

**Cambridge City Council Meeting - City Hall Council Chambers**  
**Monday, June 15, 2020 – 6:00 pm**  
**Meeting Announcement and Agenda**

*Members of the audience are encouraged to follow the agenda.  
Agendas are available on the table just outside the Council Chambers door.*

Tentative Time	Agenda Item
6:00 pm	1. Call to Order and Pledge of Allegiance
6:00 pm	2. Citizens Forum
6:05 pm	3. Approval of Agenda
6:05 pm	4. Consent Agenda
	A. Approval of Regular and Summary City Council Meeting Minutes for June 1, 2020. (p. 3)
	B. Warrants #116697 - #116921 and ACH/Wire items totaling \$9,675,708.17 (p. 9)
	C. Resolution R20-039 Appointing 2020 Election Judges for Primary and General Election (p. 42)
	D. Resolution R20-040 Application for Payment #1 from Douglas Kerr Underground, LLC for 2020 Street Improvements (p. 44)
	E. Mutual Aid Agreement with Cambridge Isanti Schools (p. 55)
	F. Resolution R20-041 Application for Payment #8 from Phoenix Fabricators & Erectors LLC for West Water Tower (p. 58)
	5. Work Session
	6. Unfinished Business
6:07 pm	A. Northbound Staffing Request (p. 64)
6:09 pm	B. <b>Public Hearing</b> – City of Cambridge Stormwater Pollution Prevention Plan (p. 65)
	7. New Business
6:15 pm	A. Ordinance 710 Amending Title XV Land Use, Chapter 156 Zoning, Section 156.093 Mobile Food Vendors (p. 83)
6:20 pm	B. Ordinance 711 Amending Title IX General Regulations, Chapter 98 Regulations for City Parks and Park Lands, Section 98.03 Park Regulations (p. 93)



6:25 pm	C. Approve Parking Lot Light Replacement With LED Lights (p. 97)
6:30 pm	D. Authorization to replace 1 squad car (p. 99)
6:35 pm	E. Road Closure Request for 3 <sup>rd</sup> Thursday Events (p. 101)
6:37 pm	F. Special Assessment Agreement 222 Cypress Street North – Linda Hatch (p. 103)
6:40 pm	G. Water System Risk Assessment and Emergency Response Plan Proposal SEH (p. 105)
6:50 pm	H. Ordinance 712 Amending Title XV Land Use, Chapter 156 Zoning, Section 156.040 Business Districts (p. 109)
6:55 pm	8. Mayor’s Report
7:00 pm	9. Council Concerns
	A. Fishing Pier at City Park – No Jumping from Pier Sign (Verbal)
7:05 pm	10. City Attorney’s Report
7:05 pm	11. City Administrator’s Report
	A. LMC Virtual Business Meeting
7:10 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>
Jun 17	3:00pm	CMC Community Engagement Council- CMC Foundation Room
Jun 22	6:00pm	Fire Department Meeting- Training Room
Jun 29	3:30pm	City Council Long Range Financial Plan Update
Jul 1	12:00pm	Toward Zero Deaths (TZD) Committee
Jul 7	7:00pm	Planning Commission

**Upcoming Events**

<u>Date</u>	<u>Time</u>	<u>Description</u>
Jun 16	10:00am	Touch of Magic- City Park
Jun 18	6:30pm	Maddy Braun Concert- 2 <sup>nd</sup> Avenue/Ashland
Jun 25	10:00am	Circus Science Spectacular- City Park
Jun 30	10:00am	Obstacle Course for Kids- City Park
Jul 3	All Day	Offices Closed for Fourth of July Holiday



**Cambridge City Council Meeting Minutes  
Monday, June 1, 2020**

A regular meeting of the Cambridge City Council was held on Monday, June 1, 2020, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008. Councilmember Morin and Department heads attended the meeting via Zoom due to pandemic distancing requirements.

**Members Present:** Mayor James Godfrey; Council Members Kersten Conley, Lisa Iverson, Joe Morin (attended via Zoom), and Bob Shogren. All present, no absences.

**Staff Present:** City Administrator Woulfe, Police Chief Schuster, Community Development Director Westover, Finance Director Moe, Economic Development Director Gustafson, and Utilities/Public Works Director Schwab.

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

Godfrey called the meeting to order at 3:30 pm and led the public in the Pledge of Allegiance. Iverson moved, seconded by Conley, to approve the agenda as presented. Upon roll call, the motion carried unanimously.

**Consent Agenda**

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

- A. Approval of Regular and Summary City Council Meeting Minutes for May 18, 2020
- B. Draft April 2020 Financial Statements
- C. Resolution R20-038 Certify Delinquent Charges to Property Tax Roll
- D. Approve Stormwater Management Agreement for Roosevelt Gardens Phase 2
- E. Memorandum of Understanding – Steve Dryden’s Retirement

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

**Work Session**

There were no items under Work Session.

**Unfinished Business**

*Street Closure for Outside Dining – 2<sup>nd</sup> Ave SE*

Woulfe informed the council that she has been working with downtown restaurants about outside dining starting June 1, as per the orders given by Governor Walz. The restaurants that have indicated they plan to utilize downtown sidewalks for dining are: Leader, Chapala (in addition to their parking lot area and rooftop patio), Cambridge Bar & Grill (in addition to their rear patio space and space behind the Legion building), Sidelines, and City Center Market. The People’s Café and House of Liu

have expressed interest as well, but are not positive yet if they will participate. The city has not heard any plans for outside dining from the Pizza Pub.

Woulfe said Sidelines would like to utilize the north half of 2nd Ave SE between the alley and Adams Street South. Ron Nelson, Sideline's owner, has spoken with the other business owners on the street, and he reported they are supportive of the closure. Only the Pizza Pub was not supportive of the closure, but Woulfe said she has been in contact with them to find other ways to support their business as well.

The closure will last from June 3, 2020 until the Governor's order on outside dining is lifted, or September 30, 2020 at the latest. Sideline's outside dining hours would be from 11:00 am until 10:00 pm, Wednesday through Sunday. Public Works would help put up and connect jersey barriers to protect the people dining outside from cars, and to provide a safer space for dining. The city will use barriers they have purchased, and then will reuse the barriers for material storage at the Waste Water Treatment Plant when the sidewalk dining is done. Schwab stated the street will become a one-way street going from west to east, and will have signage instructing traffic of the change.

Woulfe noted Chapala would like to have no parking for their sidewalk use from Adams Street South to the handicap parking along 2<sup>nd</sup> Avenue South. There would not be a road closure for this section of the street, and they are planning on using cones instead of barriers. Woulfe said the other businesses wanting to utilize sidewalk space are not requesting any road closures or traffic changes. She spoke with John, General Manager of City Center Market, and he indicated they will utilize sidewalk space and some of their parking spaces. The city is providing ten orange cones to them to help delineate the dining area. Shogren moved, seconded by Iverson, to permit the closure of 2<sup>nd</sup> Avenue Southeast between the entrance to the alley and Adams Street South, and no parking along 2<sup>nd</sup> Avenue Southeast from Adams Street South to the handicap parking sign, from June 3, 2020 until restaurants are permitted to operate normally by the State of Minnesota or to September 30, 2020 at the latest. Upon roll call, the motion passed unanimously.

Woulfe then said the city would be permitting the use of the former Ace Tack lot and the former Arlington lot for outside dining if needed. She said any restaurant wanting to use that space would need to extend their liability insurance to cover that location. Woulfe stated that Bob Simon, of People's Café, may be interested in utilizing the former Arlington lot if a tent can be erected. He informed Woulfe that there is not much for funding to acquire a tent and tables after being closed during the Stay Home orders though.

Woulfe wanted to know if the Council would be interested in paying for a tent and picnic tables to put up in these locations. She noted the tents and picnic tables could definitely be reused in the parks and for park events and activities. Woulfe felt it would be a great way to help out the community. She said she would check with Finance Director Moe about how the sales at Northbound Liquor are going, to see if there is any money to help cover these costs.

It was pointed out that the Bar & Grill has paid for their own tent and tables, and Leader, Sidelines, and Chapala have purchased their own tables and umbrellas too. The barriers that are being used by Sidelines will have another purpose once they are done being used for outside dining. Woulfe said



they could take picnic tables out of the park to place on these lots, but then you are taking away those tables from people who want to use them in the park. Council members discussed making sure the seating was available to all businesses, and how the tables would get cleaned up after each use. They also discussed all the options of being able to reuse the tables and tent for other purposes. It was stressed again that the tables would be available for use by any restaurant, but they would need to extend their liability coverage. Woulfe stated the city would still have their liability coverage, and the tables would have signage signifying the tables are not sterilized by the city and people could use them at their own risk.

Shogren moved, seconded by Iverson, to purchase a maximum of four picnic tables to be used for outside dining at the Arlington lot. Upon roll call, Iverson, Godfrey, Conley and Shogren all voted aye. Morin was the only nay vote. Motion carried.

### **New Business**

#### *Revised Veterans Park Agreement*

Levitski reviewed with the council their vote to adopt an agreement with the American Legion Post 290 regarding the property they acquired at 207 Birch St. S. in September of 2017. She said the American Legion deeded this property to Veterans Memorial Park, Inc. which is a non-profit corporation. Staff has met with representatives of Veterans Memorial Park to work through amendments to the existing agreement, and they were in attendance at the November 12, 2019 Parks, Trails, and Recreation Commission meeting to give the Commissioners an update on the park planning progress.

Levitski said the Parks, Trails, and Recreation Commission voted to recommend approval of the Veterans Memorial Park agreement revisions. She stated Brian Baas has been appointed as the lead project manager and they are in the process of finalizing the site plan. She said this plan should be ready to be presented at the June 1<sup>st</sup> City Council meeting. Levitski informed the council the Veterans Memorial Park representatives have made a request for a donation towards the park. She said the request is to cover the irrigation of the park, and at this time there are no additional funds in the Parks budget for 2020. Utility staff has estimated 50,000 gallons per month for the irrigation meter for the six months of meter usage, which totals approximately \$1,560 for each season.

Commissioner Morris was in attendance to provide information to the council members. She said they have received many donations from townships, but not quite enough to fund the entire project. She stated all of the contractors have been donating their time as well. Morris announced that the Groundbreaking Ceremony will be on Friday, June 12, 2020 at 10:00 am. Council members asked about other donation opportunities, and additional costs such as having the lines blown out in the fall. Iverson moved, seconded by Conley, to approve the agreement as presented and to direct staff to inquire with the auditors to ensure that the city cannot charge for the water for the sprinkler system for Veterans Park. Upon roll call, Iverson, Godfrey, Conley, and Shogren all voted aye. Morin was the only nay vote. Motion carried.

**Godfrey moved, seconded by Iverson, to take a five-minute break from 4:21 pm to 4:26 pm. Motion passed.**



*Letter of Support for East Central Regional Development Commission Grant*

Westover informed the council that the East Central Regional Development Commission (ECRDC) has formed an advisory board to combat the region's challenges with transportation. She said the board is seeking a Minnesota Department of Transportation (MNDOT) grant to continue the work being done, and the board has asked for a letter of support from the City of Cambridge to continue the process. Westover stated the board is working to provide available and affordable transportation options, and are working on several action items.

These include working with the legislature to increase the Volunteer Driver reimbursement rate, developing connectivity of services in underserved areas including cooperation with each Public Service Provider (Tri-CAP, Timber Trails, Arrowhead, Chisago/Isanti Heartland Express), developing a visual and user-friendly mapping service for the ECRTCC to find the gaps in service and ultimately connect the maps for a statewide transportation system, and looking into alternate transportation access and transportation issues due to COVID-19. Shogren moved, seconded by Conley, to authorized the Mayor and City Administrator to sign the letter of support for the East Central Regional Development Commission for the Regional Transportation Coordinating Council's Greater Minnesota Phase II Implementation Grant. Upon roll call, the motion passed unanimously.

*Approval Sale of Shed at 627 1st Ave E, Cambridge, MN*

Gustafson informed the council that staff has received a proposal to move the 8' X 12' shed located at 627 1<sup>st</sup> Avenue East from Dustin Montague. He said the proposed purchase price for the shed is \$250.00. Gustafson noted the City has advertised these structures for sale at least twice previously, with no one submitting proposals for their removal. He said if this proposal is approved, the purchaser will coordinate with the State Highway Patrol for any required moving permits due to its location on Highway 95. The purchaser will also ensure the lawn is restored to its original condition, as well as cleanup all debris either in or under the shed. Gustafson felt removing the shed would reduce the possibility of damage, vandalism, or cleanup the city may encounter before the Highway 95 project is done. Morin moved, seconded by Iverson, to approve the sale and relocation of the shed at 627 1<sup>st</sup> Avenue East for \$250.00 to Mr. Montague, and to authorize the City Administrator and Mayor to sign the Addendum to Sell and the Memorandum of Conditions Agreement. Upon roll call, the motion passed unanimously.

*Ordinance 709 Amending Title IX General Regulations, Chapter 94 Streets and Sidewalks, Section 94.04 Sidewalk Café's*

Levitski stated sidewalk cafés are currently allowed in the City of Cambridge with a Sidewalk Café License. However, she said staff anticipates an influx in sidewalk café requests following the Governor lifting the temporary closure of restaurants due to the COVID-19 crisis. Levitski said the current City Code requires owners to remove all sidewalk café accessories by 10:00 pm each evening, and may not place accessories prior to 10:00 am each day. She said administration felt we should modify the sidewalk café ordinance to allow the accessories to stay outside, which will make it easier for restaurants to encourage social distancing. In reviewing the current code, Levitski said staff



noticed the minimum clearance from obstacles and passing space for pedestrians did not match the Americans with Disabilities Act (ADA) requirements. She said those changes have been incorporated into the draft ordinance as well. The last change noted in the draft ordinance amendment, is to allow restaurants to place accessories in front of other business properties with their permission. Levitski said staff is also proposing that all sidewalk café licenses be suspended for the 2020 season due to the COVID-19 pandemic. She stated that Public Works will still perform inspections to ensure that sidewalk café's do not interfere with traffic and pedestrian safety. Shogren moved, seconded by Iverson, to approve Ordinance 709, amending Title IX General Regulations, Chapter 94 Streets and Sidewalks, Section 94.04 Sidewalk Cafes and to suspend all sidewalk café licenses for the 2020 season. Upon roll call, the motion passed unanimously.

#### **Mayor's Report**

Godfrey noted that affidavits for City Council candidacy are due by 5:00 pm on June 2, 2020. There were currently more than four candidates, and therefore a primary was set for August 11, 2020. He also wanted to note the change in dates of some of the summer events. The Groove will now be performing on July 23<sup>rd</sup> instead of June 4<sup>th</sup>, and The Toonies will now be performing on July 21<sup>st</sup> instead of June 9<sup>th</sup>. He wanted to add that everyone attending any events will still need to practice social distancing.

#### **Council Concerns**

None.

#### **City Attorney's Report**

Woulfe informed the council that the hearing for Roger Cottrell had occurred that afternoon for his contempt for the judge's order. She said the judge has received all of the information and will have a ruling within 30 days.

#### **City Administrator's Report**

Woulfe wanted to note the alternate locations for the park activities will either be the community room at the Library, or the Performing Arts Center. She will be posting any changes in the event locations or times to the City website and the city's Facebook page.

#### **Adjournment of Council Meeting**

Being no further business before the City Council, Iverson moved, seconded by Shogren, to adjourn the regular meeting at 4:39 pm. Upon roll call, the motion carried unanimously.

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James A. Godfrey, Mayor

ATTEST:

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Lynda J. Woulfe, City Administrator



**SUMMARY PUBLICATION OF THE PROCEEDINGS OF THE  
CAMBRIDGE CITY COUNCIL**

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

**Regular City Council Meeting  
June 1, 2020**

Members Present: Mayor James Godfrey; Council Members Kersten Conley, Lisa Iverson, Joe Morin, and Bob Shogren.

- Meeting called to order at 3:30 pm and agenda approved as presented.
- Approved consent agenda items A – E: Approval of Regular and Summary City Council Meeting Minutes for May 18, 2020, Draft April 2020 Financial Statements, Resolution R20-038 Certify Delinquent Charges to Property Tax Roll, Approve Stormwater Management Agreement for Roosevelt Gardens Phase 2, Memorandum of Understanding – Steve Dryden’s Retirement.
- Approved the street closure for outside dining along 2<sup>nd</sup> Avenue SE.
- Approved the purchase of four picnic tables for dining at the former Arlington lot.
- Approved the Veterans Park Agreement.
- Approved a letter of support for the East Central Regional Development Commission for regional transportation.
- Approved the sale of a shed at 627 1<sup>st</sup> Avenue East.
- Approved Ordinance 709, amending Title IX General Regulation, Chapter 94 Streets and Sidewalks, Section 94.04 sidewalk Cafés.
- Godfrey noted the deadline for affidavits of candidacy and provided updates to changes in the parks summer programming.
- Woulfe updated the council on the progress of the Roger Cottrell hearing.
- Woulfe provided the alternate locations for summer park activities and posting announcements.
- Meeting adjourned at 4:39 pm.

**CAMBRIDGE CITY COUNCIL MEETING**  
 June 15, 2020  
**BILLS LIST**

Disbursement Type:	Date	Check #s	<b>Submitted For Approval</b>
Prepaid Checks	5/13/2020	116697 - 116756	231,091.60
Prepaid Checks	5/20/2020	116757 - 116806	185,540.50
Prepaid Checks	5/28/2020	116807 - 116870	248,431.11
Prepaid Checks	6/3/2020	116871 - 116921	1,017,041.00
<b>Total Checks</b>			<b>1,682,104.21</b>
 <b>PAID THROUGH ACH or WIRE May 2020:</b>			
Payroll			358,266.52
Federal Payroll Tax Withholding			110,878.55
State Payroll Tax Withholding			22,828.78
PERA Withholdings			95,935.27
Deferred Comp Premiums			7,540.00
Self Insurance & Flex & Select Account Admin Fee			3,145.20
ECE			40,338.85
Sales & Use Tax Payments to State of MN			55,972.00
Centerpoint			4,139.03
Wright Express (City wide fuel cards)			3,595.72
Connexus			1160.59
Midcontinent			5,249.77
Reliance Life Insurance ACH			1,189.12
AFLAC			528.06
Library Acquisition			7,282,836.50
<b>Total Paid through ACH or Wire</b>			<b>7,993,603.96</b>

**TOTAL SUBMITTED FOR APPROVAL**

**\$9,675,708.17**

I certify that the amounts listed above and detailed as attached, represent a complete and accurate representation of City check disbursements from 5/7/2020-6/3/2020 and all other disbursements for May 2020.

Caroline Moe 6/3/2020  
 Caroline Moe, Director of Finance signature & date

Linda Gerlach 6-3-2020  
 Linda Gerlach, Finance Clerk signature & date



Vendor	Vendor Name	Description	Net Invoice Amount
85	Adkins, Linda	Refund Overpayment Final Water Bill 1-20900	91.56
Total 85:			91.56
94	Advanced Graphix Inc	Decals - Police Dept	379.50
Total 94:			379.50
165	Allina Health	Hepatitis B Vaccination	153.00
165	Allina Health	Hepatitis B Vaccination	92.00
165	Allina Health	Hepatitis B Vaccination	72.00
165	Allina Health	Health History, Physical, Questionnaire - Street	258.00
165	Allina Health	Health History, Physical, Questionnaire - Parks	198.00
165	Allina Health	Health History, Physical, Questionnaire - Waste	268.00
Total 165:			1,041.00
175	Amazon Capital Services, Inc.	Office Supplies	14.94
175	Amazon Capital Services, Inc.	COVID-19 Supplies	88.95
175	Amazon Capital Services, Inc.	COVID-19 Supplies	60.60
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Wastewater	25.99
175	Amazon Capital Services, Inc.	Repair & Maint - Wastewater Plant	41.23
Total 175:			231.71
306	ARC Irrigation, LLC	Fertilization - City Hall	137.92
306	ARC Irrigation, LLC	Fertilization - Water Treatment Plant	195.70
Total 306:			333.62
319	Artisan Beer Company	Liquor Store Merchandise	231.80
Total 319:			231.80
501	Becker Arena Products, Inc.	Repair & Maint Supplies Bldg/Inf - Ice Rink	486.46
Total 501:			486.46
521	Bellboy Corporation	Liquor Store Merchandise	2,089.53
521	Bellboy Corporation	Liquor Store Merchandise	194.00
Total 521:			2,283.53
551	Chas A. Bernick Inc.	Liquor Store Merchandise	176.45
551	Chas A. Bernick Inc.	Liquor Store Merchandise	8,177.00
551	Chas A. Bernick Inc.	Keg Deposit	30.00
Total 551:			8,383.45
695	Brenneman, Wade	Refund Overpayment Final Water Bill 1-14005	79.28

Vendor	Vendor Name	Description	Net Invoice Amount
Total 695:			79.28
718	Brothers Fire & Security	Annual Monitoring Fire Alarm Account - City Hal	186.00
718	Brothers Fire & Security	Annual Monitoring Security Account - City Hall	287.00
Total 718:			473.00
934	Cambridge Stone & Tileworks Inc.	Tile Repairs - Liquor Store	2,685.00
Total 934:			2,685.00
1083	CES Imaging	Ink - Canon Printer	491.67
Total 1083:			491.67
1140	Cintas Corporation	Rug Rentals - Liquor Store	82.15
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	20.77
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	Uniform, Rug, Towel Rentals - Street Dept	134.74
1140	Cintas Corporation	Uniform Rental - Parks	9.73
Total 1140:			398.09
1164	City of Saint Paul	Asphalt Mix	200.79
Total 1164:			200.79
1336	Crystal Springs Ice	Liquor Store Merchandise	239.18
1336	Crystal Springs Ice	Liquor Store Merchandise	180.90
Total 1336:			420.08
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	33,156.82
Total 1396:			33,156.82
1531	DexYP	Directory Listing - Liquor Store	80.00
Total 1531:			80.00
1681	ECM Publishers, Inc.	Advertising - Liquor Store	753.20
Total 1681:			753.20
1949	First Advantage	Pre-Employment Drug Test - Streets	113.26
1949	First Advantage	Pre-Employment Drug Test - Parks	113.26
1949	First Advantage	Pre-Employment Drug Test - Wastewater	56.63



Vendor	Vendor Name	Description	Net Invoice Amount
	Total 1949:		283.15
2271	Hach Company	Wastewater Lab Supplies	505.31
	Total 2271:		505.31
2341	Hawkins, Inc.	Chemicals - Water	7,205.31
	Total 2341:		7,205.31
2739	Jeff Busby Enterprises, LLC.	Park Improvements - Brown	617.00
2739	Jeff Busby Enterprises, LLC.	Park Improvements - Peterson	617.00
2739	Jeff Busby Enterprises, LLC.	Park Improvements - Water Tower	616.00
2739	Jeff Busby Enterprises, LLC.	Park Improvements - City	1,850.00
	Total 2739:		3,700.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,409.70
2796	Johnson Brothers Liquor Co	Delivery Charge	61.14
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	120.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	117.08
2796	Johnson Brothers Liquor Co	Delivery Charge	2.02
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,710.17
2796	Johnson Brothers Liquor Co	Delivery Charge	57.36
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	112.00
2796	Johnson Brothers Liquor Co	Delivery Charge	1.55
	Total 2796:		4,591.02
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.40
	Total 3056:		15.40
3146	League of MN Cities Ins Trust	Work Comp Ded.	250.00
	Total 3146:		250.00
3176	LELS	Union Dues 449 - May	186.00
3176	LELS	Union Dues 183 - May	682.00
	Total 3176:		868.00
3189	LePage and Sons	Trash and Recycle Service - Liquor Store	437.43
3189	LePage and Sons	Trash and Recycle Service - Wastewater	263.87
3189	LePage and Sons	Trash and Recycle Service - Maintenance Garag	79.73
3189	LePage and Sons	Trash Service - Truck Garage	69.73
	Total 3189:		850.76
3220	Lincoln Marketing Inc.	Advertising in Isanti & Kanabec Counties	449.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3220:			449.00
3261	Locators & Supplies Inc.	Misc Operating Supplies - Water	105.40
Total 3261:			105.40
3461	McDonald Distributing Company	Credit Liquor Merchandise	80.00-
3461	McDonald Distributing Company	Credit Liquor Merchandise	18.80-
3461	McDonald Distributing Company	Credit Liquor Merchandise	34.10-
3461	McDonald Distributing Company	Liquor Store Merchandise	10,034.85
3461	McDonald Distributing Company	Credit Liquor Merchandise	780.50-
3461	McDonald Distributing Company	Credit Liquor Merchandise	191.81-
3461	McDonald Distributing Company	Keg Return	30.00-
3461	McDonald Distributing Company	Liquor Store Merchandise	509.00
3461	McDonald Distributing Company	Liquor Store Merchandise	11,744.89
3461	McDonald Distributing Company	Credit Liquor Merchandise	90.80-
Total 3461:			21,062.73
3521	Menards	Misc Operating Supplies - Shop	38.04
3521	Menards	Misc Operating Supplies - Shop	1.77
3521	Menards	Misc Operating Supplies - Shop	34.99
3521	Menards	Misc Operating Supplies - Wastewater	51.56
3521	Menards	Maintenance Supplies - City Hall	91.82
Total 3521:			218.18
3543	Metro Sales, Inc.	Ricoh MP 2554SP & C2004 Copier Lease	284.13
Total 3543:			284.13
3600	Miller, Nolan	Refund Overpayment Final Water Bill 1-7107	201.05
Total 3600:			201.05
3666	Minnesota Child Support Payment	Child Support Withholdings	143.97
3666	Minnesota Child Support Payment	Child Support Withholdings	263.03
Total 3666:			407.00
4001	MVTL Laboratories Inc.	Testing - Water	67.50
Total 4001:			67.50
4036	National Business Furniture, LLC	item 90892 universal stack chair dolly-black	103.20
4036	National Business Furniture, LLC	Shipping & Handeling	1,498.88
4036	National Business Furniture, LLC	Additional Services	5,630.00
4036	National Business Furniture, LLC	item 41095 Folding Table 36x96 Graphite Nebul	5,976.00
4036	National Business Furniture, LLC	item 41143 table caddy 78" Vertical beige	303.20
4036	National Business Furniture, LLC	item 44595 cafe care w/fabric seat cushion red	42,960.00



Vendor	Vendor Name	Description	Net Invoice Amount
Total 4036:			56,471.28
4066	North Central Laboratories	Lab Supplies- Wastewater	855.01
Total 4066:			855.01
4091	New France Wine	Liquor Store Merchandise	720.00
4091	New France Wine	Freight Charge	20.00
Total 4091:			740.00
4126	NMN, Inc.	Liquor Store Merchandise	130.50
4126	NMN, Inc.	Freight Charge	7.00
Total 4126:			137.50
4181	Northern Safety Technology	Repair & Maint Supplies Veh/Eq - Streets	461.68
Total 4181:			461.68
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,417.40
4476	Phillips Wine & Spirits	Delivery Charge	24.80
4476	Phillips Wine & Spirits	Liquor Store Merchandise	3,964.00
4476	Phillips Wine & Spirits	Delivery Charge	130.21
Total 4476:			5,536.41
4608	Provision Media Inc.	Quote #QW200108 Library Room 114 106" Cos	5,206.44
4608	Provision Media Inc.	Quote #QW200114 Library Paging System	9,473.76
4608	Provision Media Inc.	Quote #QW200110 Library Community Room	27,565.43
4608	Provision Media Inc.	Quote #QW200109 86"4K HDR LED TV and ot	9,490.99
Total 4608:			51,736.62
4626	Purchase Power	Postage Meter Refill	500.00
Total 4626:			500.00
4661	Quill Corporation	Laserjet Toner - Finance	170.69
4661	Quill Corporation	Copy Paper - Wastewater	50.28
Total 4661:			220.97
5181	Southern Glazer's of MN	Liquor Store Merchandise	5,931.90
5181	Southern Glazer's of MN	Delivery Charge	69.75
5181	Southern Glazer's of MN	Delivery Charge	7.75
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	1,374.00
5181	Southern Glazer's of MN	Delivery Charge	37.20

Vendor	Vendor Name	Description	Net Invoice Amount
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	110.00-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	44.00-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	200.00-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	48.00-
5181	Southern Glazer's of MN	Credit Delivery Charge	1.55-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	58.60-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	128.00-
5181	Southern Glazer's of MN	Credit Delivery Charge	1.55-
5181	Southern Glazer's of MN	Credit Delivery Charge	1.55-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	312.00-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	261.00-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	12.72-
Total 5181:			6,267.23
5251	Star	Advertising Liquor Store	655.00
5251	Star	Advertising Flushing Schedule	257.25
5251	Star	Public Notice - Affidavits of Candidacy	14.00
Total 5251:			926.25
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Police	489.84
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Police	162.95
Total 5301:			652.79
5405	Tasler, David & Jody	Refund Overpayment Final Water Bill 1-7007	69.48
Total 5405:			69.48
5421	TDS Metrocom	Phone Service - Airport	56.17
Total 5421:			56.17
5491	The Wine Company	Liquor Store Merchandise	872.00
5491	The Wine Company	Freight charge	55.00
Total 5491:			927.00
5581	Total Control Systems, Inc.	Repair & Maint Labor Veh/Eq - Wastewater	250.00
5581	Total Control Systems, Inc.	Repair & Maint - Wastewater Plant	483.18
Total 5581:			733.18
5661	True Brands	Liquor Store Merchandise	186.76
5661	True Brands	Freight Charge	53.81
Total 5661:			240.57
5811	Vessco, Inc.	Repair & Maint - Wastewater Plant	175.12

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5811:			175.12
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	986.40
Total 5816:			986.40
5886	Watson Co., Inc.	Liquor Store Merchandise	3,502.28
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	163.22
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			3,671.50
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	4,369.03
5891	Breakthru Beverage Minnesota	Freight Charge	53.90
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,044.65
5891	Breakthru Beverage Minnesota	Freight Charge	14.95
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	147.30
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	10.74
Total 5891:			5,619.09
6001	Wine Merchants	Liquor Store Merchandise	832.00
6001	Wine Merchants	Delivery Charge	10.85
Total 6001:			842.85
Grand Totals:			231,091.60

Dated: 5/13/2020

City Treasurer: Caroline Droe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/20	05/13/2020	116697	85	Linda Adkins	601-20100	91.56
05/20	05/13/2020	116698	94	Advanced Graphix Inc	101-20100	379.50
05/20	05/13/2020	116699	165	Allina Health	101-20100	1,041.00
05/20	05/13/2020	116700	175	Amazon Capital Services, Inc.	602-20100	231.71
05/20	05/13/2020	116701	306	ARC Irrigation, LLC	601-20100	333.62
05/20	05/13/2020	116702	319	Artisan	610-20100	231.80
05/20	05/13/2020	116703	501	Becker Arena Products, Inc.	101-20100	486.48
05/20	05/13/2020	116704	521	Bellboy Corporation	610-20100	2,283.53
05/20	05/13/2020	116705	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	5,619.09
05/20	05/13/2020	116706	695	Wade Brønneinan	601-20100	79.28
05/20	05/13/2020	116707	718	Brothers Fire & Security	101-20100	473.00
05/20	05/13/2020	116708	934	Cambridge Stone & Tileworks Inc.	610-20100	2,685.00
05/20	05/13/2020	116709	1083	CES Imaging	101-20100	491.67
05/20	05/13/2020	116710	551	Bernick's	610-20100	8,383.45
05/20	05/13/2020	116711	1140	Cintas Corporation	101-20100	398.09
05/20	05/13/2020	116712	1164	City of Saint Paul	101-20100	200.79
05/20	05/13/2020	116713	1336	Crystal Springs Ice	610-20100	420.08
05/20	05/13/2020	116714	1396	Dahlheimer Beverage, LLC	610-20100	33,156.82
05/20	05/13/2020	116715	1531	DexYP	610-20100	80.00
05/20	05/13/2020	116716	1681	ECM Publishers, Inc.	610-20100	753.20
05/20	05/13/2020	116717	1949	First Advantage	101-20100	283.16
05/20	05/13/2020	116718	2271	Hach Company	602-20100	505.31
05/20	05/13/2020	116719	2341	Hawkins, Inc.	601-20100	7,205.31
05/20	05/13/2020	116721	2739	Jeff Busby Enterprises, LLC.	415-20100	3,700.00
05/20	05/13/2020	116722	2796	Johnson Bros - St Paul	610-20100	4,591.02
05/20	05/13/2020	116723	3056	Lake Superior Laundry Inc.	101-20100	15.40
05/20	05/13/2020	116724	3146	League of MN Cities Ina Trust	610-20100	250.00
05/20	05/13/2020	116725	3176	LELS	101-20100	868.00
05/20	05/13/2020	116726	3189	LePage and Sons	101-20100	860.76
05/20	05/13/2020	116727	3220	Lincoln Marketing Inc.	610-20100	449.00
05/20	05/13/2020	116728	3261	Locators & Supplies Inc.	601-20100	105.40
05/20	05/13/2020	116729	3461	McDonald Distributing Company	610-20100	21,062.73
05/20	05/13/2020	116730	3521	Menards	101-20100	218.18
05/20	05/13/2020	116731	3543	Metro Sales, Inc.	101-20100	284.13
05/20	05/13/2020	116732	3600	Nolan Miller	601-20100	201.06
05/20	05/13/2020	116733	3686	Minnesota Child Support Payment Cente	101-20100	407.00
05/20	05/13/2020	116734	4001	Minnesota Valley Testing Labs	601-20100	67.50
05/20	05/13/2020	116735	4036	National Business Furniture, LLC	425-20100	56,471.28
05/20	05/13/2020	116736	4091	New France Wine	610-20100	740.00
05/20	05/13/2020	116737	4126	NMN, Inc.	610-20100	137.50
05/20	05/13/2020	116738	4066	NCL of Wisconsin, Inc.	602-20100	855.01
05/20	05/13/2020	116739	4181	Northern Safety Technology	101-20100	461.68
05/20	05/13/2020	116740	4476	Phillips St Paul	610-20100	5,536.41
05/20	05/13/2020	116741	4808	Provision Media Inc.	425-20100	51,736.82
05/20	05/13/2020	116742	4826	Purchase Power	101-20100	500.00
05/20	05/13/2020	116743	4861	Quill Corporation	602-20100	220.97
05/20	05/13/2020	116745	5181	Southern Glazer's of MN	610-20100	6,267.23
05/20	05/13/2020	116746	5251	Star	101-20100	926.25
05/20	05/13/2020	116747	5301	Steve's Tire Inc	101-20100	652.79
05/20	05/13/2020	116748	5405	David & Jody Tasler	601-20100	69.48
05/20	05/13/2020	116749	5421	TDS	211-20100	56.17
05/20	05/13/2020	116750	5491	The Wine Company	610-20100	927.00
05/20	05/13/2020	116751	5581	Total Control Systems, Inc.	602-20100	733.18
05/20	05/13/2020	116752	5661	True Brands	610-20100	240.57
05/20	05/13/2020	116753	5811	Vessco, Inc.	602-20100	175.12
05/20	05/13/2020	116754	5816	Viking Coca-Cola Bottling Co	610-20100	986.40
05/20	05/13/2020	116755	5886	Watson Co., Inc.	610-20100	3,671.50



GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/20	05/13/2020	118756	6001	Wine Merchants	610-20100	842.85
Grand Totals:						<u>231,091.80</u>

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Wastewater	17.99
175	Amazon Capital Services, Inc.	Small Tools & Equipment - Wastewater	286.19
Total 175:			304.18
319	Artisan Beer Company	Liquor Store Merchandise	240.80
Total 319:			240.80
443	Bassetts Greenhouse	Hanging Baskets for Downtown	2,128.00
Total 443:			2,128.00
521	Bellboy Corporation	Liquor Store Merchandise	2,401.97
521	Bellboy Corporation	Liquor Store Merchandise	36.75
521	Bellboy Corporation	Liquor Store Merchandise	90.00
521	Bellboy Corporation	Liquor Store Merchandise	102.44
521	Bellboy Corporation	Liquor Store Merchandise	42.00
Total 521:			2,673.16
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	35.35
551	Chas A. Bernick Inc.	Liquor Store Merchandise	360.19
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,592.60
551	Chas A. Bernick Inc.	Keg Return	30.00
Total 551:			2,887.44
555	Business Essentials	Maintenance Supplies - City Hall	157.14
Total 555:			157.14
586	Bjorklund Companies LLC	Class 5 Gravel	113.09
Total 586:			113.09
797	C & L Distributing	Liquor Store Merchandise	416.40
Total 797:			416.40
1071	Central Wood Products Inc.	Rec-Step Cert Playground	188.33
1071	Central Wood Products Inc.	Rec-Step Cert Playground	188.33
1071	Central Wood Products Inc.	Rec-Step Cert Playground	188.33
1071	Central Wood Products Inc.	Rec-Step Cert Playground	188.33
1071	Central Wood Products Inc.	Rec-Step Cert Playground	188.33
1071	Central Wood Products Inc.	Rec-Step Cert Playground	188.36
1071	Central Wood Products Inc.	Rec-Step Cert Playground	188.33
1071	Central Wood Products Inc.	Rec-Step Cert Playground	188.33
1071	Central Wood Products Inc.	Rec-Step Cert Playground	188.33

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1071:			1,695.00
1140	Cintas Corporation	Rug & Towel Rentals - Liquor Store	197.95
1140	Cintas Corporation	Rug Rentals - Street Dept	17.04
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	158.64
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:			534.06
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	14.33-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	29,160.42
Total 1396:			29,146.09
1454	Defiant Distributors, LLC	Liquor Store Merchandise	1,229.73
Total 1454:			1,229.73
1646	East Central Energy	ECE Acct 676702 - 111 Dellwood St N	26.98
Total 1646:			26.98
1686	Ecolab Pest Elimination Div.	Air Quality Program and Fly Program - LS	106.44
Total 1686:			106.44
1786	Environmental Toxicity Control	Chronic Toxicity Test	1,300.00
Total 1786:			1,300.00
1891	Fastenal Company	Small Tools & Equipment - Streets	100.83
Total 1891:			100.83
2123	Golden West Industrial Supply, In	Small Tools & Equipment - Fire Dept	830.45
Total 2123:			830.45
2182	Winebow	Liquor Store Merchandise	601.00
2182	Winebow	Freight Charges	11.25
Total 2182:			612.25
2341	Hawkins, Inc.	Chemicals - Wastewater	524.00
2341	Hawkins, Inc.	Chemicals - Water	1,286.70
2341	Hawkins, Inc.	Chemicals - Wastewater	875.40

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2341:			2,686.10
2636	Minnesota Equipment	Repair & Maint Supplies Veh/Eq - Streets	78.32
2636	Minnesota Equipment	Small Tools & Equipment - Parks	199.95
2636	Minnesota Equipment	Small Tools & Equipment - Streets	57.98
Total 2636:			336.25
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	5,998.60
2796	Johnson Brothers Liquor Co	Delivery Charge	89.91
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	11,560.96
2796	Johnson Brothers Liquor Co	Delivery Charge	133.83
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,067.50
2796	Johnson Brothers Liquor Co	Delivery Charge	54.24
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,110.36
2796	Johnson Brothers Liquor Co	Delivery Charge	47.27
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,572.05
2796	Johnson Brothers Liquor Co	Delivery Charge	97.63
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	10.50
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	13.79
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	9.23
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	55.15
Total 2796:			24,643.68
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.40
Total 3056:			15.40
3461	McDonald Distributing Company	Liquor Store Merchandise	535.80
Total 3461:			535.80
3481	Minnesota Council of Airports	Membership Renewal (through April 30, 2021)	150.00
Total 3481:			150.00
3521	Menards	Misc Operating Supplies - Water	10.81
3521	Menards	Misc Operating Supplies - Shop	169.10
3521	Menards	Maintenance Supplies - City Hall	12.78
3521	Menards	Misc Operating Supplies - Parks	4.09
3521	Menards	Misc Operating Supplies - Shop	32.97
3521	Menards	Small Tools & Equipment - Streets	87.88
Total 3521:			317.63
3543	Metro Sales, Inc.	Ricoh MP C2004ex Color Copier Contract Base	98.97
3543	Metro Sales, Inc.	Ricoh MP C6004ex Color Copier Contract Base	595.44



Vendor	Vendor Name	Description	Net Invoice Amount
Total 3543:			694.41
4001	MVTL Laboratories Inc.	Testing - Water	106.00
Total 4001:			106.00
4071	NCPERS Group Life Ins.	Group Vol Life Ins - PERA	400.00
Total 4071:			400.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	3,843.87
4476	Phillips Wine & Spirits	Delivery Charge	82.14
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,560.50
4476	Phillips Wine & Spirits	Delivery Charge	34.51
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	14.50-
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	3.83-
Total 4476:			5,502.69
5116	Short, Elliott, Hendrickson Inc	CAMBR City Eng. Services	3,861.00
5116	Short, Elliott, Hendrickson Inc	CAMBR 2020 Street Plans	16,450.89
5116	Short, Elliott, Hendrickson Inc	CAMBR 2020 Street Construction	19,283.16
5116	Short, Elliott, Hendrickson Inc	CAMBR Twy, Obst Rem, Gates - FD	20,950.00
5116	Short, Elliott, Hendrickson Inc	CAMBR Water Tower Const Admin	1,725.77
Total 5116:			62,270.82
5178	South Main Automotive	Repair & Maint Supplies Veh/Eq - Police Dept	64.84
5178	South Main Automotive	Repair & Maint Labor Veh/Eq - Police Dept	80.00
5178	South Main Automotive	Repair & Maint Labor Veh/Eq - Police Dept	40.00
5178	South Main Automotive	Repair & Maint Supplies Veh/Eq - Police Dept	63.47
5178	South Main Automotive	Repair & Maint Labor Veh/Eq - Police Dept	35.00
Total 5178:			283.31
5181	Southern Glazer's of MN	Liquor Store Merchandise	15,104.19
5181	Southern Glazer's of MN	Delivery Charge	176.70
5181	Southern Glazer's of MN	Liquor Store Merchandise	704.00
5181	Southern Glazer's of MN	Delivery Charge	15.50
5181	Southern Glazer's of MN	Delivery Charge	4.65
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	24.00-
Total 5181:			15,981.04
5201	Springvale Township	329th Ave Asphalt Repair	84.00
Total 5201:			84.00
5251	Star	Public Notice 2019 Summary Financial Report	213.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5251:			213.00
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Police	157.95
Total 5301:			157.95
5427	Team Laboratory Chemical Co	Chemicals - Wastewater	992.50
Total 5427:			992.50
5509	Thomsen Window Cleaning	Window Cleaning Liquor Store - Cooler Doors &	140.24
Total 5509:			140.24
5541	Titan Machinery	Repair & Maint Supplies Veh/Eq - Streets	1,200.00
5541	Titan Machinery	Repair & Maint Labor Veh/Eq - Streets	2,482.04
Total 5541:			3,682.04
5692	Uncommon Loon Brewing Compa	Liquor Store Merchandise	120.00
Total 5692:			120.00
5801	Verizon Wireless	wireless phone service - Police	920.96
5801	Verizon Wireless	wireless phone service - Fire Dept	70.02
5801	Verizon Wireless	wireless phone service - Water	20.00
5801	Verizon Wireless	wireless phone service - Wastewater	20.01
5801	Verizon Wireless	wireless phone service - Liquor Store	42.53
Total 5801:			1,073.52
5816	Viking Coca-Cola Bottling Co	Credit Liquor Merchandise	31.00-
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	409.80
5816	Viking Coca-Cola Bottling Co	Credit Liquor Merchandise	22.35-
Total 5816:			356.45
5831	Vinocopia	Liquor Store Merchandise	938.00
5831	Vinocopia	Delivery Charge	16.00
Total 5831:			954.00
5861	Walmart Community Card	COVID-19 Supplies	8.85
5861	Walmart Community Card	Misc Operating Supplies - Wastewater	86.49
5861	Walmart Community Card	Misc Operating Supplies - LS	52.16
Total 5861:			147.50
5881	WatchGuard Video	Small Tools & Equipment - Police	641.10
5881	WatchGuard Video	Warranty & Software Maintenance	7,675.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5881:			8,316.10
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	13.50-
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	27.00-
5886	Watson Co., Inc.	Liquor Store Merchandise	3,215.93
5886	Watson Co., Inc.	Misc Operating Supplies - LS	90.74
5886	Watson Co., Inc.	Freight Charge	6.00
5886	Watson Co., Inc.	Misc Operating Supplies - Streets	33.44
Total 5886:			3,305.61
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	5,347.15
5891	Breakthru Beverage Minnesota	Freight Charge	37.28
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,453.16
5891	Breakthru Beverage Minnesota	Freight Charge	24.15
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	89.65
5891	Breakthru Beverage Minnesota	Freight Charge	4.60
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	159.65
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	385.03
5891	Breakthru Beverage Minnesota	Freight Charge	5.75
Total 5891:			7,506.42
5995	WiMacTel Inc.	WiMac Tel Payphone Advantage Service	66.00
Total 5995:			66.00
Grand Totals:			185,540.50

Dated: \_\_\_\_\_

5/20/20

City Treasurer: \_\_\_\_\_

Caroline Nove

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/20	05/20/2020	116757	175	Amazon Capital Services, Inc.	602-20100	304.18
05/20	05/20/2020	116758	319	Artisan	610-20100	240.80
05/20	05/20/2020	116759	443	Bassetta Greenhouse	101-20100	2,128.00
05/20	05/20/2020	116760	521	Bellboy Corporation	610-20100	2,673.16
05/20	05/20/2020	116761	586	Bjorklund Companies LLC	101-20100	113.09
05/20	05/20/2020	116762	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	7,506.42
05/20	05/20/2020	116763	555	Business Essentials	101-20100	157.14
05/20	05/20/2020	116764	797	C & L Distributing	610-20100	416.40
05/20	05/20/2020	116765	1071	Central Wood Products	101-20100	1,695.00
05/20	05/20/2020	116766	551	Bernick's	610-20100	2,867.44
05/20	05/20/2020	116767	1140	Cintas Corporation	101-20100	534.06
05/20	05/20/2020	116768	1396	Dahlheimer Beverage, LLC	610-20100	26,146.09
05/20	05/20/2020	116769	1454	Defiant Distributors, LLC	610-20100	1,229.73
05/20	05/20/2020	116770	1646	East Central Energy	101-20100	26.98
05/20	05/20/2020	116771	1686	Ecolab Pest Elimination Div.	610-20100	106.44
05/20	05/20/2020	116772	1786	Environmental Toxicity Control	602-20100	1,300.00
05/20	05/20/2020	116773	1891	Fastenal Company	101-20100	100.83
05/20	05/20/2020	116774	2123	Golden West Industrial Supply, Inc	101-20100	830.45
05/20	05/20/2020	116775	2341	Hawkins, Inc.	602-20100	2,886.10
05/20	05/20/2020	116778	2796	Johnson Bros - St Paul	610-20100	24,643.68
05/20	05/20/2020	116779	3056	Lake Superior Laundry Inc.	101-20100	15.40
05/20	05/20/2020	116780	3461	McDonald Distributing Company	610-20100	535.80
05/20	05/20/2020	116781	3521	Menards	101-20100	317.63
05/20	05/20/2020	116782	3543	Metro Sales, Inc.	101-20100	694.41
05/20	05/20/2020	116783	3481	Minnesota Council of Airports	211-20100	150.00
05/20	05/20/2020	116784	2636	Minnesota Equipment	101-20100	336.25
05/20	05/20/2020	116785	4001	Minnesota Valley Testing Labs	601-20100	106.00
05/20	05/20/2020	116786	4071	NCBERS Group Life Ins.	101-20100	400.00
05/20	05/20/2020	116788	4476	Phillips St Paul	610-20100	5,502.69
05/20	05/20/2020	116789	5116	Short, Elliott, Hendrickson Inc	601-20100	62,270.82
05/20	05/20/2020	116790	5178	South Main Automotive	101-20100	283.31
05/20	05/20/2020	116791	5181	Southern Glazer's of MN	610-20100	15,981.04
05/20	05/20/2020	116792	5201	Springvale Township	101-20100	84.00
05/20	05/20/2020	116793	5251	Star	101-20100	213.00
05/20	05/20/2020	116794	5301	Steve's Tire Inc	101-20100	157.95
05/20	05/20/2020	116795	5427	Team Laboratory Chemical Co	602-20100	992.50
05/20	05/20/2020	116796	5509	Thomsen Window Cleaning	610-20100	140.24
05/20	05/20/2020	116797	5541	Titan Machinery	101-20100	3,682.04
05/20	05/20/2020	116798	5692	Uncommon Loon Brewing Company	610-20100	120.00
05/20	05/20/2020	116799	5801	Verizon Wireless	602-20100	1,073.52
05/20	05/20/2020	116800	5816	Viking Coca-Cola Bottling Co	610-20100	356.45
05/20	05/20/2020	116801	5831	Vinocopia	610-20100	954.00
05/20	05/20/2020	116802	5861	Walmart Community/SYNCB	610-20100	147.50
05/20	05/20/2020	116803	5881	WatchGuard Video	101-20100	8,316.10
05/20	05/20/2020	116804	5886	Watson Co., Inc.	101-20100	3,305.81
05/20	05/20/2020	116805	5995	WiMacTel Inc.	211-20100	66.00
05/20	05/20/2020	116806	2182	Winebow	610-20100	612.25

Grand Totals:

185,540.90



Vendor	Vendor Name	Description	Net Invoice Amount
28	A Touch of Magic, Inc.	2020 Summer Programs	462.00
	Total 28:		462.00
141	Alex Air Apparatus, Inc.	Small Tools Fire Dept	725.00
	Total 141:		725.00
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Police	783.75
	Total 175:		783.75
226	AMSOIL INC	Fuel Additives - Police	283.07
226	AMSOIL INC	Fuel Additives - Fire	283.07
226	AMSOIL INC	Fuel Additives - Streets	135.30
226	AMSOIL INC	Fuel Additives - Water	283.07
226	AMSOIL INC	Fuel Additives - Wastewater	283.07
	Total 226:		1,267.58
319	Artisan Beer Company	Liquor Store Merchandise	67.70
	Total 319:		67.70
369	Atlas Business Solutions, Inc.	ScheduleAnywhere License	561.60
	Total 369:		561.60
521	Bellboy Corporation	Liquor Store Merchandise	1,416.07
521	Bellboy Corporation	Liquor Store Merchandise	349.94
	Total 521:		1,766.01
551	Chas A. Bernick Inc.	Liquor Store Merchandise	242.85
551	Chas A. Bernick Inc.	Liquor Store Merchandise	5,672.40
	Total 551:		5,915.25
684	Braun, Maddy	2020 Summer Programs	750.00
	Total 684:		750.00
701	Bright'N'Clean Awning Services, L	Power Washing - Northbound Liquor	495.00
	Total 701:		495.00
797	C & L Distributing	Liquor Store Merchandise	194.83
	Total 797:		194.83
969	Cardmember Service	License Fees - M. Small	65.00

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Training - W. Kalla	85.00-
969	Cardmember Service	COVID-19 Supplies	405.65
969	Cardmember Service	Small Tools & Equipment - Streets	235.14
969	Cardmember Service	Small Tools & Equipment - Parks	101.25
969	Cardmember Service	Small Tools & Equipment - Parks	101.25
969	Cardmember Service	Small Tools & Equipment - Parks	202.52
969	Cardmember Service	Small Tools & Equipment - Wastewater	235.15
969	Cardmember Service	Postage - Water	23.20
969	Cardmember Service	Zoom Video Standard Pro Monthly	16.16
969	Cardmember Service	Shuffleboard Equipment	3,196.58
969	Cardmember Service	Copy Paper	85.97
969	Cardmember Service	GFOA Award Program	460.00
969	Cardmember Service	Zoom Video	16.16
969	Cardmember Service	Misc Operating Supplies - Police	16.12
969	Cardmember Service	Misc Operating Supplies - Police	264.29
969	Cardmember Service	Training - S. Machin	425.00-
969	Cardmember Service	COVID-19 Supplies	150.00
969	Cardmember Service	COVID-19 Supplies	4.84
969	Cardmember Service	COVID-19 Supplies	22.30
Total 969:			5,091.58
972	Carlos Creek Winery	Liquor Store Merchandise	732.00
Total 972:			732.00
1040	Center for Education	Deskbook Encyclopedia of Public Emp Law	124.95
Total 1040:			124.95
1140	Cintas Corporation	Rug Rentals - Liquor Store	82.15
1140	Cintas Corporation	Rug Rentals - City Hall	17.05
1140	Cintas Corporation	Rug Rentals - Police Dept	19.68
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	20.77
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	134.74
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:			434.82
1251	Community GIS Services, Inc.	GIS Services - April	1,000.00
1251	Community GIS Services, Inc.	GIS Services - April	1,000.00
Total 1251:			2,000.00
1336	Crystal Springs Ice	Liquor Store Merchandise	236.52
1336	Crystal Springs Ice	Liquor Store Merchandise	194.40
1336	Crystal Springs Ice	Liquor Store Merchandise	231.66

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1336:			662.58
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	22.47-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	33,670.47
Total 1396:			33,648.00
1681	ECM Publishers, Inc.	Cambridge Chronicle Newsletter	1,758.00
Total 1681:			1,758.00
1686	Ecolab Pest Elimination Div.	Air Quality Program and Fly Program - LS	106.44
Total 1686:			106.44
1906	Federated Co-ops, Inc.	Propane - Street Dept	54.99
Total 1906:			54.99
2182	Winebow	Liquor Store Merchandise	305.00
2182	Winebow	Freight Charges	6.75
Total 2182:			311.75
2522	In Capable Hands	2020 Summer Programs	650.00
Total 2522:			650.00
2572	IUOE Central Pension Fund	May Contribution	3,360.00
Total 2572:			3,360.00
2573	IUOE Local #49	Union Dues - May	315.00
2573	IUOE Local #49	Union Dues - May	210.00
2573	IUOE Local #49	Working Dues Assessment - May	168.00
Total 2573:			693.00
2739	Jeff Busby Enterprises, LLC.	Sidewalk Repairs	2,300.00
2739	Jeff Busby Enterprises, LLC.	Curb Repairs - Liquor Store	1,200.00
Total 2739:			3,500.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,757.25
2796	Johnson Brothers Liquor Co	Delivery Charge	45.73
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,277.65
2796	Johnson Brothers Liquor Co	Delivery Charge	65.10
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	120.00-
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	8,076.00
2796	Johnson Brothers Liquor Co	Delivery Charge	130.82

Vendor	Vendor Name	Description	Net Invoice Amount
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,047.91
2796	Johnson Brothers Liquor Co	Delivery Charge	136.40
Total 2796:			19,656.86
3052	Lady Luck	2020 Summer Programs	1,500.00
Total 3052:			1,500.00
3258	Local 49 H&W Fund	Health Insurance July	80,055.00
Total 3258:			80,055.00
3348	Maki, Paul	2020 Summer Programs	1,000.00
Total 3348:			1,000.00
3461	McDonald Distributing Company	Credit Liquor Merchandise	32.80-
3461	McDonald Distributing Company	Liquor Store Merchandise	24,349.45
3461	McDonald Distributing Company	Credit Liquor Merchandise	180.80-
3461	McDonald Distributing Company	Liquor Store Merchandise	240.00
3461	McDonald Distributing Company	Liquor Store Merchandise	383.30
3461	McDonald Distributing Company	Liquor Store Merchandise	11,883.80
3461	McDonald Distributing Company	Credit Liquor Merchandise	242.45-
Total 3461:			36,400.50
3521	Menards	Repair & Maint Supplies - Streets	17.56
3521	Menards	Misc Operating Supplies - Wastewater	74.43
3521	Menards	Misc Operating Supplies - Streets	35.94
Total 3521:			127.93
3666	Minnesota Child Support Payment	Child Support Withholdings	263.03
3666	Minnesota Child Support Payment	Child Support Withholdings	143.97
Total 3666:			407.00
4001	MVTL Laboratories Inc.	Testing - Wastewater	42.00
4001	MVTL Laboratories Inc.	Testing - Water	67.50
Total 4001:			109.50
4091	New France Wine	Liquor Store Merchandise	584.00
4091	New France Wine	Shipping	12.00
4091	New France Wine	Liquor Store Merchandise	884.00
4091	New France Wine	Shipping	17.50
Total 4091:			1,477.50
4303	Olson, Janice	Refund for Auto-payment in Error 1-18432	72.08



Vendor	Vendor Name	Description	Net Invoice Amount
Total 4303:			72.08
4304	Olson, David Dean	2020 Summer Programs	800.00
Total 4304:			800.00
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - Streets	11.99
Total 4321:			11.99
4336	Oslund Heating & Air	Repair & Maint Labor Veh/Eq - Wastewater	100.00
4336	Oslund Heating & Air	Repair & Maint Plant - Wastewater	120.00
Total 4336:			220.00
4426	Paustis Wine Company	Liquor Store Merchandise	1,030.75
4426	Paustis Wine Company	Freight Charge	12.50
Total 4426:			1,043.25
4476	Phillips Wine & Spirits	Liquor Store Merchandise	717.96
4476	Phillips Wine & Spirits	Delivery Charge	10.85
4476	Phillips Wine & Spirits	Liquor Store Merchandise	792.00
4476	Phillips Wine & Spirits	Delivery Charge	21.70
Total 4476:			1,542.51
4608	Provision Media Inc.	Quote #QW200108 Library Room 114	1,785.83
Total 4608:			1,785.83
4661	Quill Corporation	Office Supplies - Comm Development	18.99
Total 4661:			18.99
4668	R & H Painting, LLC	Repair & Maintenance - Manhole	3,536.00
Total 4668:			3,536.00
4749	Red Bull Distribution Company, In	Liquor Store Merchandise	180.00
Total 4749:			180.00
5060	Semler Construction, Inc.	Residential Contruction Escrow Refund - 1399	8,700.00
5060	Semler Construction, Inc.	Residential Contruction Escrow Refund - 1399	54.00-
Total 5060:			8,646.00
5181	Southern Glazer's of MN	Liquor Store Merchandise	4,804.17
5181	Southern Glazer's of MN	Delivery Charge	74.92

Vendor	Vendor Name	Description	Net Invoice Amount
5181	Southern Glazer's of MN	Liquor Store Merchandise	314.98
5181	Southern Glazer's of MN	Delivery Charge	1.55
5181	Southern Glazer's of MN	Delivery Charge	1.55
5181	Southern Glazer's of MN	Liquor Store Merchandise	258.64
5181	Southern Glazer's of MN	Delivery Charge	4.13
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	50.16-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	38.00-
Total 5181:			5,371.78
5251	Star	Flushing Schedule	257.25
5251	Star	Public Notice - TIF Annual Disclosure Statemen	63.00
5251	Star	Public Notice Planning Commission Meeting	10.50
5251	Star	Public Notice - Drinking Water Report	183.00
Total 5251:			513.75
5267	Starry Electric, Inc.	Replace Pole	2,052.00
Total 5267:			2,052.00
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Parks	115.00
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Parks	15.00
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Streets	540.00
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Streets	78.00
5301	Steve's Tire Inc	Repairs and Maint Supplies Veh/Eq - Parks	19.95
5301	Steve's Tire Inc	Repairs and Maint Veh/Eq Labor - Parks	15.00
Total 5301:			782.95
5443	The Toonies LLC	2020 Summer Programs	425.00
Total 5443:			425.00
5446	The American Bottling Company	Liquor Store Merchandise	334.20
5446	The American Bottling Company	Credit Liquor Store Merchandise	4.75-
Total 5446:			329.45
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	472.96
Total 5516:			472.96
5751	US Internet	Monthly Internet Fees - June	36.90
5751	US Internet	Monthly Internet Fees - June	36.85
5751	US Internet	Monthly Internet Fees - June	36.85
5751	US Internet	Monthly Internet Fees - June	36.85
Total 5751:			147.45
5801	Verizon Wireless	wireless phone service - Maintenance	21.27

Vendor	Vendor Name	Description	Net Invoice Amount
5801	Verizon Wireless	wireless phone service - Streets	35.01
5801	Verizon Wireless	wireless phone service - Water	35.01
5801	Verizon Wireless	wireless phone service - Wastewater	35.01
5801	Verizon Wireless	wireless phone service - Building	191.34
Total 5801:			317.64
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	475.40
Total 5816:			475.40
5886	Watson Co., Inc.	Liquor Store Merchandise	14.02
5886	Watson Co., Inc.	Liquor Store Merchandise	469.50
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	5.95
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	27.00
5886	Watson Co., Inc.	Liquor Store Merchandise	3,627.84
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	226.06
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			4,322.37
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	7,161.20
5891	Breakthru Beverage Minnesota	Freight Charge	71.78
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	397.16
5891	Breakthru Beverage Minnesota	Freight Charge	8.05
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	232.00
Total 5891:			7,870.19
6001	Wine Merchants	Liquor Store Merchandise	630.00
6001	Wine Merchants	Delivery Charge	12.40
Total 6001:			642.40
Grand Totals:			248,431.11

Dated: 5/28/2020

City Treasurer: Caroline Muel

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/20	05/28/2020	116807	28	A Touch of Magic, Inc.	101-20100	462.00
05/20	05/28/2020	116808	141	Alex Air Apparatus, Inc.	101-20100	725.00
05/20	05/28/2020	116809	175	Amazon Capital Services, Inc.	101-20100	783.75
05/20	05/28/2020	116810	226	AMSOIL INC	101-20100	1,267.58
05/20	05/28/2020	116812	319	Artisan	610-20100	67.70
05/20	05/28/2020	116813	369	Atlas Business Solutions, Inc.	101-20100	561.60
05/20	05/28/2020	116814	521	Bellboy Corporation	610-20100	1,766.01
05/20	05/28/2020	116815	684	Maddy Braun	101-20100	750.00
05/20	05/28/2020	116816	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	7,870.19
05/20	05/28/2020	116817	701	Bright'N'Clean Awning Services, LLC	610-20100	495.00
05/20	05/28/2020	116818	797	C & L Distributing	610-20100	194.83
05/20	05/28/2020	116819	5516	Capitol Beverage Sales L.P.	610-20100	472.96
05/20	05/28/2020	116820	969	Cardmember Service	101-20100	5,091.58
05/20	05/28/2020	116821	972	Carlos Creek Winery	610-20100	732.00
05/20	05/28/2020	116822	1040	CEEL	101-20100	124.95
05/20	05/28/2020	116823	551	Bernick's	610-20100	5,918.25
05/20	05/28/2020	116824	1140	Cintas Corporation	101-20100	434.82
05/20	05/28/2020	116825	1251	Community GIS Services, Inc.	602-20100	2,000.00
05/20	05/28/2020	116826	1336	Crystal Springs Ice	610-20100	662.58
05/20	05/28/2020	116827	1398	Dahliheimer Beverage, LLC	610-20100	33,648.00
05/20	05/28/2020	116828	1681	ECM Publishers, Inc.	101-20100	1,758.00
05/20	05/28/2020	116829	1686	Ecolab Pest Elimination Div.	610-20100	106.44
05/20	05/28/2020	116830	1906	Federated Co-ops, Inc.	101-20100	54.99
05/20	05/28/2020	116832	2522	In Capable Hands	101-20100	650.00
05/20	05/28/2020	116833	2572	IUOE Central Pension Fund	101-20100	3,360.00
05/20	05/28/2020	116834	2573	IUOE Local #49	101-20100	525.00
05/20	05/28/2020	116835	2573	IUOE Local #49	101-20100	168.00
05/20	05/28/2020	116836	2739	Jeff Busby Enterprises, LLC.	610-20100	3,500.00
05/20	05/28/2020	116837	2796	Johnson Bros - St Paul	610-20100	19,656.86
05/20	05/28/2020	116838	3052	Lady Luck	101-20100	1,500.00
05/20	05/28/2020	116839	3258	Local 49 H&W Fund	101-20100	80,055.00
05/20	05/28/2020	116840	3348	Paul Maki	101-20100	1,000.00
05/20	05/28/2020	116841	3461	McDonald Distributing Company	610-20100	36,400.50
05/20	05/28/2020	116842	3521	Menards	101-20100	127.83
05/20	05/28/2020	116844	3666	Minnesota Child Support Payment Cente	101-20100	407.00
05/20	05/28/2020	116846	4001	Minnesota Valley Testing Labs	601-20100	109.50
05/20	05/28/2020	116847	4091	New France Wine	610-20100	1,477.50
05/20	05/28/2020	116848	4304	David Olson	101-20100	800.00
05/20	05/28/2020	116849	4303	Janice Olson	601-20100	72.08
05/20	05/28/2020	116850	4321	O'Reilly Automotive, Inc.	101-20100	11.99
05/20	05/28/2020	116851	4336	Oslund Heating & Air	602-20100	220.00
05/20	05/28/2020	116852	4426	Paustis Wine Company	610-20100	1,043.25
05/20	05/28/2020	116853	4476	Phillips St Paul	610-20100	1,542.51
05/20	05/28/2020	116854	4608	Provision Media Inc.	425-20100	1,785.83
05/20	05/28/2020	116855	4661	Quill Corporation	101-20100	18.99
05/20	05/28/2020	116856	4668	R & H Painting, LLC	602-20100	3,536.00
05/20	05/28/2020	116857	4749	Red Bull Distribution Company, Inc.	610-20100	180.00
05/20	05/28/2020	116858	5060	Semler Construction, Inc.	101-20100	6,646.00
05/20	05/28/2020	116859	5181	Southern Glazer's of MN	610-20100	5,371.78
05/20	05/28/2020	116860	5251	Star	601-20100	513.75
05/20	05/28/2020	116861	5267	Starry Electric, Inc.	704-20100	2,052.00
05/20	05/28/2020	116862	5301	Steve's Tire Inc	101-20100	782.95
05/20	05/28/2020	116863	5446	The American Bottling Company	610-20100	329.45
05/20	05/28/2020	116864	5443	The Toonies LLC	101-20100	425.00
05/20	05/28/2020	116865	5751	US Internet	602-20100	147.45
05/20	05/28/2020	116866	5801	Verizon Wireless	101-20100	317.64
05/20	05/28/2020	116867	5816	Viking Coca-Cola Bottling Co	610-20100	475.40

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/20	05/28/2020	116868	5886	Watson Co., Inc.	610-20100	4,322.37
05/20	05/28/2020	116869	6001	Wine Merchants	610-20100	642.40
05/20	05/28/2020	116870	2182	Winebow	610-20100	311.75
Grand Totals:						<u>248,431.11</u>

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	COVID-19 Supplies	65.68
Total 175:			65.68
306	ARC Irrigation, LLC	Fertilization - East River Park	727.37
306	ARC Irrigation, LLC	Fertilization - Central Greens Park	360.50
306	ARC Irrigation, LLC	Fertilization - Brown Park	100.79
306	ARC Irrigation, LLC	Fertilization - Commuter Lot	111.39
306	ARC Irrigation, LLC	Fertilization - City Parking Lot	58.35
306	ARC Irrigation, LLC	Fertilization - Joy Court	37.13
306	ARC Irrigation, LLC	Fertilization - Honeysuckle Park	200.85
306	ARC Irrigation, LLC	Fertilization - Round About Yerigan Farms	80.34
Total 306:			1,676.72
319	Artisan Beer Company	Liquor Store Merchandise	107.55
Total 319:			107.55
501	Becker Arena Products, Inc.	Repair & Maint Supplies Bldg/Inf - Ice Rink	727.71
Total 501:			727.71
521	Bellboy Corporation	Liquor Store Merchandise	1,577.85
521	Bellboy Corporation	Liquor Store Merchandise	1,751.80
521	Bellboy Corporation	Liquor Store Merchandise	72.20
521	Bellboy Corporation	Liquor Store Merchandise	416.05
Total 521:			3,817.90
551	Chas A. Bernick Inc.	Liquor Store Merchandise	448.00
551	Chas A. Bernick Inc.	Liquor Store Merchandise	351.31
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,919.85
Total 551:			3,719.16
1140	Cintas Corporation	Misc Operating Supplies - Liquor Store	130.00
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	158.64
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	139.26
Total 1140:			548.50
1236	Comm of MMB, Treasury Div	Admin Traffic Citation Fines - May	220.00
Total 1236:			220.00

Vendor	Vendor Name	Description	Net Invoice Amount
1336	Crystal Springs Ice	Liquor Store Merchandise	239.72
1336	Crystal Springs Ice	Liquor Store Merchandise	149.04
Total 1336:			388.76
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	21,467.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	39,614.20
1396	Dahlheimer Beverage, LLC	Keg Return	30.00-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	5,328.22
Total 1396:			66,379.42
1552	Dirtworks, Inc.	Repair & Maint Water System - Cypress St	2,279.22
Total 1552:			2,279.22
1595	Douglas-Kerr Underground, LLC	2020 Street Improvements - Pay App No 1	786,719.48
Total 1595:			786,719.48
1891	Fastenal Company	Misc Operating Supplies - Street Dept	31.00
Total 1891:			31.00
1921	Ferguson Waterworks	Automatic Meter Read Project	31,785.00
1921	Ferguson Waterworks	Software Maint, Mapping and Mobility - Meters	2,572.17
Total 1921:			34,357.17
2146	Gopher State One-Call Inc.	FTP Tickets	149.85
2146	Gopher State One-Call Inc.	FTP Tickets	149.85
Total 2146:			299.70
2539	Indian Island Winery	Liquor Store Merchandise	120.48
Total 2539:			120.48
2636	Minnesota Equipment	Small Tools & Equipment - Streets	551.95
Total 2636:			551.95
2742	Jefferson Fire & Safety	Small Tools and Equipment - Fire	1,899.82
Total 2742:			1,899.82
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,570.00
2796	Johnson Brothers Liquor Co	Delivery Charge	85.25
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,987.00
2796	Johnson Brothers Liquor Co	Delivery Charge	59.19
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	12,044.65



Vendor	Vendor Name	Description	Net Invoice Amount
2796	Johnson Brothers Liquor Co	Delivery Charge	223.97
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,024.91
2796	Johnson Brothers Liquor Co	Delivery Charge	80.60
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	72.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	7,966.89
2796	Johnson Brothers Liquor Co	Delivery Charge	114.59
2796	Johnson Brothers Liquor Co	Delivery Charge	1.55
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	368.52
2796	Johnson Brothers Liquor Co	Delivery Charge	6.20
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,979.54
2796	Johnson Brothers Liquor Co	Delivery Charge	99.20
Total 2796:			34,684.06
2961	Knife River Corporation	Repairs & Maint Infrastructure	192.27
2961	Knife River Corporation	Repair & Maint Infrastructure	264.06
Total 2961:			456.33
3017	Kruger Air, a Division of NCI	Repair & Maint Supplies C-aire Compressor	1,395.60
Total 3017:			1,395.60
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.40
Total 3056:			15.40
3303	Lucken, Kathryn	Refund Overpayment Water Bill 1-23950	166.70
Total 3303:			166.70
3461	McDonald Distributing Company	Credit Liquor Merchandise	33.60
3461	McDonald Distributing Company	Credit Liquor Merchandise	27.60
3461	McDonald Distributing Company	Liquor Store Merchandise	26,664.10
Total 3461:			26,602.90
3521	Menards	Repair & Maint - Wastewater Plant	49.99
3521	Menards	Repair & Maint - Water Plant	132.98
3521	Menards	Maintenance Supplies - City Hall	25.96
3521	Menards	Misc Operating Supplies - Wastewater	15.52
Total 3521:			224.45
4171	Northern Business Products, Inc.	Office Supplies	29.46
4171	Northern Business Products, Inc.	Office Supplies - Finance	19.68
4171	Northern Business Products, Inc.	Office Supplies - Bldg Dept	2.69
4171	Northern Business Products, Inc.	Toner - PD	112.69
4171	Northern Business Products, Inc.	Office Supplies	18.86
4171	Northern Business Products, Inc.	Copy Paper- Finance	32.94

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4171:			216.32
4321	O'Reilly Automotive, Inc.	Repair & Maint Supplies Veh/Eq - PD	20.56
Total 4321:			20.56
4426	Paustis Wine Company	Liquor Store Merchandise	1,522.15
4426	Paustis Wine Company	Freight Charge	21.25
Total 4426:			1,543.40
4476	Phillips Wine & Spirits	Liquor Store Merchandise	10,103.29
4476	Phillips Wine & Spirits	Delivery Charge	157.74
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,861.05
4476	Phillips Wine & Spirits	Delivery Charge	71.30
Total 4476:			13,193.38
5147	Small Lot MN LLC	Liquor Store Merchandise	1,360.32
5147	Small Lot MN LLC	Delivery Charge	18.00
Total 5147:			1,378.32
5181	Southern Glazer's of MN	Delivery Charge	1.55
5181	Southern Glazer's of MN	Liquor Store Merchandise	9,755.66
5181	Southern Glazer's of MN	Delivery Charge	113.54
5181	Southern Glazer's of MN	Liquor Store Merchandise	1,380.00
5181	Southern Glazer's of MN	Delivery Charge	41.85
Total 5181:			11,292.60
5251	Star	Flushing Schedule	257.25
5251	Star	Public Notice Council Meeting Minutes	20.00
Total 5251:			277.25
5271	North Folk Winery	Liquor Store Merchandise	180.00
Total 5271:			180.00
5491	The Wine Company	Liquor Store Merchandise	520.00
5491	The Wine Company	Freight charge	10.50
Total 5491:			530.50
5509	Thomsen Window Cleaning	Window Cleaning Liquor Store	140.24
5509	Thomsen Window Cleaning	Window Cleaning Liquor Store	140.24
Total 5509:			280.48

Vendor	Vendor Name	Description	Net Invoice Amount
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	682.28
Total 5516:			682.28
5581	Total Control Systems, Inc.	Repair & Maint Labor - Parks	279.40
Total 5581:			279.40
5624	TransUnion Risk & Alternative	TLOxp Transactional	50.00
Total 5624:			50.00
5801	Verizon Wireless	wireless phone service - Wastewater	97.78
Total 5801:			97.78
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	308.05
Total 5816:			308.05
5831	Vinocopia	Liquor Store Merchandise	760.00
5831	Vinocopia	Delivery Charge	20.00
Total 5831:			780.00
5886	Watson Co., Inc.	Credit Misc Operating Supplies - LS	19.50
5886	Watson Co., Inc.	Liquor Store Merchandise	2,510.17
5886	Watson Co., Inc.	Misc Operating Supplies - Liquor Store	141.52
5886	Watson Co., Inc.	Fuel Charge	6.00
Total 5886:			2,638.19
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	6,559.68
5891	Breakthru Beverage Minnesota	Freight Charge	50.71
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,253.32
5891	Breakthru Beverage Minnesota	Freight Charge	26.45
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	44.00
5891	Breakthru Beverage Minnesota	Freight Charge	1.15
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	248.99
5891	Breakthru Beverage Minnesota	Freight Charge	1.15
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	31.99
5891	Breakthru Beverage Minnesota	Freight Charge	1.15
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	353.60
Total 5891:			8,572.19
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	1,998.80

Vendor	Vendor Name	Description	Net Invoice Amount
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
5965	White Bear IT Solutions LLC	Service Agreement, Backup Service, Endpoint	444.20
5965	White Bear IT Solutions LLC	Hardware - Building	172.00
Total 5965:			6,168.60
5979	Wild Mountain Winery, Inc.	Liquor Store Merchandise	125.64
Total 5979:			125.64
6001	Wine Merchants	Liquor Store Merchandise	958.00
6001	Wine Merchants	Delivery Charge	12.40
Total 6001:			970.40
Grand Totals:			1,017,041.00

Dated: 6/3/2020

City Treasurer: Caroline Mord

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/20	06/03/2020	116871	175	Amazon Capital Services, Inc.	101-20100	65.68
06/20	06/03/2020	116872	306	ARC Irrigation, LLC	101-20100	1,678.72
06/20	06/03/2020	116873	319	Artisan	610-20100	107.55
06/20	06/03/2020	116874	501	Becker Arena Products, Inc.	101-20100	727.71
06/20	06/03/2020	116875	521	Bellboy Corporation	610-20100	3,817.90
06/20	06/03/2020	116876	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	8,572.19
06/20	06/03/2020	116877	5516	Capitol Beverage Sales L.P.	610-20100	682.28
06/20	06/03/2020	116878	551	Bernick's	610-20100	3,719.16
06/20	06/03/2020	116879	1140	Cintas Corporation	101-20100	548.50
06/20	06/03/2020	116880	1236	Comm of MMB, Treasury Div	213-20100	220.00
06/20	06/03/2020	116881	1336	Crystal Springs Ice	610-20100	388.76
06/20	06/03/2020	116882	1396	Dahlheimer Beverage, LLC	610-20100	66,379.42
06/20	06/03/2020	116883	1552	Dirtworks, Inc.	601-20100	2,278.22
06/20	06/03/2020	116884	1595	Douglas-Kerr Underground, LLC	480-20100	786,719.48
06/20	06/03/2020	116886	1891	Fastenal Company	101-20100	31.00
06/20	06/03/2020	116887	1921	Ferguson Waterworks #2516	601-20100	34,357.17
06/20	06/03/2020	116888	2146	Gopher State One Call	602-20100	299.70
06/20	06/03/2020	116890	2539	Indian Island Winery	610-20100	120.48
06/20	06/03/2020	116891	2742	Jefferson Fire & Safety	101-20100	1,899.82
06/20	06/03/2020	116892	2796	Johnson Bros - St Paul	610-20100	34,684.06
06/20	06/03/2020	116893	2961	Knife River Corporation	101-20100	456.33
06/20	06/03/2020	116894	3017	Kruger Air, a Division of NCI	101-20100	1,395.60
06/20	06/03/2020	116895	3056	Lake Superior Laundry Inc.	101-20100	15.40
06/20	06/03/2020	116897	3303	Kathryn Lucken	601-20100	188.70
06/20	06/03/2020	116898	3461	McDonald Distributing Company	610-20100	26,802.90
06/20	06/03/2020	116900	3521	Menards	602-20100	224.45
06/20	06/03/2020	116901	2636	Minnesota Equipment	101-20100	551.95
06/20	06/03/2020	116902	5271	North Folk Winery	610-20100	180.00
06/20	06/03/2020	116903	4171	Northern Business Products, Inc.	101-20100	216.32
06/20	06/03/2020	116904	4321	O'Reilly Automotive, Inc.	101-20100	20.56
06/20	06/03/2020	116905	4426	Paustis Wine Company	610-20100	1,543.40
06/20	06/03/2020	116906	4476	Phillips St Paul	610-20100	13,193.38
06/20	06/03/2020	116908	5147	Small Lot Wine	610-20100	1,378.32
06/20	06/03/2020	116909	5181	Southern Glazer's of MN	610-20100	11,282.60
06/20	06/03/2020	116910	5251	Star	101-20100	277.25
06/20	06/03/2020	116911	5491	The Wine Company	610-20100	530.50
06/20	06/03/2020	116912	5509	Dean Thomsen	610-20100	280.48
06/20	06/03/2020	116913	5581	Total Control Systems, Inc.	101-20100	279.40
06/20	06/03/2020	116914	5624	TransUnion Risk & Alternative	101-20100	50.00
06/20	06/03/2020	116915	5801	Verizon Wireless	602-20100	97.78
06/20	06/03/2020	116916	5816	Viking Coca-Cola Bottling Co	610-20100	308.05
06/20	06/03/2020	116917	5831	Vinocopia	610-20100	780.00
06/20	06/03/2020	116918	5886	Watson Co., Inc.	610-20100	2,638.19
06/20	06/03/2020	116919	5965	White Bear IT Solutions LLC	101-20100	6,168.60
06/20	06/03/2020	116920	5979	Wild Mountain Winery, Inc.	610-20100	125.64
06/20	06/03/2020	116921	6001	Wine Merchants	610-20100	970.40
Grand Totals:						1,017,041.00

## Resolution No. R20-039

### *Resolution Appointing Election Judges for the Primary Election (August 11, 2020) and General Election (November 3, 2020)*

Whereas, the City Council of Cambridge, Minnesota is responsible for reviewing and approving election judges to serve at the Presidential Primary Election scheduled for March 3, 2020;

Whereas, Lynda Woulfe, as Election Administrator, has received names from Isanti County for election judge service, has solicited for election judges on the City's website and Facebook page, and inquired with prior election judges to see if they desire to serve again;

Whereas, the following individuals have agreed to serve as an election judge for the 2020 Presidential Primary:

Sofia Armstrong	Calli Griffin	Kylie Olander
Elaine Belsheim	Skyler Griffin	Shirley Olson
Luke Bendickson	Judy Hansen	Keagann Olson
Cathy Bjornoos	Susan Heckt	Jennie Parsons
Carol Boushee	JoAnn Hoffman	Ron Patrick
Betsy Broberg	Carol Hogleund	Maddie Peterson
Diane Colonga	David Johnson	Sue Pfister
Jill Dahl	Adrienne Johnson	Kyle Phillips
Neil Danielson	Darla Joslin	Betsy Potrament
Nate Dolan	Mary Kay Kelley	Josh Savelkoul
Maggie Erickson	Brenda Kieffer	Ruth Schoenecker
Jacki Frarck	Phyllis Koosman	Carol Schroeder-Feldheim
Marilyn Fromm	Elisabeth Lefebvre	Abby Scott
Jerry Fromm	Margaret Lindberg	Virginia Simon
Kim Garber	Terry Lind	Jaqlynn Spencer
Linda Gerlach	Scott Linder	Harold Tuset
Karen Gray	Carol Norling	Arianna Weiler
Doug Gray	Ashley Norman	Randy Westby
LeSean Greer	Steve More	

**NOW THEREFORE BE IT RESOLVED** by the Cambridge City Council that the list of election judges submitted is hereby accepted and approved for the 2020 statewide Primary and General elections and the Election Administrator may make substitutions as necessary to ensure trained judges serve.

Adopted by the Cambridge City Council this 15<sup>th</sup> day of February, 2020.

**ATTEST:**

**James A. Godfrey, Mayor**

**Linda J. Woulfe, City Administrator**



**Prepared by: Caroline Moe, Director of Finance**

**BACKGROUND**

Douglas-Kerr Underground LLC is submitting Pay Request #1 for work completed through June 1, 2020, on the 2020 Street Improvements. City Engineer, Short Elliott Hendrickson, has reviewed the pay request and is recommending payment in the amount of \$786,719.48.

The Council awarded this contract to Douglas-Kerr LLC at its April 20, 2020, meeting and construction began earlier this spring.

Fiscal Note—the 2020 Street Project was a budgeted project for 2020. Project is currently under budget.

**COUNCIL ACTION**

Staff recommends to Council to authorize partial payment request No. 1 to Douglas-Kerr Underground LLC for \$786,719.48.

**ATTACHMENTS**

Resolution R20-040 Authorizing Partial Payment to Douglas-Kerr LLC for the 2020 Street Improvements.

**Resolution R20-040**

**RESOLUTION ACCEPTING WORK AND AUTHORIZING  
PARTIAL PAYMENT TO DOUGLAS-KERR UNDERGROUND LLC  
(2020 STREET IMPROVEMENT PROJECT)**

**WHEREAS**, pursuant to a written contract signed with the City of Cambridge, Douglas-Kerr Underground, LLC has satisfactorily completed a portion of the 2020 Street Improvements Project in accordance with such contract and;

**WHEREAS**, City Engineer, S.E.H., has reviewed the work through June 1, 2020, and recommends payment in the amount of \$786,719.48 (Partial Payment #1);

**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 \$786,719.48.

Adopted by the Cambridge City Council this 15th day of June, 2020.

\_\_\_\_\_  
Jim Godfrey, Mayor

ATTEST:

\_\_\_\_\_  
Linda J. Woulfe, City Administrator



**Application for Payment**  
 (Unit Price Contract)  
 No. 1

Eng. Project No.: CAMBR 153134

Location: Cambridge, Minnesota

Contractor <u>Douglas-Kerr Underground, LLC</u>	Contract Date <u>April 20, 2020</u>
<u>2142 330th. Ave</u>	
<u>Mora, MN 55051</u>	Contract Amount <u>\$ 5,265,560.65</u>

Contract for 2020 Street Improvements

Application Date <u>6/1/20</u>	For Period Ending <u>6/1/20</u>
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Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
1	MOBILIZATION	LS	1	0.33	\$354,184.00	\$116,880.72
2	FIELD OFFICE TYPE D	EACH	1	0.33	\$7,226.00	\$2,384.58
3	CLEARING	ACRE	0.8	0	\$7,175.00	
4	GRUBBING	ACRE	0.8	0	\$1,538.00	
5	CLEARING	TREE	40	15	\$205.00	\$3,075.00
6	GRUBBING	TREE	40	13	\$61.50	\$799.50
7	PAVEMENT MARKING REMOVAL	LF	288	0	\$0.80	
8	REMOVE MANHOLE OR CATCH BASIN (STORM)	EACH	12	5	\$379.15	\$1,895.75
9	REMOVE GATE VALVE & BOX	EACH	8	4	\$278.17	\$1,112.68
10	REMOVE LIGHT FOUNDATION	EACH	8	8	\$358.75	\$2,870.00
11	SALVAGE HYDRANT	EACH	8	3	\$628.20	\$1,884.60
12	SALVAGE CASTING (STORM)	EACH	13	2	\$112.20	\$224.40
13	SALVAGE CASTING (SANITARY)	EACH	10	0	\$111.70	
14	SALVAGE SIGN TYPE C	EACH	92	20	\$25.65	\$513.00
15	SALVAGE SIGN TYPE SPECIAL (STREET NAME SIGN)	EACH	14	3	\$25.65	\$76.95
16	SALVAGE LIGHTING UNIT	EACH	8	8	\$642.70	\$5,141.60
17	REMOVE CURB & GUTTER	LF	4275	2594	\$3.80	\$9,857.20
18	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	312	171	\$3.35	\$572.85
19	SAWING BIT PAVEMENT (FULL DEPTH)	LF	1857	10	\$2.45	\$24.50
20	REMOVE WATER MAIN	LF	1145	76	\$3.75	\$285.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
21	REMOVE PIPE CULVERTS	LF	337	114	\$10.51	\$1,198.14
22	REMOVE SEWER PIPE (STORM)	LF	1885	401	\$22.25	\$8,922.25
23	SALVAGE CHAIN LINK FENCE	LF	68	0	\$15.40	
24	SALVAGE WOODEN FENCE	LF	120	0	\$18.45	
25	REMOVE CONCRETE SIDEWALK	SF	7222	2593	\$2.35	\$6,093.55
26	REMOVE CONCRETE DRIVEWAY PAVEMENT	SF	764	0	\$3.00	
27	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SF	6907	0	\$1.45	
28	ABANDON PIPE SEWER	LF	45	0	\$29.05	
29	RELOCATE SPRINKLER SYSTEM	LF	1500	0	\$6.15	
30	COMMON EXCAVATION (EV) (P)	CY	25910	350	\$15.95	\$5,582.50
31	SUBGRADE EXCAVATION (EV)	CY	495	26	\$6.50	\$169.00
32	SUBGRADE PREPARATION (TRAIL AGG. BASE SHAPING)	RDST	21	21	\$588.31	\$12,354.51
33	SUBGRADE PREPARATION (STREET AGG. BASE SHAPING)	RDST	12	0	\$504.25	
34	SUBGRADE PREPARATION (PARKING LOT AGG. BASE SHAPING)	SY	4500	4500	\$2.10	\$9,450.00
35	COMMON LABORERS	HOUR	154	11.25	\$90.00	\$1,012.50
36	3.0 CU YD FRONT END LOADER	HOUR	51	2.75	\$182.90	\$502.98
37	CRAWLER MOUNTED BACKHOE	HOUR	51	4.25	\$251.11	\$1,067.22
38	SKID LOADER	HOUR	51	2.75	\$166.80	\$458.15
39	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	133	2	\$153.75	\$307.50
40	WATER	MGAL	301	10	\$70.15	\$701.50
41	AGGREGATE BASE (CV) CLASS 5 (P)	CY	8250	0	\$23.30	
42	AGGREGATE BASE (CV) CLASS 5 (PETERSON PARK BIKE TRAIL)	CY	130	0	\$15.80	
43	AGGREGATE BASE (CV) CLASS 5 (SUBGRADE EXCAVATION)	CY	495	26	\$6.10	\$158.60
44	AGGREGATE BASE PLACED (CV), SALV. BIT. & AGG. (P)	CY	6796	657	\$15.20	\$9,986.40
45	FULL DEPTH RECLAMATION (P)	SY	51865	17265	\$2.25	\$38,846.25

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
46	SHOULDER BASE AGGREGATE CLASS 5 (CV)	CY	54	0	\$63.65	
47	MILL BITUMINOUS SURFACE (2.25")	SY	44620	23800	\$2.30	\$54,740.00
48	BITUMINOUS MATERIAL FOR TACK COAT	GAL	8827	1000	\$0.01	\$10.00
49	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) (DRIVEWAY)	TON	81	0	\$117.90	
50	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B) (MAIN STREET OVERLAY)	TON	6532	2674	\$64.60	\$172,740.40
51	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) (TRAILS/BALL COURT)	TON	3455	0	\$79.95	
52	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	5960	750	\$70.75	\$53,062.50
53	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	6623	0	\$69.70	
54	TYPE SP 9.5 BIT MIXTURE FOR PATCHING	TON	255	24.8	\$102.50	\$2,542.00
55	MODULAR BLOCK RETAINING WALL	SF	315	0	\$29.75	
56	CRUSHED ROCK (PIPE FOUNDATION)(CV)	CY	84	12	\$38.20	\$458.40
57	12" RC PIPE APRON	EACH	1	1	\$901.95	\$901.95
58	18" RC PIPE APRON	EACH	1	3	\$982.55	\$2,947.65
59	21" RC PIPE APRON	EACH	1	0	\$1,312.00	
60	24" RC PIPE APRON	EACH	8	4	\$1,358.00	\$5,432.00
61	30" RC PIPE APRON	EACH	2	0	\$1,501.00	
62	TRASH GUARD FOR 12" PIPE APRON	EACH	1	1	\$656.90	\$656.90
63	TRASH GUARD FOR 18" PIPE APRON	EACH	1	11	\$781.50	\$8,596.50
64	TRASH GUARD FOR 21" PIPE APRON	EACH	1	0	\$1,114.00	
65	TRASH GUARD FOR 24" PIPE APRON	EACH	4	1	\$1,361.97	\$1,361.97

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
66	6" PERF PVC PIPE DRAIN	LF	133	0	\$31.00	
67	6" PVC PIPE DRAIN CLEANOUT W/CAP	EACH	3	0	\$135.00	
68	4" INSULATION	SY	320	176	\$70.50	\$12,408.00
69	12" RCP SEWER DES 3006 CL V	LF	93	46	\$60.35	\$2,776.10
70	15" RCP SEWER DES 3006 CL V	LF	1946	0	\$44.10	
71	18" RCP SEWER DES 3006 CL III	LF	1839	160	\$48.85	\$7,784.00
72	21" RCP SEWER DES 3006 CL III	LF	1498	427	\$51.45	\$21,969.15
73	24" RCP SEWER DES 3006 CL III	LF	2328	957	\$56.70	\$54,261.90
74	30" RCP SEWER DES 3006 CL III	LF	93	0	\$72.75	
75	28" SPAN RC PIPE-ARCH SEWER CL IIA	LF	38	38	\$94.80	\$3,602.40
76	CONNECT TO EXISTING SANITARY SEWER (PIPE OR MANHOLE)	EACH	2	0	\$4,700.00	
77	CONNECT TO EXISTING STORM SEWER (PIPE)	EACH	9	3	\$943.75	\$2,831.25
78	CONNECT TO EXISTING STORM SEWER (STRUCTURE)	EACH	3	0	\$1,699.00	
79	8"X6" PVC WYE	EACH	7	0	\$1,422.00	
80	8" PVC PIPE SEWER - SDR 35	LF	1130	0	\$37.00	
81	6" PVC SANITARY SEWER SERVICE PIPE - SDR 26	LF	385	0	\$16.00	
82	6" PVC SANITARY SEWER RISER PIPE - SDR 26	LF	83	0	\$2.95	
83	DUCTILE IRON FITTINGS (EPOXY COATED)	LB	3564	255	\$5.15	\$1,313.25
84	TEMPORARY WATER SERVICE	LS	1	0	\$2,618.00	
85	LOWER WATER MAIN	EACH	3	1	\$4,321.00	\$4,321.00
86	CONNECT TO EXISTING WATER MAIN	EACH	24	3	\$1,329.00	\$3,987.00
87	CONNECT TO EXISTING WATER SERVICE	EACH	1	0	\$279.20	
88	HYDRANT	EACH	8	4	\$4,877.00	\$19,508.00
89	INSTALL HYDRANT	EACH	7	0	\$1,048.00	
90	ADJUST HYDRANT	EACH	1	0	\$1,119.00	
91	ADJUST VALVE BOX	EACH	13	0	\$719.05	

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
92	1" CORPORATION STOP	EACH	7	0	\$841.80	
93	6" GATE VALVE & BOX	EACH	16	4	\$1,443.00	\$5,772.00
94	8" GATE VALVE & BOX	EACH	8	1	\$2,655.00	\$2,655.00
95	12" BUTTERFLY VALVE & BOX	EACH	3	0	\$3,591.00	
96	1" CURB STOP & BOX	EACH	7	0	\$952.00	
97	1" TYPE HDPE PIPE, SDR 9	LF	249	0	\$10.45	
98	6" WATER MAIN DUCTILE IRON CL. 52	LF	119	61	\$48.15	\$2,937.15
99	8" WATER MAIN DUCTILE IRON CL. 52	LF	2159	11	\$51.35	\$564.85
100	12" WATER MAIN DUCTILE IRON CL. 52	LF	46	0	\$70.80	
101	CONST DRAINAGE STRUCTURE, DES. SPECIAL (TYPE X)	LF	90	2.5	\$365.95	\$914.88
102	CONST DRAINAGE STRUCTURE DES. 48-4020 - MH	LF	167	33	\$497.80	\$16,427.40
103	CONST DRAINAGE STRUCTURE DES. 60-4020 - MH	LF	37	13	\$640.47	\$8,326.11
104	CONST DRAINAGE STRUCTURE DES. 72-4020 - MH	LF	5	0	\$862.67	
105	CONST DRAINAGE STRUCTURE DES. 84-4020 - MH	LF	3	0	\$1,813.00	
106	RECONSTRUCT DRAINAGE STRUCTURE	LF	14	0	\$516.10	
107	INSTALL MANHOLE (SANITARY 0'-8')	EACH	5	0	\$2,881.00	
108	ADJUST FRAME & RING CASTING (W/ PE BARRIER)	EACH	26	11	\$1,411.00	\$15,521.00
109	ADJUST DRAINAGE STRUCTURE RING AND CASTING	EACH	17	3	\$283.16	\$849.48
110	CASTING ASSEMBLY, R-4342	EACH	8	0	\$1,415.00	
111	CASTING ASSEMBLY, R-3250-1	EACH	64	1	\$662.80	\$662.80
112	CASTING ASSEMBLY, R-2573	EACH	2	0	\$460.00	
113	CASTING ASSEMBLY, R-1733 (STORM)	EACH	2	0	\$1,187.00	
114	CASTING ASSEMBLY, R-1733 (SANITARY) W/ PE BARRIER	EACH	15	0	\$1,827.00	



Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
115	CASTING ASSEMBLY, FORD COVER	EACH	4	0	\$88.45	
116	RECONSTRUCT SANITARY MANHOLE	LF	6	0	\$279.57	
117	MINOR STRUCTURE REPAIR	LF	6	0	\$376.50	
118	EXTRA DEPTH SANITARY MANHOLE	LF	14	0	\$124.60	
119	GEOTEXTILE FILTER TYPE IV	SY	329	100	\$1.60	\$160.00
120	RANDOM RIPRAP CL III	CY	181	70	\$115.65	\$8,095.50
121	5" CONCRETE WALK	SF	1464	1223	\$5.85	\$7,154.55
122	6" CONCRETE WALK	SF	13150	1177	\$8.75	\$10,298.75
123	CONCRETE CURB & GUTTER DESIGN B612	LF	1271	1489	\$19.50	\$29,035.50
124	CONCRETE CURB & GUTTER DESIGN B618	LF	19722	463	\$14.70	\$6,806.10
125	CONCRETE CURB & GUTTER DESIGN D412	LF	180	0	\$22.55	
126	CONCRETE CURB & GUTTER DESIGN SPECIAL (SLOPE PAVING CURB)	LF	217	0	\$20.50	
127	6" CONCRETE DRIVEWAY PAVEMENT (HIGH EARLY)	SY	341	8.33	\$58.85	\$490.22
128	8" CONCRETE DRIVEWAY PAVEMENT (HIGH EARLY)	SY	275	0	\$70.75	
129	5" THICK X 18" WIDE CONCRETE MAINTENANCE STRIP	LF	463	0	\$15.40	
130	TRUNCATED DOMES	SF	1449	220	\$41.00	\$9,020.00
131	PICKLEBALL COURT COLOR COATING	LS	1	0	\$11,275.00	
132	F&I BASKETBALL GOAL STANDARD	EACH	1	0	\$4,613.00	
133	PICKLEBALL NET & POST SYSTEM	EACH	4	0	\$2,068.00	
134	INSTALL CHAIN LINK FENCE	LF	68	0	\$18.45	
135	INSTALL WOODEN FENCE	LF	240	0	\$22.55	

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
136	10' TALL CHAIN LINK FENCE FOR PICKLEBALL AND BASKETBALL COURTS	LF	457	0	\$51.25	
137	TRAFFIC CONTROL	LS	1	0.33	\$14,863.00	\$4,904.79
139	INSTALL SIGN TYPE C	EACH	82	0	\$174.25	
138	SIGN PANELS TYPE C	SF	272	0	\$56.40	
140	INSTALL SIGN TYPE SPECIAL (STREET NAME SIGN)	EACH	13	0	\$205.00	
141	RIGID PVC LOOP DETECTOR - 6' X 6'	EACH	2	0	\$1,258.00	
142	REVISE SIGNAL SYSTEM A	SYS	1	0	\$21,737.00	
143	CONIFEROUS TREE 6' HT B&B	TREE	10	0	\$384.40	
144	DECIDUOUS TREE 2.5" CAL B&B	TREE	45	0	\$425.40	
145	CONIFEROUS SHRUB 2' HT CONT	SHRB	25	0	\$32.80	
146	DECIDUOUS SHRUB NO 2 CONT	SHRB	22	0	\$36.00	
147	STABILIZED CONSTRUCTION EXIT	LS	1	0	\$2,111.00	
148	STORM DRAIN INLET PROTECTION	EACH	174	64	\$139.25	\$8,912.00
149	SILT FENCE, TYPE HI	LF	5849	0	\$2.35	
150	SILT FENCE, TYPE MS	LF	9981	1703	\$1.90	\$3,235.70
151	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LF	945	300	\$2.50	\$750.00
152	FILTER TOPSOIL BORROW (LV)	CY	121	0	\$42.35	
153	ORGANIC TOPSOIL BORROW (LV)	CY	6572	0	\$0.01	
154	SODDING TYPE MINERAL	SY	2928	0	\$5.95	
155	HYDRAULIC MULCH MATRIX	LB	13162	200	\$0.75	\$150.00
156	ROLLED EROSION PREVENTION CATEGORY 10	SY	650	0	\$1.15	
157	ROLLED EROSION PREVENTION CATEGORY 20	SY	6078	0	\$1.25	
158	ROLLED EROSION PREVENTION CATEGORY 25	SY	1205	0	\$1.40	
159	SEEDING MIXTURE 22-111	ACRE	3.4	0	\$973.75	
160	SEEDING MIXTURE 25-131	ACRE	9.3	0.3	\$6,201.00	\$1,860.30
161	SEEDING MIXTURE 33-261	ACRE	0.1	0	\$12,813.00	
162	SEEDING MIXTURE 35-221	ACRE	0.2	0	\$10,199.00	
163	4" SOLID LINE PAINT	LF	34277	0	\$0.10	

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
164	4" DOUBLE SOLID PAINT	LF	13220	0	\$0.25	
165	4" BROKEN LINE PAINT	LF	3948	0	\$0.10	
166	12" SOLID LINE PAINT	LF	600	0	\$2.85	
167	24" SOLID LINE PAINT	LF	249	0	\$3.10	
168	CROSSWALK PAINT	SF	1974	0	\$2.65	
169	PAVEMENT MESSAGE PAINT (HANDICAPPED SYMBOL)	SF	25	0	\$17.45	
170	PAVEMENT MESSAGE PAINT (LEFT TURN ARROW)	SF	497	0	\$5.15	
171	PAVEMENT MESSAGE PAINT (RIGHT TURN ARROW)	SF	109	0	\$5.15	
172	PAVEMENT MESSAGE PAINT (LEFT-THRU ARROW)	SF	62	0	\$5.15	
173	PICKLEBALL COURT STRIPING PAINT	LS	1	0	\$1,025.00	
174	BASKETBALL COURT STRIPING PAINT	LS	1	0	\$512.50	
<b>Total Contract Amount</b>						<b>\$828,125.77</b>

**Application for Payment (continued)**

Total Contract Amount	\$ <u>5,265,560.65</u>	Total Amount Earned	\$ <u>828,125.77</u>
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: _____	AFP No. 6: _____	GROSS AMOUNT DUE	\$ <u>828,125.77</u>
AFP No. 2: _____	AFP No. 7: _____	LESS <u>5</u> % RETAINAGE	\$ <u>41,406.29</u>
AFP No. 3: _____	AFP No. 8: _____	AMOUNT DUE TO DATE	\$ <u>786,719.48</u>
AFP No. 4: _____	AFP No. 9: _____	LESS PREVIOUS APPLICATIONS	\$ _____
AFP No. 5: _____		AMOUNT DUE THIS APPLICATION	\$ <u>786,719.48</u>

**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, 2020 Street Improvements, Cambridge, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date 6/2, 2020 Douglas-Kerr Underground, LLC  
(Contractor)

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

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

My Commission expires 1-31-2023  
[Signature]  
(Notary Public)

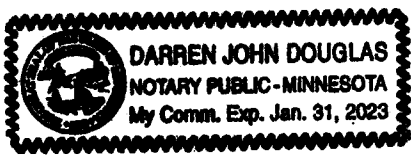
The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by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

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

Short Elliott Hendrickson Inc.

Todd M. Blank, PE By Todd M. Blank  
Date 6/2/2020  
City of Cambridge

By \_\_\_\_\_  
Date \_\_\_\_\_



**Mutual Aid Agreement Between  
The City of Cambridge  
And  
Independent School District 911**

**Purpose**

This agreement is made pursuant to Minnesota Statutes §471.59 which authorizes the joint and cooperative exercise of powers common to contracting parties. The intent of this agreement is to make equipment, personnel and other resources available to political subdivisions from other political subdivisions.

**Definitions**

- 1. "Party" means a political subdivision.
- 2. "Requesting Official" means the person designated by a Party who is responsible for requesting Assistance from other Parties.
- 3. "Requesting Party" means a party that requests assistance from other parties.
- 4. "Responding Official" means the person designated by a party who is responsible to determine whether and to what extent that party should provide assistance to a Requesting Party.
- 5. "Responding Party" means a party that provides assistance to a Requesting Party.
- 6. "Assistance" means:

Personnel and equipment as may be needed to effectively respond to a natural disaster or other emergency (e.g. school buses for transportation, schools for shelters or volunteer coordination centers, staff for EOC operations, etc).

**Procedure**

- A. **Request for assistance.** Whenever, in the opinion of a Requesting Official, there is a need for assistance from other parties, the Requesting Official may call upon the Responding Official of any other party to furnish assistance.
- B. **Response to request.** Upon the request for assistance from a Requesting Party, the Responding Official may authorize and direct his/her party's personnel to provide assistance to the Requesting Party. This decision will be made after considering the needs of the responding party and the availability of resources.
- C. **Recall of Assistance.** The Responding Official may at any time recall such assistance when in his or her best judgment or by an order from the governing body of the Responding Party, it is considered to be in the best interests of the Responding Party to do so.

- D. Command of Scene.** The Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official withdraws assistance.

**Workers' compensation**

Each party shall be responsible for injuries or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this agreement. Each party waives the right to sue any other party for any workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

**Damage to equipment**

Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue any other party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

**Liability**

- A. For the purposes of the Minnesota Municipal Tort Liability Act (Minn. Stat. 466), the employees and officers of the Responding Party are deemed to be employees (as defined in Minn. Stat. §466.01, subdivision 6) of the Requesting Party.
- B. The Requesting Party agrees to defend and indemnify the Responding Party against any claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of assistance in responding to a request for assistance by the Requesting Party pursuant to this agreement.
- C. Under no circumstances, however, shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The limits of liability for some or all of the parties may not be added together to determine the maximum amount of liability for any party.
- D. The intent of this subdivision is to impose on each Requesting Party a limited duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.
- E. No party to this agreement or any officer of any Party shall be liable to any other Party or to any other person for failure of any party to furnish assistance to any other party, or for recalling assistance, both as described in this agreement.

**Charges to the Requesting Party**

Subd. 1. No charges will be levied by a Responding Party to this agreement for assistance rendered to a Requesting Party under the terms of this agreement unless that assistance continues for a period of more than 48 hours or if the purpose for the request is due to an act of terrorism, natural disaster, or arson.

If assistance provided under this agreement continues for more than 48 hours, the Responding Party will submit to the Requesting Party an itemized bill for the actual cost of any assistance, including equipment, salaries, overtime, materials and supplies and other necessary expenses; and the Requesting Party will reimburse the party providing the assistance for that amount.

Subd. 2. Charges for mutual aid responses for acts of terrorism, natural disasters, or arson shall be at the following rates:

School Bus with driver	\$ 85.00 per hour
EOC Finance Personnel	\$ 60.00 per hour
EOC Transportation Personnel	\$ 39.00 per hour
EOC Facilities Personnel	\$ 45.00 per hour

Such charges are not contingent upon the availability of federal or state government funds.

**Duration**

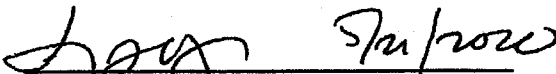
This agreement will be in force for a period of five (5) years from June 1, 2020 through May 31, 2024. Any party may withdraw from this agreement upon thirty (30) days written notice to the other party or parties to the agreement.

**Execution**

Each party hereto has read, agreed to and executed this Mutual Aid Agreement on the date indicated.

**On behalf of the ISD 911**

**On behalf of the City of Cambridge**

  
\_\_\_\_\_  
Timothy J. Hitchings, Board Chair

\_\_\_\_\_  
James A. Godfrey, Mayor

  
\_\_\_\_\_  
Nate Rudolph, Superintendent

\_\_\_\_\_  
Linda J. Woulfe, City Administrator



**Prepared by: Caroline Moe, Director of Finance**

**BACKGROUND**

Phoenix Fabricators & Erectors LLC is submitting Pay Request #8 for work completed through May 31, 2020, on the West Water Tower. City Engineer, Short Elliott Hendrickson, has reviewed the pay request and is recommending payment in the amount of \$157,174.17.

The Council awarded this contract to Phoenix Fabricators & Erectors LLC at its May 20, 2019 meeting and construction began shortly afterwards.

Fiscal Note—this project is being funded by bonds issued in the water fund. Future water utility revenues will be used to repay the bonds.

**COUNCIL ACTION**

Staff recommends to Council to authorize partial payment request No. 8 to Phoenix Fabricators & Erectors LLC for \$157,174.17.

**ATTACHMENTS**

1. Application for Payment No.8 from Phoenix Fabricators & Erectors LLC
2. Resolution R20-041 Authorizing Partial Payment to Phoenix Fabricators & Erectors LLC for the West Water Tower

**Resolution R20-041**

**RESOLUTION ACCEPTING WORK AND AUTHORIZING  
PARTIAL PAYMENT TO PHOENIX FABRICATORS & ERECTORS, LLC  
(WEST WATER TOWER PROJECT)**

**WHEREAS**, pursuant to a written contract signed with the City of Cambridge, Phoenix Fabricators & Erectors LLC has satisfactorily completed a portion of the West Water Tower Improvements Project in accordance with such contract and;

**WHEREAS**, City Engineer, S.E.H., has reviewed the work through May 31, 2020, and recommends payment in the amount of \$157,174.17 (Partial Payment #8);

**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 \$157,174.17.

Adopted by the Cambridge City Council this 15th day of June, 2020

\_\_\_\_\_  
James A. Godfrey, Mayor

ATTEST:

\_\_\_\_\_  
Linda J. Woulfe, City Administrator

**PARTIAL PAYMENT ESTIMATE**

OWNER: City of Cambridge  
300 Third Avenue NE  
Cambridge, MN 55008

CONTRACTOR: Phoenix Fabricators & Erectors, LLC  
182 S. County Road 900 East  
PFE # 3740 Avon, IN 46123

PERIOD OF ESTIMATE  
FROM 4/01/20 to 5/31/2020

**CONTRACT CHANGE ORDER SUMMARY**

**ESTIMATE**

No.	Agency Approval Date	Amount			
		Additions	Deductions		
				1. Original Contract.....	\$2,159,840.00
				2. Change Orders.....	\$0.00
				3. Revised Contract (1+2).....	\$2,159,840.00
				4. Work Completed*.....	\$1,597,945.00
				5. Stored Materials*.....	\$0.00
				6. Subtotal (4+5).....	\$1,597,945.00
				7. Retainage*.....	\$79,897.25
				8. Previous Payments.....	\$1,360,873.57
				9. Amount Due (6-7-8).....	\$157,174.17
<b>TOTALS</b>		\$0.00	\$0.00		
<b>NET CHANGE</b>		\$0.00	\$0.00		

\* Detailed breakdown attached

**CONTRACT TIME**

Original (days)	456/517	On Schedule	<input checked="" type="checkbox"/> Yes	Starting Date	7/1/19
Revised			<input type="checkbox"/> No	Projected Completion	9/30/20
Remaining	123/184			Final Completion	11/30/2020

**CONTRACTOR'S CERTIFICATION:**

**ARCHITECT OR ENGINEER'S CERTIFICATION:**

The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with contract documents.

Contractor Phoenix Fabricators & Erectors, LLC  
By Tamara J. Schaub A/R Manager  
Date 5/31/20

Architect or Engineer S.E.H. Engineers  
By Chad T. Hefner  
Date 6/9/2020

**APPROVED BY OWNER:**

Owner City of Cambridge  
By \_\_\_\_\_  
Date \_\_\_\_\_

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0042. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

**TYPICAL UNIT PRICE BREAKDOWN\***

ITEM	DESCRIPTION	CONTRACT (revised)			THIS PERIOD		TOTAL TO DATE		% COMPLETE
		QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	
1.	MOBILIZATION	L.S.		\$60,000.00	20%	\$12,000.00	60%	\$36,000.00	60%
2.	CLEARING & GRUBBING	L.S.		\$7,000.00		\$0.00	100%	\$7,000.00	100%
3.	SITE GRADING	L.S.		\$8,000.00		\$0.00	100%	\$8,000.00	100%
4.	AGGREGATE BASE CLASS 5(CV) 435CY @ \$70.	435	\$70.00	\$30,450.00		\$0.00	390	\$27,300.00	90%
5.	BITUMINOUS MATERIAL/TACK COAT 100GAL @ \$11	100	\$12.00	\$1,200.00		\$0.00		\$0.00	0%
6.	SP 9.5 WEAR COURSE MIX 75T @ \$200.	75	\$200.00	\$15,000.00		\$0.00		\$0.00	0%
7.	SP 12.5 WEAR COURSE MIX 75T @ \$200.	75	\$200.00	\$15,000.00		\$0.00		\$0.00	0%
8.	CRUSHED ROCK 12CY @ \$90.00	12	\$90.00	\$1,080.00		\$0.00		\$0.00	0%
9.	15" CS PIPE APRON 2 @ \$350.00	2	\$350.00	\$700.00		\$0.00	2	\$700.00	100%
10.	15" CS PIPE CULVERT 33LF @ \$50.	33	\$50.00	\$1,650.00		\$0.00	33	\$1,650.00	100%
11.	CONNECT TO EXISTING WATER MAIN 2 @ \$2500.	2	\$2,500.00	\$5,000.00		\$0.00		\$0.00	0%
12.	HYDRANT	1	\$6,000.00	\$6,000.00		\$0.00		\$0.00	0%
13.	6" GATE VALVE/BOX	1	\$2,000.00	\$2,000.00		\$0.00		\$0.00	0%
14.	12" BUTTERFLY VALVE/BOX	1	\$3,500.00	\$3,500.00		\$0.00		\$0.00	0%
15.	16" BUTTERFLY VALVE/BOX	1	\$4,000.00	\$4,000.00		\$0.00		\$0.00	0%
16.	6" WATERMAIN 6LF @ \$60.00	6	\$60.00	\$360.00		\$0.00		\$0.00	0%
17.	12" WATERMAIN 12LF @ \$140.	12	\$140.00	\$1,680.00		\$0.00		\$0.00	0%
18.	16" WATERMAIN 112LF @ \$120.	112	\$120.00	\$13,440.00		\$0.00		\$0.00	0%
19.	DUCTILE IRON FITTINGS 1980LBS @ \$5.50	1980	\$5.50	\$10,890.00		\$0.00		\$0.00	0%
20.	ADJUST FRAME & RING CASTING	L.S.		\$200.00		\$0.00		\$0.00	0%
21.	RANDOM RIP RAP 30CY @ \$110.00	30	\$110.00	\$3,300.00		\$0.00		\$0.00	0%
	<b>TOTALS</b>			<b>\$190,450.00</b>		<b>\$12,000.00</b>		<b>\$80,650.00</b>	<b>42%</b>

**TYPICAL LUMP SUM PRICE BREAKDOWN\***

**TYPICAL STORED MATERIALS AND RETAINAGE BREAKDOWN\***

ITEM	DESCRIPTION	SCHEDULED VALUE	WORK COMPLETED		% COMPLETE	MATERIALS STORED AT END OF THIS PAYMENT PERIOD			
			THIS PERIOD	TO DATE		DESCRIPTION	QUANTITY	UNIT VALUE	AMOUNT
						<b>RETAINAGE</b>			
							This Estimate	Percent %	Retained
						<b>WORK COMPLETED</b>			
						<b>STORED MATERIALS</b>			
						<b>OTHER (explain)</b>			
	<b>TOTALS</b>	\$ -	\$ -	\$ -	#DIV/0!	<b>TOTAL</b>			

\*As a minimum, detailed breakdowns should contain this information

**TYPICAL UNIT PRICE BREAKDOWN\***

ITEM	DESCRIPTION	CONTRACT (revised)			THIS PERIOD		TOTAL TO DATE		% COMPLETE
		QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	
22.	GEOTEXTILE FILTER TYPE IV 93.15SY @ \$20.00	93.15	\$20.00	\$1,863.00		\$0.00		\$0.00	0%
23.	7" CONCRETE SPLASH PAD 32SY @ \$45.00	32	\$45.00	\$1,440.00		\$0.00		\$0.00	0%
24.	6" X 18" CONCRETE MOW STRIP 480LF @ \$15.00	480	\$15.00	\$7,200.00		\$0.00		\$0.00	0%
25.	8" CONCRETE DRIVEWAY 40SY @ \$80.00	40	\$80.00	\$3,200.00		\$0.00		\$0.00	0%
26.	16' VEHICULAR SLIDING GATE	L.S.		\$3,600.00		\$0.00		\$0.00	0%
27.	6' CHAIN LINK FENCE 404LF @ \$50.00	404	\$50.00	\$20,200.00		\$0.00		\$0.00	0%
28.	SILT FENCE TYPE PA 610LF @ \$3.00	610	\$3.00	\$1,830.00		\$0.00	610	\$1,830.00	100%
29.	SEDIMENT CONTROL LOG 499.5LF @ \$4.00	499.5	\$4.00	\$1,998.00		\$0.00		\$0.00	0%
30.	ROCK CONSTRUCTION ENTRANCE	L.S.		\$3,500.00		\$0.00		\$0.00	0%
31.	TOPSOIL BORROW 335CY @ \$30	335	\$30.00	\$10,050.00		\$0.00		\$0.00	0%
32.	EROSION CONTROL BLANKETS 2600SY @ 2.50	2600	\$2.50	\$6,500.00		\$0.00		\$0.00	0%
33.	SEEDING MIXTURE 25-131 .66ACRE @ \$5000.00	0.66	\$5,000.00	\$3,300.00		\$0.00		\$0.00	0%
34.	SEEDING MIXTURE 22-111 .66ACRE @ \$3400.00	0.66	\$3,400.00	\$2,244.00		\$0.00		\$0.00	0%
35.	SCADA -SOUTH TOWER MODIFICATIONS	L.S.		\$30,000.00		\$0.00		\$0.00	0%
36.	ENGINEERING/BONDS/INSURANCE	L.S.		\$93,000.00		\$0.00	100%	\$93,000.00	100%
P62	FOUNDATION	L.S.		\$300,000.00		\$0.00	100%	\$300,000.00	100%
	CONCRETE SHAFT	L.S.		\$452,000.00		\$0.00	100%	\$452,000.00	100%
	TANK FABRICATION/DELIVERY	L.S.		\$574,465.00	10%	\$57,446.50	100%	\$574,465.00	100%
	TANK ERECTION	L.S.		\$240,000.00	40%	\$96,000.00	40%	\$96,000.00	40%
	TANK PAINTING	L.S.		\$140,000.00		\$0.00		\$0.00	0%
	ELECTRICAL	L.S.		\$73,000.00		\$0.00		\$0.00	0%
	<b>SUBTOTAL</b>			<b>\$1,969,390.00</b>		<b>\$153,446.50</b>		<b>\$1,517,295.00</b>	<b>77%</b>
	<b>TOTALS</b>			<b>\$2,159,840.00</b>		<b>\$165,446.50</b>		<b>\$1,597,945.00</b>	<b>74%</b>

**TYPICAL LUMP SUM PRICE BREAKDOWN\***

**TYPICAL STORED MATERIALS AND RETAINAGE BREAKDOWN\***

ITEM	DESCRIPTION	SCHEDULED VALUE	WORK COMPLETED		% COMPLETE	MATERIALS STORED AT END OF THIS PAYMENT PERIOD			
			THIS PERIOD	TO DATE		DESCRIPTION	QUANTITY	UNIT VALUE	AMOUNT
						<b>RETAINAGE</b>			
							This Estimate	Percent %	Retained
						WORK COMPLETED			
						STORED MATERIALS			
						OTHER (explain)			
	<b>TOTALS</b>	\$ -	\$ -	\$ -	#DIV/0!	<b>TOTAL</b>			

\*As a minimum, detailed breakdowns should contain this information

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ID	Task Name	Duration	Start	Finish	Predecessors	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov					
1	Cambridge, MN .750 CET	519 days	Mon 7/1/19	Mon 11/30/20		[Gantt bar from Aug to Nov]																				
2	Notice To Proceed	0 days	Mon 7/1/19	Mon 7/1/19		[Gantt bar at start]																				
3	Substantial completion	458 days	Mon 7/1/19	Wed 9/30/20 2		[Gantt bar from Aug to Oct]																				
4	Final Completion	519 days	Mon 7/1/19	Mon 11/30/20 2		[Gantt bar from Aug to Nov]																				
5	Site Civil Pre-Erection	57 days	Mon 7/1/19	Mon 8/26/19		[Gantt bar from Aug to Sep]																				
6	Clearing/ Site Prep/ Road	2 days	Mon 7/1/19	Tue 7/2/19 2		[Gantt bar at start]																				
7	Footer/Ring Wall	50 days	Wed 7/3/19	Wed 8/21/19 6		[Gantt bar from Aug to Sep]																				
8	Crane base & back fill	5 days	Thu 8/22/19	Mon 8/26/19 7		[Gantt bar in early Sep]																				
9	Shaft	100 days	Tue 8/27/19	Wed 12/4/19		[Gantt bar from late Sep to Oct]																				
10	Delivery of forms/crane/tools	5 days	Tue 8/27/19	Sat 8/31/19 8		[Gantt bar in late Sep]																				
11	Wall Pours	69 days	Sun 9/1/19	Fri 11/8/19 10		[Gantt bar from Oct to Nov]																				
12	Corbel/Dome	15 days	Sat 11/9/19	Sat 11/23/19 11		[Gantt bar in late Nov]																				
13	Piping installation	5 days	Sun 11/24/19	Thu 11/28/19 12		[Gantt bar in early Dec]																				
14	Rest Platforms & Pipe bracing	5 days	Fri 11/29/19	Tue 12/3/19 13		[Gantt bar in early Dec]																				
15	Cleanup & demobilization	1 day	Wed 12/4/19	Wed 12/4/19 14		[Gantt bar at start of Dec]																				
16	Tank Erection/Painting	259 days	Thu 12/5/19	Wed 8/19/20		[Gantt bar from Dec to Feb]																				
17	Winter shutdown	140 days	Thu 12/5/19	Wed 4/22/20 15		[Gantt bar from Dec to Apr]																				
18	Ground Erection	40 days	Thu 4/23/20	Mon 6/1/20 17		[Gantt bar from May to Jun]																				
19	Ground Painting	14 days	Tue 6/2/20	Mon 6/15/20 18		[Gantt bar in early Jun]																				
20	Air Erection	35 days	Tue 6/16/20	Mon 7/20/20 19		[Gantt bar in early Jun]																				
21	Air Painting	30 days	Tue 7/21/20	Wed 8/19/20 20		[Gantt bar from Jun to Jul]																				
22	Site Civil Post-Erection	102 days	Thu 8/20/20	Sun 11/29/20		[Gantt bar from Jul to Oct]																				
23	Internal Floor Slab	20 days	Thu 8/20/20	Tue 9/8/20 21		[Gantt bar in late Jul]																				
24	Piping	5 days	Wed 9/9/20	Sun 9/13/20 23		[Gantt bar in early Aug]																				
25	Electrical	20 days	Wed 9/9/20	Mon 9/28/20 23		[Gantt bar from early Aug to Sep]																				
26	Disinfection	2 days	Tue 9/29/20	Wed 9/30/20 25		[Gantt bar at start of Sep]																				
27	Site work / Punchlist	60 days	Thu 10/1/20	Sun 11/29/20 26		[Gantt bar from Sep to Nov]																				

Task		Inactive Milestone		Finish-only	
Split		Inactive Summary		External Tasks	
Milestone		Manual Task		External Milestone	
Summary		Duration-only		Progress	
Project Summary		Manual Summary Rollup		Deadline	
External Tasks		Manual Summary			
External Milestone		Start-only			

Prepared by: Bobbi Mix Liquor store manager

Due to the Covid19 virus, I would like to retain the three temporary employees and put them into regular, part-time status. Because of our increased business we need the extra help to keep our store running safely and efficiently. This will probably carry us into the holiday season. Since they are part-time employees, we only schedule them when they are needed and there is no additional cost to the store unless they are scheduled to work.

**Recommendation**

Authorize the temporary hires to be transitioned to part-time status.

Prepared by: Alysa Zimmerle, GIS Coordinator – Stormwater Technician

**BACKGROUND**

The MPCA created the NPDES MS4 General Permit to implement the federally mandated NPDES program created by the US EPA. The MS4 General Permit authorizes owners of small Municipal Separate Storm Sewer Systems (MS4) to discharge stormwater under the NPDES program.

In order to comply with the MS4 General Permit, the City commits to prepare and follow a self-created stormwater pollution prevention plan (SWPPP). It is required by the permit to annually report on progress and adjustments to the plan.

This presentation goes over the happenings regarding the City's stormwater system and SWPPP plan from January 1<sup>st</sup>, 2019 to December 31<sup>st</sup>, 2019.

**COUNCIL ACTION**

No action required, information only.

**Attachments**

1. 2019 Stormwater Annual Meeting PowerPoint



# NPDES Phase II Stormwater Permit Program

## 2019 Annual Report

June 15, 2020

Alysa Zimmerle – GIS Coordinator / Stormwater Technician



# Program Review

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- Overview/Background
- Cambridge's MS4 Permit
- Status of Compliance
- Calendar Year 2019 Highlights
- Looking Forward



# Overview/Background

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## Clean Water Act: Established National Pollutant Discharge Elimination System (NPDES) Permit

- U.S. Environmental Protection Agency
- Administered locally by MPCA

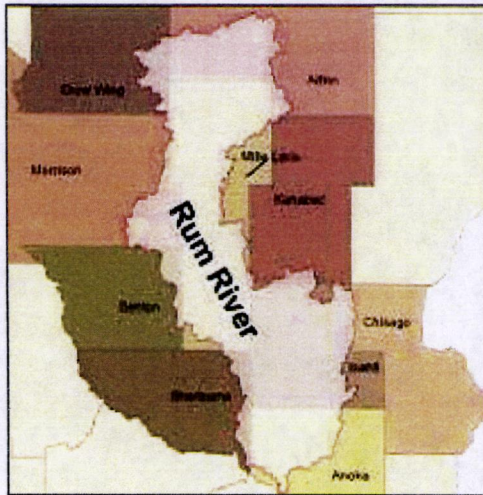
## Municipal Separate Storm Sewer System (MS4)

- Coverage began in February 2007
- Reauthorization in 2013, New coverage in 2014
- New permit reissuance was pushed out; final expected this year



# Cambridge's MS4 Program

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## Why?

- Population
- Rum River is a designated Scenic and Recreational River

## What?

- Develop and implement a Stormwater Pollution Prevention Plan (SWPPP)
- Goals to reduce discharge of pollutants from the City's storm sewer system, protect water quality, and meet the requirements of the Clean Water Act.



# Cambridge's MS4 Program

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## Stormwater Pollution Prevention Plan (SWPPP)

- Regulatory Mechanisms, ERPs, Mapping and Inventory
- Six Minimum Control Measures
  1. Public Education and Outreach
  2. Public Participation and Involvement
  3. Illicit Discharge Detection and Elimination
  4. Construction Site Stormwater Runoff Control
  5. Post-Construction Stormwater Management
  6. Pollution Prevention/Good Housekeeping for Municipal Operations



# Cambridge's MS4 Program

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## Annual Reporting Requirement



2019

- 2019 Annual Report covers the calendar year activities from January 1 to December 31, 2019
- Due June 30, 2020



# Status of Compliance

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- Annual review and self assessment of compliance
  - Prior to Annual Report
- Several updates made in 2019



# 2018 MCM Highlights

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- Minimum Control Measures (MCM) – assists the City in maintaining records, following state standards, and ensuring consistent enforcement of pollution reducing practices.
- Overall, we achieved the main goal of pollution reduction and enforcement, but room for improvement



# MCM 1: Public Education and Outreach

## City of Cambridge Illicit Discharge Report Form:

\* Indicates a required field

Date the illicit discharge was discovered?\*

m/d/yy

Time illicit discharge

What time did the materials.

hh:mm

Closest street

Specifics about the helpful, but nearest helpful.

Side of the road

If illicit discharge

-Please Select

### Stormwater & Construction Activities

Print View Share & Bookmark Feedback Print

Cambridge is committed to reducing pollutants entering waterways, and requires contractors to address construction activities, as they affect runoff into waterways and stormwater structures.

Construction activities can contribute excess sediments and pollutants to the City's stormwater system and local waterbodies. Runoff from exposed soil, paints, solvents, and concrete slurry can significantly impact water quality. It's the City of Cambridge's goal to work with the development community to ensure proper implementation of erosion and sediment control measures.

To comply with state requirements for [MS4 \(Municipal Separate Storm Sewer System\)](#) communities, the City of Cambridge must manage stormwater runoff and [illicit discharge](#) to protect and restore surface waters. The City of Cambridge requires the contractor to follow not only State and Federal stormwater regulations, but also the City's adopted Stormwater regulations which have been codified in Chapters 63 and 152 of the Cambridge Municipal Code. Construction sites need to have stormwater best management practices ([BMPs](#)) in working condition at all stages of construction and all seasons during construction.

- View information on the City's [SMPPPP](#)

#### City Ordinances

- [Chapter 63 Storm Sewer](#)
- [Chapter 152 Stormwater Management](#)
- [Stormwater Regulatory Program Chapter 7050](#)
- [Waters of the State Chapter 7050](#)

#### Best Practices

Concerns to look for and correct immediately:

- Opaque water flowing off the site
- Tracking of sediments onto road from site
- Trash, litter and construction debris outside of dumpster
- Concrete waste or washwater flowing off the site

[Avoid these top 5 violations](#)



Critical BMPs to Deploy

## Stormwater Website Pages

- 2019 Webpage Traffic: 785 hits
- New website launch with better stormwater organization
- Webpages dedicated to stormwater best practices in property, household, and construction
- Online Illicit Discharge form for residents and MPCA IDDE video

Information on season specific tips for better water quality

Informational pamphlets in front lobby



# MCM 2: Public Participation/Involvement

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The Stormwater Annual Meeting allows the public to learn about changes, updates, and additions to our SWPPP

No comments were made at last year's meeting



# MCM 3: Illicit Discharge Detection and Elimination

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## Property Violations

- 50 grass clipping violations
- 3 animal waste violations

## Inventory

- Over 265,000 feet of storm piping with storm structure connections inventoried



# MCM 4: Construction Site Stormwater Runoff Control

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## Inspections

- 99 Erosion Control (MS4) Inspections
- 3 Site Plan Reviews

## Construction projects in 2019

- Hout Mini Golf
- Cambridge Special Education School Facility
- Cambridge Public Library
- Continued construction of Roosevelt Garden Estates and Parkwood Townhomes



Some minor erosion issues reported in 2019 – all issues were resolved



# MCM 6: Pollution Prevention/Good Housekeeping

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## Drainage Pond Inspections

- 21 Inspections performed
- Majority in satisfactory condition

## Structure Inspections

- Inlets: 32
- Other: 5 structural BMPs
- 6 repairs/maintenance performed on storm structures

## Stockpile Inspections

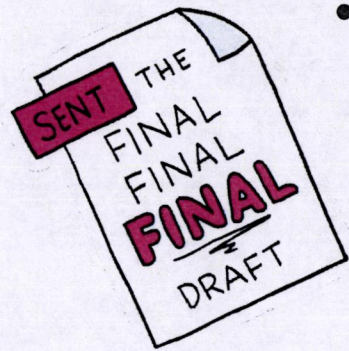
- 8 Inspections performed on 2 stockpiles
- All inspections had satisfactory conditions

All staff trained in-house on illicit discharge detection and elimination based on job duties



# 2019 MCM Highlights

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- On Final Draft of SWPPP
  - Postponed final review from last year until new MPCA Permit guidelines come out
  - Once new recommendations are incorporated, there will be one final staff review, then final review for comment and approval
- New ordinance update approved!
  - Chapter 153: Stormwater Management
  - Updated policies on land disturbing activities and stormwater control measure enforcement
- Updated several violation and reporting workflows to streamline process
- Online forms connected into PermitWorks with testing completed



# Upcoming Developments

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## Large Storm Structure Alterations

- No significant alterations

## Notable Upcoming Projects

- 2020 Street Improvement Project
- Yerigan Farms 3<sup>rd</sup> Addition
- Parkwood Townhomes (Phase II)



# Next Steps

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## Comments on the MS4 Program

- Input will be considered for possible program modifications
- Any changes will be reviewed by staff and if implemented, reported in the 2020 Annual Report



# Questions/Comments?

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GIS Coordinator/Stormwater Technician:  
Alysa Zimmerle – (763) 689-3211  
azimmerle@ci.cambridge.mn.us

Utilities/Public Works Director:  
Todd Schwab – (763) 689-1800  
tschwab@ci.cambridge.mn.us

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**Author: Carri Levitski, Community Development Specialist**

**Background**

In June of 2019, staff repealed and replaced the Mobile Food Vendor section of the Zoning Code. Those amendments were to match the State of Minnesota Department of Health's regulations and enhance the standards of units that are within the City of Cambridge.

Since last June there has been some confusion as it relates to mobile food vendors that are exempt from a city license. The intent of the code was to exempt restaurants that operate a mobile food unit that have an existing restaurant within the City limits. The reasoning behind the exemption is because these businesses already pay taxes on their restaurant.

In an effort to lessen the ambiguity of the current exemption language, we have added specific requirements that include the original intent.

**Planning Commission Action**

At their meeting on June 2, 2020, the Planning Commission voted in favor to recommend the City Council adopt Ordinance 710.

**Fiscal Note:**

There is no budgetary impact.

**City Council Action:**

Motion to approve Ordinance 710, Amending Title XV Land Use Chapter 156, Zoning, Section 156.093 Mobile Food Vendors.

**Attachments**

1. Definitions related to Mobile Food Vendors and Section 156.093
2. Draft Ordinance 710
3. Planning Commission Minutes from 06-02-2020

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**Definitions**

**Mobile Food Vendor.** Any person intending to sell items out of a mobile food unit, seasonal temporary food stand, or seasonal permanent food stand for no longer than six (6) months in a calendar year and is located on private property.

**Mobile Food Unit.** A food and beverage service establishment that is a vehicle mounted unit, either: (1) motorized or trailered, operating no more than 21 days annually at any one location, or operating more than 21 days annually at any one location with the approval of the regulatory authority as defined in Minnesota Rules, part 4626.0020, subpart 70; or (2) operated in conjunction with a permanent business licensed under Minnesota Chapter 157 or Minnesota Chapter 28A at the site of the permanent business by the same individual or company, and readily movable, without disassembling, for transport to another location.

**Regulatory Authority.** The local, state, or federal enforcement body or authorized representative having jurisdiction over the food establishment. In the case of mobile food vendor's, the regulatory authority is the Minnesota Department of Health.

**Seasonal Permanent Food Stand.** A food and beverage service establishment which is a permanent food service stand or building, but which operates no more than 21 days annually.

**Seasonal Temporary Food Stand.** A food and beverage service establishment that is a food stand which is disassembled and moved from location to location, but which operates for no more than 21 days annually at any one location, except a seasonal temporary food stand may operate for more than 21 days annually at any one location with the approval of the regulatory authority, as defined in Minnesota Rules, part 4626.0020, subpart 70, that has jurisdiction over the seasonal temporary food stand.

**§ 156.093 MOBILE FOOD VENDORS**

**(A) Purpose of mobile food vendors.** This section applies to mobile food vendors operating a mobile food unit, seasonal permanent food stand, or a seasonal temporary food stand.

**(B) License required.** No person shall conduct mobile food vending without first having received a license as provided in this section.

**(C) Application.** Application for a city license to conduct business as a mobile food vendor shall be made at least 14 regular business days before the applicant desires to begin conducting business. Application for a license shall be made on a form provided by the city. All applications shall be signed by the applicant. All applications shall include the following information:

**(1)** Applicant shall provide the necessary information to complete the background check as required in Section 33.05 Background Checks of the City Code, including but not limited to, applicant's full legal name, address of permanent residence, home phone, work phone, and cell phone (if applicable).

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- (2) A copy of the applicant's driver's license and Minnesota Tax ID Number.**
  - (3) Requested length of time for the license.**
  - (4) Plans and specifications for the mobile food unit, seasonal temporary food stand, or seasonal permanent food stand, including the proposed site plan of the property showing location of the mobile unit/stand and description of the type of business.**
  - (5) Address location of business.**
  - (6) Hours and days of operation.**
  - (7) Any other names or information for people associated with the applicant in the business.**
  - (8) A list of other communities where the applicant has been a mobile food vendor.**
  - (9) Written permission of the property owner or the property owner's agent where the mobile food vendor will be conducting business.**
  - (10) Valid copies of all necessary licenses or permits required by the state or county.**
  - (11) A signed statement that the licensee shall hold harmless the city, its officers and employees, and shall indemnify the city, and its officers and employees for any claims for damage to property or injury to persons which may be occasioned by any activity carried on under the terms of the license. Licensee shall furnish and maintain such public liability, food products liability, and property damage insurance as will protect permittee, property owners, and the city from all claims for damage to property or bodily injury, including death, which may arise from operations under the license or in connection therewith. Such insurance shall provide coverage of not less than one million dollars (\$1,000,000.00) per occurrence. The policy shall further provide that it may not be cancelled except upon thirty (30) days' written notice filed with the city. No license issued pursuant to the provisions of this section shall be valid at any time the insurance required herein is not maintained and evidence of its continuance filed with the city.**
  - (12) At the time of filing the application for such a license, the applicant shall pay to the city a sum as established in the License Fee Schedule.**
- (D) Regulations.**
- (1) The mobile food vendor shall not set-up in a manner so as to create a traffic hazard, block required parking, and must follow police orders.**
  - (2) Hours of operation shall be no longer than 9:00 am to 10:00 pm.**
  - (3) No mobile food vendor shall block any public sidewalk.**



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- (4)** No mobile food vendor shall set-up within one hundred (100) feet (measured from property line to property line) of any established restaurant unless written consent is submitted from the proprietor of the restaurant.
- (5)** No mobile food vendor shall set-up their business on a residentially zoned property. Mobile food vendors may be allowed in the BT zoning district if the use of the existing property is other than residential in nature.
- (6)** Mobile food vendors may be allowed to operate with a valid license in all zoning districts for special events provided the existing property is owned by a public institution, place of worship, or is a multiple-family dwelling containing three (3) or more units.
- (7)** Pedestrian walkways of no less than six (6) feet must be maintained on the service side of the vehicle or stand.
- (8)** Ingress and egress to private property shall be through existing driveway openings only.
- (9)** The license shall not be transferrable from person to person or from place to place without the approval of the city.
- (10)** The license is valid for one vehicle or stand only. The license must be displayed in plain view on the vehicle/stand.
- (11)** No mobile food vendor shall use or maintain any outside sound amplifying equipment, televisions, or similar visual entertainment devices, or noisemakers, such as bells, horns, or whistles. Lighting shall be downcast, concealing light source from view, and must not spill onto adjacent properties and right-of-ways.
- (12)** All waste, liquids, garbage, litter and refuse shall be kept in leak proof, nonabsorbent containers which shall be kept covered with tight-fitting lids and properly disposed of. No waste liquids, garbage, litter or refuse shall be dumped or drained into sidewalks, streets, gutters, drains, or public trash receptacles. The licensee shall be responsible for all litter and garbage left by customers.
- (13)** The vehicle or stand may not have a drive-through. Exterior seating is allowed within reason (i.e. picnic table) so long as it does not interfere with traffic flow and effect required parking spaces for the property in which the vehicle/stand is located.
- (14)** No mobile food vendor shall use external signage (unless the property is issued a temporary sign permit), flags, feathers, banners, bollards, or any other equipment not contained on or within the vehicle or stand.
- (15)** Any power required for the vehicle or stand shall be self-contained, screened from view, and shall not use utilities drawn from the public right-of-way. Mobile food vendors on private property may use electrical power from an adjacent property only when the owner provides written consent. No

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power, cable or equipment shall be extended at grade across any city street, alley, or sidewalk. When using a generator, the noise shall not carry over to neighboring properties.

**(16)** Mobile food vendors shall maintain their immediate sales location in a clean and hazard free condition.

**(17)** No mobile food vendor shall sell alcoholic beverages.

**(18)** Mobile food vendors cooking food shall maintain a fire extinguisher at all times.

**(E)** *Standards.* Any mobile food vendor intended to have a seasonal (6 months) license must have their vehicle or stand approved for aesthetics by the city. The vehicle or stand must not have rust, peeling paint, dents, and must be maintained at all times in a professional manner.

**(F)** *License adverse action.* An application or approved license may be denied, revoked, suspended, or not renewed, after notice for any of the following reasons:

**(1)** The application contains omissions or false, fraudulent, or deceptive statements.

**(2)** The mobile food vendor is operating in such a manner as constituting a public nuisance.

**(3)** The proposed operation is in violation of any federal, state, or local laws including, but not limited to City Code, and laws related to food, fire prevention, health, or safety.

**(G)** *Exemption.* Mobile Food Vendors that have an existing restaurant business within the City of Cambridge corporate boundary limits and a state-issued mobile food unit, temporary food stand, seasonal permanent food stand, or catering license as of the date of adoption of this Ordinance do not need to obtain a separate license to run their vehicle/stand on their privately owned property. The regulations under City Code §156.093 (D) must still be followed.

**ORDINANCE 710**  
**TITLE XV LAND USE CHAPTER 156 ZONING, SECTION 156.093 MOBILE FOOD VENDORS**

The Cambridge City Council hereby amends the following language in Title XV Land Use, Chapter 156.093 Mobile Food Vendors:

**§ 156.093 MOBILE FOOD VENDORS**

**(G) *Exemption.* Mobile Food Vendors that have an existing restaurant business within the City of Cambridge corporate boundary limits and a state-issued mobile food unit, temporary food stand, seasonal permanent food stand, or catering license as of the date of adoption of this Ordinance do not need to obtain a separate license to run their vehicle/stand on their privately owned property. The regulations under City Code §156.093 (D) must still be followed.**

This ordinance shall be in full force and effect from and after its passage and publication according to law.

Adopted by the Cambridge City Council this 15<sup>th</sup> day of June, 2020, after complying with the statutory notice requirements contained in Minnesota Statutes §415.19.

\_\_\_\_\_  
James A. Godfrey, Mayor

ATTEST:

\_\_\_\_\_  
Linda J. Woulfe, City Administrator

Date of Publication: June 25, 2020

# Excerpt of the 6/5/20 Minutes

Westover stated there would be no requirement to void previous CUP's. The CUP stays with the land forever. These businesses received a CUP at an earlier date when the City's ordinance stated they needed a CUP. Now, anyone moving forward from whenever Council approves this ordinance, has to follow the new ordinance.

Berg stated so we would have a little inconsistency in enforcement if we had to do enforcement between the different establishments.

Westover stated the city keeps records to know which ones have a CUP or an IUP versus none.

Shogren stated that he thinks it is fair to say that those businesses agreed to those conditions and he didn't think there is an issue of fairness because they made the decision.

Upon call of the roll, Dybvig, Shogren, Boese, Weiler, and Kluck voted aye, Redfield and Berg voted nay. The motion passed 5/2.

## ***PUBLIC HEARING – Ordinance amending Title XV Land Use, Chapter 156 Zoning, Section 156.093 Mobile Food Vendors***

Levitski stated in June of 2019, staff repealed and replaced the Mobile Food Vendor section of the Zoning Code. Those amendments were to match the State of Minnesota Department of Health's regulations and enhance the standards of units that are within the City of Cambridge.

Levitski explained the reason for amending the City's section of the Zoning Code in 2019 was to match state law and enhance the standards for the units that are in the City limits on a longer term. A mobile food vendor cannot be in the same location for more than 21 days at a time. For those with a seasonal permanent license, at a length of six months in one location, staff would like to make sure the standards are higher so they fit within our community.

Levitski stated that since last June, there has been some confusion as it relates to mobile food vendors that are exempt from a City license. The intent of the code was to exempt restaurants that operate a mobile food unit that have an existing brick and mortar restaurant within the City limits. The reasoning behind the exemption is because these businesses already pay taxes on their restaurant. However, permission from the property owner is needed in order to be located on privately owned property.

Levitski stated in an effort to lessen the ambiguity of the current exemption language, Staff have added specific requirements that include the original intent.

Shogren asked whether this amendment means the City cannot give permission for privately owned public property. City cannot give permission, for instance, to allow a food truck to be located at the Liquor Store location, correct?

Levitski stated City property is exempt from the City licensing requirement.

Redfield asked if this would include public parks as well.



Levitski cited the City ordinance: "Mobile food vendors may be allowed to operate with a valid license in all zoning districts for special events provided the existing property is owned by a public institution, place of worship or as a multiple family dwelling containing three or more units."

Shogren stated the key word is special events and owned by a public institution.

Levitski stated the City would not allow a vendor to come in for a City event without a valid state-issued license.

Shogren clarified that Northbound Liquor is off limits on this because the ordinance states for special events.

Levitski stated in the past, the taco truck has been at the liquor store and they had to get a license from the State and also from the City to be in that location because it was not a special event.

Shogren then stated, according to the ordinance, the taco truck could not be located on the liquor store property due to it not being on private property.

A discussion ensued regarding public institutions and special events. If a special event is held on public property, vendors would be exempt from getting a City license. Examples would be Bridge Park Apartments and Central Greens Park events.

Shogren asked if the ordinance wording needed to be changed?

Levitski stated the key reason for including this privately owned language in the ordinance is so they are not in the Right Of Way.

Shogren just wanted to make sure the ordinance is solid and there is a reason the City can point to as to why the City would not approve it.

Berg asked whether Item G is written as an exemption to say that if I own a restaurant and I own a food truck, and I want to put my food truck in my back parking lot on my own private property, I don't need a City license to do that because I own the restaurant. Is that the exception we are talking about?

Levitski stated that is a piece of it. The other piece is if someone owned a restaurant inside the city limits of Cambridge, such as Applebee's or Perkins or Cambridge Bar & Grill, and you own a mobile food truck and you are going to be operating within the City limits on privately owned property aside from where the brick and mortar restaurant is, you will still be exempt from the City license.

Berg stated the way that the exemption reads right now is they wouldn't need a license on their own property.

Levitski added and on any other privately-owned property.

Shogren wanted to make sure the ordinance is clear as to the privately owned property.

Levitski stated, for now, the City Council would have to approve it for ownership permission to be on public property. Aside from that one incident, Levitski stated staff has not gotten any requests for any type of mobile food vendor to be on public property aside from special events. The City has had only one instance where a taco truck was on the liquor store property. This was not a good idea due to the amount of traffic at the Northbound Liquor Store, individuals coming and going for delivery and people standing in line for the food truck. Levitski stated the City will not allow this to happen again.

Westover shared comments from Facebook Live which included comments from Corey Sprandel who asked how is this fair? They pay taxes for the property that they have the building on, the people that own the property pay the taxes on that property. Food trucks should pay a license fee and should not be able to park on private property for free or a permit from the City. They are two separate restaurants. Would a company that owned two brick and mortar restaurants, one license or two?

Shogren stated the way the ordinance is written doesn't allow a vendor to go on to public property but only on someone's private property who is paying taxes with permission.

Levitski stated if they had a state issued license for a mobile food unit, temporary food stand or any of those other definitions, catering license, and they have a brick and mortar store within the City of Cambridge they pay their taxes on, they would be exempt from a City license.

Weiler asked how do Walmart parking lots play into all of this? Walmart parking lots are public and people are allowed to park RVs and trucks and trailers in their parking lots. So if it not a special event, how can food trucks able to park at a Walmart parking lot for a day?

Berg replied although Walmart parking lot is open to the public, it is still private property. Walmart owns it.

Weiler then asked if Walmart could say no to their request? They would have to ask for Walmart's permission.

Berg stated that is correct.

Levitski stated there was another comment on Facebook from Mr. Sprandel who said he has seen a food truck on the Isanti County Fairgrounds. Levitski stated the fairgrounds are outside of the City limits. Rollin Nolan's Barbeque has been there on and off for quite some time. They did have a valid City license and they were in the Fleet Farm parking lot.

Levitski stated staff have also heard some feedback about the cheese curd stand and wanted to make some clarifications. Levitski explained the 21 day maximum rule is not a City ordinance; it is a State statute. What that means is that if any mobile food unit, temporary food stand or other wants to operate for more than 21 days in any single location, in other words the same location, they have to get permission from the State. In order to get permission from the State, the State needs to have permission from the City, but they also have to have a special operator's license from the State and then permission from the City as well.

Levitski shared an example of the Taco Truck that was in the Guetschoff parking lot for up to six months. The Taco Truck had permission from the Minnesota Department of Health to operate for more than 21 days. The City ordinance allows up to six months in any one location per license. In this instance, they have two different trucks, two different licenses, same owner and they would switch that truck out. They had to get permission from the State to operate for more than 21 days. This is a City ordinance but it is superceded by the State statute. The City can be more restrictive than the State but cannot be less restrictive. So the City would not be able to allow Rollin Nolan's Barbeque to operate for more than 21 days at the Fleet Farm location without approval from the Department of Health.

Dybvig asked if the State Department of Health has to get permission from the City?

Levitski stated part of the Department of Health's process is saying that the City is supportive of it and because we allow mobile food units and mobile food vendors to be in any one location for up to six months, the City would then say yes, it is allowed for up to six months as long as they get that approval from the State.

Berg opened the public hearing at 7:43 pm. Since Facebook Live comments were monitored and shared with the Commissioners and no one appeared at the meeting, Berg closed the public hearing at 7:44 pm.

Dybvig moved, seconded by Shogren, to recommend the City Council adopt Ordinance 710, Amending Title XV Land Use Chapter 156, Zoning, Section 156.093 Mobile Food Vendors. Upon call of the roll, Dybvig, Redfield, Berg, Shogren, Boese, Weiler and Kluck all voted aye. Motion carried unanimously.

## **Other Business/Miscellaneous**

### ***City Council Update***

Councilmember Shogren gave an update on the City Council meetings. The Council discussed options for allowing outdoor dining including changing the sidewalk ordinance and allowing restaurants to set up dining areas in front of other businesses. The Council voted to close 2<sup>nd</sup> Ave SE in front of Sidelines for outdoor dining and opening up the empty lot at the Arlington site for outdoor dining. The City will pay for picnic tables for the Arlington site. Shogren said he was glad the City is putting their money where their mouth is in support of helping local restaurants in this way. Berg appreciated the City making exceptions to the ordinances and helping provide outdoor dining options.

### ***Parks, Trails, and Recreation Commission Update***

Levitski gave an update for the Parks, Trails, and Recreation Commission. Levitski stated Parks Meetings were suspended during the COVID19 period as they were not deemed as essential services. Levitski stated the City has received the shuffleboard equipment for Parkwood Park and are anticipating the fitness equipment will be shipped sometime in June. Affinity Plus Credit Union is interested in making a donation for Parkwood Park which would purchase the wheelchair swing. Levitski stated the Parks Commission tour of the parks has been postponed due to the COVID19 period but will hopefully be rescheduled for the August meeting.

## **Adjournment**

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Author: Carri Levitski, Community Development Specialist

**Background**

Pets are currently not allowed on athletic fields or in the Sandquist Family Park Softball Complex. This was originally requested by the softball association. For the past couple of years staff have received quite a bit of feedback regarding allowing pets at Sandquist Park.

Pets are considered part of the family and when going out to watch an athletic event, many times families would like the option to bring their “furry” family member along. There have been reservations about this in the past in regards to nuisance issues (barking, aggression, animal litter, etc.).

With receiving a formal written request, we felt it best to bring this to the Parks, Trails, and Recreation Commission and City Council for an ordinance amendment consideration. We feel it is appropriate to try allowing dogs into the complex so long as they are not actually on the playing fields. If we start to receive complaints that individuals are not being responsible for their pets, we can certainly reconsider and change the ordinance back to prohibit pets at Sandquist Family Park.

**Parks, Trails, and Recreation Commission Action**

At their meeting on June 9, 2020 the Parks, Trails, and Recreation Commission voted unanimously in support of the ordinance amendment. Because of the timing of the meeting and when this staff report was due, we do not have draft minutes available for your review. However, you are able to view the portion of the meeting at the following link:

<https://www.facebook.com/cityofcambridgeminnesota/videos/718963828854273/> . The discussion begins at approximately the 20<sup>th</sup> minute. The Commission recommended having animal litter stations that includes bags for litter throughout Sandquist Family Park.

**Fiscal Note:**

Staff feels we should place new signage in eight (8) different locations at Sandquist Park. The cost per sign is \$30. These funds will come out of Parks Building & Maintenance – Building & Infrastructure fund and there is money available in this fund.

**City Council Action:**

Motion to approve Ordinance 711, Amending Title IX General Regulation, Chapter 98, Regulations for City Parks and Parkland, Section 98.03 Park Regulations.

**Attachments**

1. Request from Softball Association
2. Draft Ordinance 711

## Duke Weisbrod

---

**From:** Duke Weisbrod  
**Sent:** Monday, April 6, 2020 12:09 AM  
**To:** Duke Weisbrod  
**Subject:** Fwd: Ball Fields

### Get Outlook for IOS

**From:** Angle Fennell <fennell.angle@gmail.com>  
**Sent:** Thursday, June 27, 2019 12:29:00 PM  
**To:** Duke Weisbrod <DWeisbrod@carouselmotor.com>  
**Subject:** Fwd: Ball Fields

Duke,

Good Afternoon. I have a few questions regarding the ball fields. I have lived in athens township for the past 15 years, since my children went to St. Francis District I had never been to the Sandquist ball fields until Monday Night. Since my husband and I are Huge Baseball fans (we just traveled to KC for Twins game), he now works along side of some people that were playing on Monday and we are now going to see their games.

Very Nice Fields, However Went in one parking lot and its posted "No Pets Allowed", however then the other parking lot says "No pets on Field". Since it is outside I did bring our dog with, he is part of the family, and just like children, i clean up after all. So can you have your dog at the park, just not on the fields (I would never bring him on the fields). I work all day and when I am off work I like to be with my family and he is part of the family. So, Monday night, I had to stay in parking lot with him while the rest of the family went to sit on the bleacher side away from the parking lot with me staying back.

I see there is a nice park in the middle for younger children which is nice. So it seems like a family location.

So can you please let me know the rules of having dogs there, I have check on the FB page, on google etc....no rules any where and the signs are really confusing.

thanks,  
Angle

----- Forwarded message -----  
**From:** Jacket Fastpitch <jacketfastpitch@gmail.com>  
**Date:** Thu, Jun 27, 2019 at 12:22 PM  
**Subject:** Re: Ball Fields  
**To:** Angle Fennell <fennell.angle@gmail.com>

the best person to talk to would be Duke Weisbrod, he manages them.

[dweisbrod@carouselmotor.com](mailto:dweisbrod@carouselmotor.com)

Thank you!

LUCAS,

I feel very strongly ABOUT this. People now days do feel that "Pets" are a big part of their family. As you know, I travel the state in the ball season AND HAVE seen many variations, but the one I see the most is the one that I would recommend the most. ON Field 2-3 ENTRANCE, the sign says "NO Pets Allowed". If you enter through Field 3-4 Entrance, it says NO Pets Allowed on fields, which does kind of say, "you could bring pets in but not on the fields". Currently, I can't control it anyway, but if we could make a small ADJUSTMENT to the 98.03 (10) I could control it! Below the current regulation, here is what I would like to see as it is REASONABLE, AND the controllable

## 98.03 Regulations

(10) Pets. Pets are allowed in City parks provided they are on a leash and their waste is disposed of properly. Pets are allowed off of the leash only in those areas designated by the City as an animal or dog park. No pets other than service animals are permitted on athletic fields or in the Sandquist Family Park Softball Complex.

(10) Pets. Pets are allowed in City parks provided they are on a leash AND their waste is disposed of properly. Pets are allowed off of the leash only in those areas designated by the City as an animal or dog park. Pets on a leash are permitted at Sandquist Family Park Softball Complex, but not in the dugouts or on the playing fields.

**ORDINANCE 711**

**TITLE IX GENERAL REGULATIONS, CHAPTER 98 REGULATIONS FOR CITY PARKS AND PARK LANDS,  
SECTION 98.03 PARK REGULATIONS**

The Cambridge City Council hereby amends the following language in IX General Regulations, Chapter 98, Regulations for City Parks and Park Lands:

**§ 98.03 PARK REGULATIONS**

(10) *Pets.* Pets are allowed in City parks provided they are on a leash and their waste is disposed of properly. Pets are allowed off of the leash only in those areas designated by the City as an animal or dog park. ~~No pets other than service animals are permitted on athletic fields or in the Sandquist Family Park Softball Complex~~ Pets are only allowed in the spectator areas of athletic complexes and not on any fields unless they are a service animal. All animals that show aggression or are disruptive must immediately leave the park they are currently using.

This ordinance shall be in full force and effect from and after its passage and publication according to law.

Adopted by the Cambridge City Council this 15<sup>th</sup> day of June, 2020, after complying with the statutory notice requirements contained in Minnesota Statutes §415.19.

\_\_\_\_\_  
James A. Godfrey, Mayor

ATTEST:

\_\_\_\_\_  
Linda J. Woulfe, City Administrator

Date of Publication: June 25, 2020

**Author: Stan Gustafson**

**Request**

Staff is requesting approval for eight parking lot lamps to be replaced with LED lights.

This staff report is for both the EDA and City Council due to the parking lot lights covering both City Hall and EDA Mall.

**Review**

The parking lot at City Hall/Mall has 13 light poles with a total of 22 lamps. There are five light poles with eight lamps, six of them are burned out, the request is to replace eight lamps for consistency. Over the past several years we have been converting our lights over to LED for better efficiency for City Hall, City Center Mall, and street lights.

Staff contacted three companies to provide a proposal for the cost to retrofit these lights, and estimated rebate from ECE. Included was the cost for installation, product, recycling, and their assistance in the rebate process through ECE. The color of the fixture will be brown/bronze in color but will not match identically.

**Proposals:**

**Apadana, LLC**

Eight Parking Lot Lights	\$2,560.00	Made in US \$4,600.77
One-year labor warranty, 5-year manufacturer's		
<u>Est. rebate \$280</u>		
<u>Est. rebate \$400 US made</u>		
Photocell sensor if needed		
Down payment required is \$1,000.00		
100 Watt		
125 Watt USA Made		
per lamp price \$320		
Per lamp price US made \$575		

**Innovative Alliance**

Eight Parking Lot Lights	\$2,820.00	\$5,090.00
Photocell sensor if needed	\$200.00	
5-year manufacturer's warranty		
<u>Est. rebate \$350.00</u>		
Down payment required is 50% of project		
156 Watt		
per lamp price \$352		
Per lamp price US made \$636		



**Light the Lamp**

Eight Parking Lot Lights 200 watt (est) \$4,021.00  
5-year manufacturer's warranty  
Est. rebate \$350  
Photocell sensor if needed  
Down payment not indicated  
200 Watt  
per lamp price \$503

There will be an electrical inspection fee, estimate \$100.00

**Fiscal Note:** There is adequate funds from 101-41950-401 City, the cost of six lamps will come from this fund. Fund 205-47000-401 EDA, the cost of two lamps will come from this fund. Staff will code the invoice accordingly.

**Recommendation**

Select a vendor to replace and install the eight parking lot lamps. Authorize the Mayor and City Administrator to sign the contract.

**Attachments:**

Proposal from Apadana LLC  
Proposal from Innovative Alliance  
Proposal Light the Lamp

By: Todd Schuster, Chief of Police

**Background:**

As part of the 2020 approved budget and capital outlay equipment replacement plan, the Cambridge Police Department would like to place an order with Dodge of Burnsville for one more vehicle at this time. I would purchase one - 2020 Dodge Durango AWD Pursuit vehicle. A quote from State of Minnesota Contract authorized vendor Dodge of Burnsville quoted a price, with our optional equipment added of \$29,698.00 for the Durango's. This includes the V8 Hemi engine. Due to a drop in base price and a drop in the engine option price over the 2019 model, this is only \$1,023 more than the V6 models purchased in 2019.

This vehicle will replace the 2014 Chevy Malibu that I am currently driving. It has life left in it and it has been inquired if it could be used for the GIS Coordinator once it is replaced by the PD. This vehicle is in good mechanical shape and will be fine for that purpose. I am looking to replace it because it is not suited for police work and should have never been purchased for such work. I previously did not request to replace this vehicle at the same time that we replaced 2 other squad cars because I was waiting to look into buying another Dodge Charger. I still do not have the current pricing for the Dodge Charger. The last day to order the model year 2020 was November 1<sup>st</sup>. The model year 2021 will be available, but Dodge of Burnsville has not received pricing information yet, nor have they heard when they will open the ordering process for the Charger.

Even though this vehicle will be primarily be driven by me, it will be a fully marked squad car with all necessary emergency warning and communications equipment. Vehicle upfitting will be performed by a new vendor, Guardian Fleet Safety. As an update, Guardian Fleet Safety performed the work on the previous 2 squad cars earlier this year and we couldn't be happier with their service.

**Fiscal Note:**

Capital Budgeted Item – Yes, \$155,400 (\$150,000-squads, \$5,400-1 new WatchGuard Squad Camera system). Remaining capital outlay will be reserved to facilitate the purchase and outfitting of the 3<sup>rd</sup> squad car later in the year.

UPDATE: There is still \$56,013.19 left in this capital fund to facilitate the purchase of this squad car and equipment.

**Council Action:**

Request authorization for Chief Schuster to facilitate the order of 1 new police vehicle. This purchase would be (1) - 2020 Dodge Durango Pursuit AWD from Dodge of Burnsville, under the State of Minnesota contract, for a price not to exceed \$30,000 and spend capital outlay funds to properly equip it.

**Attachments:**

2019 Dodge Durango AWD Pursuit pricing / options sheet

**Dodge Of Burnsville  
12101 Hwy 35W South  
Burnsville MN 55337**

State Contract Number 165958 From Dodge of Burnsville

Allow 12-18 weeks for delivery from order date

Anticipated order cutoff date of 8-1-20

**2020 Durango Pursuit AWD**

Note: Please select options

**Options**

**V8 LDEE75 22Z Package**

Base Vehicle Contract Price

\$ 29,435.00

Extra OEM Key          Each          \$215    How Many?

\$ -

<b>Options:</b>		<b>Copy and Paste Price to add options</b>	
Skid Plate Group	ADL	\$ 263.00	\$ 263.00
Trailer Tow Group IV	AHX	\$ 752.00	
Blind Spot Cross Path Detection	XAN	\$ 441.00	
<b>Sound Sytem Components</b>			
Single Disc Remote CD Player	RH1	\$ 441.00	
SiriusXM Satellite Radio	RSD	\$ 174.00	
<b>Additional Features</b>			
Daytime Running Headlamps Low Beam	LM1	\$ 36.00	
Engine Block Heater	NHK	\$ 85.00	
<b>Color Options</b>			
Billet Clear Coat	PSC	\$ -	
DB Black Clear Coat	PXJ	\$ -	
Destroyer Grey Clear Coat	PDN	\$ -	
Granite Clear Coat	PAU	\$ -	
Reactor Blue Pearl Coat	PBF	\$ -	
Redline 2 Pearl Coat	PRM	\$ -	
Vice White	PWD	\$ 530.00	
White Knuckle Clear Coat	PW7	\$ -	XXX
<b>Total Delivered Price with options Per Contract</b>			<b>\$ 29,698.00</b>

Prepared by: Todd S. Schuster – Chief of Police

**Background:**

The Discover Downtown Association held it's first "3<sup>rd</sup> Thursday" events Last summer. They are planning on holding their first event this summer on June 18<sup>th</sup>. I do not know at this time if it has been decided to continue them for July and August, but will present the following road closure for all three months so this can be a standing request for this year. They are requesting that the following sections of roadway in the downtown area be closed for the event that will be held on June 18: (see enclosed map)

- Main Street South between 1<sup>st</sup> Avenue and 3<sup>rd</sup> Ave S
- 2<sup>nd</sup> Ave SE between Main St S and Buchanan St S
- 2<sup>nd</sup> Ave SW between Main St S and Ashland St S
- Adams St S at 2<sup>nd</sup> Ave SE
- Ashland St S at 2<sup>nd</sup> Ave SW
- All alley entrances / exits in the closed area

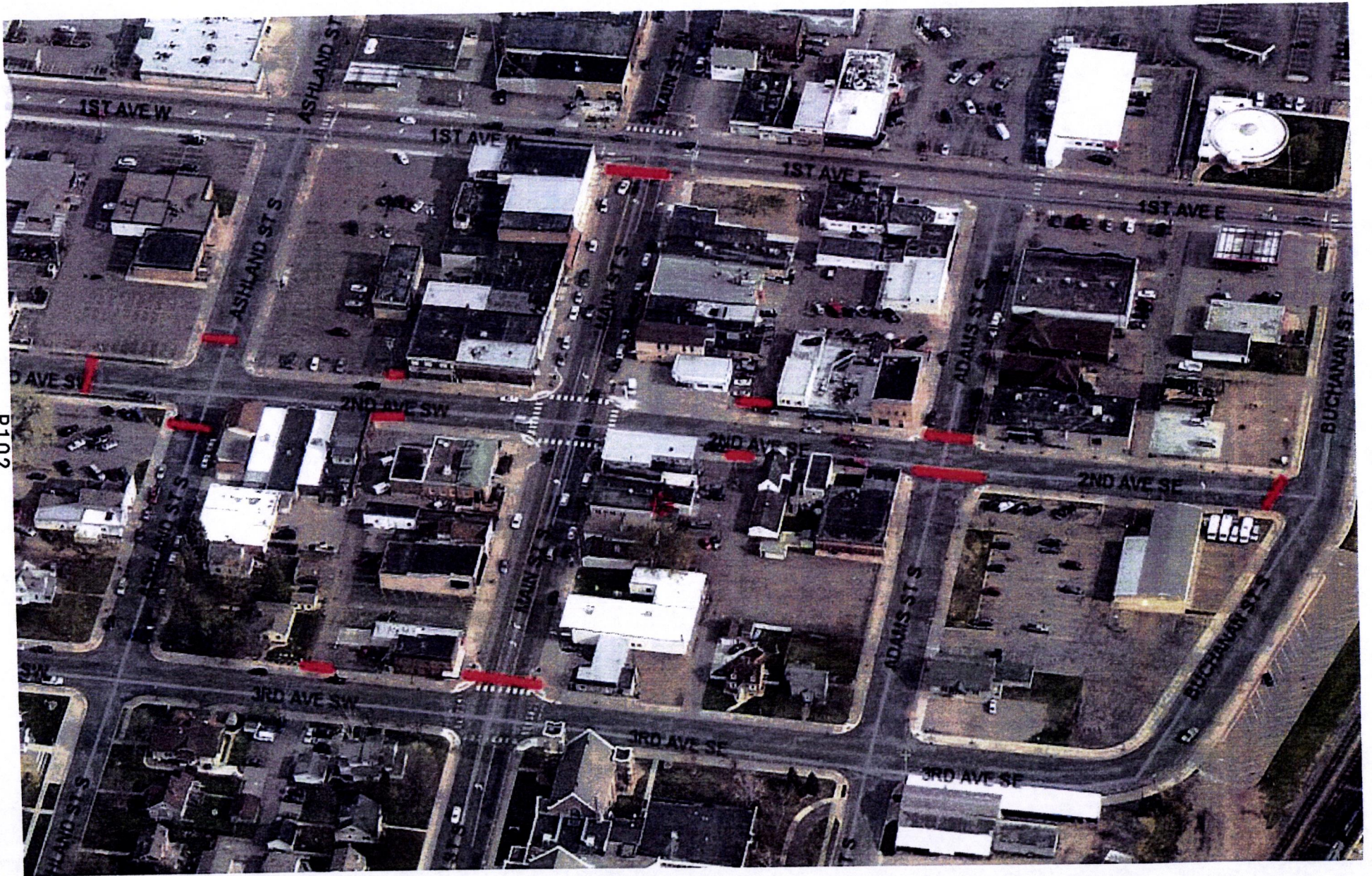
They are requesting that the roads be closed between the hours of 4pm – 10pm.

**Recommendation:**

I recommend that the roads be allowed to be closed to facilitate the "3<sup>rd</sup> Thursday" events.



P102





**Agreement of Assessment and Waiver of Irregularity and Appeal**

THIS AGREEMENT, is made this 8<sup>th</sup> day of June, 2020, between the City of Cambridge, State of Minnesota, hereinafter referred to as the City, and Linda Hatch, 222 Cypress Street North, hereinafter referred to as Owner.

Owner requested the City's assistance with the costs for repairing their private water service connection which has failed. The City's ordinance specifically states any private connections to the City's public water main is the responsibility of the homeowner. However, due to the unexpected cost of the service line repair the Owner has requested the cost to be specially assessed against their property and have the City arrange for the contractor to complete the work.

Therefore, Owner expressly waives objection to any irregularity with regard to the said assessment, waives the required public hearing for said special assessment, and any claim that the amount thereof levied against owner's property is excessive, together with all rights to appeal in the courts.

Therefore, the City Council agrees to pay the \$1139.61 cost for the repair work and specially assess it against Owner's property located at 222 Cypress Street North through a three-year special assessment at a three (3) percent interest rate.

In testimony, whereof, each has hereunto set his/her hand, the day and year written below and has the authority granted to them to execute this document from their respective governing bodies.

**Owner**

**City of Cambridge (City)**

\_\_\_\_\_  
Linda Hatch, Owner

\_\_\_\_\_  
James A. Godfrey, Mayor

ATTEST:

\_\_\_\_\_  
Linda J. Woulfe, City Administrator

STATE OF MINNESOTA     )  
COUNTY OF ISANTI       )  
CITY OF CAMBRIDGE       )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020 before me a notary public, the above signed individual, Linda Hatch personally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public

STATE OF MINNESOTA )  
COUNTY OF ISANTI )  
CITY OF CAMBRIDGE )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020 before me a notary public, the above signed individual, Linda Hatch personally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public

STATE OF MINNESOTA )  
COUNTY OF ISANTI )  
CITY OF CAMBRIDGE )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020 before me a notary public, James A. Godfrey, Mayor, and Lynda J. Woulfe, City Administrator personally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public



May 11, 2020

RE: AWIA Risk and Resilience Assessment and  
Emergency Response Plan  
Cambridge, MN

Todd Schwab  
Director of Public Works/Utilities Director  
City of Cambridge  
300 3<sup>rd</sup> Ave NE  
Cambridge, MN 55008

Dear Todd,

On October 23, 2018 the America's Water Infrastructure Act (AWIA) was signed into law. Under this law community water systems with a population greater than 3,300 people must develop or update risk and resilience assessments (RRAs) and emergency response plans (ERPs). With the population served by Cambridge's water system, the RRA is due by June 30, 2021, and the ERP is due within six months of RRA certification. With these two dates fast approaching, we understand the City is now seeking proposals for assistance with this required work.

Short Elliott Hendrickson (SEH) is available to meet with City staff to discuss this work and better understand their goals and desired outcomes from this work. Transmitted herewith is our proposal for professional engineering services for the work of developing the Utility's Risk and Resilience Assessment and Emergency Response Plan.

### **Background**

The City has an existing Vulnerability Assessment and Emergency Response Plan that was required under the Bioterrorism Act of 2002, but under the Bioterrorism Act, the threat focus was on terrorism and other malevolent threats. Under AWIA, it is required to take an all-hazards approach when developing RRAs, the new vulnerability assessment, and ERPs. Specifically, to be in compliance with AWIA, the City is required to create an RRA and ERP that meet the following requirements.

#### **Risk and Resilience Assessments must include:**

- Risks to the water system from malevolent acts, natural disasters, and other hazards.
- Resilience of the water system's critical assets such as wells, treatment processes, and computer systems.
- An assessment of the monitoring practices of the system.
- An assessment of the City's financial infrastructure such as the cybersecurity of the computer systems for payroll and customer billing.
- A review of how the system uses, stores, and handles various chemicals.
- A review of the systems operation and maintenance procedures.

#### **Emergency Response Plans must include:**

- Strategies and resources to improve the resilience of the system.
- Plans and procedures to implement during emergencies.
- Actions, procedures, and equipment that can be used to prevent or lessen the severity of an emergency.
- Strategies and equipment to be used to prevent emergencies.



## **Proposed Work**

For this work, SEH proposes to perform a risk and resilience analysis of the City's drinking water system. Following this work, SEH will work with the City to evaluate the risks identified and develop mitigation strategies for risks deemed unacceptable to the City. After the RRA work has been completed and certified, SEH will develop a new ERP using the following:

- Results of the RRA efforts including risk mitigation strategies developed with City staff,
- Knowledge from the existing sources such as the City's Wellhead Protection Plan, sanitary surveys, and Comprehensive Plan, and
- Thoughts and ideas learned through interviews with City Staff.

Following the completion and certification of these efforts, the City will be in compliance with AWIA's requirements.

## **Project Scope**

For this proposal, SEH proposes to perform the following basic tasks as listed below:

1. Task No. 1 – Project Initialization and Data Collection
  - a. Background Document Review & Data Collection
    - i. Internal SEH kick-off meeting.
    - ii. Identify data needs for RAA and ERP.
    - iii. Collect and review existing documents
  - b. Meeting No. 1 – Kick-off meeting with City staff
    - i. Confirm and establish scope and goals of the project.
    - ii. Identify infrastructure to be assessed during the RRA.
    - iii. Identify information and/or materials that are needed or will be useful to conduct the RRA.
  - c. Meeting No. 2 – Tour City's existing facilities, and interview Utility Services staff
    - i. Inventory and review of the City's critical water assets.
    - ii. Inventory and review of the City's existing protection measures for their critical assets.
    - iii. Gather input from City Utility Services staff on any perceived or real threats to Utility's critical assets.
    - iv. Review the City's SOPs, daily operations, and monitoring procedures. This would include things such as sampling schedules, and inspection procedures.
  - d. Meeting No. 3 – Emergency Services Meeting
    - i. Review with police department their policies and procedures related to the water system.
    - ii. Review with fire department their policies and procedures related to the water system.
  - e. Meeting No. 4 – Cybersecurity Meeting
    - i. Review water system cybersecurity with City's IT Department and City's SCADA integrator.
  - f. Meeting No. 5 – City Admin./Communications Meeting
    - i. Review public notice templates and procedures, and any mass telephone notification system(s).
2. Task No. 2 – Risk and Resilience Assessment
  - a. Conduct Risk and Resilience Assessment using the AWWA J100 Standard for Risk and Resilience Management of Water and Wastewater Systems process.
  - b. Work with City staff to develop standard operating procedures and mitigation measures for risks identified through the RRA.
  - c. Perform a modeling analysis of the City's water system to evaluate the consequences that can occur from failure of various water system components. Conducting a consequence of failure modeling analysis identifies and evaluates the most critical assets of the water system, such as a well or watermain segment, to determine effects on the water system, such as pressure and capacity deficiencies, when those assets are out of service.
  - d. Meeting No. 6 – RRA Analysis & Risk Mitigation Development
    - i. SEH will present the results of the RRA and work with the City to assess identified risks and potential mitigation measures for risks deemed unacceptable.

- e. Submit draft RRA Results & Technical Memorandum, and water modeling Technical Memorandum to Owner's project team.
  - f. Incorporate Owner's comments into the RRA technical memorandum and deliver hard copies.
  - g. Assist the City in the EPA's certification process of the RRA.
3. Task No. 3 – Emergency Response Plan
- a. Develop an ERP which shall include:
    - i. Existing information such as relevant mitigation measures, contact information, inventory, and relevant information from the City's Wellhead Protection Plan, sanitary surveys, Comprehensive Plan, etc.
    - ii. New strategies, resources, plans, and procedures deemed necessary during the Risk and Resilience Assessment to reduce the City's existing risks.
  - b. Meeting No. 7 – Present draft ERP to Owner's team.
  - c. Incorporate Owner's comments into the ERP and deliver hard copies.
  - d. Assist the City in the EPA's certification process of the ERP.

### **Deliverables**

Project deliverables, also defined in the Task descriptions above, include:

- 1. Electronic and three (3) hard copies of the final RRA Technical Memorandum summarizing the work of Task No. 2 – Risk and Resilience Assessment. Reimbursement for printing is included in the proposed pricing.
- 2. Electronic and three (3) hard copies of the final water modeling Technical Memorandum summarizing the consequence of failure modeling. Reimbursement for printing is included in the proposed pricing.
- 3. Electronic and three (3) hard copies of the final ERP developed in Task No. 3 – Emergency Response Plan. Reimbursement for printing is included in the proposed pricing.

### **Project Schedule**

We estimate the project to follow the schedule below:

Contract and Project Setup	Early July 2020
Background Document Review & Data Collection	Mid July – Mid Sept. 2020
Conduct RRA	Mid Sept. – Mid Nov. 2020
Submit Draft Tech. Memos to City's Team	End Nov. 2020
Finalize RRA Technical Memorandum	Late Dec. 2020
Submit RRA Certification	Late Dec. 2020
Develop ERP	Jan. 2021
Submit Draft ERP to City's Team	Early Feb. 2021
Finalize ERP	Late Feb. 2021
Submit ERP Certification	Late Feb. 2021

### **Consultant Staff**

Chad Katzenberger, PE will serve as the project manager for this Project and will be responsible for coordinating the overall work efforts for the project. Simon McCormack, PE has completed AWWA's Utility Risk & Resilience Certificate Program and will be responsible for developing the consequence of failure modeling, developing the RRA and ERP, writing the RRA Technical Memorandum and ERP, and assisting with the EPA's certification process.

### **Compensation**

Based upon the above proposed project work scope, we estimate the total fee for these services to be \$20,500. This fee will not be exceeded without review and authorization by the City. This work will be performed in accordance with the General Agreement for Engineering Services between the City and SEH. Services will be invoiced monthly on the basis of actual hours spent at current billing rates plus the actual cost of reimbursable expenses.

After you have had an opportunity to review this proposal, please contact us with any comments, concerns or questions you may have. If this proposal is acceptable, please sign and return a copy of this proposal letter, authorizing us to proceed with the project. Thank you for the opportunity to provide these services for the City of Cambridge!

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Chad Katzenberger, PE  
Project Manager



Todd M. Blank, PE  
Principal

Accepted this \_\_\_\_ day of \_\_\_\_\_, 2020

**CITY OF CAMBRIDGE, MINNESOTA**

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

And,

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

**7H Ordinance Amendment Business Districts  
(convenience stations and car washes)**

**June 15, 2020**

Author: Marcia Westover, Community Development Director

**Background**

Staff has been working with a developer on their gas station/convenience store/car wash site on the east side of the city in the B-2 Highway Business District. Current city code requires an Interim Use Permit (IUP) for convenience stores and car washes.

In talking with the developer, an Interim Use Permit is unrealistic for their multi-million-dollar investment. They cannot invest if there is no guarantee they will be able to keep their business. An Interim Use Permit is temporary and has an end date. The developer would need to keep re-submitting extension requests for the IUP, and if the city finds the use incompatible with the area, the city can exercise its authority and not extend the IUP.

The B-2 Highway Business District is intended to provide space for auto-oriented uses and service businesses which are located in close proximity to major thoroughfares or highways. Convenience Stores and car washes are important for auto-oriented uses. Perhaps requiring an IUP is unrealistic since the city intends to have these uses in the B-2 zoning district.

The Planning Commission discussed the two options presented to them: Allow convenience stores and car washes "by right" listing them as a permitted use, or allow convenience stores and car washes with a Conditional Use Permit (CUP).

Commissioners discussed having more control with a CUP over some of the unusual characteristics of convenience stores and car washes (noise, water use, outdoor storage, etc.). They also discussed that a CUP stays with the land forever.

Commissioners then discussed if permitted "by right" that would allow other properties to become convenience stores and car washes in the B-2 zoning district without a special permit. The city code does have standards in place for these uses already.

I looked at our four surrounding cities to see how they manage convenience stores and car washes. North Branch and Mora allow them "by right"; they are permitted. Isanti and Princeton require CUP's.

**Planning Commission Action**

The Planning Commission on a 5/2 vote recommended City Council adopt Ordinance 712 Amending Title XV Land Use Chapter 156, Zoning, Section 156.060 by allowing automobile convenience stores and automobile washes by right (listing them as a Permitted use) in the B-2 zoning district.

**City Council Action**

Motion to approve Ordinance No. 712 as presented and allow city staff to publish a summary publication of the ordinance.

**Attachments**

1. Planning Commission minutes from June 2, 2020
2. Ordinance 712



## Excerpt from the June 2, 2020 Planning Commission minutes

### ***PUBLIC HEARING – Ordinance amending Title XV Land Use, Chapter 156 Zoning, Section 156.040 Business Districts for automobile convenience stations and automobile washes in the B-2 district***

Westover stated staff has been working with a developer on their gas station/convenience store/car wash site on the east side of the city in the B-2 Highway Business District. Current city code requires an Interim Use Permit (IUP) for convenience stores and car washes.

Westover stated in talking with the developer, an Interim Use Permit is unrealistic for their multi-million-dollar investment; they cannot invest if there is no guarantee they will be able to keep their business. Westover said an Interim Use Permit is temporary and has an end date. The developer would need to keep re-submitting extension requests for the IUP, and if the City finds the use incompatible with the area, the City can exercise its authority and not extend the IUP. The developer requested the City either allow them by right or require a Conditional Use Permit (CUP).

Westover stated the B-2 Highway Business District is intended to provide space for auto-oriented uses and service businesses which are located in close proximity to major thoroughfares or highways. Convenience Stores and car washes are important for auto-oriented uses. Westover stated perhaps requiring an IUP is unrealistic since the City intends to have these uses in the B-2 zoning district.

Westover stated, however, convenience stores and car washes may come with unusual characteristics (noise, water use, outdoor storage, etc.). Because of these characteristics, a "conditional use" could require particular considerations (conditions) in relation to the location of adjacent uses and in overall planning purposes for the City.

Westover explained a CUP stays with the land forever. Once a CUP is approved, the land can always be used for what was approved (convenience store and car wash). There is no end date and no extension request necessary. Westover stated if the owner is violating any specific condition related to the CUP (outdoor storage, noise, parking, traffic, etc.), then the City can exercise its authority and revoke the CUP. The property owner would need to come back into compliance before the CUP revocation is lifted.

Westover stated the City can consider allowing convenience stores and car washes "by right" and allowing them without an IUP or CUP in the B-2 zoning district. There would be no public hearings or approvals needed; only site plan review and code enforcement if there is an issue that doesn't meet City code. Westover pointed out the auto-oriented uses section of the code has several standards in place for convenience stores and car washes already. Staff would need to assure those code items are being met.

Westover stated she looked at the four cities surrounding Cambridge to see how they manage convenience stores and car washes. North Branch and Mora allow them "by right"; they are permitted. Isanti and Princeton require CUPs. No surrounding city requires an Interim Use Permit therefore staff would recommend either permitting them by right or requiring a CUP.

Berg opened the public hearing at 7:12 pm. No one appeared and there were no comments on Facebook Live so Berg closed the public hearing at 7:13 pm.

Shogren confirmed if this ordinance is amended, it will change for all convenience stores and car washes located in the B-2 zoning district.

Berg asked what the logic was in 2013 in moving away from CUPs and towards IUPs instead.

Westover stated the CUP stays with the land forever and City can never take that back once it issued to the land. Westover stated an example that in 50 years, the land is no longer suited for a car wash and a convenience store, that owner has that right forever even though the City might desire the land to be residential. The owner could still put a car wash or convenience store on that land.

Berg asked if the CUP stays with the same owner of the property. If it changes hands, then it doesn't matter.

Westover replied no, the CUP stays with the land. Ownership can change.

Berg confirmed that doesn't mean they have to have a car wash on the property. They could transform it into anything else allowable in that zoning district but they could conceivably continue the car wash.

Westover gave another example if the owner wanted to build a restaurant on this land, that would be allowed in the B-2 zoning district. It doesn't have to be a car wash and convenience store. But if they do have a CUP, they always have that right.

Berg stated he sees that current location being commercial use anyway with no changes in the future.

Westover stated the City's future land use plan extends the commercial north and the City doesn't see any plans changing.

Berg pointed out the CUP option would allow the City a little more restriction on what the City could require.

Redfield agreed with Berg, stating a CUP would allow a little more oversight than the by right option.

Shogren moved, seconded by Dybvig, to recommend the City Council adopt the Ordinance Amending Title XV Land Use Chapter 156, Zoning, Section 156.060 by allowing automobile convenience stores and automobile washes by right (listing them as a Permitted use) in the B-2 zoning district.

Redfield asked Shogren if there was any specific reason he would not consider a CUP.

Shogren replied that his primary reason is because we have way too much government in the City of Cambridge as it is.

Berg would favor CUPs versus by right because there are already car washes and convenience stores under CUPs or IUP's in Cambridge. In fairness to these businesses and in fairness to keeping things consistent, Berg thinks this would be in the City's best interest. But we can deal with the existing nonconforming as we have in the past as we go down the road.

Shogren asked if this were to pass as by right, would this mean the other businesses in B-2 zoning district would fall under the same ordinance now so they could, without having a CUP?

Dybvig stated so it would be equitable.

Berg asked how does that transfer to those who already have a CUP? Now that the ordinance has changed, is there any requirement that would void those CUPs?

Westover stated there would be no requirement to void previous CUP's. The CUP stays with the land forever. These businesses received a CUP at an earlier date when the City's ordinance stated they needed a CUP. Now, anyone moving forward from whenever Council approves this ordinance, has to follow the new ordinance.

Berg stated so we would have a little inconsistency in enforcement if we had to do enforcement between the different establishments.

Westover stated the city keeps records to know which ones have a CUP or an IUP versus none.

Shogren stated that he thinks it is fair to say that those businesses agreed to those conditions and he didn't think there is an issue of fairness because they made the decision.

Upon call of the roll, Dybvig, Shogren, Boese, Weiler, and Kluck voted aye, Redfield and Berg voted nay. The motion passed 5/2.

**ORDINANCE 712**

**TITLE XV LAND USE CHAPTER 156 ZONING, SECTION 156.040 BUSINESS DISTRICTS**

The Cambridge City Council hereby amends the following language in Title XV Land Use, Chapter 156 Zoning, Section 156.040 Business Districts:

**§ 156.040 BUSINESS DISTRICTS**

**(B) Allowable uses in business districts.** The uses listed below are allowable in the business districts indicated. "P" indicates the use is permitted if it conforms with all other City and State building and use regulations. "C" indicates that a conditional use permit must be issued by the city prior to use or construction. "I" indicates that an interim use permit must be issued by the City prior to use or construction. No letter indicates the use is not allowed in the district. If a use is not listed, the Planning Commission shall determine if a proposed use is similar to one that is listed, it is not allow.

<i>DISTRICT</i>				<i>USE</i>
<b>B-1</b>	<b>B-1A</b>	<b>B-2</b>	<b>BT</b>	<b>COMMERCIAL AND INDUSTRIAL USES</b>
I	I	I		Above Ground Bulk Liquid/Gas Fuel Storage in excess of 400 gallons
	I	I P	I	Auto Convenience Stations, pursuant to § 156.090
I	I	P	P	Auto Repair and Service, Major, pursuant to § 156.090
I	I	P	P	Auto Repair and Service, Minor, pursuant to § 156.090
I	I	P	P	Automobile Sales, pursuant to § 156.090
	I	I P	I	Automobile Wash and/or Automatic Automobile Wash, pursuant to § 156.090

This ordinance shall be in full force and effect from and after its passage and publication according to law.

Adopted by the Cambridge City Council this 15<sup>th</sup> day of June, 2020, after complying with the statutory notice requirements contained in Minnesota Statutes §415.19.

\_\_\_\_\_  
James A. Godfrey, Mayor

ATTEST:

\_\_\_\_\_  
Linda J. Woulfe, City Administrator



### Summary Publication of Ordinance

The City Council of the City of Cambridge adopted Ordinance 712 amending Title XV, Land Usage, Chapter 156 Zoning, Section 156.040 Business Districts which permits automobile convenience stores and automobile washes by right in the B-2 zoning district without the need for a Conditional Use Permit or an Interim Use Permit. The complete ordinance is available for public inspection at the office of the City Administrator, 300 3rd Ave NE, Cambridge, Minnesota.

ATTEST:

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Linda J. Woulfe, City Administrator

Date of Publication: June 25, 2020