER - SIGNAGE

8	ASD36A	Sign Holder
8	ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

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Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-3	2			CHILDREN'S KITS DF 48"H x 36"W x 31"D 3 rows high base row 2 row 3 14"D Flat Adjustable Shelf 12"D Flat Adjustable Shelf 12"D Flat Adjustable Shelf STEEL COLOR: TBD SIGNAGE: 6"H CASTERS: N/A	\$ 323	\$ 646

2	ADDER
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1	2	EDDUPT4815	DF Dsgnr Series Upt 48h x 30d
2	4	DSTRUT36	Designer Series Strut 36"
2	4	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	4	ED3615A	Autumn White DsgnBlAdjShAssm 35.375x14d
4	8	ED3613A	Light Grey DsgnBlAdjShfAssm 35.375x12d

OTHER - SIGNAGE	
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2	ASD36A	Sign Holder
2	ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

S-4A	6			CHILDREN'S BIO & NON-FICTION DF 66"H x 36"W x 24"D 4 rows high base row 2 - 4 25 degree Sloped Display Shelf 10"D Flat Integral Back Shelf STEEL COLOR: TBD SIGNAGE: 6"H CASTERS: N/A	\$ 496	\$ 2,974
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1	STARTER
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2	2	EDDUPT6611	DF Dsgnr Series Upt 66h x 22d
2	2	DSTRUT36	Designer Series Strut 36"
2	2	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	2	SSDS3611-25	Special Sloped Displ Shf 25 Degree
6	6	DBLIB3611A	DsgnrBLIntglAdjShAssm35.375x10d
2	2	BSN9	Book Sup Non Skid 4.563w x 09h

5	ADDER
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1	5	EDDUPT6611	DF Dsgnr Series Upt 66h x 22d
2	10	DSTRUT36	Designer Series Strut 36"
2	10	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	10	SSDS3611-25	Special Sloped Displ Shf 25 Degree
6	30	DBLIB3611A	DsgnrBLIntglAdjShAssm35.375x10d
2	10	BSN9	Book Sup Non Skid 4.563w x 09h

OTHER - SIGNAGE	
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6	ASD36A	Sign Holder
6	ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

Factory: Estey

Lead Time: 10-12 weeks

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East Central Regional Library, MN

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 TIPS #170302

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-4b	7			CHILDREN'S BIO & NON-FICTION / FICTION DF 66"H x 36"W x 24"D	\$ 514	\$ 3,599
				SIDE A: CHILDREN'S BIO & NON-FICTION 4 rows high base 25 degree Sloped Display Shelf row 2 - 4 10"D Flat Integral Back Shelf		
				SIDE B: CHILDREN'S FICTION 5 rows high base 25 degree Sloped Display Shelf row 2 - 5 10"D Flat Integral Back Shelf		
			STEEL COLOR:	TBD		
			SIGNAGE:	6"H		
			CASTERS:	N/A		
<hr/>						
	1			STARTER		
2	2	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	2	DSTRUT36		Designer Series Strut 36"		
2	2	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	2	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
7	7	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
2	2	BSN9		Book Sup Non Skid 4.563w x 09h		
<hr/>						
	6			ADDER		
1	6	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	12	DSTRUT36		Designer Series Strut 36"		
2	12	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	12	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
7	42	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
2	12	BSN9		Book Sup Non Skid 4.563w x 09h		
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OTHER - SIGNAGE						
	7	ASD36A		Sign Holder		
	7	ELMT-636-m		Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish		

1/16/2020

Factory: Estey

Lead Time: 10-12 weeks

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ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-5	5			CHILDREN'S FICTION DF 66"H x 36"W x 24"D 5 rows high base row 2 - 5 25 degree Sloped Display Shelf 10"D Flat Integral Back Shelf	\$ 524	\$ 2,622
		STEEL COLOR:		TBD		
		SIGNAGE:		6"H		
		CASTERS:		N/A		

5	ADDER
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1	5	EDDUPT6611	DF Dsgnr Series Upt 66h x 22d
2	10	DSTRUT36	Designer Series Strut 36"
2	10	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	10	SSDS3611-25	Special Sloped Displ Shf 25 Degree
8	40	DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d
2	10	BSN9	Book Sup Non Skid 4.563w x 09h

OTHER - SIGNAGE	
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5	ASD36A	Sign Holder
5	ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

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TIPS #170302

Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-6	2			CHILDREN'S FICTION / AUDIO BOOKS DF 66"H x 36"W x 24"D	\$ 587	\$ 1,175

SIDE A: CHILDREN'S FICTION
5 rows high
base 25 degree Sloped Display Shelf
row 2 - 5 10"D Flat Integral Back Shelf

SIDE B: CHILDREN'S AUDIO
5 rows high
base 25 degree Sloped Display Shelf
row 2 - 5 8"D Sloped Video Cassette Shelf

STEEL COLOR: TBD
SIGNAGE: 6"H
CASTERS: N/A

1	STARTER		
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2	2	EDDUPT6611	DF Dsgnr Series Upt 66h x 22d
2	2	DSTRUT36	Designer Series Strut 36"
2	2	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	2	SSDS3611-25	Special Sloped Displ Shf 25 Degree
4	4	DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d
4	4	DVCS3609A	DgnrSerVideoCassSh 35.375x09d
2	2	BSN9	Book Sup Non Skid 4.563w x 09h

1	ADDER		
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1	1	EDDUPT6611	DF Dsgnr Series Upt 66h x 22d
2	2	DSTRUT36	Designer Series Strut 36"
2	2	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	2	SSDS3611-25	Special Sloped Displ Shf 25 Degree
4	4	DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d
4	4	DVCS3609A	DgnrSerVideoCassSh 35.375x09d
2	2	BSN9	Book Sup Non Skid 4.563w x 09h

OTHER - SIGNAGE			
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2		ASD36A	Sign Holder
2		ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

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Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-7	8			CHILDREN'S DVDs SF 66"H x 36"W x 12"D 5 rows high 25 degree Sloped Display Shelf 10"D DVD Browser - 6 Compartments 8"H Face Out Display Shelf	\$ 510	\$ 4,076
			base			
			row 2 - 4			
			row 5			
			STEEL COLOR:	TBD		
			SIGNAGE:	6"H		
			CASTERS:	N/A		

1	STARTER		
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2	2	EDSUPT6611	SF Desgnr Series Upt 11d x 66h
2	2	DSTRUT36	Designer Series Strut 36"
1	1	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
1	1	SSDS3611-25	Special Sloped Displ Shf 25 Degree
3	3	SBRS3611-6A	Special DVD browser shelf (biblo like) - 10"D
1	1	SFODS3608A	Face Out display shelf 30° brackets -8"H
1	1	WCLIP	Wall Clip 3w x 2d x 1h
2	2	BSN9	Book Sup Non Skid 4.563w x 09h

7	ADDER		
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1	7	EDSUPT6611	SF Desgnr Series Upt 11d x 66h
2	14	DSTRUT36	Designer Series Strut 36"
1	7	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
1	7	SSDS3611-25	Special Sloped Displ Shf 25 Degree
3	21	SBRS3611-6A	Special DVD browser shelf (biblo like) - 10"D
1	7	SFODS3608A	Face Out display shelf 30° brackets -8"H
1	7	WCLIP	Wall Clip 3w x 2d x 1h
2	14	BSN9	Book Sup Non Skid 4.563w x 09h

OTHER - SIGNAGE			
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8		ASD36A	Sign Holder
8		ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

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East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-8	9			YOUNG ADULT FICTION DF 66"H x 36"W x 24"D 5 rows high base 25 degree Sloped Display Shelf row 2 - 5 10"D Flat Integral Back Shelf	\$ 547	\$ 4,924
			STEEL COLOR:	TBD		
			SIGNAGE:	6"H		
			CASTERS:	N/A		
3 STARTER						
2	6	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	6	DSTRUT36		Designer Series Strut 36"		
2	6	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	6	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
8	24	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
2	6	BSN9		Book Sup Non Skid 4.563w x 09h		
6 ADDER						
1	6	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	12	DSTRUT36		Designer Series Strut 36"		
2	12	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	12	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
8	48	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
2	12	BSN9		Book Sup Non Skid 4.563w x 09h		
OTHER - SIGNAGE						
	9	ASD36A		Sign Holder		
	9	ELMT-636-m		Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish		

1/16/2020

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East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-9	1			YOUNG ADULT NON-FICTION & BIO DF 66"H x 36"W x 24"D 5 rows high 25 degree Sloped Display Shelf 10"D Flat Integral Back Shelf	\$ 593	\$ 593
			base row 2 - 5			
		STEEL COLOR:	TBD			
		SIGNAGE:	6"H			
		CASTERS:	N/A			

1	STARTER
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2	2	EDDUPT6611	DF Dsgnr Series Upt 66h x 22d
2	2	DSTRUT36	Designer Series Strut 36"
2	2	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	2	SSDS3611-25	Special Sloped Displ Shf 25 Degree
8	8	DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d
2	2	BSN9	Book Sup Non Skid 4.563w x 09h

OTHER - SIGNAGE	
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1	ASD36A	Sign Holder
1	ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

S-10	2			YOUNG ADULT NON-FICTION & BIO / AUDIO BOOKS DF 66"H x 36"W x 24"D SIDE A: YA NON-FICTION & BIO 5 rows high 25 degree Sloped Display Shelf 10"D Flat Integral Back Shelf SIDE B: YA AUDIO BOOKS 5 rows high 25 degree Sloped Display Shelf 8"D Sloped Video Cassette Shelf	\$ 553	\$ 1,107
			base row 2 - 5			
			base row 2 - 5			
		STEEL COLOR:	TBD			
		SIGNAGE:	6"H			
		CASTERS:	N/A			

2	ADDERS
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1	2	EDDUPT6611	DF Dsgnr Series Upt 66h x 22d
2	4	DSTRUT36	Designer Series Strut 36"
2	4	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	4	SSDS3611-25	Special Sloped Displ Shf 25 Degree
4	8	DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d
4	8	DVCS3609A	DgnrSerVideoCassSh 35.375x09d
2	4	BSN9	Book Sup Non Skid 4.563w x 09h

OTHER - SIGNAGE	
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2	ASD36A	Sign Holder
2	ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

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ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-11	4			YOUNG ADULT DISPLAY SF 42"H x 36"W x 12"D 3 rows high 25 degree Sloped Display Shelf 8"H Face Out Display Shelf 8"H Face Out Display Shelf	\$ 329	\$ 1,316
			base			
			row 2			
			row 3			
			STEEL COLOR:	TBD		
			SIGNAGE:	6"H		
			CASTERS:	Yes		

1	STARTER		
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2	2	EDSUPT4211	SF Desgnr Series Upt 11d x 42h
2	2	DSTRUT36	Designer Series Strut 36"
1	1	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
1	1	SSDS3611-25	Special Sloped Displ Shf 25 Degree
2	2	SFODS3608A	Face Out display shelf 30° brackets -8"H
1	1	WCLIP	Wall Clip 3w x 2d x 1h
2	2	BSN9	Book Sup Non Skid 4.563w x 09h

3	ADDER		
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1	3	EDSUPT4211	SF Desgnr Series Upt 11d x 42h
2	6	DSTRUT36	Designer Series Strut 36"
1	3	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
1	3	SSDS3611-25	Special Sloped Displ Shf 25 Degree
2	6	SFODS3608A	Face Out display shelf 30° brackets -8"H
1	3	WCLIP	Wall Clip 3w x 2d x 1h
2	6	BSN9	Book Sup Non Skid 4.563w x 09h

OTHER - SIGNAGE			
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4		ASD36A	Sign Holder
4		ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

Factory: Estey

Lead Time: 10-12 weeks

LFI QT-1709 Proposal For:
East Central Regional Library, MN

Library Furniture International
1945 Techny Rd, #10
Northbrook, IL. 60062
ph: 847-564-9497
fax: 847-564-9337
TIPS #170302

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-12	4			ADULT BIO & NON-FICTION SF 66"H x 36"W x 12"D 5 rows high base row 2 - 5 25 degree Sloped Display Shelf 10"D Flat Integral Back Shelf	\$ 358	\$ 1,433
		STEEL COLOR:		TBD		
		SIGNAGE:		6"H		
		CASTERS:		N/A		
<hr/>						
	1			STARTER		
2	2	EDSUPT6611		Light Grey SF Desgnr Series Upt 11d x 66h		
2	2	DSTRUT36		Designer Series Strut 36"		
1	1	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
1	1	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
4	4	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
1	1	WCLIP		Wall Clip 3w x 2d x 1h		
2	2	BSN9		Book Sup Non Skid 4.563w x 09h		
<hr/>						
	3			ADDER		
1	3	EDSUPT6611		Light Grey SF Desgnr Series Upt 11d x 66h		
2	6	DSTRUT36		Designer Series Strut 36"		
1	3	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
1	3	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
4	12	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
1	3	WCLIP		Wall Clip 3w x 2d x 1h		
2	6	BSN9		Book Sup Non Skid 4.563w x 09h		
<hr/>						
				OTHER - SIGNAGE		
	4	ASD36A		Sign Holder		
	4	ELMT-636-m		Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish		

1/16/2020

Factory: Estey

Lead Time: 10-12 weeks

LFI QT-1709 Proposal For:

East Central Regional Library, MN

Library Furniture International
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 TIPS #170302

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-13	38			ADULT FICTION	\$ 539	\$ 20,472
				DF 66"H x 36"W x 24"D		
				5 rows high		
			base	25 degree Sloped Display Shelf		
			row 2 - 5	10"D Flat Integral Back Shelf		
		STEEL COLOR:		TBD		
		SIGNAGE:		6"H		
		CASTERS:		N/A		
<hr/>						
	8			STARTER		
	2		EDDUPT6611	DF Dsgnr Series Upt 66h x 22d		
	2		DSTRUT36	Designer Series Strut 36"		
	2		DKP36SA	DS Kickplate Asm 36"w-(Spcl)		
	2		SSDS3611-25	Special Sloped Displ Shf 25 Degree		
	8		DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d		
	2		BSN9	Book Sup Non Skid 4.563w x 09h		
<hr/>						
	30			ADDER		
	1		EDDUPT6611	DF Dsgnr Series Upt 66h x 22d		
	2		DSTRUT36	Designer Series Strut 36"		
	2		DKP36SA	DS Kickplate Asm 36"w-(Spcl)		
	2		SSDS3611-25	Special Sloped Displ Shf 25 Degree		
	8		DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d		
	2		BSN9	Book Sup Non Skid 4.563w x 09h		
<hr/>						
				OTHER - SIGNAGE		
	38		ASD36A	Sign Holder		
	38		ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish		

1/16/2020

LFI QT-1709 Proposal For:

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TIPS #170302

Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-14	30			ADULT NON-FICTION DF 66"H x 36"W x 24"D 5 rows high base 25 degree Sloped Display Shelf row 2 - 5 10"D Flat Integral Back Shelf	\$ 538	\$ 16,141
		STEEL COLOR:	TBD			
		SIGNAGE:	6"H			
		CASTERS:	N/A			
6 STARTER						
2	12	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	12	DSTRUT36		Designer Series Strut 36"		
2	12	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	12	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
8	48	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
2	12	BSN9		Book Sup Non Skid 4.563w x 09h		
24 ADDER						
1	24	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	48	DSTRUT36		Designer Series Strut 36"		
2	48	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	48	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
8	192	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
2	48	BSN9		Book Sup Non Skid 4.563w x 09h		
OTHER - SIGNAGE						
30		ASD36A		Sign Holder		
30		ELMT-636-m		Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish		

1/16/2020

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Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-15	6			ADULT AUDIO BOOKS DF 66"H x 36"W x 24"D 5 rows high base 25 degree Sloped Display Shelf row 2 - 5 8"D Sloped Video Cassette Shelf	\$ 605	\$ 3,630
			STEEL COLOR:	TBD		
			SIGNAGE:	6"H		
			CASTERS:	N/A		
2 STARTER						
2	4	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	4	DSTRUT36		Designer Series Strut 36"		
2	4	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	4	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
8	16	DVCS3609A		DgnrSerVideoCassSh 35.375x09d		
2	4	BSN9		Book Sup Non Skid 4.563w x 09h		
4 ADDER						
1	4	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	8	DSTRUT36		Designer Series Strut 36"		
2	8	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	8	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
8	32	DVCS3609A		DgnrSerVideoCassSh 35.375x09d		
2	8	BSN9		Book Sup Non Skid 4.563w x 09h		
OTHER - SIGNAGE						
	6	ASD36A		Sign Holder		
	6	ELMT-636-m		Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish		

1/16/2020

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Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-16	8			LARGE PRINT DF 66"H x 36"W x 26"D 5 rows high base 25 degree Sloped Display Shelf row 2 - 5 11"D Flat Integral Back Shelf	\$ 544	\$ 4,350
		STEEL COLOR:	TBD			
		SIGNAGE:	6"H			
		CASTERS:	N/A			
1 STARTER						
2	2	EDDUPT6612		DF Dsgnr Series Upt 66h x 24d		
2	2	DSTRUT36		Designer Series Strut 36"		
2	2	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	2	SSDS3612-25		Special Sloped Displ Shf 25 Degree		
8	8	DBLIB3612A		DsgnrBLIntglAdjShAsm35.375x11d		
2	2	BSN9		Book Sup Non Skid 4.563w x 09h		
7 ADDER						
1	7	EDDUPT6612		DF Dsgnr Series Upt 66h x 22d		
2	14	DSTRUT36		Designer Series Strut 36"		
2	14	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	14	SSDS3612-25		Special Sloped Displ Shf 25 Degree		
8	56	DBLIB3612A		DsgnrBLIntglAdjShAsm35.375x11d		
2	14	BSN9		Book Sup Non Skid 4.563w x 09h		
OTHER - SIGNAGE						
	8	ASD36A		Sign Holder		
	8	ELMT-636-m		Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish		

1/16/2020

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TIPS #170302

Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-17	9			DVDs DF 66"H x 36"W x 24"D 5 rows high base 25 degree Sloped Display Shelf row 2 - 5 10"D DVD Browser - 6 Compartments	\$ 934	\$ 8,404
		STEEL COLOR:	TBD			
		SIGNAGE:	6"H			
		CASTERS:	N/A			
2 STARTER						
2	4	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	4	DSTRUT36		Designer Series Strut 36"		
2	4	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	4	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
8	16	SBRS3611-6A		Special DVD browser shelf (biblo like) - 10"D		
2	4	BSN9		Book Sup Non Skid 4.563w x 09h		
7 ADDER						
1	7	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	14	DSTRUT36		Designer Series Strut 36"		
2	14	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	14	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
8	56	SBRS3611-6A		Special DVD browser shelf (biblo like) - 10"D		
2	14	BSN9		Book Sup Non Skid 4.563w x 09h		
OTHER - SIGNAGE						
	9	ASD36A		Sign Holder		
	9	ELMT-636-m		Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish		

1/16/2020

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TIPS #170302

Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-18	1			CDs DF 66"H x 36"W x 24"D 5 rows high base row 2 - 5 25 degree Sloped Display Shelf 10"D DVD Browser - 6 Compartments	\$ 919	\$ 919
			STEEL COLOR:	TBD		
			SIGNAGE:	6"H		
			CASTERS:	N/A		

1 ADDER

1	1	EDDUPT6611	DF Dsgnr Series Upt 66h x 22d
2	2	DSTRUT36	Designer Series Strut 36"
2	2	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	2	SSDS3611-25	Special Sloped Displ Shf 25 Degree
8	8	SBRS3611-6A	Special DVD browser shelf (biblo like) - 10"D
2	2	BSN9	Book Sup Non Skid 4.563w x 09h

OTHER - SIGNAGE

1	ASD36A	Sign Holder
1	ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

S-19	7			MINNESOTA COLLECTION SF 66"H x 36"W x 12"D 5 rows high base row 2 - 5 25 degree Sloped Display Shelf 10"D Flat Integral Back Shelf	\$ 348	\$ 2,434
			STEEL COLOR:	TBD		
			SIGNAGE:	6"H		
			CASTERS:	N/A		

1 STARTER

2	2	EDSUPT6611	SF Dsgnr Series Upt 11d x 66h
2	2	DSTRUT36	Designer Series Strut 36"
1	1	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
1	1	SSDS3611-25	Special Sloped Displ Shf 25 Degree
4	4	DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d
1	1	BSN9	Book Sup Non Skid 4.563w x 09h

6 ADDER

1	6	EDSUPT6611	SF Dsgnr Series Upt 11d x 66h
2	12	DSTRUT36	Designer Series Strut 36"
1	6	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
1	6	SSDS3611-25	Special Sloped Displ Shf 25 Degree
4	24	DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d
1	6	BSN9	Book Sup Non Skid 4.563w x 09h

OTHER - SIGNAGE

7	ASD36A	Sign Holder
7	ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

LFI QT-1709 Proposal For:

Library Furniture International
1945 Techny Rd, #10
Northbrook, IL. 60062
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TIPS #170302

Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-20	8			CURRENT COLLECTION DF 66"H x 36"W x 24"D 5 rows high base 25 degree Sloped Display Shelf row 2 - 5 10"D Flat Integral Back Shelf	\$ 550	\$ 4,400
		STEEL COLOR:	TBD			
		SIGNAGE:	6"H			
		CASTERS:	N/A			
3 STARTER						
2	6	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	6	DSTRUT36		Designer Series Strut 36"		
2	6	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	6	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
8	24	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
2	6	BSN9		Book Sup Non Skid 4.563w x 09h		
5 ADDER						
1	5	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
2	10	DSTRUT36		Designer Series Strut 36"		
2	10	DKP36SA		DS Kickplate Asm 36"w-(Spcl)		
2	10	SSDS3611-25		Special Sloped Displ Shf 25 Degree		
8	40	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
2	10	BSN9		Book Sup Non Skid 4.563w x 09h		
OTHER - SIGNAGE						
	8	ASD36A		Sign Holder		
	8	ELMT-636-m		Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish		

1/16/2020

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Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-21	3			MAGAZINES DF 66"H x 36"W x 24"D 4 rows high base row 2 - 4 7 degree Sloped Integral Back Shelf 10"D Flat Integral Back Shelf	\$ 1,144	\$ 3,432
				STEEL COLOR: TBD SIGNAGE: 6" H CASTERS: N/A		
1 STARTER						
	2	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
	2	DSTRUT36		Designer Series Strut 36"		
	2	DSDKP36A		Light Grey DS Display Kickplate Asm 36"w		
	2	DIBS3610		Autumn White DS Intgl Adj Shelf 35.375wx09d		
	2	SDSBRK11L		Light Grey Desgnr Series Slp Shlf Brk 11L		
	2	SDSBRK11R		Light Grey Desgnr Series Slp Shlf Brk 11R		
	6	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
2 ADDER						
	1	EDDUPT6611		DF Dsgnr Series Upt 66h x 22d		
	2	DSTRUT36		Designer Series Strut 36"		
	2	DSDKP36A		Light Grey DS Display Kickplate Asm 36"w		
	0	DSPB		Designer Series Panel Bracket		
	2	DIBS3610		Autumn White DS Intgl Adj Shelf 35.375wx09d		
	2	SDSBRK11L		Light Grey Desgnr Series Slp Shlf Brk 11L		
	2	SDSBRK11R		Light Grey Desgnr Series Slp Shlf Brk 11R		
	6	DBLIB3611A		DsgnrBLIntglAdjShAsm35.375x10d		
OTHER						
	56	3521		Standard Magbox		
OTHER - SIGNAGE						
	3	ASD36A		Sign Holder		
	3	ELMT-636-m		Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish		

1/16/2020

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Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-22	1			NEWSPAPER DF 66"H x 36"W x 24"D 3 rows high base row 2 row 3 7 degree Sloped Integral Back Shelf 10"D Flat Integral Back Shelf 10"D Flat Integral Back Shelf	\$ 1,221	\$ 1,221
			STEEL COLOR:	TBD		
			SIGNAGE:	6"H		
			CASTERS:	N/A		

1 ADDER

1	1	EDDUPT6611	DF Dsgnr Series Upt 66h x 22d
2	2	DSTRUT36	Designer Series Strut 36"
2	2	DSDKP36A	Light Grey DS Display Kickplate Asm 36"w
2	2	DIBS3610	Autumn White DS Intgl Adj Shelf 35.375wx09d
2	2	SDSBRK11L	Light Grey Desgnr Series Slp Shlf Brk 11L
2	2	SDSBRK11R	Light Grey Desgnr Series Slp Shlf Brk 11R
4	4	DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d

OTHER

14	3524	Newspaper Magbox
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OTHER - SIGNAGE

1	ASD36A	Sign Holder
1	ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

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Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-23	4			HOLDS (MOBILE UNITS) DF 42"H x 36"W x 24"D 3 rows high base row 2 row 3 25 degree Sloped Display Shelf 10"D Flat Integral Back Shelf 10"D Flat Integral Back Shelf	\$ 518	\$ 2,071
		STEEL COLOR:	TBD			
		SIGNAGE:	6" H			
		CASTERS:	Yes			

2	STARTER		
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2	4	EDDUPT4211	DF Desgnr Series Upt 11d x 42h
2	4	DSTRUT36	Designer Series Strut 36"
2	4	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	4	SSDS3611-25	Special Sloped Displ Shf 25 Degree
4	8	DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d
2	4	BSN9	Book Sup Non Skid 4.563w x 09h
4	8	LFISTDCASTER--	XO44-3BE-SK 3" x 1-1/8" w/ 3/8" thread size on stem 3/8"
4	8	CSA	Counter Support Angle

2	ADDER		
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1	2	EDDUPT4211	DF Desgnr Series Upt 11d x 42h
2	4	DSTRUT36	Designer Series Strut 36"
2	4	DKP36SA	DS Kickplate Asm 36"w-(Spcl)
2	4	SSDS3611-25	Special Sloped Displ Shf 25 Degree
4	8	DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d
2	4	BSN9	Book Sup Non Skid 4.563w x 09h
2	4	LFISTDCASTER--	XO44-3BE-SK 3" x 1-1/8" w/ 3/8" thread size on stem 3/8"
4	8	CSA	Counter Support Angle

OTHER - SIGNAGE			
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4		ASD36A	Sign Holder
4		ELMT-636-m	Acrylic Sign Holder 6-1/4"H x 34-7/8"L-matte finish

1/16/2020

LFI QT-1709 Proposal For:

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TIPS #170302

Factory: Estey

East Central Regional Library, MN

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
S-24	2			BRANCH 127 - OFFICE DF 66"H x 36"W x 24"D 5 rows high base row 2 - 5 25 degree Sloped Display Shelf 10"D Flat Integral Back Shelf	\$ 517	\$ 1,035
			STEEL COLOR:	TBD		
			SIGNAGE:	N/A		
			CASTERS:	N/A		
			1 STARTER			
	2		EDDUPT6611	DF Dsgnr Series Upt 66h x 22d		
	2		DSTRUT36	Designer Series Strut 36"		
	2		DKP36SA	DS Kickplate Asm 36"w-(Spcl)		
	2		SSDS3611-25	Special Sloped Displ Shf 25 Degree		
	8		DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d		
	2		BSN9	Book Sup Non Skid 4.563w x 09h		
			1 ADDER			
	1		EDDUPT6611	DF Dsgnr Series Upt 66h x 22d		
	2		DSTRUT36	Designer Series Strut 36"		
	2		DKP36SA	DS Kickplate Asm 36"w-(Spcl)		
	2		SSDS3611-25	Special Sloped Displ Shf 25 Degree		
	8		DBLIB3611A	DsgnrBLIntglAdjShAsm35.375x10d		
	2		BSN9	Book Sup Non Skid 4.563w x 09h		
S-25	6			BACK OFFICE - WALL HUNG SHELVING SF 24"H x 36"W x 11"D 2 rows high row 1 -2 11"D Adjustable Flat Shelf	\$ 52	\$ 314
			STEEL COLOR:	TBD		
			SIGNAGE:	N/A		
	7		DPILWCH24	Desgnr Pilaster Wall Chnl 24"h		
	12		ED3612A	DsgnBlAdjShfAssm 35.375x11d		

TOTAL FOB FACTORY \$ 110,476

INSTALLATION + FREIGHT \$ 27,014

TOTAL \$ 137,490

30% DEPOSIT \$ 41,247

QUOTATION TERMS

* quotes are valid for 60 days
* quotes are based on stated quantities; any change in quantity may require re-quoting

1/16/2020

Factory: Estey

Lead Time: 10-12 weeks

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TIPS #170302

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
				<p>* prices include standard materials/finishes unless otherwise noted</p> <p>* customer is responsible for verifying all final details of order including, but not limited to, size, color, finish, etc.; if there are any questions on this quote, please contact LFI at 847-564-9497 to clarify details prior to accepting quote</p> <p>* LFI assumes use of customer's dumpster for waste removal. If customer requests LFI to provide dumpster, additional costs will be billed to customer.</p> <p>PAYMENT TERMS</p> <p>30% deposit; balance due upon completion</p> <p>TO ACCEPT THIS QUOTE:</p> <p>* sign and date below as formal acknowledgement of the quote terms</p> <p>* please forward a deposit if one is required per the quote terms</p> <p>* please fax back to LFI at 847-564-9337 and we will begin processing your order</p> <p>* LFI will coordinate and schedule in-bound freight of your order.</p> <p>* An LFI installer will meet the delivery truck, off-load, unpack, place items and inspect your order for damage. If there is damage or missing items, LFI will handle the claim and coordination with factory.</p> <p>* By NOT contracting LFI for installation, then the client is responsible for handling all issues mentioned above. LFI will provide the name and tracking number of the freight carrier, however, the client is responsible for making freight claims.</p> <p>* Factories and freight carriers will require digital photography of any damage related issues.</p>		
				Signature	Date	
TOTAL					\$	137,490

1/28/2020



Factory: LFI Custom, Estey

Lead Time: 10-12 weeks

LFI Budget Proposal For:
East Central Regional Library, MN

Library Furniture International
1945 Techny Rd, #10
Northbrook, IL. 60062
ph: 847-564-9497

TIPS# 170302

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
EP-1	20			DOUBLE FACED END PANELS	\$ 600	\$ 12,000
	20			Ash Wood Veneer End Panels 3/8" Hardwood Eased Edge bands 66-5/8"H x 23-1/2"W x 1-1/4"T Custom Stain Match		
	1					
				Product Representation		
EP-2	11			DOUBLE FACED END PANELS W/ SLATS	\$ 705	\$ 7,755
	11			Ash Wood Veneer End Panels 3/8" Hardwood Eased Edge bands 66-5/8"H x 23-1/2"W x 1-1/4"T (2) Aluminum Slats, 12" Apart		
EP-3	16	LFI Custom		DF FROSTED ACRYLIC END PANELS	\$ 433	\$ 6,928
				Frosted Acrylic End Panels Flamed Polished Edges Radius Corners 1/2" Thick		
	16					
				Product Representation		
	16			66-5/8"H x 23-1/2"W x 1/2"T		
EP-4	2	LFI Custom		SF FROSTED ACRYLIC END PANELS	\$ 332	\$ 664
				Frosted Acrylic End Panels Flamed Polished Edges Radius Corners 1/2" Thick		
	2			66-5/8"H x 13-1/2"W x 1/2"T		

1/28/2020

Factory: LFI Custom, Estey

Lead Time: 10-12 weeks

**LFI Budget Proposal For:
East Central Regional Library, MN**

Library Furniture International
1945 Techny Rd, #10
Northbrook, IL. 60062
ph: 847-564-9497

TIPS# 170302

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
EP-5	12			DOUBLE FACED END PANELS	\$ 335	\$ 4,020
	12			HPL Double Faced End Panels Laminate: TBD 3mm PVC Edgebands: TBD 49-1/2"H x 31-1/2"W		
	 <p>Product Representation</p>					
EP-6	4			DOUBLE FACED END PANELS	\$ 345	\$ 1,380
	4			HPL Double Faced End Panels Laminate: TBD 3mm PVC Edgebands: TBD 66-5/8"H x 23-1/2"W x 1-1/4"T		
EP-7	2			DOUBLE FACED END PANELS w/ SLATS	\$ 389	\$ 778
	2			HPL Double Faced End Panels Laminate: TBD 3mm PVC Edgebands: TBD 66-5/8"H x 23-1/2"W x 1-1/4"T (2) Aluminum Slats, 12" Apart		
	 <p>Product Representation</p>					
EP-8	2			SINGLE FACED END PANELS	\$ 256	\$ 512
	2			HPL Single Faced End Panels Laminate: TBD 3mm PVC Edgebands: TBD 66-5/8"H x 14-1/2"W x 1-1/4"T		

1/28/2020

Factory: LFI Custom, Estey

Lead Time: 10-12 weeks

LFI Budget Proposal For:
East Central Regional Library, MN

Library Furniture International
1945 Techny Rd, #10
Northbrook, IL. 60062
ph: 847-564-9497

TIPS# 170302

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
EP-9	4			SINGLE FACED END PANELS	\$ 397	\$ 1,588
	4			Ash Wood Veneer End Panels 3/8" Hardwood Eased Edge bands 66-5/8"H x 14-1/2"W x 1-1/4"T		
EP-10	4			DOUBLE FACED END PANELS	\$ 403	\$ 1,612
	4			Holds Ash Wood Veneer End Panels 3/8" Hardwood Eased Edge bands 42-5/8"H x 23-1/2"W x 1-1/4"T		
S-1	230	Estey		END PANEL BRACKETS	\$ 2	\$ 377
	230	DSPB		Designer Series Panel Bracket		
S-2	26			ACRYLIC SLATWALL DISPLAY SHELF	\$ 36	\$ 928
	26		W12753930	Acrylic Slatwall Display Shelf with Lip 2-1/4"H x 20-1/2"W x 2-1/2"D		



Product Representation

TOTAL FOB FACTORY \$ 38,542

INSTALLATION + FREIGHT \$ 7,894

TOTAL \$ 46,436

50% DEPOSIT \$ 23,218

QUOTATION TERMS

* quotes are valid for 60 days

1/28/2020

Factory: LFI Custom, Estey

Lead Time: 10-12 weeks

LFI Budget Proposal For:
East Central Regional Library, MN

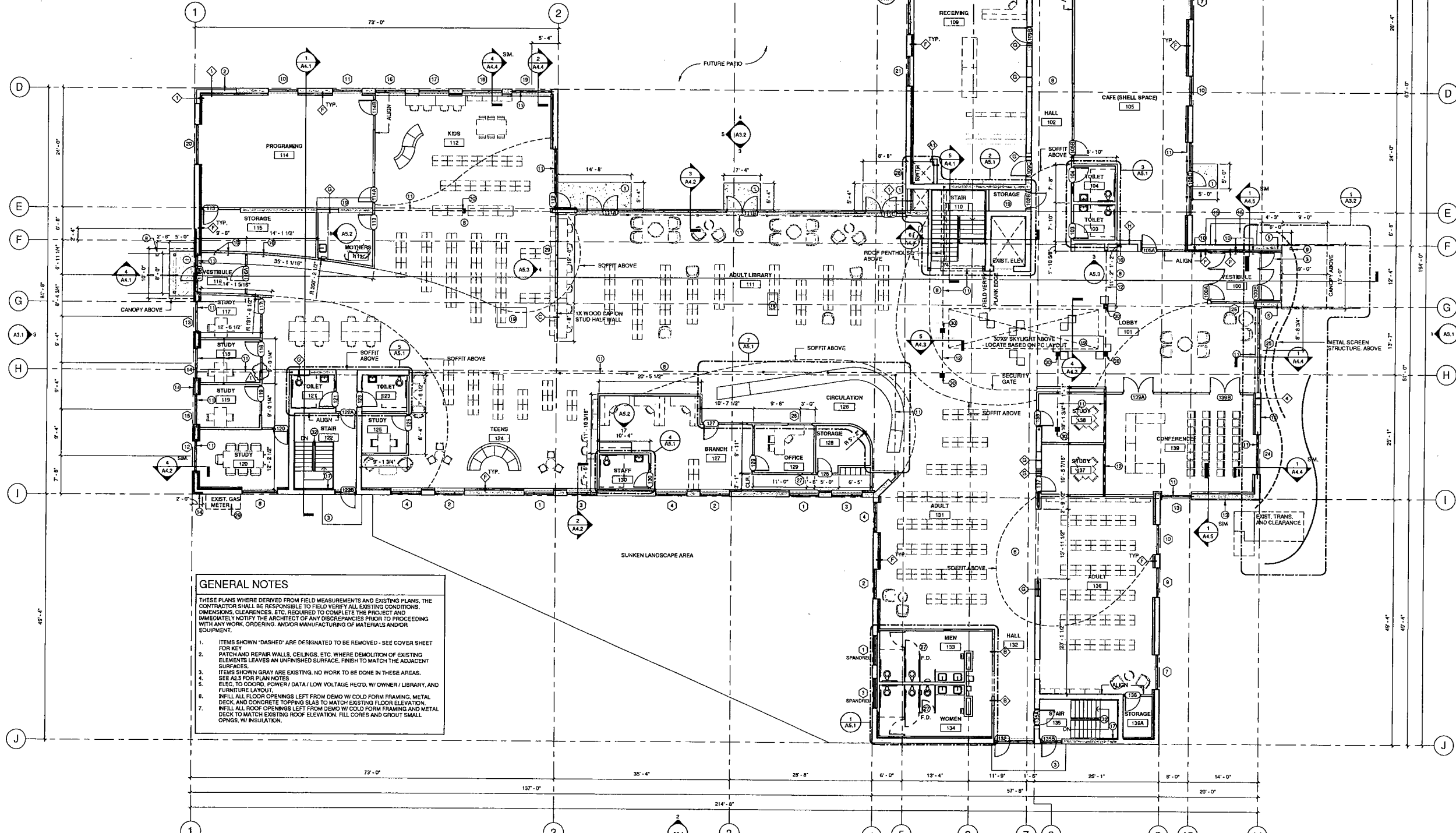
Library Furniture International
1945 Techny Rd, #10
Northbrook, IL. 60062
ph: 847-564-9497

TIPS# 170302

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
				<p>* quotes are based on stated quantities; any change in quantity may require re-quoting</p> <p>* prices include standard materials/finishes unless otherwise noted</p> <p>* customer is responsible for verifying all final details of order including, but not limited to, size, color, finish, etc.; if there are any questions on this quote, please contact LFI at 847-564-9497 to clarify details prior to accepting quote</p> <p>* LFI assumes use of customer's dumpster for waste removal. If customer requests LFI to provide dumpster, additional costs will be billed to customer.</p> <p><u>PAYMENT TERMS</u></p> <p>50% deposit; balance due upon completion</p> <p><u>TO ACCEPT THIS QUOTE:</u></p> <p>* sign and date below as formal acknowledgement of the quote terms</p> <p>* please forward a deposit if one is required per the quote terms</p> <p>* please fax back to LFI at 847-564-9337 and we will begin processing your order</p> <p>* LFI will coordinate and schedule in-bound freight of your order.</p> <p>* An LFI installer will meet the delivery truck, off-load, unpack, place items and inspect your order for damage. If there is damage or missing items, LFI will handle the claim and coordination with factory.</p> <p>* By NOT contracting LFI for installation, then the client is responsible for handling all issues mentioned above. LFI will provide the name and tracking number of the freight carrier, however, the client is responsible for making freight claims.</p> <p>* Factories and freight carriers will require digital photography of any damage related issues.</p>		
TOTAL					\$	46,436

#	NOTES
1	FROST PROTECTED CONCRETE STOOP. SEE STRUCT.
2	INFILL EXTERIOR BEARING WALL WITH CMU. SEE STRUCTURAL. TOOTH-IN SALVAGED BRICK VENEER TO MATCH ADJ. WALLS.
3	VERIFY EXISTING FROST PROTECTED STOOP. ASSESS STOOP CONDITION. REPLACE STOOP SLAB AS REQ'D. SEE CIVIL FOR NEW SIDEWALKS.
4	INFILL EXTERIOR NON-BEARING WALL WITH CMU. TOOTH-IN SALVAGED BRICK VENEER TO MATCH ADJ. WALLS.
5	INSTALL THIN VENEER STONE ON 3 SIDES OF WING WALLS.
6	NEW METAL DOWNSPLEADER IN EXIST. LOC. VERIFY EXIST. SCUPPER CONDITIONS. COLOR TO MATCH PARAPET CAP COLOR.
7	VERIFY EXISTING FROST PROTECTED STOOP AND EXTENTS. ADD ON TO OR INSTALL FROST PROTECTED STOOP. SEE STRUCT.
8	VERIFY CONDITION OF TOPPING SLABS AT ALL REMOVED WALLS. PATCH AND REPAIR FLOOR FOR SMOOTH SURFACE. PREP FOR NEW FINISHES. SEE INTERIOR FINISH PLANS.
9	BOLLARD MOUNTED AUTOMATIC DOOR OPENER SWITCH. COLOR TO MATCH STOREFRONT FRAME. MOUNT TOP OF CONTROL SWITCH AT 36" A.F.F. 30" X 48" CLEAR FLOOR SPACE REQ'D AT SWITCH.
10	AUTOMATIC DOOR OPENER SWITCH. MOUNT IN WALL. TOP OF CONTROL SWITCH AT 36" A.F.F. 30" X 48" CLEAR FLOOR SPACE REQ'D AT SWITCH.
11	NEW BEAMLINE ABOVE. SEE STRUCTURAL.
12	EXIST. BEAMLINE ABOVE. SEE STRUCTURAL.
13	INSTALL THIN STONE VENEER OVER EXISTING BRICK.
14	INSTALL ARCHITECTURAL METAL PANEL OVER EXISTING CMU WALL.
15	INSTALL NEW LOOKABLE TAMPER PROOF GRATE OVER EXIST. OPENING. COORDINATE WITH HVAC FOR VENTILATION REQUIREMENTS.
16	RUN CONDENSER LINES THROUGH WALL TO BOILER ROOM IN LOWER LEVEL.
17	VERIFY EXTERIOR WALL INSULATION CONDITION. INSTALL NEW RIGID INSULATION TO DEPTH OF EXISTING. INSTALL NEW FURRING AND DRYWALL WITHOUT DECREASING STAIR WIDTH.
18	COLD FORM INFILL FLOOR FRAMING AT REMOVED CANOPY BY SUPPLIER. VERIFY EXISTING ROOF CONDITION AND BEARING CONDITIONS AT GRID 'F' AND 'G'. SEE STRUCT. FOR STRUCT. STEEL REQ'D.
19	COLD FORM INFILL FLOOR FRAMING, DECKING, AND TOPPING SLAB TO MATCH EXISTING ML ELEVATION, AS REQ'D, AT EXISTING FLOOR OPENINGS.

#	NOTES
20	COLD FORM INFILL ROOF FRAMING AS REQUIRED AT REMOVED PLANK. DEPTH AND SPACING BY SUPPLIER. INSTALL DECKING TO BE FLUSH WITH EXISTING ROOF.
21	INSTALL NEW 5/8" GYP BOARD DIRECTLY TO CMU. TYPICAL AT ALL EXISTING CMU WALLS. UNO. WHERE INFILL FRAMING OCCURS IN CMU WALLS. ENSURE FINISHES ARE FLUSH ON EACH SIDE OF THE WALL.
22	MOP SINK. INSTALL FRP ON 2 WALLS TO 48" AFF.
23	6" X 48" TRENCH DRAIN. CENTER IN GARAGE AND ON GARAGE DOORS. SLOPE CONCRETE TO DRAINS. PLUMBER TO PROVIDE OIL SEPARATOR AS REQUIRED.
24	INSULATE & FUR OUT EXISTING WALLS IF CONTRACTOR DETERMINES DEMO OF INTERIOR WALLS CAN BE REMOVED FOR ACCESS.
25	WOOD ROLL-UP COUNTER DOOR. ARCH TO SELECT FINISH FROM MFR. STANDARD WOOD FINISHES.
26	30" DEEP PLANK COUNTERTOP ON WALL BRACKETS.
27	FLOOR DRAIN PLUMBER TO DETERMINE LOCATIONS.
28	COORD. REQ'D. FRAMING DING AND WALL STRUCTURE W/ OMBWATER SPEC AND REQ'S IF ADULT IS SELECTED.
29	VERIFY WITH MECH. IF EXIST. GAS METERS TO REMAIN IN THIS LOC. IF SO REPLACE WOOD FENCE AROUND GAS METER. PAINT.
30	FUR OUT COLUMNS. GYP. FINISH. PAINT.
31	INSTALL NEW CODE COMPLIANT GUARDRAILS. MATCH SQUARE TUBE STEEL DESIGN OF EXISTING HANDRAIL. SEE A01 FOR GUARDRAIL CODE REQ'S. PAINT. SEE FINISH SCHEDULE.

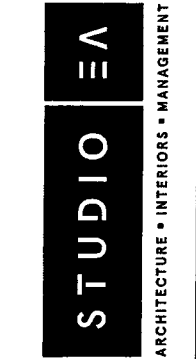


GENERAL NOTES

THESE PLANS WERE DERIVED FROM FIELD MEASUREMENTS AND EXISTING PLANS. THE CONTRACTOR SHALL BE RESPONSIBLE TO FIELD VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, CLEARANCES, ETC. REQUIRED TO COMPLETE THE PROJECT AND IMMEDIATELY NOTIFY THE ARCHITECT OF ANY DISCREPANCIES PRIOR TO PROCEEDING WITH ANY WORK, ORDERING, AND/OR MANUFACTURING OF MATERIALS AND/OR EQUIPMENT.

- ITEMS SHOWN 'DASHED' ARE DESIGNATED TO BE REMOVED - SEE COVER SHEET FOR KEY.
- PATCH AND REPAIR WALLS, CEILINGS, ETC. WHERE DEMOLITION OF EXISTING ELEMENTS LEAVES AN UNFINISHED SURFACE. FINISH TO MATCH THE ADJACENT SURFACES.
- ITEMS SHOWN GRAY ARE EXISTING. NO WORK TO BE DONE IN THESE AREAS.
- SEE A2.5 FOR PLAN NOTES.
- ELEC. TO COORD. POWER/DATA/LOW VOLTAGE REQ'D. W/ OWNER/LIBRARY, AND FURNITURE LAYOUT.
- INFILL ALL FLOOR OPENINGS LEFT FROM DEMO W/ COLD FORM FRAMING, METAL DECK AND CONCRETE TOPPING SLAB TO MATCH EXISTING FLOOR ELEVATION.
- INFILL ALL ROOF OPENINGS LEFT FROM DEMO W/ COLD FORM FRAMING AND METAL DECK TO MATCH EXISTING ROOF ELEVATION. FILL CORES AND GROUT SMALL OPNGS. W/ INSULATION.

1 MAIN LEVEL FLOOR PLAN
1/8" = 1'-0"



STUDIO EA
76 Coulee Road
Hudson, WI 54018
715.386.8303
WeAreStudioEA.com

CAMBRIDGE LIBRARY
548 FIRST AVE W
CAMBRIDGE, MN
55008



Revision #1

RELEASE	DATE
CITY SUBMITTAL	2019-07-31
PERMITS	2019-08-02
EXTENDERS	2019-08-02
PERMIT SET	2019-08-10
Revision #1	2019-08-02

PROJECT NO. 19-019

FLOOR PLAN - MAIN LEVEL

A2.5

City of Cambridge Communication Plan - 2020

The City of Cambridge desires to have a comprehensive communication plan developed not only for emergency management purposes but also for the everyday affairs of City governance. Communicating with residents, businesses owners, and other governmental entities is a key strategy for soliciting input on decisions and operations as well as providing information on how and why decisions were made.

The purpose of this plan is to identify the following:

- ⇒ Council Communications.
- ⇒ Key staff responsible for communicating.
- ⇒ Communication methods the City will use to reach residents and business owners.
- ⇒ Frequency of communications.

Purpose for Communication

- ⇒ To provide residents and businesses with accurate, up to date information on the City of Cambridge.
- ⇒ To positively promote Cambridge and all it has to offer to residents, businesses, and potential developers.
- ⇒ Ensure key messages are delivered in a timely manner.
- ⇒ Educate, inform, and solicit opinions from residents and businesses for City Council decisions.

Council Communications

The City Council desires to have a uniform message communicated on behalf of the City. To accomplish that goal, Councilmembers are asked to following these basic guidelines:

1. Do not use your city title to submit "Letters to the Editor" unless the letter has been approved by the City Council at an official Council meeting. You can write a personal letter to the editor, just don't use your city title in the letter, to sign the letter, or imply that you are submitting it on behalf of the City of Cambridge.
2. If you desire to send a letter to a legislative representative (State or Federal) and you want to use your City title or the City's name the letter needs to be approved by City Council prior to sending.
3. As a Councilmember or Mayor, your communications, including social media communications, reflect upon the City. It is important to **not** make statements on social media about supporting or not supporting specific projects prior to listening to the project presentation at a Council meeting

and debating the issue with fellow Councilmembers. This is an important point and may prevent litigation on a sensitive proposal.

You can solicit opinions from residents or business owners, but don't share your personal opinions on a city issue until the Council has had an opportunity to discuss it as a body and made a decision. A good way to phrase a question for social media response is "The City has been asked to consider xxx. What do you think about that?" You may want to reference they can see a copy of the staff report and Council agenda on the City's website if they desire more information.

Key Staff Responsible for Communicating

All staff are responsible for communicating basic and routine information to the public that relates to their specific job duties. Media requests which include anything intended to be published or viewable to others in some form such as television, radio, newspapers, newsletters, and web sites need a bit more discernment when responding. Therefore, when responding to media requests, employees should follow these steps:

1. If the request is for routine or public information (such as a meeting time or agenda) provide the information. If the *Isanti County News* or the *Chisago Isanti Star* has follow-up questions from a Council, EDA, or commission meeting, these requests should be directed to the staff liaison for the commission or the person that prepared the staff report for the Council or EDA packet.
2. If the request is regarding information about City personnel, potential litigation, controversial issues, emergency management, or a request for an official City opinion on a matter forward the request to the City Administrator. If you are unsure, please err on the side of caution and refer the person to the City Administrator.

If the City Administrator is unavailable, ask for the media representative's name, subject of inquiry, what their reporting deadline is, and their contact information (phone number and e-mail) including the media outlet they represent. Relay the message to the City Administrator as soon as possible. When the City Administrator is out on leave, please refer the message to the Director of Finance for a response.

Communicating on behalf of the City

The Mayor, Acting Mayor, City Administrator, and City Attorney are authorized to communicate on behalf of the City in interviews, publications, news releases, on social media sites, and related communications. Other employees may represent the City if approved by one of these individuals to communicate on a specific topic on a case by case basis.

Department Heads are authorized to post news feeds on the City's website and social media accounts in accordance with the City's Personnel Policy Section 42 Communications Policy for Employees. Department Heads can delegate a staff member within their department to handle all social media and website communication, but ultimately the Department head is accountable for postings from their department.

The City Administrator may designate a staff member to serve as the “administrator” for the City’s social media accounts and website. This staff member can post information as requested by Department Heads and repost informative, educational posts from other websites or social media that can assist in educating and informing Cambridge residents or business owners.

If a request for a radio or on-camera interview is made, department heads shall seek the approval of the City Administrator prior to the interview. Mayor Palmer and Councilmember Godfrey are designated as the City’s public information officers for emergency management purposes and are the City’s official media spokesperson. In the absence of the Mayor and Councilmember Godfrey, the Acting Mayor will serve as the official spokesperson.

There are times when the City will need to issue a press release due to an event that occurred within Cambridge. Department Heads (or their designee) should draft the press release and have it approved by the City Administrator prior its issuance.

Communication methods the City will use

The City will strive to keep its citizens and business owners informed on city issues by utilizing the following communication tools:

1. City of Cambridge Website (featured news / events tab)
2. Social media (Facebook, Twitter)
3. Public Access Channel (Channel 10)
4. Local newspapers (*Isanti County News, Chisago Isanti Star*)
5. Direct mailings – Bi-Annual or Quarterly Newsletter

When using social media to disseminate information and seek citizen input, the posts will be factual and not personal opinion. Each department head (or designated department member) is to monitor the City’s Facebook page and privately respond to comments posted on the site unless the response is to correct misinformation posted on the site. The main communication goal is to educate, not debate.

City Council had requested staff to undertake the following:

- Ensure daily Facebook communication
 - Post all council and commission agendas
 - Post results of meetings on Facebook
 - Highlight upcoming events
 - Fire
 - Fire Safety Education
 - Police
 - Winter driving tips
 - How to start a Crime Watch group
 - Basic safety messages – close garage doors, etc.

- Public Works
 - Rain gardens – Incentive Program
 - Stormwater management, salt application

- Video on Emergency Management Notifications – where to find them

Frequency of Communications

In addition to posting agendas for City Council, EDA, Parks Commission, Planning Commission, Airport Advisory Board, different subjects will be highlighted each month on the City’s website and social media accounts.

The suggested editorial calendar is:

<p>January</p> <ul style="list-style-type: none"> • 	<p>February</p> <ul style="list-style-type: none"> • Proper salting techniques • New commission members 	<p>March</p> <ul style="list-style-type: none"> • Drunk driving • Carbon monoxide detectors • Utility Bill – Auto pay
<p>April</p> <ul style="list-style-type: none"> • Grass fire dangers • Severe Weather Tips & Awareness • 2020 Street Improvement Project • Northbound Wine Tasting • Cambridge Day Out 	<p>May</p> <ul style="list-style-type: none"> • Summer Park programming • Father’s Day Airport Fly-In • Using caution around street workers during jetting, etc. • Audit results • Grass clippings • Parkwood Park improv. • Cambridge Day Out 	<p>June</p> <ul style="list-style-type: none"> • Summer Park Programming • Mosquito spraying • 4th of July fireworks, etc. • Sprinkling restrictions info • Library grand opening
<p>July</p> <ul style="list-style-type: none"> • Candidate filing period (even years) • National Night Out • Budget feedback 	<p>August</p> <ul style="list-style-type: none"> • Craft Fair • Primary Election 	<p>September</p> <ul style="list-style-type: none"> • Preliminary Levy • Street sweepings • Customer Appreciation
<p>October</p> <ul style="list-style-type: none"> • Fire Prevention Open House 	<p>November</p> <ul style="list-style-type: none"> • Joint TnT meetings • Snowflake Parade • Elections (even years) • Wine Tasting 	<p>December</p> <ul style="list-style-type: none"> • Utility rates – how and why • Winter parking restrictions • Sidewalk/Snow Removal Policy

City staff will strive for daily communication on the City’s Facebook page.

In order to help “get the word” out about basic City services, Department Heads will also prepare a monthly “Did you Know” article for the *Isanti County News* and *Chisago Isanti Star* about basic services.

Schedule for Department Heads' article submission:

January	Community Development Director
February	Public Works-Utilities Director
March	City Administrator
April	Deputy Fire Chief-Emergency Management Director
May	Community Development Director
June	Director of Finance
July	Police Chief
August	Liquor Store Manager – importance of municipal liquor stores
September	Public Works-Utilities Director
October	Fire Chief, Assistant Fire Chief, Deputy Fire Chief-Emergency Management Director
November	Police Chief
December	Director of Finance

Prepared by: Linda J. Woulfe, City Administrator

Background

The library project is now ready to have the low voltage work done. BJ Baas has reviewed the proposal received from Scott Goeltl of TR Computer System and is ready to proceed with the proposal. This amount is within our budgetary allowances for this item. Scott Goeltl has done all the wiring of City Hall for our phone service and IT needs. He is a reliable contractor with extremely beneficial pricing.

Recommendation

Approve proposal from TR Computer Systems for low voltage wiring.



TR COMPUTER SALES

PROPOSAL

2074 East County Rd. E
 White Bear Lake, MN 55110
 Phn: 651-407-5888
 Fax: 651-762-9418
 www.trcomputersales.com

2/12/2020

For: Cambridge Library
 548 First Ave W
 Cambridge, MN 55008
 Attn: Lynda Woulfe
 763-552-3216
 LWoulfe@ci.cambridge.mn.us

Category 6 Voice/Data/Camera
 Updated with Camera runs

Description Cable, terminate, test & label 204 Category 6 Voice/Data runs (2 runs each at 102 locations). Cable, terminate, test & label 21 Category 6 Camera runs.

Product or materials

QUANTITY	DESCRIPTION	PRICE	TOTAL
34000	Cable Category 6 Data	0.41	13,940.00
204	Jack Insert Category 6	8.73	1,780.92
102	Jack Cover Plate	3.08	314.16
5	Patch Panel 48 Port Category 6 (Voice/Data Runs)	456.44	2,282.20
1	Patch Panel 24 Port Category 6 (Camera Runs)	241.50	241.50
21	End Modular RJ45 Solid Category 6 (Camera Runs)	4.12	86.52
1	Rack Free-Standing 2 Post 7 Foot Black (45 RU)	198.92	198.92
1	Rack Ladder 12" X 10' Black	112.73	112.73
1	Rack Ladder Wall Angle Black (Attaches Ladder to Wall)	37.59	37.59
4	Rack "J" Bolt Kit (Comes with 2 "J" Bolts)	3.12	12.48
4	Rack Wedge Anchor 1/2 Inch X 2-3/4 Inches (for floor mounting)	2.32	9.28
2	Rack Organizer 7 Foot Vertical (2 sections roughly 3.5 ft tall each)	145.44	290.88
1	Miscellaneous Hardware	210.00	210.00
1	Labor	\$25,480.00	\$25,480.00
		TOTAL	\$44,997.18

*** prices subject to applicable local and state sales tax ***

Proposal is for work to be performed during regular business hours, 8:00 am to 5:00 pm, Monday through Friday.
 Any work performed outside of regular business hours will be charged at our after hours rate.
 Does not include removal of old or abandoned cables. Any such removal will be billed on a Time & Material Basis

Customer acceptance _____ Date _____