
**Cambridge City Council - City Hall Council Chambers
Regular Meeting, Monday, July 16, 2018 – 6:00 pm
Meeting Announcement and Agenda**

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

1. Call to Order & Pledge of Allegiance

2. Citizens Forum

When addressing the Council, please state your name and address for the official record.

3. Approval of Agenda (p. 1)

4. Consent Agenda Approvals

- A. Regular and Summary City Council Meeting Minutes for July 2, 2018 and Special Meeting Minutes for June 18, 2018 (p. 3)
- B. Warrants #110598 - #110858 and ACH/Wire items totaling \$2,060,798.70 (p. 13)
- C. Resolution R18-051 Application for Payment #3 from RL Larson Inc. for 2018 Street Improvements (p.53)
- D. LMCIT Liability Coverage Waiver (p. 61)
- E. Resolution R18-050 Accepting Restricted Donation for a truck bed cover for the new Community Development truck (p. 64)

5. Work Session

6. Unfinished Business

- A. Pickleball Request (from January 2, 2018) (p. 66)

7. New Business

- A. Resolution R18-049 Appointing 2018 Election Judges (p. 91)
- B. Concept Plan Review Cambridge Cove (p. 92)
- C. Quit Claim Deed – Norberg property (p. 110)
- D. Approve Ordinance No. 676 to Section 156.088 Exterior Building materials (p. 152)

F. Request from Cambridge Bar and Grill for Street Closure for July 28, 2018 (Handouts)

G. Request from Grant Johnson and Erick Harcey (Handouts)

8. Mayor's Report

9. Council Concerns

10. City Attorney's Report

11. City Administrator's Report

A. Closed Session This meeting is being closed under Minnesota Statutes, Section 13D.05, to determine the purchase price for property located 517 First Avenue E.

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>
July 16	4:00 pm	Library Task Force
July 23	7:00 pm	East Central Regional Development Commission
July 23	6:00 pm	Fire Department, Fire Department Training Room
July 24	7:00 pm	Isanti County Parks and Rec Commission, Isanti County Govt. Center
July 26	7:00 pm	North Hwy. 65 Corridor Coalition, Isanti County Government Center
Aug 6	7:00 pm	Cambridge Planning Commission
Aug 13	7:00 pm	Cambridge Parks, Trails, and Recreation Commission
Aug 14	10:00 am	Bike Isanti County, Isanti County Government Center

Upcoming Events

<u>Date</u>	<u>Time</u>	<u>Description</u>
July 28	9:00 am–5:00 pm	Cambridge MN Art and Craft Fair – Ashland & 2 nd Ave SE Downtown
Aug 7	4:00 pm	National Night Out
Aug 14	7:00 am	Polls Open for Primary Election
Sept 14	4:00 pm	Customer Appreciation Event
Sept 15	All Day	City-wide Garage Sale
Nov 6	7:00 am	Polls Open for General Election
Nov 17	6:00 pm	Snowflake Parade

**Cambridge City Council Meeting Minutes
Monday, July 2, 2018**

A regular meeting of the Cambridge City Council was held on Monday, July 2, 2018, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Mayor Marlys Palmer; Council Members Kersten Conley, Jim Godfrey, and Joe Morin.

Members Absent: Lisa Iverson

Staff Present: Administrator Woulfe, Engineer Blank, Police Chief Schuster, and Finance Director Moe

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

Palmer called the meeting to order at 3:30 pm and led the public in the Pledge of Allegiance. Conley added "Rattvik Sweden" to Council Concerns. Morin moved, seconded by Godfrey, to approve the agenda as amended. Motion carried 4/0.

Consent Agenda

Morin moved, seconded by Conley, to approve consent agenda Items A - F:

- A. Regular, and Summary City Council Meeting Minutes for June 18, 2018
- B. Draft May 2018 Financial Statements
- C. Resolution R18-048 Accepting Restricted Donations for Flower Basket Program
- D. Accept Neil Jennissen's resignation as a paid, on-call firefighter
- E. Appoint Bobbi Mix to Liquor Store Manager and Bernie Audette to Assistant Liquor Store Manager
- F. Declare 1983 Grumman Aerial Truck Surplus Property

Upon call of the roll, Godfrey, Morin, Palmer, and Conley voted aye, no nays. Motion carried 4/0.

No items for Work Session or Unfinished Business

New Business

Petition for a Stop Sign (Fern Street/8th Street/Winnetka)

Blank reported the City received a petition from property owners on Winnetka Place to create a four-way stop at the intersection of North Fern St/8th Ave NW. Blank stated this intersection currently has stop signs on the north and south legs and no stop signs on the east and west legs. Fern Street/8th Ave carries approximately 2,000 vehicles per day, and Winnetka Place carries approximately 150 cars per day. The High School student parking lot carries approximately 400 vehicles per day.

Blank explained that proper intersection traffic control based on traffic engineering principles is specific to each location and is dependent upon factors including traffic volumes, speed, sight

distance, and accident history. In 2002, a city-wide review of all intersections was performed to ensure that existing stop signs were warranted. Stop signs that were not warranted pursuant to these engineering principles were removed.

Blank explained that before installing four-way stops traffic warrants and volumes should be similar in each direction, volumes averaging at least 500 vehicles per hour for 8 hours in an average day, and five or more accidents that would be prevented with a four-way stop. Blank pointed out that none of these conditions exist at the intersection.

Blank reported MnDOT guidance states that with volumes up to 9,000 vehicles per day, and speeds less than 30 MPH, the appropriate pedestrian crossing treatment is to install marked crosswalks with signs. Blank explained that it's not until speeds reach 40 mph that additional signs or markings are recommended.

Blank reported he consulted with Chief Schuster about accidents at this intersection. Blank reported there are not records of accidents at this intersection, no records of speeding at this intersection, and the area is posted for 20 mph during the school day. Blank continued that with the street curves west and east of the intersection which have design speeds of 26 mph and 17 mph, speeds are inherently reduced from the 30-mph speed limit.

Blank stated there is more than adequate vehicle stopping sight distance for pedestrians in the crosswalk. Eastbound stopping sight distance is approximately 250' versus the 160' required. Westbound is approximately 200' versus the 95' required.

Blank explained staff does not recommend installing additional stop signs at this intersection for the following reasons:

- four-way stop warrants are not met,
- the appropriate traffic control is the existing two-way stop condition,
- the intersection already has the recommended crosswalk markings and signs based on volumes and speeds,
- there are no records of accidents or speeding at this intersection, and
- there is adequate vehicle stopping sight distance.

Blank added, if a four-way stop is created, there would likely be significant traffic backups during the school day which would cause the Police Department to direct traffic during peak times before and after school.

Godfrey asked where the sidewalks will be located. Blank explained sidewalk will be on the north side of Fern St N/8th Ln NW up until the Winnetka Place intersection. East of Winnetka Place the sidewalk will transfer to the south side of Fern St. N/8th Ln NW.

Palmer suggested making sure the lines are painted and maintained so drivers can see there is a crosswalk located there.

Godfrey recommended putting the one that puts in the street and having SRO monitor the first couple weeks of school for enforcement.

Chuck Harvey of 620 Winnetka Place, Cambridge, Minnesota stated he felt this issue was a safety issue. Harvey stated although there have been zero accidents, there have been many near misses. Harvey feels if a pedestrian is hit, the City will be liable. He felt people drive at excessive speeds. Harvey expressed that he felt safety is more important than congestion.

Schuster stated he has spoken with SRO Peck and there have not been issues at that intersection. Woulfe asked for suggestions for stepping up enforcement. Schuster stated the fine for not yielding for a pedestrian is approximately \$135.00. Schuster stated with the high volume going in and out of that very small area a squad car cannot be stationed. Conley suggested posting a squad car on Winnetka Place to help with enforcement.

Palmer asked how many residences are in the cul-de-sac. Blank stated there are 13 residences and four or five signed the petition.

Woulfe asked Schuster to speak with the school district to find out if they would be willing to have a crossing guard at that intersection.

Godfrey stated he would like to see data related to the number of accidents that occur at intersections that have stop signs that are unwarranted.

Council consensus was to table this item to their first meeting in August and asked staff to reach out to the school district to talk with them about a crossing guard, come up with some additional options, and research data on unwarranted stop sign accidents.

Appointment of ADA Coordinator for the City of Cambridge

Woulfe stated the Americans with Disabilities Act requires local government entities with more than 50 employees to designate at least one responsible employee to coordinate ADA compliance. This was brought to our attention during our latest LMCIT Loss Control Representative visit.

Woulfe stated after discussing this issue with Department Heads, we are recommending appointing Matt Small as the ADA Coordinator for the City of Cambridge. Woulfe stated Matt is very knowledgeable about building codes and what requirements ADA places upon the City for a wide variety of accesses.

Woulfe reported if Council approves of Matt as the ADA Coordinator, staff will post the two attached notices and ensure they are published on the City's website, posted in large print on the bulletin board, and placed on the public access channel. Woulfe noted she will also get the policies printed in braille for posting.

Woulfe stated Matt will need to attend some ADA Coordinator training, but they can fit that within their existing training budget and will be done during late fall or winter when his schedule eases up.

Godfrey moved, seconded by Conley to appoint Matt Small as the City's ADA Coordinator. Motion carried 4/0.

Audit Engagement

Moe reported the City of Cambridge is required to have an independent audit firm conduct an annual audit of our financial statements along with performing certain compliance procedures. Moe stated the audit for the last several years has been conducted by Redpath & Company with Dave Mol being the partner on the engagement. Moe reported for the last eight years, the audit fee has remained the same.

Moe explained Redpath & Company has sent us a letter of engagement for the next three years (2018-2021) with an option to renew for two additional years (2022-2023) and the proposal has a two percent increase in fees per year. Moe requested direction from the Council as to whether they should accept the engagement proposal from Redpath or go through an official process to solicit requests for proposals (RFP) from audit firm.

Morin stated he thought it would be a good idea to see what other companies are charging and pointed out it is good to have a fresh perspective. Moe stated there is turnover within the audit team.

Conley asked if there would be a lot of training and resources that staff will need to provide if a new audit firm is chosen based off of the RFPs. Moe explained there would be some time that would need to be spent with a new firm.

Godfrey asked if the City issued an RFP is the City required to go with lowest proposal. Woulfe stated since it is a service, the Council can select the company they feel will service the city best. Godfrey asked staff to make sure they include what the City is looking for in an auditing firm.

Godfrey moved, seconded by Morin, to direct staff to solicit proposals from audit firms and return to Council for approval by October 1, 2018. Motion carried 3/1 with Conley voting nay.

Conditional Offer for Part-Time Receptionist Position

Woulfe explained staff recently went through the hiring process for the afternoon Finance Receptionist position and used those candidates to interview for the Community Development Receptionist position. Woulfe stated she and Westover re-interviewed candidates and they are recommending Candy Conrad for the position of part-time receptionist for the Community Development Department with a start date of July 9, 2018 pending successful completion of all pre-employment testing and a starting wage of \$13.51 per hour.

Conley moved, seconded by Morin, to approve the hiring of Candy Conrad for the position of part-time receptionist for the Community Development Department beginning July 9, 2018 pending successful completion of pre-employment testing and beginning at \$13.51 per hour. Motion carried 4/0.

Request from Bluejacket Hall of Fame

Woulfe explained since the letter of request was received by the City she was bringing this for Council's consideration, however, per statutes the City is very limited as to what they can donate funds towards. Palmer stated as private citizens they are able to make a donation, but not as the City of Cambridge. Godfrey asked staff to draft a letter explaining why the City cannot donate to this cause.

Approve Job Descriptions Updated During Salary Study

Woulfe stated the City contracted with Springsted, Inc. to update the City's pay equity plan, prepare updated job descriptions, and conduct a salary study comparing Cambridge salaries to that of peer cities. Woulfe reported at the April 2, 2018 City Council meeting, Springsted presented the results of their study and updates to the pay equity plan.

Woulfe stated staff is still working on finding funds to implement the salary recommendations which will be discussed at the next long-range planning session. Woulfe indicated the next step is to have City Council adopt the finalized job descriptions and pay equity grades for all positions.

Woulfe reminded Council that job descriptions are not meant to include every task but be reflective of the major tasks that employees do. Employees have signed off on their updated job descriptions. The signed descriptions are on file in their personnel files. Woulfe added, the City will be required to submit its Pay Equity Report to the State of Minnesota in January 2019.

Godfrey moved, seconded by Conley, to approve the job descriptions, pay grade assignments, and organizational chart as presented. Upon call of the roll, Godfrey, Morin, Palmer, and Conley voted aye, no nays. Motion carried 4/0.

Committee Reports

Reports from Council were heard from the following committees: Airport Advisory Board, Allina Community Engagement Council, Bike Isanti County, Discover Downtown Task Force, Cambridge Fire Department, Cambridge-Isanti District 911 Communications Task Force, Cambridge Action Community Team (ACT on Alzheimer's), Cambridge Parks, Trails, and Recreation Commission, Cambridge Planning Commission, Community Education Advisory Council, East Central Regional Development Commission (ECRDC), Isanti County EDA, Isanti County Initiative on Collaboration, Leadership, and Efficiency (ICICLE), North Highway 65 Corridor Coalition, Northern Lights Express (NLX), and Toward Zero Death (TZD).

Palmer noted she would like Iverson to give a verbal report regarding her meeting with an Advisory Board member at the next meeting.

Mayor's Report

Palmer gave an update on meetings and events.

Council Concerns

Visit to Rattvik, Sweden (Sister City)

Conley reported she met with the mayor of Rattvik while she was in Sweden. Conley stated the mayor is eager to make a trip to Cambridge and they are starting the planning process. Conley stated she got a tour of their city offices during her meeting.

There was nothing additional for the City Attorney or City Administrator's Reports.

Adjournment of Council Meeting

Being no further business before the City Council, Godfrey moved, seconded by Conley, to adjourn the regular meeting at 5:19 pm. Motion carried unanimously.

Marlys A. Palmer, Mayor

ATTEST:

Lynda 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 3rd Ave. NE, Cambridge, Minnesota.

**Regular City Council Meeting
July 2, 2018**

Members Present: Mayor Marlys Palmer, Council Members Joe Morin, Lisa Iverson, and Jim Godfrey.

Members Absent: Lisa Iverson.

- Meeting called to order at 3:30 pm.
- Agenda and Consent Agenda were approved.
- Residents of Winnetka Place petitioned the City Council to place stop signs on Fern St N./8th Ave NW for traffic going east and west. Council tabled this item until the August 6, 2018 Council meeting.
- Building Inspector Matt Small was appointed as the City's ADA Coordinator.
- The City will be soliciting proposals for audit firms.
- Authorized the hiring of Candy Conrad for the position of part-time Community Development Receptionist.
- A donation request was received from the Bluejacket Hall of Fame. Due to state law, the City cannot donate to this cause.
- Approved updated job descriptions, pay grade assignments, and organizational chart for City employees.
- Committee reports were heard.
- Conley reported on her personal visit to Rattvik, Sweden.
- Adjourned at 5:19 pm.

**Cambridge City Council Meeting Minutes
Monday, June 18, 2018**

A special meeting of the Cambridge City Council was held on Monday, June 4, 2018, at 1:00 pm at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Mayor Marlys Palmer; Council Members Kersten Conley, Lisa Iverson, Jim Godfrey, and Joe Morin.

Members Absent: Kersten Conley.

Staff Present: Administrator Woulfe, Finance Director Moe, Community Development Westover, Public Works-Utilities Director Schwab, Chief of Police Schuster, and Deputy Fire Chief-Emergency Management Pennings.

Call to Order / Approval of Agenda

Palmer called the meeting to order at 4:10 pm. Godfrey moved, seconded by Iverson to approve the agenda as presented. The motion carried unanimously.

Review Long Range Financial Plan Update Recommendations, 2019 Budget, and 2019 Levy

Moe stated the proposed levy increase for the 2019 general fund budget is now 4.91 percent. Moe noted this does not mean that each property owner in the City will receive a 4.91% increase in taxes and the City has seen a shift in tax burden from commercial properties to residential properties. The impact for each property cannot be calculated at this time because taxable tax capacity amounts needed to perform the calculation are not available from the Isanti County Auditor-Treasurer office until later this fall. Moe commented that changes in an individual property owner’s valuation may also significantly impact their ultimate tax bill.

Moe stated to cut the proposed levy to a two percent increase, \$151,223 will either needed to be generated in other revenues or expenditures reduced. Furthermore, to cut to a zero percent property tax levy, \$255,172 will need to be found.

Significant drivers in the proposed levy increase are as follows:

Item	Dollar Amount
Assistant City Administrator position in 2019 budget for entire year as transition plan for City Administrator’s expected retirement at the end of 2019. Long range plan in 2020-2028 anticipates Assistant City Administrator would become City Administrator and an Admin Assistant position would be created to support the City Administrator.	2019 impact is \$118,500—salary and benefits

Salary Study Implementation effective 1/1/2019	Estimated impact on salary--\$40,000, general fund only.
Economic Development Transfer to support Economic Development staff position and related activity. Additional funds needed since more of "mall profit" needs to be set aside for future mall capital projects.	Increase in transfer \$125,000.
Pavement management transfer is increasing according to existing long-range plan by \$105,000. Working to accumulate \$1M by 2023 for City's share of Hwy 95 reconstruction. No assessments on the project so financing options are limited. Also, crack sealing and seal coating amount is now budgeted at \$190K per year.	Increase in transfer \$105,000.
Significant capital needs per long range plan. Continuing to accumulate funds for expected City Hall capital needs. For more detail, see attached.	Increase in capital transfers outside of pavement management \$90,000.
Debt levy is lower in 2019 than 2018 due to Council's action to prepay debt.	Debt levy for 2019 is \$250K less than 2018 but future street projects continue to create significant need for levy funding.

Woulfe noted that many of the Council's work goals — additional fields at Sandquist Park, construction of a Splash Pad, and additional park programming – were removed from the long-range plan last year and are not funded. Adding any of additional items without another revenue source or without cutting another item in the plan, creates additional pressure on the tax levy.

Moe reviewed potential sources of revenue to lower the 2019 levy:

Potential Revenue Source	Amount
TIF 6-9 City Return	\$25,000 on hand, estimated flow for 2018 of \$40,000
Old MNDOT Sale Proceeds on hand	\$298,000

Palmer requested input from Chief Schuster on the need for a police garage facility. Schuster stated in his professional opinion a police garage is not a need, it was a want. Schuster stated he has worked for the City for 20 years and for a majority of that time, the police department did not have a garage and it hasn't affected operations. Schuster did say it would be beneficial to plan a larger public works garage when that is constructed than to do a separate garage just for the police department.

Councilmembers thanked Schuster for his opinion and felt comfortable using the proceeds from the sale of the MnDOT building to reduce the impact on the 2019 levy and to fund replacement 800 MHz portable radios for the police department.

Palmer requested input from Councilmembers on what they felt comfortable with for a levy increase. Iverson stated she would be comfortable with a 3 to 3 ½ percent levy increase in order to fund the Assistant City Administrator position. Godfrey stated he supported a two percent levy increase since it was closer to what the consumer price index was increasing by. Palmer stated she could support a three percent levy increase but would like to see it lower.

Morin stated he had talked with Councilmember Conley and she had indicated she would support a two percent levy increase. Morin stated that while he is supportive of a levy increase he would ask the City to pursue a franchise fee for natural gas service providers. Morin stated his past research had shown a significant stream of revenue from franchise fees if the Council would adopt them.

Councilmembers discussed the pros and cons of a new franchise fees. Pros were the additional revenue source and an ordinance is already on the books that would permit the City to charge Centerpointe Energy a franchise fee. Cons were it is just another form of a tax and the negative feedback they received from citizens on the streetlight utility fee.

After considerable discussion, Godfrey moved, seconded by Iverson, to explore the cost benefit analysis of a franchise fee on gas and electric utilities, increase the levy by two percent for 2019, direct staff to find \$51,223 in reductions for the 2019 budget, and use \$100,000 of the MnDOT building sale proceeds for debt service reduction for 2019. The motion carried unanimously.

Godfrey moved, seconded by Iverson, to adjourn the meeting at 2:39 pm. The motion carried unanimously.

CAMBRIDGE CITY COUNCIL MEETING
 July 16, 2018
BILLS LIST

Disbursement Type:	Date	Check #s	Submitted For Approval
Prepaid Checks	6/13/2018	110598 - 110665	729,322.19
Prepaid Checks	6/20/2018	110666 - 110726	141,731.79
Prepaid Checks	6/27/2018	110727 - 110790	216,106.39
Prepaid Checks	7/5/2018	110791-110858	279,174.60
Total Checks			1,366,334.97
PAID THROUGH ACH or WIRE June 2018:			
Payroll			331,944.37
Federal Payroll Tax Withholding			96,246.43
State Payroll Tax Withholding			20,377.57
PERA Withholdings			80,727.44
Deferred Comp Premiums			4,650.00
Self Insurance & Flex & Select Account Admin Fee			7,718.62
ECE			47,082.89
Sales & Use Tax Payments to State of MN			88,762.00
Centerpoint (1)			-
Wright Express (City wide fuel cards)			8,054.32
Connexus			1,123.85
Midcontinent			6,071.52
Reliance Life Insurance ACH			1,141.64
AFLAC			563.08
Total Paid through ACH or Wire			694,463.73
TOTAL SUBMITTED FOR APPROVAL			\$2,060,798.70

(1) Due to payment due date change--two payments in May and none in June

Vendor	Vendor Name	Description	Net Invoice Amount
165	Allina Health	Health History, Physical, Questionnaire - Street	355.00
165	Allina Health	Health History, Physical, Questionnaire - Parks	615.00
165	Allina Health	Health History, Physical, Questionnaire - Water	95.00
Total 165:			1,065.00
175	Amazon Capital Services, Inc.	Lab Supplies - Wastewater	127.85
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Parks	19.84
175	Amazon Capital Services, Inc.	Office Supplies - Wastewater	52.50
Total 175:			200.19
424	Bankshot Sports Organization	Shoot-Around Bankshot Recreational System	9,705.00
Total 424:			9,705.00
521	Bellboy Corporation	Liquor Store Merchandise	2,960.72
521	Bellboy Corporation	Misc Operating Supplies - LS	72.80
Total 521:			3,033.52
551	Chas A. Bernick Inc.	Liquor Store Merchandise	201.78
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,988.00
Total 551:			4,189.78
797	C & L Distributing	Liquor Store Merchandise	84.50
Total 797:			84.50
906	NAPA Central MN	Repair & Maint Supplies - PD	304.29
906	NAPA Central MN	Repair & Maint Supplies - Fire Dept	103.48
906	NAPA Central MN	Repair & Maint Supplies - Streets	1,014.23
906	NAPA Central MN	Repair & Maint Supplies - Parks	57.48
906	NAPA Central MN	Repair & Maint Supplies - Water	79.32
906	NAPA Central MN	Repair & Maint Supplies - Wastewater	70.64
Total 906:			1,629.44
1076	Century College	Training - Fire Apparatus Operator	395.00
Total 1076:			395.00
1083	CES Imaging	Canon Pro-4000 44" Printer	11,074.00
Total 1083:			11,074.00
1140	Cintas Corporation	Rug & Towel Rentals - Liquor Store	132.38
1140	Cintas Corporation	Rug Rentals - Street Dept	17.43
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	102.85
1140	Cintas Corporation	Uniform Rental - Parks	6.72

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Uniform Rental - Maintenance	3.02
1140	Cintas Corporation	Uniform Rental - Parks	5.56
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	109.91
Total 1140:			377.87
1236	Comm of MMB, Treas Div	Admin Traffic Citation Fines - May	500.00
Total 1236:			500.00
1297	Cottrell, Roger	Refund of Permit	50.00
Total 1297:			50.00
1336	Crystal Springs Ice	Liquor Store Merchandise	155.40
1336	Crystal Springs Ice	Liquor Store Merchandise	317.28
Total 1336:			472.68
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	16,983.85
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	123.30-
Total 1396:			16,860.55
1531	DexYP	Directory Listing - Liquor Store	209.00
Total 1531:			209.00
1631	Earl F. Andersen, Inc.	Signs	73.60
Total 1631:			73.60
1681	ECM Publishers, Inc.	Advertising - Liquor Store	1,416.40
1681	ECM Publishers, Inc.	Legal Notice - Drinking Water Report	162.00
Total 1681:			1,578.40
1686	Ecolab Pest Elimination Div.	Air Quality Program and Pest Control - LS	220.39
Total 1686:			220.39
1763	Emergency Response Solutions	Misc Operating Supplies - Fire	775.75
Total 1763:			775.75
1906	Federated Co-ops, Inc.	Diesel Fuel - Wastewater	458.53
Total 1906:			458.53
2059	Synchrony Bank	Misc Operating Supplies - Streets	139.97
2059	Synchrony Bank	Misc Operating Supplies - Streets	80.15

Vendor	Vendor Name	Description	Net Invoice Amount
2059	Synchrony Bank	Repair & Maint Supplies - Ice Rink Bldg	25.64
2059	Synchrony Bank	Repair & Maint Supplies - Ice Rink Bldg	37.98
2059	Synchrony Bank	Small Tools - Parks	229.99
2059	Synchrony Bank	Misc Operating Supplies - Wastewater	25.41
Total 2059:			539.14
2166	Grainger	Repair & Maint - Water System	1,218.52
Total 2166:			1,218.52
2171	Granite Electronics, Inc.	Repair & Maint Supplies - Fire	633.46
Total 2171:			633.46
2188	Gratitude Farms	Animal Control Services	400.00
Total 2188:			400.00
2271	Hach Company	Wastewater Lab Supplies	184.85
2271	Hach Company	Wastewater Lab Supplies	271.35
2271	Hach Company	Wastewater Lab Supplies	151.50
Total 2271:			607.70
2486	IBEW Local 110	Union Dues - June	390.00
Total 2486:			390.00
2676	Isanti County Recorder	Document T1802 Agreement - Misc	46.00
2676	Isanti County Recorder	Document A475288 Agreement - Misc	46.00
Total 2676:			92.00
2696	Isanti Ready-Mix, Inc.	Repair & Maint - Water System	420.00
Total 2696:			420.00
2776	JJ Taylor Dist. of Minn.	Liquor Store Merchandise	475.24
2776	JJ Taylor Dist. of Minn.	Delivery Charge	3.00
Total 2776:			478.24
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	11,773.30
2796	Johnson Brothers Liquor Co	Freight Charge	158.88
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,063.05
2796	Johnson Brothers Liquor Co	Freight Charge	34.10
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,723.72
2796	Johnson Brothers Liquor Co	Freight Charge	40.61
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	113.35
2796	Johnson Brothers Liquor Co	Freight Charge	4.65

Vendor	Vendor Name	Description	Net Invoice Amount
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,226.65
2796	Johnson Brothers Liquor Co	Freight Charge	105.79
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	68.97
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.55-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	53.75-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.55-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	252.00-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.55-
Total 2796:			20,002.67
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.00
Total 3056:			15.00
3131	Leaf's Towing and Recovery	Towing Service - Case 18005331	125.00
Total 3131:			125.00
3146	League of MN Cities Ins Trust	Package 1004376-1	38,137.00
Total 3146:			38,137.00
3176	LELS	Union Dues - June	539.00
Total 3176:			539.00
3461	McDonald Distributing Company	Liquor Store Merchandise	541.00
3461	McDonald Distributing Company	Liquor Store Merchandise	12,570.60
3461	McDonald Distributing Company	Liquor Store Merchandise	637.50
3461	McDonald Distributing Company	Liquor Store Merchandise	63.80
3461	McDonald Distributing Company	Credit Liquor Merchandise	99.90-
Total 3461:			13,713.00
3521	Menards	Repair & Maint Supplies - Parks	2.38
3521	Menards	Repair & Maint - Storm Water	72.91
3521	Menards	Repair & Maint Supplies - Bldg/Infrastructure	53.97
3521	Menards	Misc Operating Supplies - Parks	44.94
3521	Menards	Downtown Decorations	9.16
3521	Menards	Small Tools - City Hall	18.98
3521	Menards	Misc Operating Supplies - Streets	12.13
3521	Menards	Misc Operating Supplies - Parks	6.98
3521	Menards	Misc Operating Supplies - Streets	14.90
3521	Menards	Misc Operating Supplies - Parks	1.09
3521	Menards	Small Tools - Parks	10.99
3521	Menards	Misc Operating Supplies - Streets	2.10
3521	Menards	Small Tools - Streets	8.99
3521	Menards	Small Tools - Water	40.49
3521	Menards	Misc Operating Supplies - Parks	8.94

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3521:			308.95
3542	Metro Payroll Inc.	eKlock Enterprise - April	306.00
Total 3542:			306.00
3666	Minnesota Child Support Payment	Child Support Withholdings	137.51
3666	Minnesota Child Support Payment	Child Support Withholdings	33.62
Total 3666:			171.13
3801	MN Municipal Beverage Assoc	Server Training - Liquor Store	150.00
Total 3801:			150.00
3932	Moravec, Judy	Refund for Overpayment of Final Water Bill #1-9	7.91
Total 3932:			7.91
4041	National Fire Safety Council	Fire Safety Ed Program Donation	125.00
Total 4041:			125.00
4066	North Central Laboratories	Lab Supplies	430.83
Total 4066:			430.83
4091	New France Wine	Liquor Store Merchandise	632.00
4091	New France Wine	Freight Charge	9.00
Total 4091:			641.00
4178	Northern Lights Display	Discover Downtown Cambridge Banners	2,748.00
Total 4178:			2,748.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	481.40
4476	Phillips Wine & Spirits	Freight Charge	6.59
4476	Phillips Wine & Spirits	Liquor Store Merchandise	706.65
4476	Phillips Wine & Spirits	Freight Charge	18.60
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	81.50-
4476	Phillips Wine & Spirits	Credit Freight Charge	1.55-
Total 4476:			1,130.19
4506	Pitney Bowes	Rental Charges DM400C Digital Mailing System	592.74
Total 4506:			592.74
4626	Purchase Power	Postage Meter Refill	500.00

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 4626:		500.00
4661	Quill Corporation	Office Supplies - Finance	153.99
	Total 4661:		153.99
4681	R. L. Larson Excavating, Inc.	2018 Street Improvements - App No 2	561,580.63
	Total 4681:		561,580.63
4746	Recreation, Sports & Play, Inc	Misc Operating Supplies - Parks	483.00
	Total 4746:		483.00
4749	Red Bull Distribution Company, In	Liquor Store Merchandise	104.50
	Total 4749:		104.50
4956	Sandstone Distributing Company	Liquor Store Merchandise	42.00
	Total 4956:		42.00
5016	SCMA, Inc.	Custom Spear Points for Downtown Banners	475.00
	Total 5016:		475.00
5158	SlatTrax	Small Tools & Minor Equipment - Water - Trax	1,439.00
5158	SlatTrax	Small Tools & Minor Equipment - Wastewater -	1,439.00
	Total 5158:		2,878.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	4.90
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,988.62
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	34.14
5181	Southern Glazer's of MN	Liquor Store Merchandise	430.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	12.60
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	2.80
	Total 5181:		3,473.06
5251	Star	Advertising Liquor Store	295.00
	Total 5251:		295.00
5261	Star Quality Glass	Repair & Maint Supplies - Police Dept	579.97
5261	Star Quality Glass	Repair & Maint Labor - Police Dept	136.50
	Total 5261:		716.47
5491	The Wine Company	Liquor Store Merchandise	382.00

Vendor	Vendor Name	Description	Net Invoice Amount
5491	The Wine Company	Freight charge	25.00
Total 5491:			407.00
5531	Tiller's Steam Carpet Cleaning	Clean Carpet - Liquor Store	313.68
Total 5531:			313.68
5573	Tools Plus Industries LLC	Misc Operating Supplies - Water	74.29
5573	Tools Plus Industries LLC	Misc Operating Supplies - Wastewater	74.29
Total 5573:			148.58
5581	Total Control Systems, Inc.	City Hall Generator RTU Control Panel	9,635.00
Total 5581:			9,635.00
5666	TruGreen Commercial	Vegetation Control - LS	201.28
Total 5666:			201.28
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	390.45
Total 5816:			390.45
5886	Watson Co., Inc.	Misc Operating Supplies - LS	13.89
5886	Watson Co., Inc.	Liquor Store Merchandise	3,347.13
5886	Watson Co., Inc.	Misc Operating Supplies - LS	180.69
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			3,547.71
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	5,526.09
5891	Breakthru Beverage Minnesota	Freight Charge	62.29
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,236.73
5891	Breakthru Beverage Minnesota	Freight Charge	25.30
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	57.95
5891	Breakthru Beverage Minnesota	Freight Charge	2.30
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	130.50
Total 5891:			7,041.16
5995	WiMacTel Inc.	WiMac Tel Payphone Advantage Service	60.00
Total 5995:			60.00
Grand Totals:			729,322.19

Vendor	Vendor Name	Description	Net Invoice Amount
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Dated: 6/13/18

City Treasurer: Caroline More

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/18	06/13/2018	110598	165	Allina Health	601-20100	1,065.00
06/18	06/13/2018	110599	175	Amazon Capital Services, Inc.	101-20100	200.19
06/18	06/13/2018	110600	424	Bankshot Sports Organization	415-20100	9,705.00
06/18	06/13/2018	110601	521	Bellboy Corporation	610-20100	3,033.52
06/18	06/13/2018	110602	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	7,041.16
06/18	06/13/2018	110603	797	C & L Distributing	610-20100	84.50
06/18	06/13/2018	110604	1076	Century College	101-20100	395.00
06/18	06/13/2018	110605	1083	CES Imaging	419-20100	11,074.00
06/18	06/13/2018	110606	551	Bernick's	610-20100	4,189.78
06/18	06/13/2018	110607	1140	Cintas Corporation	601-20100	377.87
06/18	06/13/2018	110608	1236	Comm of MMB, Treas Div	213-20100	500.00
06/18	06/13/2018	110609	1297	Roger Cottrell	101-20100	50.00
06/18	06/13/2018	110610	1336	Crystal Springs Ice	610-20100	472.88
06/18	06/13/2018	110611	1396	Dahlheimer Beverage, LLC	610-20100	16,860.55
06/18	06/13/2018	110612	1531	DexYP	610-20100	209.00
06/18	06/13/2018	110613	1631	Earl F. Andersen, Inc.	101-20100	73.80
06/18	06/13/2018	110614	1681	ECM Publishers, Inc.	601-20100	1,578.40
06/18	06/13/2018	110615	1686	Ecolab Pest Elimination Div.	610-20100	220.39
06/18	06/13/2018	110616	1763	Emergency Response Solutions	101-20100	775.75
06/18	06/13/2018	110617	1906	Federated Co-ops, Inc.	602-20100	458.53
06/18	06/13/2018	110618	2166	Grainger	601-20100	1,218.52
06/18	06/13/2018	110619	2171	Granite Electronics, Inc.	101-20100	633.46
06/18	06/13/2018	110620	2188	Gratitude Farms	101-20100	400.00
06/18	06/13/2018	110621	2271	Hach Company	602-20100	607.70
06/18	06/13/2018	110622	2486	IBEW Local 110	101-20100	390.00
06/18	06/13/2018	110623	2676	Isanti County Recorder	101-20100	92.00
06/18	06/13/2018	110624	2696	Isanti Ready-Mix, Inc.	601-20100	420.00
06/18	06/13/2018	110625	2776	JJ Taylor Dist. of Minn.	610-20100	478.24
06/18	06/13/2018	110626	2796	Johnson Bros - St Paul	610-20100	20,002.67
06/18	06/13/2018	110627	3056	Lake Superior Laundry Inc.	101-20100	15.00
06/18	06/13/2018	110628	3131	Leaf's Towing and Recovery	101-20100	125.00
06/18	06/13/2018	110629	3146	League of MN Cities Ins Trust P&C	101-20100	38,137.00
06/18	06/13/2018	110630	3176	LELS	101-20100	539.00
06/18	06/13/2018	110631	3461	McDonald Distributing Company	610-20100	13,713.00
06/18	06/13/2018	110632	3521	Menards	101-20100	308.95
06/18	06/13/2018	110633	3542	Metro Payroll Inc.	101-20100	306.00
06/18	06/13/2018	110634	3666	Minnesota Child Support Payment Cente	101-20100	171.13
06/18	06/13/2018	110635	3801	MMBA	610-20100	150.00
06/18	06/13/2018	110636	3932	Judy Moravec	601-20100	7.91
06/18	06/13/2018	110637	906	NAPA Central MN	101-20100	1,629.44
06/18	06/13/2018	110638	4041	National Fire Safety Council	610-20100	125.00
06/18	06/13/2018	110639	4091	New France Wine	610-20100	641.00
06/18	06/13/2018	110640	4066	NCL of Wisconsin, Inc.	602-20100	430.83
06/18	06/13/2018	110641	4178	Northern Lights Display	101-20100	2,748.00
06/18	06/13/2018	110642	4476	Phillips St Paul	610-20100	1,130.19
06/18	06/13/2018	110643	4506	Pitney Bowes Global Financial Services	101-20100	592.74
06/18	06/13/2018	110644	4626	Purchase Power	101-20100	500.00
06/18	06/13/2018	110645	4661	Quill Corporation	101-20100	153.99
06/18	06/13/2018	110646	4681	R. L. Larson Excavating, Inc.	428-20100	561,580.63
06/18	06/13/2018	110647	4746	Recreation, Sports & Play, Inc	101-20100	483.00
06/18	06/13/2018	110648	4749	Red Bull Distribution Company, Inc.	610-20100	104.50
06/18	06/13/2018	110649	4956	Sandstone Distributing Company	610-20100	42.00
06/18	06/13/2018	110650	5016	SCMA, Inc.	101-20100	475.00
06/18	06/13/2018	110652	5158	SlatTrax	602-20100	2,878.00
06/18	06/13/2018	110653	5181	Southern Glazer's of MN	610-20100	3,473.06
06/18	06/13/2018	110654	5251	Star	610-20100	295.00
06/18	06/13/2018	110655	5261	Star Quality Glass	101-20100	716.47

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/18	06/13/2018	110656	2059	Synchrony Bank	101-20100	539.14
06/18	06/13/2018	110657	5491	The Wine Company	610-20100	407.00
06/18	06/13/2018	110658	5531	Tiller's Steam Carpet Cleaning	610-20100	313.68
06/18	06/13/2018	110659	5573	Tools Plus Industries	602-20100	148.58
06/18	06/13/2018	110660	5581	Total Control Systems, Inc.	417-20100	9,635.00
06/18	06/13/2018	110661	5666	TruGreen Processing Center	610-20100	201.28
06/18	06/13/2018	110662	5816	Viking Coca-Cola Bottling Co	610-20100	390.45
06/18	06/13/2018	110664	5886	Watson Co., Inc.	610-20100	3,547.71
06/18	06/13/2018	110665	5995	WiMacTel Inc.	211-20100	60.00
Grand Totals:						<u>729,322.19</u>

Vendor	Vendor Name	Description	Net Invoice Amount
306	ARC Irrigation, LLC	Commercial Start-up - City Hall	190.70
306	ARC Irrigation, LLC	Commercial Start-up - Round About Yerigan Fa	204.15
306	ARC Irrigation, LLC	Commercial Start-up - Heritage Greens	833.12
306	ARC Irrigation, LLC	Commercial Start-up - Water Treatment Plant	403.90
306	ARC Irrigation, LLC	Crabgrass/Fertilizer - City Hall	966.40
306	ARC Irrigation, LLC	Lawn Applications - Fern St	260.00
306	ARC Irrigation, LLC	Lawn Applications - Parks	2,036.00
Total 306:			4,894.27
521	Bellboy Corporation	Liquor Store Merchandise	2,620.10
521	Bellboy Corporation	Liquor Store Merchandise	112.00
521	Bellboy Corporation	Liquor Store Merchandise	136.40
Total 521:			2,868.50
551	Chas A. Bernick Inc.	Liquor Store Merchandise	358.74
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,938.95
Total 551:			4,297.69
553	Beseth, Tim	Refund for Overpayment of Final Water Bill	46.19
Total 553:			46.19
555	Business Essentials	Maintenance Supplies - City Hall	62.13
Total 555:			62.13
941	Cambridge Township	Annexation - Share of Taxes	187.95
Total 941:			187.95
969	Cardmember Service	Training - J. Bergloff, B. Putzke	250.00
969	Cardmember Service	Lodging Credit - R. Bredeson, J. Bergloff	9.42
969	Cardmember Service	Repairs & Maint - Storm Water	227.00
969	Cardmember Service	Lodging - A. Zimmerle	258.17
969	Cardmember Service	Lodging - A. Zimmerle	258.17
969	Cardmember Service	Training Materials - Storm Water	55.45
969	Cardmember Service	Meals - Council	11.47
969	Cardmember Service	Copy Paper	89.97
969	Cardmember Service	Copy Paper	36.26
969	Cardmember Service	2017 Certificate of Achievement Participation	435.00
969	Cardmember Service	Office Supplies - Water	247.50
969	Cardmember Service	Office Supplies - Wastewater	247.50
969	Cardmember Service	Crime Scene Supplies	136.82
969	Cardmember Service	Crime Scene Supplies	385.20
969	Cardmember Service	Promotional Items - Police Dept	289.00
969	Cardmember Service	Uniform Allowance - D. Owl	105.99
969	Cardmember Service	Small Tools & Equipment - Police Dept	299.99
969	Cardmember Service	Training - T. Schuster	130.00

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Training - J. Pepin	130.00
969	Cardmember Service	Training - T. Johnson	130.00
Total 969:			3,714.07
1140	Cintas Corporation	Rug Rentals - Liquor Store	76.05
1140	Cintas Corporation	Rug Rentals - Street Dept	14.43
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	120.37
1140	Cintas Corporation	Uniform Rental - Parks	6.72
1140	Cintas Corporation	Uniform Rental - Maintenance	3.02
1140	Cintas Corporation	Uniform Rental - Parks	5.56
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	109.91
Total 1140:			336.06
1156	City of Mpls Receivables	APS Transaction Fee - April	189.00
Total 1156:			189.00
1251	Bismarck Map Company	GIS Services - April	770.62
1251	Bismarck Map Company	GIS Services - April	770.63
1251	Bismarck Map Company	GIS Services - May	882.50
Total 1251:			2,423.75
1336	Crystal Springs Ice	Liquor Store Merchandise	305.46
Total 1336:			305.46
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	30.00-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	95.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	12,806.55
Total 1396:			12,871.55
1424	Danielson, Bruce	Concerts in the Park - July 5, 2018	1,500.00
Total 1424:			1,500.00
1681	ECM Publishers, Inc.	Advertising - Painting in the Park	284.50
1681	ECM Publishers, Inc.	Legal Notice - City Council Meeting Minutes	21.38
1681	ECM Publishers, Inc.	Legal Notice - SWPPP Meeting	11.25
Total 1681:			317.13
1716	Ehlers & Associates, Inc.	Second Half Flat Fee Fiscal Impacts TIF District	5,000.00
Total 1716:			5,000.00
1891	Fastenal Company	Misc Operating Supplies - Street Dept	139.81

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1891:			139.81
1949	First Advantage	Pre-Employment Drug Test - Streets	162.51
1949	First Advantage	Pre-Employment Drug Test - Parks	255.52
1949	First Advantage	Pre-Employment Drug Test - Wastewater	54.17
Total 1949:			472.20
1996	Forestedge Winery	Liquor Store Merchandise	117.00
Total 1996:			117.00
2184	Graphic Homes, Inc.	Escrow Refund - 1220 18th Ave SE	7,100.00
2184	Graphic Homes, Inc.	Escrow Refund - 1220 18th Ave SE	54.00-
Total 2184:			7,046.00
2341	Hawkins, Inc.	Chemicals - Water	2,956.46
2341	Hawkins, Inc.	Chemicals - Wastewater	769.50
Total 2341:			3,725.96
2381	Herman's Bakery	Council Meeting Meals	11.28
Total 2381:			11.28
2536	Independent Testing Tech. Inc.	Testing - I.T.T. Project #18-088	1,670.00
Total 2536:			1,670.00
2564	Innovative Alliance, LLC	Repairs and Maint - City Hall	13,194.00
Total 2564:			13,194.00
2676	Isanti County Recorder	Document A475721 Contract	46.00
Total 2676:			46.00
2703	Isanti Township	Annexation - Share of Taxes	10,616.83
Total 2703:			10,616.83
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	7,696.34
2796	Johnson Brothers Liquor Co	Freight Charge	158.30
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,301.90
2796	Johnson Brothers Liquor Co	Freight Charge	65.10
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	637.26
2796	Johnson Brothers Liquor Co	Freight Charge	10.91
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	32.00
2796	Johnson Brothers Liquor Co	Freight Charge	1.55

Vendor	Vendor Name	Description	Net Invoice Amount
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,382.57
2796	Johnson Brothers Liquor Co	Freight Charge	86.80
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	183.92
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	37.75
2796	Johnson Brothers Liquor Co	Credit Freight Charge	.26-
Total 2796:			13,594.14
2961	Knife River Corporation	Repairs & Maint- Storm Water	208.35
Total 2961:			208.35
3461	McDonald Distributing Company	Liquor Store Merchandise	4,147.00
3461	McDonald Distributing Company	Liquor Store Merchandise	79.95
3461	McDonald Distributing Company	Credit Liquor Merchandise	60.00-
Total 3461:			4,166.95
3521	Menards	Master Gardeners Supplies	33.96
3521	Menards	Misc Operating Supplies - Parks	92.05
3521	Menards	Misc Operating Supplies - Parks	55.36
3521	Menards	Maintenance Supplies - City Hall	8.46
3521	Menards	Repair & Maint - Plant	27.95
3521	Menards	Repair & Maint - Plant	16.58
3521	Menards	Repair & Maint - Plant	31.59
Total 3521:			265.95
3543	Metro Sales, Inc.	Ricoh MP C2004ex Color Copier Contract Base	54.28
3543	Metro Sales, Inc.	Ricoh MP C6004ex Color Copier Contract Base	915.02
Total 3543:			969.30
4001	MVTL Laboratories Inc.	Testing	890.00
Total 4001:			890.00
4011	NAC Mechanical & Electrical Serv	Repairs & Maint Labor Bldgs - Work Id 233565	294.75
4011	NAC Mechanical & Electrical Serv	Repairs & Maint Labor Bldgs - Work Id 233689	460.50
Total 4011:			755.25
4041	National Fire Safety Council	Pass thru donations	160.00
Total 4041:			160.00
4321	O'Reilly Automotive Inc.	Repair & Maint Supplies - PD	14.87
Total 4321:			14.87
4351	Outdoor Edge, Inc.	Misc Operating Supplies - Police Dept	44.99

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4351:			44.99
4426	Paustis Wine Company	Liquor Store Merchandise	1,915.00
4426	Paustis Wine Company	Freight Charge	26.25
4426	Paustis Wine Company	Liquor Store Merchandise	87.00
Total 4426:			2,028.25
4462	Peterson, Jonathan & Kristina	Refund Overpayment of Final Water Bill	218.65
Total 4462:			218.65
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,172.00
4476	Phillips Wine & Spirits	Freight Charge	17.05
4476	Phillips Wine & Spirits	Liquor Store Merchandise	3,936.45
4476	Phillips Wine & Spirits	Freight Charge	158.10
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	34.50-
4476	Phillips Wine & Spirits	Credit Freight Charge	3.10-
Total 4476:			5,246.00
4889	Rostberg, Jacob	Refund for Overpayment of Final Water Bill	73.37
Total 4889:			73.37
4919	Rupp, Anderson, Squires, &	Legal Fees - Main St Flats	235.00
4919	Rupp, Anderson, Squires, &	April Legal Expense	3,949.32
4919	Rupp, Anderson, Squires, &	Legal Fees - INH Properties Development Agre	564.00
Total 4919:			4,748.32
5116	Short, Elliot, Hendrickson Inc	CAMBR Airport MP/ALP	4,924.00
Total 5116:			4,924.00
5181	Southern Glazer's of MN	Liquor Store Merchandise	9,912.27
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	127.28
5181	Southern Glazer's of MN	Liquor Store Merchandise	128.64
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	5.60
5181	Southern Glazer's of MN	Liquor Store Merchandise	254.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	5.60
Total 5181:			10,433.39
5251	Star	Advertising Summer Concerts & Painting in the	399.00
Total 5251:			399.00
5390	Tactical Advantage, LLC	Small Tools & Equipment - Police Dept	1,266.00

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 5390:		1,266.00
5421	TDS Metrocom	Phone Service - Airport	55.99
	Total 5421:		55.99
5446	The American Bottling Company	Liquor Store Merchandise	177.44
	Total 5446:		177.44
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	127.50
	Total 5516:		127.50
5553	TKO Wines Inc	Liquor Store Merchandise	366.00
	Total 5553:		366.00
5572	Toliver, Judith	Refund for Overpayment of Final Water Bill	64.55
	Total 5572:		64.55
5661	True Brands	Liquor Store Merchandise	53.71
5661	True Brands	Freight Charge	8.06
	Total 5661:		61.77
5751	US Internet	Monthly Internet Fees - July	36.90
5751	US Internet	Monthly Internet Fees - July	36.85
5751	US Internet	Monthly Internet Fees - July	36.85
5751	US Internet	Monthly Internet Fees - July	36.85
	Total 5751:		147.45
5801	Verizon Wireless	Small Tools & Equipment - PD	406.47
5801	Verizon Wireless	wireless phone service - PD	992.73
5801	Verizon Wireless	wireless phone service - Fire Dept	70.02
	Total 5801:		1,469.22
5811	Vessco, Inc.	Repair & Maint - Plant	1,196.90
	Total 5811:		1,196.90
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	287.90
	Total 5816:		287.90
5831	Vinocopia	Liquor Store Merchandise	1,301.67
5831	Vinocopia	Freight Charge	18.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5831:			1,319.67
5861	Walmart Community Card	Break Room Supplies	19.94
5861	Walmart Community Card	Break Room Supplies	15.45
5861	Walmart Community Card	Downtown Decorations	104.21
5861	Walmart Community Card	Master Gardeners Supplies	200.87
5861	Walmart Community Card	Misc Operating Supplies - Wastewater	78.69
5861	Walmart Community Card	Office Supplies - LS	352.24
5861	Walmart Community Card	Maintenance & Repair Supplies - LS	20.65
5861	Walmart Community Card	Training - LS	34.43
Total 5861:			826.48
5886	Watson Co., Inc.	Credit - Operating Supplies	13.50-
5886	Watson Co., Inc.	Liquor Store Merchandise	2,578.53
5886	Watson Co., Inc.	Misc Operating Supplies - LS	141.22
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			2,712.25
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	3,451.66
5891	Breakthru Beverage Minnesota	Freight Charge	50.71
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	2,263.48
5891	Breakthru Beverage Minnesota	Freight Charge	36.80
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	73.95
5891	Breakthru Beverage Minnesota	Freight Charge	4.60
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	130.50
Total 5891:			6,011.70
6001	Wine Merchants	Liquor Store Merchandise	444.00
6001	Wine Merchants	Freight Charge	3.36
Total 6001:			447.36
Grand Totals:			141,731.79

Dated: 6/21/18City Treasurer: Caroline Mre

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/18	06/20/2018	110666	306	ARC Irrigation, LLC	101-20100	4,894.27
06/18	06/20/2018	110667	521	Bellboy Corporation	610-20100	2,868.50
06/18	06/20/2018	110668	553	Tim Beseth	601-20100	46.19
06/18	06/20/2018	110669	1251	Community GIS Services, Inc.	601-20100	2,423.75
06/18	06/20/2018	110670	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	6,011.70
06/18	06/20/2018	110671	555	Business Essentials	101-20100	62.13
06/18	06/20/2018	110672	941	Cambridge Township	101-20100	187.95
06/18	06/20/2018	110673	5516	Capitol Beverage Sales L.P.	610-20100	127.50
06/18	06/20/2018	110674	969	Cardmember Service	101-20100	3,714.07
06/18	06/20/2018	110675	551	Bernick's	610-20100	4,297.69
06/18	06/20/2018	110676	1140	Cintas Corporation	101-20100	336.06
06/18	06/20/2018	110677	1156	Minneapolis Finance Department	101-20100	189.00
06/18	06/20/2018	110678	1336	Crystal Springs Ice	610-20100	305.46
06/18	06/20/2018	110679	1396	Dahlheimer Beverage, LLC	610-20100	12,871.55
06/18	06/20/2018	110680	1424	Bruce Danielson	101-20100	1,500.00
06/18	06/20/2018	110681	1681	ECM Publishers, Inc.	603-20100	317.13
06/18	06/20/2018	110682	1716	Ehlers & Associates, Inc.	290-20100	5,000.00
06/18	06/20/2018	110683	1891	Fastenal Company	101-20100	139.81
06/18	06/20/2018	110684	1949	First Advantage	602-20100	472.20
06/18	06/20/2018	110685	1996	Forestedge Winery	610-20100	117.00
06/18	06/20/2018	110686	2184	Graphic Homes, Inc.	101-20100	7,046.00
06/18	06/20/2018	110687	2341	Hawkins, Inc.	602-20100	3,725.96
06/18	06/20/2018	110688	2381	Herman's Bakery	101-20100	11.28
06/18	06/20/2018	110689	2536	Independent Testing Tech, Inc.	428-20100	1,670.00
06/18	06/20/2018	110690	2564	Innovative Alliance, LLC	101-20100	13,194.00
06/18	06/20/2018	110691	2676	Isanti County Recorder	290-20100	46.00
06/18	06/20/2018	110692	2703	Isanti Township	101-20100	10,616.83
06/18	06/20/2018	110693	2796	Johnson Bros - St Paul	610-20100	13,594.14
06/18	06/20/2018	110694	2961	Knife River Corporation	603-20100	208.35
06/18	06/20/2018	110695	3461	McDonald Distributing Company	610-20100	4,166.95
06/18	06/20/2018	110696	3521	Menards	602-20100	265.95
06/18	06/20/2018	110697	3543	Metro Sales, Inc.	101-20100	969.30
06/18	06/20/2018	110699	4001	Minnesota Valley Testing Labs	602-20100	890.00
06/18	06/20/2018	110700	4011	NAC Mechanical & Electrical Services	101-20100	755.25
06/18	06/20/2018	110701	4041	National Fire Safety Council	101-20100	160.00
06/18	06/20/2018	110703	4321	O'Reilly Auto Parts	101-20100	14.87
06/18	06/20/2018	110704	4351	Outdoor Edge, Inc.	101-20100	44.99
06/18	06/20/2018	110705	4426	Paustis Wine Company	610-20100	2,028.25
06/18	06/20/2018	110706	4462	Jonathan Peterson	601-20100	218.65
06/18	06/20/2018	110707	4476	Phillips St Paul	610-20100	5,246.00
06/18	06/20/2018	110708	4889	Jacob Rostberg	601-20100	73.37
06/18	06/20/2018	110709	4919	Rupp, Anderson, Squires, &	101-20100	4,748.32
06/18	06/20/2018	110710	5116	Short, Elliot, Hendrickson Inc	444-20100	4,924.00
06/18	06/20/2018	110711	5181	Southern Glazer's of MN	610-20100	10,433.39
06/18	06/20/2018	110712	5251	Star	101-20100	399.00
06/18	06/20/2018	110713	5390	Tactical Advantage, LLC	101-20100	1,266.00
06/18	06/20/2018	110714	5421	TDS	211-20100	55.99
06/18	06/20/2018	110715	5446	The American Bottling Company	610-20100	177.44
06/18	06/20/2018	110716	5553	TKO Wines Inc	610-20100	366.00
06/18	06/20/2018	110717	5572	Judith Toliver	601-20100	64.55
06/18	06/20/2018	110718	5661	True Brands	610-20100	61.77
06/18	06/20/2018	110719	5751	US Internet	602-20100	147.45
06/18	06/20/2018	110720	5801	Verizon Wireless	101-20100	1,469.22
06/18	06/20/2018	110721	5811	Vessco, Inc.	602-20100	1,196.90
06/18	06/20/2018	110722	5816	Viking Coca-Cola Bottling Co	610-20100	287.90
06/18	06/20/2018	110723	5831	Vinocopia	610-20100	1,319.67
06/18	06/20/2018	110724	5861	Walmart Community/SYNCB	610-20100	826.48

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/18	06/20/2018	110725	5886	Watson Co., Inc.	610-20100	2,712.25
06/18	06/20/2018	110726	6001	Wine Merchants	610-20100	447.36
Grand Totals:						<u>141,731.79</u>

Vendor	Vendor Name	Description	Net Invoice Amount
42	Absey Entertainment	Concerts in the Park - The Devon Worley Band	1,700.00
Total 42:			1,700.00
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Streets	100.22
175	Amazon Capital Services, Inc.	Movies in the Park Supplies	198.22
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Parks	166.52
Total 175:			464.96
306	ARC Irrigation, LLC	Fertilizer - City Park	2,630.40
Total 306:			2,630.40
319	Artisan Beer Company	Liquor Store Merchandise	146.50
Total 319:			146.50
323	ASCAP	License Fee - Account Number 500806408	357.04
Total 323:			357.04
341	Aspen Mills	Uniform Allowance - D.Owl	227.60
Total 341:			227.60
521	Bellboy Corporation	Liquor Store Merchandise	2,019.95
521	Bellboy Corporation	Liquor Store Merchandise	146.15
Total 521:			2,166.10
551	Chas A. Bernick Inc.	Liquor Store Merchandise	95.00
551	Chas A. Bernick Inc.	Liquor Store Merchandise	114.30
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,753.00
Total 551:			3,962.30
797	C & L Distributing	Liquor Store Merchandise	323.40
Total 797:			323.40
826	North 65 Chamber of Commerce	Chamber Cup Golf Outing Hole Sponsorship	150.00
Total 826:			150.00
969	Cardmember Service	Lodging - R. Bredeson	228.54
969	Cardmember Service	Grease Credit	4.17-
969	Cardmember Service	U-Haul Rental for Downtown Flower Basket Proj	116.55
969	Cardmember Service	Office Supplies - Wastewater	106.86
969	Cardmember Service	Painting in the Park Advertising	1.85
969	Cardmember Service	Concerts in the Park Advertising	600.00

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	Meals - Council	12.35
969	Cardmember Service	Misc Operating Supplies - Fire Dept	12.99
969	Cardmember Service	Meals - EOC	21.76
969	Cardmember Service	Hotel - Ladder Truck Purchase	155.50
969	Cardmember Service	Airfare - Ladder Truck Purchase	273.20
969	Cardmember Service	Hotel - Ladder Truck Purchase	85.22
969	Cardmember Service	Airfare - Ladder Truck Purchase	170.20
969	Cardmember Service	Airfare - Ladder Truck Purchase	340.41
Total 969:			2,121.26
1140	Cintas Corporation	Rug Rentals - City Hall	16.56
1140	Cintas Corporation	Rug Rentals - Police Dept	17.04
1140	Cintas Corporation	Rug Rentals - Street Dept	17.43
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	102.85
1140	Cintas Corporation	Uniform Rental - Parks	6.72
1140	Cintas Corporation	Uniform Rental - Maintenance	3.02
1140	Cintas Corporation	Uniform Rental - Parks	5.56
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	109.91
Total 1140:			279.09
1323	Criterion Pictures USA	Licensing - Movies in the Park	275.00
Total 1323:			275.00
1336	Crystal Springs Ice	Liquor Store Merchandise	240.53
Total 1336:			240.53
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	10,098.70
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	64.90-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	60.00-
Total 1396:			9,973.80
1556	Display Sales Company	Banners - Downtown Flower Baskets	1,680.00
Total 1556:			1,680.00
1666	East Central Solid Waste Commis	Mixed Solid Waste	25.13
1666	East Central Solid Waste Commis	Disposal of Appliances, Electronics, Mattresses	94.00
1666	East Central Solid Waste Commis	Mixed Solid Waste	18.38
1666	East Central Solid Waste Commis	Non-Recycled Mattress	30.00
Total 1666:			167.51
1681	ECM Publishers, Inc.	Advertising - Painting in the Park	284.50
1681	ECM Publishers, Inc.	Advertising - Concerts in the Park	284.50
1681	ECM Publishers, Inc.	Advertising - Cambridge Art Fair	284.50
1681	ECM Publishers, Inc.	Legal Notice - Planning Commission Meeting	13.50

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1681:			867.00
1891	Fastenal Company	Small Tools - Streets	232.29
1891	Fastenal Company	Misc Operating Supplies - Shop	8.01
Total 1891:			240.30
1921	Ferguson Waterworks	Automatic Meter Read Project	1,553.90
Total 1921:			1,553.90
2182	Grape Beginnings, Inc.	Liquor Store Merchandise	1,007.00
2182	Grape Beginnings, Inc.	Freight	15.75
Total 2182:			1,022.75
2294	Hansel, Shannon	Refund for Overpayment of Final Water Bill	5.00
Total 2294:			5.00
2341	Hawkins, Inc.	Chemicals - Wastewater	6,171.81
Total 2341:			6,171.81
2411	Hillyard Inc.	Maintenance Supplies - City Hall	80.11
Total 2411:			80.11
2564	Innovative Alliance, LLC	Repairs and Maint - City Hall	60.59
2564	Innovative Alliance, LLC	Repairs and Maint - City Hall	53.70
Total 2564:			114.29
2636	Minnesota Equipment	Repair & Maint Supplies - Streets	157.80
Total 2636:			157.80
2676	Isanti County Recorder	Document A476007 Development Agreement	46.00
2676	Isanti County Recorder	Service Fees - Copies	15.00
Total 2676:			61.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	9,131.74
2796	Johnson Brothers Liquor Co	Freight Charge	116.76
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,609.07
2796	Johnson Brothers Liquor Co	Freight Charge	51.93
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,672.74
2796	Johnson Brothers Liquor Co	Freight Charge	58.90
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	137.94
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	693.45

Vendor	Vendor Name	Description	Net Invoice Amount
2796	Johnson Brothers Liquor Co	Freight Charge	10.85
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	32.00
2796	Johnson Brothers Liquor Co	Freight Charge	1.55
Total 2796:			13,516.93
2820	Jonah & The Whales	Concerts in the Park	1,000.00
Total 2820:			1,000.00
2879	KDH Safety Consulting, LLC	New Employee Orientation - Streets	237.50
2879	KDH Safety Consulting, LLC	New Employee Orientation - Parks	237.50
Total 2879:			475.00
2941	Kirvida Fire, Inc.	Ladder Truck Purchase - Trip Charge, Fuel	509.16
Total 2941:			509.16
3015	Kris and the Riverbend Dutchmen	Concerts in the Park	1,650.00
Total 3015:			1,650.00
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.00
Total 3056:			15.00
3246	Little Falls Machine, Inc.	Repair & Maint Supplies - Vehicles/Equipment	504.63
Total 3246:			504.63
3369	Marcio, Steve	Concerts in the Park	800.00
Total 3369:			800.00
3461	McDonald Distributing Company	Liquor Store Merchandise	14,061.00
3461	McDonald Distributing Company	Liquor Store Merchandise	144.00
3461	McDonald Distributing Company	Liquor Store Merchandise	99.90
3461	McDonald Distributing Company	Liquor Store Merchandise	455.15
3461	McDonald Distributing Company	Credit Liquor Merchandise	168.50
3461	McDonald Distributing Company	Liquor Store Merchandise	148.50
3461	McDonald Distributing Company	Liquor Store Merchandise	120.40
Total 3461:			14,860.45
3521	Menards	Misc Operating Supplies - Streets	3.98
3521	Menards	Repair & Maint - Storm Water	765.03
3521	Menards	Misc Operating Supplies - Streets	4.44
3521	Menards	Small Tools - Streets	138.96
3521	Menards	Misc Operating Supplies - Streets	4.89
3521	Menards	Small Tools - Streets	34.99

Vendor	Vendor Name	Description	Net Invoice Amount
3521	Menards	Misc Operating Supplies - Streets	24.46
3521	Menards	Misc Operating Supplies - Wastewater	47.76
3521	Menards	Misc Operating Supplies - Streets	30.29
3521	Menards	Misc Operating Supplies - Parks	73.08
3521	Menards	Misc Operating Supplies - Wastewater	13.69
3521	Menards	Misc Operating Supplies - Parks	10.47
3521	Menards	Small Tools - Streets	319.98
3521	Menards	Misc Operating Supplies - Streets	126.65
3521	Menards	Small Tools - Parks	287.97
3521	Menards	Misc Operating Supplies - Wastewater	28.83
3521	Menards	Misc Operating Supplies - Parks	15.00
Total 3521:			1,930.47
3546	MHSRC/Range	Training Fire Dept	780.00
Total 3546:			780.00
3661	Minnesota Chiefs of Police Associ	CLEO & Command Academy - T. Schuster	595.00
Total 3661:			595.00
3666	Minnesota Child Support Payment	Child Support Withholdings	137.51
Total 3666:			137.51
4001	MVTL Laboratories Inc.	Testing	40.00
Total 4001:			40.00
4090	Network Business Supplies, Inc.	Thermal Rolls	365.50
Total 4090:			365.50
4091	New France Wine	Liquor Store Merchandise	328.00
4091	New France Wine	Freight Charge	21.00
Total 4091:			349.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,963.15
4476	Phillips Wine & Spirits	Freight Charge	31.26
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,062.95
4476	Phillips Wine & Spirits	Freight Charge	77.50
Total 4476:			4,134.86
4563	Prefer Paving & Ready-Mix, Inc.	Repair & Maint - Infrastructure	3,360.00
Total 4563:			3,360.00
4749	Red Bull Distribution Company, In	Liquor Store Merchandise	104.50

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4749:			104.50
4916	Rum River Cross Country Ski Clu	Ski Trail Grooming	2,175.00
Total 4916:			2,175.00
5060	Semler Homes	Residential Contruction Escrow Refund - 1204 1	4,500.00
5060	Semler Homes	Residential Contruction Escrow Refund - 1204 1	54.00-
5060	Semler Homes	Residential Contruction Escrow Refund - 1233	5,700.00
5060	Semler Homes	Residential Contruction Escrow Refund - 1233	54.00-
Total 5060:			10,092.00
5116	Short, Elliot, Hendrickson Inc	CAMBR City Eng. Services	2,127.60
5116	Short, Elliot, Hendrickson Inc	CAMBR 2018 Streets Const	89,683.90
Total 5116:			91,811.50
5148	Sister Cities International	Sister Cities International Membership Dues	300.00
Total 5148:			300.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	.17
5181	Southern Glazer's of MN	Liquor Store Merchandise	13,110.43
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	142.80
5181	Southern Glazer's of MN	Liquor Store Merchandise	24.05
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	1.40
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	2.80
5181	Southern Glazer's of MN	Liquor Store Merchandise	896.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	28.00
Total 5181:			14,205.65
5301	Steve's Tire Inc	Repairs and Maint Supplies - Water	251.94
5301	Steve's Tire Inc	Repair and Maint Labor - Water	121.95
5301	Steve's Tire Inc	Repairs and Maint Supplies - Streets	178.00
5301	Steve's Tire Inc	Repairs and Maint Labor - Streets	32.00
5301	Steve's Tire Inc	Repair and Maint Labor - PD	25.00
Total 5301:			608.89
5362	Swank Motion Pictures, Inc.	Movies in the Park Licensing	1,050.00
Total 5362:			1,050.00
5391	TM Johnson Bros., Inc.	Repair & Maint Supplies - Parks	142.55
Total 5391:			142.55
5489	The Whitesidewalls	Concerts in the Park	900.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5489:			900.00
5491	The Wine Company	Liquor Store Merchandise	376.00
5491	The Wine Company	Freight charge	15.00
Total 5491:			391.00
5686	U.S. Postal Service	USPS Marketing Mail Permit #25	112.50
5686	U.S. Postal Service	USPS Marketing Mail Permit #25	112.50
Total 5686:			225.00
5695	Uecker, Tom	Concerts in the Park - Outside Recess	1,500.00
Total 5695:			1,500.00
5801	Verizon Wireless	wireless phone service - Maintenance Dept	25.75
5801	Verizon Wireless	wireless phone service - Street Dept	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 - Bldg Dept	188.20
5801	Verizon Wireless	wireless phone service - Wastewater	99.23
Total 5801:			418.21
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	405.35
Total 5816:			405.35
5886	Watson Co., Inc.	Liquor Store Merchandise	615.83
5886	Watson Co., Inc.	Misc Operating Supplies - Parks	52.53
5886	Watson Co., Inc.	Credit - Operating Supplies	27.00-
5886	Watson Co., Inc.	Liquor Store Merchandise	3,757.47
5886	Watson Co., Inc.	Misc Operating Supplies - LS	137.02
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			4,541.85
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	2,825.59
5891	Breakthru Beverage Minnesota	Freight Charge	30.77
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,559.46
5891	Breakthru Beverage Minnesota	Freight Charge	33.92
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	90.00
5891	Breakthru Beverage Minnesota	Freight Charge	2.30
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	130.50
5891	Breakthru Beverage Minnesota	Freight Charge	.00
Total 5891:			4,672.54
6076	Zep Sales and Service	Repair and Maint Supplies - Streets	399.39

Vendor	Vendor Name	Description	Net Invoice Amount
		Total 6076:	399.39
		Grand Totals:	216,106.39

Dated: 6/27/18

City Treasurer: Caroline Nune

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/18	06/27/2018	110727	42	Absey Entertainment	101-20100	1,700.00
06/18	06/27/2018	110728	175	Amazon Capital Services, Inc.	101-20100	464.96
06/18	06/27/2018	110729	306	ARC Irrigation, LLC	101-20100	2,630.40
06/18	06/27/2018	110730	319	Artisan	610-20100	146.50
06/18	06/27/2018	110731	323	ASCAP	101-20100	357.04
06/18	06/27/2018	110732	341	Aspen Mills	101-20100	227.60
06/18	06/27/2018	110733	521	Bellboy Corporation	610-20100	2,166.10
06/18	06/27/2018	110734	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	4,672.54
06/18	06/27/2018	110735	797	C & L Distributing	610-20100	323.40
06/18	06/27/2018	110736	969	Cardmember Service	101-20100	2,121.26
06/18	06/27/2018	110737	551	Bernick's	610-20100	3,962.30
06/18	06/27/2018	110738	1140	Cintas Corporation	101-20100	279.09
06/18	06/27/2018	110739	1323	Criterion Pictures USA	101-20100	275.00
06/18	06/27/2018	110740	1336	Crystal Springs Ice	610-20100	240.53
06/18	06/27/2018	110741	1396	Dahlheimer Beverage, LLC	610-20100	9,973.80
06/18	06/27/2018	110742	1556	Display Sales Company	101-20100	1,680.00
06/18	06/27/2018	110743	1666	East Central Solid Waste Commission	101-20100	167.51
06/18	06/27/2018	110744	1681	ECM Publishers, Inc.	101-20100	867.00
06/18	06/27/2018	110745	1891	Fastenal Company	101-20100	240.30
06/18	06/27/2018	110746	1921	Ferguson Waterworks #2516	601-20100	1,553.90
06/18	06/27/2018	110747	2182	Grape Beginnings, Inc.	610-20100	1,022.75
06/18	06/27/2018	110748	2294	Shannon Hansel	601-20100	5.00
06/18	06/27/2018	110749	2341	Hawkins, Inc.	602-20100	6,171.81
06/18	06/27/2018	110750	2411	Hillyard / Minneapolis	101-20100	80.11
06/18	06/27/2018	110751	2564	Innovative Alliance, LLC	101-20100	114.29
06/18	06/27/2018	110752	2676	Isanti County Recorder	101-20100	61.00
06/18	06/27/2018	110753	2796	Johnson Bros - St Paul	610-20100	13,516.93
06/18	06/27/2018	110754	2820	Jonah & The Whales	101-20100	1,000.00
06/18	06/27/2018	110755	2879	KDH Safety Consulting, LLC	101-20100	475.00
06/18	06/27/2018	110756	2941	Kirvida Fire, Inc.	420-20100	509.16
06/18	06/27/2018	110757	3015	Kris and the Riverbend Dutchmen	101-20100	1,650.00
06/18	06/27/2018	110758	3056	Lake Superior Laundry Inc.	101-20100	15.00
06/18	06/27/2018	110759	3246	Little Falls Machine, Inc.	101-20100	504.63
06/18	06/27/2018	110760	3369	Steve Marcio	101-20100	800.00
06/18	06/27/2018	110761	3461	McDonald Distributing Company	610-20100	14,860.45
06/18	06/27/2018	110762	3521	Menards	101-20100	1,930.47
06/18	06/27/2018	110764	3546	MHSRC/Range	101-20100	780.00
06/18	06/27/2018	110765	3661	Minnesota Chiefs of Police Association	101-20100	595.00
06/18	06/27/2018	110766	3666	Minnesota Child Support Payment Cente	101-20100	137.51
06/18	06/27/2018	110767	2636	Minnesota Equipment	101-20100	157.80
06/18	06/27/2018	110768	4001	Minnesota Valley Testing Labs	602-20100	40.00
06/18	06/27/2018	110769	4090	Network Business Supplies, Inc.	610-20100	365.50
06/18	06/27/2018	110770	4091	New France Wine	610-20100	349.00
06/18	06/27/2018	110771	826	North 65 Chamber of Commerce	610-20100	150.00
06/18	06/27/2018	110772	4476	Phillips St Paul	610-20100	4,134.86
06/18	06/27/2018	110773	4563	Prefer Paving Inc	101-20100	3,360.00
06/18	06/27/2018	110774	4749	Red Bull Distribution Company, Inc.	610-20100	104.50
06/18	06/27/2018	110775	4916	Rum River Cross Country Ski Club	101-20100	2,175.00
06/18	06/27/2018	110776	5060	Semler Construction, Inc.	101-20100	10,092.00
06/18	06/27/2018	110777	5116	Short, Elliot, Hendrickson Inc	428-20100	91,811.50
06/18	06/27/2018	110778	5148	Sister Cities International	101-20100	300.00
06/18	06/27/2018	110779	5181	Southern Glazer's of MN	610-20100	14,205.65
06/18	06/27/2018	110780	5301	Steve's Tire Inc	101-20100	608.89
06/18	06/27/2018	110781	5362	Swank Motion Pictures, Inc.	101-20100	1,050.00
06/18	06/27/2018	110782	5489	The Whitesidewalls	101-20100	900.00
06/18	06/27/2018	110783	5491	The Wine Company	610-20100	391.00
06/18	06/27/2018	110784	5391	TM Johnson Bros., Inc.	101-20100	142.55

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/18	06/27/2018	110785	5686	U.S. Postal Service	602-20100	225.00
06/18	06/27/2018	110786	5695	Tom Uecker	101-20100	1,500.00
06/18	06/27/2018	110787	5801	Verizon Wireless	602-20100	418.21
06/18	06/27/2018	110788	5816	Viking Coca-Cola Bottling Co	610-20100	405.35
06/18	06/27/2018	110789	5886	Watson Co., Inc.	610-20100	4,541.85
06/18	06/27/2018	110790	6076	Zep Sales and Service	101-20100	399.39
Grand Totals:						<u>216,106.39</u>

Vendor	Vendor Name	Description	Net Invoice Amount
44	Absolute Portable Restrooms	Handicap Units & Regular Unit - Parks	780.00
	Total 44:		780.00
155	Allied Medical Training	Training - J. Van Hatten	195.00
	Total 155:		195.00
306	ARC Irrigation, LLC	Lawn Applications - City Hall	130.00
306	ARC Irrigation, LLC	Lawn Applications - Waste Treatment Plant	260.00
	Total 306:		390.00
319	Artisan Beer Company	Liquor Store Merchandise	105.25
	Total 319:		105.25
397	Axon Enterprises, Inc.	Misc Operating Supplies - Police	480.00
	Total 397:		480.00
521	Bellboy Corporation	Liquor Store Merchandise	1,971.75
521	Bellboy Corporation	Liquor Store Merchandise	195.16
	Total 521:		2,166.91
551	Chas A. Bernick Inc.	Liquor Store Merchandise	224.68
551	Chas A. Bernick Inc.	Liquor Store Merchandise	5,328.05
551	Chas A. Bernick Inc.	Liquor Store Merchandise	360.00
	Total 551:		5,912.73
712	Brookview Winery	Liquor Store Merchandise	384.00
	Total 712:		384.00
766	Bureau of Crim. Apprehension	CJDN Access Fee (State GF & BCA)	270.00
	Total 766:		270.00
931	Cambridge State Bank	Downtown Grant Program	9,573.00
	Total 931:		9,573.00
1140	Cintas Corporation	Rug Rentals - Liquor Store	76.05
1140	Cintas Corporation	Rug Rentals - Street Dept	14.43
1140	Cintas Corporation	Uniform Rental - Maintenance	3.02
1140	Cintas Corporation	Uniform Rental - Parks	5.56
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	109.91
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	120.37
1140	Cintas Corporation	Uniform Rental - Parks	6.72

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1140:			336.06
1156	City of Mpls Receivables	APS Transaction Fee - May	195.30
Total 1156:			195.30
1171	Civic Systems LLC	Semi Annual Support Fee - 07/01/18-12/31/18	7,729.00
Total 1171:			7,729.00
1336	Crystal Springs Ice	Liquor Store Merchandise	424.44
1336	Crystal Springs Ice	Liquor Store Merchandise	421.58
Total 1336:			846.02
1387	D.F. Johnson Trust	Downtown Grant Program - Leader	4,900.00
Total 1387:			4,900.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	167.60
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	1,394.60
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	22,186.05
Total 1396:			23,748.25
1481	Department of Human Services	Cleaning & Lawn Care - Northbound Liquor	317.00
Total 1481:			317.00
1681	ECM Publishers, Inc.	Advertising - Concerts in the Park	284.50
1681	ECM Publishers, Inc.	Advertising - Cambridge Art Fair	284.50
1681	ECM Publishers, Inc.	Legal Notice - City Council Meeting Minutes	12.38
1681	ECM Publishers, Inc.	Legal Notice - Ordinance No 674	18.00
1681	ECM Publishers, Inc.	Legal Notice - Ordinance No 673	19.13
1681	ECM Publishers, Inc.	Legal Notice - Ordinance No 675	9.00
Total 1681:			627.51
2146	Gopher State One-Call Inc.	FTP Tickets	165.38
2146	Gopher State One-Call Inc.	FTP Tickets	165.37
Total 2146:			330.75
2171	Granite Electronics, Inc.	Battery Replacement CD Sirens	1,080.00
Total 2171:			1,080.00
2776	JJ Taylor Dist. of Minn.	Liquor Store Merchandise	2,189.85
2776	JJ Taylor Dist. of Minn.	Delivery Charge	3.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2776:			2,192.85
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	96.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	19,760.50
2796	Johnson Brothers Liquor Co	Freight Charge	418.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,343.75
2796	Johnson Brothers Liquor Co	Freight Charge	46.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,434.75
2796	Johnson Brothers Liquor Co	Freight Charge	63.82
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,181.85
2796	Johnson Brothers Liquor Co	Freight Charge	71.31
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	336.75
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	120.00
2796	Johnson Brothers Liquor Co	Freight Charge	1.55
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,660.22
2796	Johnson Brothers Liquor Co	Freight Charge	91.46
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	91.96
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	167.52
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	112.50-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.55-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	13.15-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	2.76-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	144.00-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.55-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	34.63-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	1,233.65-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	10.85-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	127.85-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	3.10-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	.20-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	45.50-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.55-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	78.50-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.55-
Total 2796:			30,074.05
2931	Kimball Midwest	Repair & Maint Supplies - Vehic/Equip	157.11
Total 2931:			157.11
2941	Kirvida Fire, Inc.	Ladder Truck Purchase - Evacuate & Recharge	280.61
2941	Kirvida Fire, Inc.	Repair & Maint Supplies - Brush Truck	338.88
2941	Kirvida Fire, Inc.	Repair & Maint Supplies - Grass Truck	2,306.72
Total 2941:			2,926.21
2961	Knife River Corporation	Repairs & Maint Infrastructure	141.30

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2961:			141.30
3361	Maple Ridge Sewer, Inc	Septic Inspection - Woodcrest Park Church	625.00
Total 3361:			625.00
3461	McDonald Distributing Company	Liquor Store Merchandise	7,633.00
3461	McDonald Distributing Company	Liquor Store Merchandise	28,344.95
3461	McDonald Distributing Company	Liquor Store Merchandise	2,944.50
Total 3461:			38,922.45
3521	Menards	Misc Operating Supplies - Streets	10.76
3521	Menards	Repair & Maint Supplies - Bldg/Infrastructure	28.93
3521	Menards	Misc Operating Supplies - Streets	9.99
3521	Menards	Small Tools - Water	79.81
3521	Menards	Misc Operating Supplies - Streets	17.51
3521	Menards	Misc Operating Supplies - Wastewater	17.48
3521	Menards	Small Tools - Wastewater	69.99
Total 3521:			234.47
3676	MCSI Minnesota Computer Syste	Contract Base Rate/Overage Charge - Tosh/Est	10.00
Total 3676:			10.00
3686	Minnesota Department of Health	1300002 Community Water Supply Service Con	4,570.00
Total 3686:			4,570.00
3923	Minnesota Firefighter Initiative	Training - D. Matchinsky	500.00
Total 3923:			500.00
3981	MTI Distributing, Inc.	Repair & Maint Supplies - Parks	491.57
Total 3981:			491.57
4001	MVTL Laboratories Inc.	Testing	87.00
Total 4001:			87.00
4041	National Fire Safety Council	Pass thru donations	200.00
Total 4041:			200.00
4071	NCPERS Minnesota	Group Vol Life Ins - PERA	368.00
Total 4071:			368.00

Vendor	Vendor Name	Description	Net Invoice Amount
4171	Northern Business Products, Inc.	Office Supplies - PD	30.89
4171	Northern Business Products, Inc.	Office Supplies	2.14
4171	Northern Business Products, Inc.	Office Supplies - Admin	24.89
4171	Northern Business Products, Inc.	Office Supplies - Water	112.50
4171	Northern Business Products, Inc.	Office Supplies - Wastewater	112.50
4171	Northern Business Products, Inc.	Office Supplies - Finance	9.54
4171	Northern Business Products, Inc.	Office Supplies - Comm Dev	15.85
4171	Northern Business Products, Inc.	Office Supplies - PD	79.92
4171	Northern Business Products, Inc.	Office Supplies	18.99
Total 4171:			407.22
4177	Northern Hollow Winery LLC	Liquor Store Merchandise	594.24
Total 4177:			594.24
4286	Ole's Window Cleaning	Window Cleaning - Liquor Store	138.94
Total 4286:			138.94
4317	Olson, Richard D.	Residential Construction Partial Escrow Refund	4,000.00
Total 4317:			4,000.00
4336	Oslund Heating & Air	Repair & Maint - Plant	225.00
Total 4336:			225.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,501.75
4476	Phillips Wine & Spirits	Freight Charge	55.80
4476	Phillips Wine & Spirits	Freight Charge	1.55
4476	Phillips Wine & Spirits	Liquor Store Merchandise	873.55
4476	Phillips Wine & Spirits	Freight Charge	10.85
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,402.00
4476	Phillips Wine & Spirits	Freight Charge	46.51
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	189.50-
4476	Phillips Wine & Spirits	Credit Freight Charge	3.10-
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	99.10-
4476	Phillips Wine & Spirits	Credit Freight Charge	3.10-
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	117.00-
4476	Phillips Wine & Spirits	Credit Freight Charge	3.10-
Total 4476:			4,477.11
4701	Railroad Management Company II	Rent - 6 inch sewer pipeline encroachmentt	1,235.90
Total 4701:			1,235.90
4708	Ranger Chevrolet	2018 Chevrolet Silverado - Bldg Dept	24,645.25

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4708:			24,645.25
4799	Replenishment Solutions, Inc.	Liquor Store Merchandise	353.00
Total 4799:			353.00
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,978.13
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	30.80
5181	Southern Glazer's of MN	Liquor Store Merchandise	24.05
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	1.40
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	2.80
5181	Southern Glazer's of MN	Liquor Store Merchandise	1,784.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	49.00
Total 5181:			4,870.18
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	1,500.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	3,000.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	4,500.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	3,000.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	750.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	22,500.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	1,500.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	12,990.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	3,000.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	5,490.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	10,020.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - August	6,000.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - T. Hanson	1,643.00
Total 5191:			75,893.00
5251	Star	Advertising Summer Concerts	199.50
Total 5251:			199.50
5256	Star 95 Car Wash & Detailing	Fire Dept Vehicle Washes	8.50
5256	Star 95 Car Wash & Detailing	Fire Dept Vehicle Washes	8.50
Total 5256:			17.00
5491	The Wine Company	Liquor Store Merchandise	800.00
5491	The Wine Company	Freight charge	50.00
Total 5491:			850.00
5581	Total Control Systems, Inc.	Repair & Maint - Lift Stations	3,176.95
Total 5581:			3,176.95

Vendor	Vendor Name	Description	Net Invoice Amount
5624	TransUnion Risk & Alternative	TLOxp Transactional	25.00
5624	TransUnion Risk & Alternative	TLOxp Transactional	25.00
5624	TransUnion Risk & Alternative	TLOxp Transactional	25.00
Total 5624:			75.00
5661	True Brands	Liquor Store Merchandise	812.18
Total 5661:			812.18
5670	Trusted Employees	Background Check - Admin	79.90
Total 5670:			79.90
5694	ULINE	Crime Scene Supplies	65.24
Total 5694:			65.24
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	425.60
Total 5816:			425.60
5831	Vinocopia	Liquor Store Merchandise	671.75
5831	Vinocopia	Freight Charge	16.00
Total 5831:			687.75
5878	Waste Management	Dumpster Service & Recycle - Streets	219.19
5878	Waste Management	Dumpster Service & Recycle - Water	116.32
5878	Waste Management	Dumpster Service & Recycle - Wastewater	116.36
5878	Waste Management	Dumpster Service & Recycle - Liquor Store	116.35
Total 5878:			568.22
5886	Watson Co., Inc.	Misc Operating Supplies - LS	79.74
5886	Watson Co., Inc.	Liquor Store Merchandise	3,146.75
5886	Watson Co., Inc.	Misc Operating Supplies - LS	273.29
5886	Watson Co., Inc.	Freight Charge	6.00
5886	Watson Co., Inc.	Liquor Store Merchandise	44.00
Total 5886:			3,549.78
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	3,105.90
5891	Breakthru Beverage Minnesota	Freight Charge	35.57
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,632.00
5891	Breakthru Beverage Minnesota	Freight Charge	25.30
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	156.60
Total 5891:			4,955.37
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81

Vendor	Vendor Name	Description	Net Invoice Amount
5965	White Bear IT Solutions LLC	Webroot Endpoint	140.00
5965	White Bear IT Solutions LLC	Monthly Backup Service	1,175.00
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	1,016.09
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
Total 5965:			4,363.38
5997	Win-911 Software	Annual Renewal of Software Maint & Support fo	495.00
Total 5997:			495.00
6001	Wine Merchants	Liquor Store Merchandise	144.00
6001	Wine Merchants	Freight Charge	3.10
Total 6001:			147.10
Grand Totals:			279,174.60

Dated: 7/5/18

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/18	07/05/2018	110791	44	Absolute Portable Restrooms	101-20100	780.00
07/18	07/05/2018	110792	155	Allied Medical Training	101-20100	195.00
07/18	07/05/2018	110793	306	ARC Irrigation, LLC	602-20100	390.00
07/18	07/05/2018	110794	319	Artisan	610-20100	105.25
07/18	07/05/2018	110795	397	Axon Enterprises, Inc.	101-20100	480.00
07/18	07/05/2018	110796	521	Bellboy Corporation	610-20100	2,166.91
07/18	07/05/2018	110797	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	4,955.37
07/18	07/05/2018	110798	712	Brookview Winery	610-20100	384.00
07/18	07/05/2018	110800	766	Bureau of Crim. Apprehension	101-20100	270.00
07/18	07/05/2018	110801	931	Cambridge State Bank	215-20100	9,573.00
07/18	07/05/2018	110802	551	Bernick's	610-20100	5,912.73
07/18	07/05/2018	110804	1140	Cintas Corporation	101-20100	336.06
07/18	07/05/2018	110805	1156	Minneapolis Finance Department	101-20100	195.30
07/18	07/05/2018	110806	1171	Civic Systems LLC	101-20100	7,729.00
07/18	07/05/2018	110807	1336	Crystal Springs Ice	610-20100	846.02
07/18	07/05/2018	110808	1387	D.F. Johnson Trust	215-20100	4,900.00
07/18	07/05/2018	110809	1396	Dahlheimer Beverage, LLC	610-20100	23,748.25
07/18	07/05/2018	110810	1481	Department of Human Services	610-20100	317.00
07/18	07/05/2018	110811	1681	ECM Publishers, Inc.	101-20100	627.51
07/18	07/05/2018	110812	2146	Gopher State One Call	602-20100	330.75
07/18	07/05/2018	110813	2171	Granite Electronics, Inc.	101-20100	1,080.00
07/18	07/05/2018	110814	2776	JJ Taylor Dist. of Minn.	610-20100	2,192.85
07/18	07/05/2018	110815	2796	Johnson Bros - St Paul	610-20100	30,074.05
07/18	07/05/2018	110816	2931	Kimball Midwest	101-20100	157.11
07/18	07/05/2018	110817	2941	Kirvida Fire, Inc.	101-20100	2,926.21
07/18	07/05/2018	110818	2961	Knife River Corporation	101-20100	141.30
07/18	07/05/2018	110819	3361	Maple Ridge Sewer, Inc	101-20100	625.00
07/18	07/05/2018	110820	3461	McDonald Distributing Company	610-20100	38,922.45
07/18	07/05/2018	110821	3676	MCSI Minnesota Computer Systems Inc	101-20100	10.00
07/18	07/05/2018	110823	3521	Menards	602-20100	234.47
07/18	07/05/2018	110824	3686	Minnesota Department of Health	601-20100	4,570.00
07/18	07/05/2018	110825	3923	Minnesota Firefighter Initiative	101-20100	500.00
07/18	07/05/2018	110827	3981	MTI Distributing Inc.	101-20100	491.57
07/18	07/05/2018	110828	4001	Minnesota Valley Testing Labs	602-20100	87.00
07/18	07/05/2018	110829	4041	National Fire Safety Council	101-20100	200.00
07/18	07/05/2018	110830	4071	NCPERS Minnesota	101-20100	368.00
07/18	07/05/2018	110831	4171	Northern Business Products, Inc.	101-20100	407.22
07/18	07/05/2018	110832	4177	Northern Hollow Winery LLC	610-20100	594.24
07/18	07/05/2018	110833	4286	Ole's Window Cleaning	610-20100	138.94
07/18	07/05/2018	110834	4317	Richard D. Olson	101-20100	4,000.00
07/18	07/05/2018	110835	4336	Oslund Heating & Air	602-20100	225.00
07/18	07/05/2018	110836	4476	Phillips St Paul	610-20100	4,477.11
07/18	07/05/2018	110837	4701	Railroad Management Company III, LLC	602-20100	1,235.90
07/18	07/05/2018	110838	4708	Ranger Chevrolet	419-20100	24,645.25
07/18	07/05/2018	110839	4799	Replenishment Solutions, Inc.	610-20100	353.00
07/18	07/05/2018	110842	5181	Southern Glazer's of MN	610-20100	4,870.18
07/18	07/05/2018	110843	5191	SPEW Health Plan	101-20100	75,893.00
07/18	07/05/2018	110844	5251	Star	101-20100	199.50
07/18	07/05/2018	110845	5256	Star 95 Car Wash & Detailing	101-20100	17.00
07/18	07/05/2018	110846	5491	The Wine Company	610-20100	850.00
07/18	07/05/2018	110847	5581	Total Control Systems, Inc.	602-20100	3,176.95
07/18	07/05/2018	110848	5624	TransUnion Risk & Alternative	101-20100	75.00
07/18	07/05/2018	110849	5661	True Brands	610-20100	812.18
07/18	07/05/2018	110850	5670	Trusted Employees	101-20100	79.90
07/18	07/05/2018	110851	5694	ULINE	101-20100	65.24
07/18	07/05/2018	110852	5816	Viking Coca-Cola Bottling Co	610-20100	425.60
07/18	07/05/2018	110853	5831	Vinocopia	610-20100	687.75

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/18	07/05/2018	110854	5878	Waste Management of WI-MN	101-20100	568.22
07/18	07/05/2018	110855	5886	Watson Co., Inc.	610-20100	3,549.78
07/18	07/05/2018	110856	5965	White Bear IT Solutions LLC	101-20100	4,363.38
07/18	07/05/2018	110857	5997	Win-911 Software	602-20100	495.00
07/18	07/05/2018	110858	6001	Wine Merchants	610-20100	147.10
Grand Totals:						279,174.60

Prepared by: Caroline Moe, Director of Finance

BACKGROUND

RL Larson Excavating is submitting Pay Request #3 for work completed through June 29, 2018, on the 2018 Street Improvements. City Engineer, Short Elliott Hendrickson, has reviewed the pay request and is recommending payment in the amount of \$817,421.32.

The Council awarded this contract to RL Larson Excavating at its April 2, 2018, meeting and construction began earlier this spring.

Fiscal Note—the 2018 Street Project was a budgeted project for 2018. Project is currently under budget.

COUNCIL ACTION

Staff recommends to Council to authorize partial payment request No. 3 to RL Larson Excavating for \$817,421.32.

ATTACHMENTS

1. Application for Payment No. 3 from RL Larson.
2. Resolution R18-051 Authorizing Partial Payment to RL Larson Excavating for the 2018 Street Improvements.

Resolution R18-051

*RESOLUTION ACCEPTING WORK AND AUTHORIZING PARTIAL PAYMENT TO
RL LARSON EXCAVATING
(2018 STREET IMPROVEMENT PROJECT)*

WHEREAS, pursuant to a written contract signed with the City of Cambridge, RL Larson Excavating has satisfactorily completed a portion of the 2018 Street Improvements Project in accordance with such contract and;

WHEREAS, City Engineer, S.E.H., has reviewed the work through June 29, 2018, and recommends payment in the amount of \$817,421.32 (Partial Payment #3);

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

BE IT FURTHER RESOLVED that the City Administrator is hereby directed to authorize payment on such contract in the amount of \$817,421.32.

Adopted by the Cambridge City Council this 16th day of July, 2018.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator



Application for Payment
(Unit Price Contract)
No. 3

Eng. Project No.: CAMBR 144049

Location: Cambridge, MN

Contractor RL Larson Excavating, Inc. Contract Date April 2, 2018
2255 12th St SE
St. Cloud, MN 56304 Contract Amount \$ 4,498,554.24

Contract for 2018 Street Improvements

Application Date July 3rd, 2018 For Period Ending June 29th, 2018

Line No	Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	1	\$290,000.00	\$290,000.00
2	2031.501	FIELD OFFICE TYPE D	EACH	1	1	5,000.00	\$5,000.00
3	2101.501	CLEARING	ACRE	0.09	0.08	10,000.00	\$800.00
4	2101.502	CLEARING	TREE	164	101	105.00	\$10,605.00
5	2101.506	GRUBBING	ACRE	0.1	0.08	10,000.00	\$800.00
6	2101.507	GRUBBING	TREE	164	77	105.00	\$8,085.00
7	2102.501	PAVEMENT MARKING REMOVAL	LF	460	120	2.00	\$240.00
8	2104.501	REMOVE CONCRETE CURB & GUTTER	LF	15226	9579	1.80	\$17,242.20
9	2104.501	REMOVE WATER MAIN	LF	3940	2696	0.01	\$26.96
10	2104.501	REMOVE SEWER PIPE (STORM)	LF	3815	2595	8.00	\$20,760.00
11	2104.501	REMOVE SEWER PIPE (SANITARY)	LF	5962	212	0.01	\$2.12
12	2104.501	REMOVE FORCE MAIN	LF	312	30	0.01	\$0.30
13	2104.501	REMOVE WOOD RETAINING WALL	LF	16	0	25.00	
14	2104.503	REMOVE CONCRETE SIDEWALK	SF	24681	9607	0.75	\$7,205.25
15	2104.503	REMOVE CONCRETE STEPS	SF	77	32	10.00	\$320.00
16	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	1550	707	6.00	\$4,242.00
17	2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	4103	477	3.00	\$1,431.00
18	2104.509	REMOVE MANHOLE OR CATCH BASIN (STORM)	EACH	54	42	250.00	\$10,500.00
19	2104.509	REMOVE MANHOLE (SANITARY)	EACH	24	15	300.00	\$4,500.00
20	2104.509	REMOVE GATE VALVE & BOX	EACH	42	25	150.00	\$3,750.00
21	2104.509	REMOVE LIGHT FOUNDATION	EACH	11	1	300.00	\$300.00
22	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	1109	100	5.00	\$500.00

Line No	Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
56	2211.503	AGGREGATE BASE (CV) CLASS 5 (BIKE TRAIL)	CY	74	18	40.00	\$720.00
57	2211.503	AGGREGATE BASE (CV) CLASS 5 (SUBGRADE EXCAVATION)	CY	796	84	0.01	\$0.84
58	2211.607	AGGREGATE BASE PLACED (CV) , SALV. BIT. & AGG. (P)	CY	6345	3162	10.00	\$31,620.00
59	2215.501	FULL DEPTH RECLAMATION (P)	SY	32824	31009	0.80	\$24,807.20
60	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	2794	350	2.00	\$700.00
61	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) (DRIVEWAY)	TON	240	8.82	90.00	\$793.80
62	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) (TRAILS/ B-BALL/ RINKS)	TON	416	264.82	74.00	\$19,596.68
63	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	3864	48.12	62.00	\$2,983.44
64	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (4,C)	TON	282	190.06	71.00	\$13,494.26
65	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	4017	1587.94	62.00	\$98,452.28
66	2360.501	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (4,B)	TON	177	126.94	63.00	\$7,997.22
67	2360.505	TYPE SP 9.5 BIT MIXTURE FOR PATCHING	TON	55	5	110.00	\$550.00
68	2401.603	REINFORCEMENT BARS #4 (EPOXY COATED)	LF	2243	0	1.60	
69	2433.603	REMOVE AND REPLACE CONCRETE CURB & GUTTER (SPOT)	LF	248	0	40.00	
70	2451.607	CRUSHED ROCK (PIPE FOUNDATION)(CV)	CY	394	36	0.01	\$0.36
71	2501.515	12" RC PIPE APRON	EACH	1	0	625.00	
72	2501.515	15" RC PIPE APRON	EACH	1	1	1,450.00	\$1,450.00
73	2501.515	18" RC PIPE APRON	EACH	2	1	575.00	\$575.00
74	2501.602	TRASH GUARD FOR 12" PIPE APRON	EACH	1	0	335.00	
75	2501.602	TRASH GUARD FOR 15" PIPE APRON	EACH	1	1	370.00	\$370.00

Line No	Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
104	2503.603	4" PVC SANITARY SEWER RISER PIPE - SDR 26	LF	191	45	2.00	\$90.00
105	2503.603	6" PVC SANITARY SEWER SERVICE PIPE - SDR 26	LF	439	459	3.00	\$1,377.00
106	2503.603	4" PVC SANITARY SEWER SERVICE PIPE - SDR 26	LF	1198	389	2.00	\$778.00
107	2504.601	INSTALL IRRIGATION EQUIPMENT	LS	1	0	1,000.00	
108	2504.601	TEMPORARY WATER SERVICE	LS	1	0.8	20,000.00	\$16,000.00
109	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	43	25	890.00	\$22,250.00
110	2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	43	28	40.00	\$1,120.00
111	2504.602	HYDRANT	EACH	12	9	4,046.00	\$36,414.00
112	2504.602	ADJUST GATE VALVE BOX	EACH	4	1	320.00	\$320.00
113	2504.602	12" BUTTERFLY VALVE & BOX	EACH	10	6	1,990.00	\$11,940.00
114	2504.602	6" GATE VALVE & BOX	EACH	19	11	1,192.00	\$13,112.00
115	2504.602	8" GATE VALVE & BOX	EACH	22	12	1,540.00	\$18,480.00
116	2504.602	1" CORPORATION STOP	EACH	41	28	104.00	\$2,912.00
117	2504.602	2" CORPORATION STOP	EACH	1	1	350.00	\$350.00
118	2504.602	1" CURB STOP & BOX	EACH	41	27	1,800.00	\$48,600.00
119	2504.602	2" CURB STOP & BOX	EACH	1	1	2,270.00	\$2,270.00
120	2504.603	6" WATER MAIN DUCTILE IRON CL. 52	LF	632	438	32.00	\$14,016.00
121	2504.603	8" WATER MAIN DUCTILE IRON CL. 52	LF	2911	1801	35.00	\$63,035.00
122	2504.603	12" WATER MAIN DUCTILE IRON CL 50	LF	634	625	44.00	\$27,500.00
123	2504.604	1" TYPE K COPPER	LF	1574	903	5.00	\$4,515.00
124	2504.604	2" TYPE K COPPER	LF	86	38	12.00	\$456.00
125	2504.604	4" INSULATION	SY	433	69.4	26.00	\$1,804.40
126	2504.608	DUCTILE IRON FITTINGS (EPOXY COATED)	LB	6027	5238	0.01	\$52.38
127	2506.501	CONST DRAINAGE STRUCTURE, DES. SPECIAL (TYPE X)	LF	102	46.5	558.00	\$25,947.00
128	2506.501	CONST DRAINAGE STRUCTURE DES. 48-4020 - MH	LF	183	101	365.00	\$36,865.00
129	2506.501	CONST DRAINAGE STRUCTURE DES. 60-4020 - MH	LF	113	64	450.00	\$28,800.00
130	2506.501	CONST DRAINAGE STRUCTURE DES. 72-4020 - MH	LF	28	18	645.00	\$11,610.00

Line No	Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
158	2531.501	CONCRETE CURB & GUTTER DESIGN SPECIAL (3' VALLEY GUTTER)	LF	757	553	21.00	\$11,613.00
159	2531.507	6" CONCRETE DRIVEWAY PAVEMENT (HIGH EARLY)	SY	1453	698	46.00	\$32,108.00
160	2531.507	8" CONCRETE DRIVEWAY PAVEMENT (HIGH EARLY)	SY	1353	164	55.00	\$9,020.00
161	2531.618	TRUNCATED DOMES	SF	868	325	30.00	\$9,750.00
162	2540.602	RELOCATE WASTE RECEPTACLE	EACH	1	0	100.00	
163	2540.603	INSTALL METAL RAILING	LF	15	0	50.00	
164	2540.604	INSTALL LANDSCAPE ROCK/WOOD MULCH	SY	36	0	30.00	
165	2540.618	LANDSCAPE BLOCK EDGING	SF	122	0	20.00	
166	2540.618	INSTALL LANDSCAPE BLOCK EDGING	SF	128	0	7.00	
167	2540.618	INSTALL BRICK PAVERS	SF	406	0	0.01	
168	2540.618	6" CONCRETE EDGER - (COLORED CONCRETE)	SF	35	0	12.00	
169	2545.515	LIGHT FOUNDATION DESIGN E MODIFIED	EACH	9	7	825.00	\$5,775.00
170	2545.523	1.5" NON-METALLIC CONDUIT	LF	989	824	4.50	\$3,708.00
171	2545.523	UNDERGROUND WIRE 1 COND NO. 6	LF	3485	2472	1.10	\$2,719.20
172	2545.523	UNDERGROUND WIRE 1 COND NO. 8	LF	1162	824	1.00	\$824.00
173	2545.602	INSTALL ORNAMENTAL LIGHT	EACH	9	8	585.00	\$4,680.00
174	2565.602	HANDHOLE	EACH	2	0	1,700.00	
175	2557.517	VEHICULAR GATE - DOUBLE	EACH	1	0	1,850.00	
176	2557.603	4' TALL CHAIN LINK FENCE	LF	130	0	19.00	
177	2557.603	6' TALL CHAIN LINK FENCE (W/ 3 BARB WIRE RUNS)	LF	175	0	31.00	
178	2557.603	WOODEN FENCE	LF	236	0	42.00	
179	2563.601	TRAFFIC CONTROL	LS	1	1	11,000.00	\$11,000.00
180	2564.531	SIGN PANELS TYPE C	SF	80	0	41.00	
181	2564.536	INSTALL SIGN PANEL TYPE C	EACH	85	0	130.00	
182	2564.602	INSTALL SIGN TYPE SPECIAL (STREET NAME SIGN)	EACH	7	0	152.00	
183	2565.616	REVISE SIGNAL SYSTEM A	SYST.	1	0.9	115,000.00	\$103,500.00
184	2565.616	REVISE SIGNAL SYSTEM B	SYST.	1	0	117,000.00	
185	2571.501	CONIFEROUS TREE 6' HT B&B	TREE	49	0	305.00	

Line No	Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
7	2104.509	REMOVE CATCH BASIN	EA	1	0	300.00	
8	2104.509	REMOVE BOLLARD	EA	1	0	100.00	
9	2104.509	REMOVE POST	EA	6	0	40.00	
10	2104.511	SAWING CONCRETE PAVEMENT	LF	150	0	5.25	
11	2104.513	SAWING BITUMINOUS PAVEMENT	LF	275	0	2.00	
12	2105.501	COMMON EXCAVATION (EV) (P)	CY	5000	3000	8.00	\$24,000.00
13	2211.503	AGGREGATE BASE (CV) CLASS 5	CY	1000	0	25.00	
14	2215.501	FULL DEPTH RECLAMATION	SY	4290	0	1.25	
15	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	611	0	1.50	
16	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	1440	0	64.50	
17	2451.607	DRAINAGE ROCK	CY	190	0	45.00	
18	2501.515	4" PVC PIPE APRON	EA	1	0	230.00	
19	2502.541	6" PERF PE PIPE DRAIN	LF	180	0	21.00	
20	2502.541	36" PERF PE PIPE DRAIN	LF	100	0	114.00	
21	2503.511	4" PVC PIPE SEWER	LF	3	0	77.00	
22	2503.511	8" PVC PIPE SEWER	LF	158	0	40.00	
23	2503.511	12" PVC PIPE SEWER	LF	490	0	30.00	
24	2503.511	18" PVC PIPE SEWER	LF	8	0	86.00	
25	2503.511	18" RCP SEWER DES 3006 CL5	LF	143	0	41.00	
26	2503.541	CONST DRAINAGE STRUCTURE DES 48-4020 - MH	EA	7	0	2,030.00	
27	2506.502	CONST DRAINAGE STRUCTURE DES 60-4020 - MH	EA	1	0	1,440.00	
28	2506.502	CONST DRAINAGE STRUCTURE DES 78-4020 - MH	EA	1	0	5,954.00	
29	2506.502	CASTING ASSEMBLY R-2501 TYPE C	EA	8	0	700.00	
30	2506.502	CASTING ASSEMBLY R-1925 (SOLID)	EA	1	0	700.00	
31	2503.541	CONST DRAINAGE STRUCTURE DES SPECIAL (NYLOPLAST CB)	EA	4	0	776.00	
32	2503.541	CONST DRAINAGE STRUCTURE DES SPECIAL (RAIN GUARDIAN)	EA	3	0	1,934.00	
33	2506.602	RANDOM RIPRAP (CLASS III)	CY	15	0	120.00	
34	2511.501	4" CONCRETE WALK	SF	4285	0	4.15	
35	2521.501	CONCRETE CURB & GUTTER DESIGN B612	LF	411	0	18.00	

Application for Payment (continued)

Total Contract Amount	\$ <u>4,498,554.24</u>	Total Amount Earned	\$ <u>1,944,491.33</u>
		Material Suitably Stored on Site, Not Incorporated into Work	
Contract Change Order No. _____		Percent Complete _____	
Contract Change Order No. _____		Percent Complete _____	
Contract Change Order No. _____		Percent Complete _____	
Less Previous Applications:		GROSS AMOUNT DUE	\$ <u>1,944,491.33</u>
AFP No. 1: <u>468,264.81</u>	AFP No. 6: _____	LESS <u>5</u> % RETAINAGE	\$ <u>97,224.57</u>
AFP No. 2: <u>561,580.63</u>	AFP No. 7: _____	AMOUNT DUE TO DATE	\$ <u>1,847,266.76</u>
AFP No. 3: _____	AFP No. 8: _____	LESS PREVIOUS APPLICATIONS	\$ <u>1,029,845.44</u>
AFP No. 4: _____	AFP No. 9: _____	AMOUNT DUE THIS APPLICATION	\$ <u>817,421.32</u>
AFP No. 5: _____			

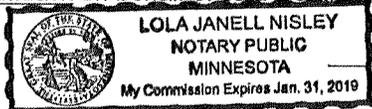
CONTRACTOR'S AFFIDAVIT

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, 2018 Street Improvements, Cambridge, MN, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date July 3, 2018 RL Larson Excavating, Inc.
(Contractor)
COUNTY OF Isanti)
STATE OF Minnesota) SS By Ryan Richard Fenzel
(Name and Title)

Before me on this 3rd day of July, 2018, personally appeared Ryan Richard Fenzel known to be, who being duly sworn did depose and say that he is the foreman (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

My Commission expires 01-31-2019



Lola J Nisley
(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 - principal

By Todd M. Blank
Date 7/3/18
City of Cambridge

By _____
Date _____

4D

7/16/18 City Council Staff Report LMCIT Liability Coverage – Waiver Form

Background:

The City is currently insured through the League of Minnesota Cities Insurance Trust (LMCIT). This coverage includes, but is not limited to, property, liability, auto, theft, liquor liability and airport coverage. Staff recently completed the renewal application form, which will be for the policy year October 1, 2018 through September 30, 2019.

As part of the renewal, there are elections that must be made by the City Council that will impact the manner in which quotes will be returned. The statutory municipal tort liability limits is currently \$500,000 per claimant and \$1,500,000 per occurrence. All LMCIT coverage will be issued with a \$1,500,000 per occurrence limit. Under the coverage form the statutory per-claimant liability limit will not be waived. However, the City has the option to waive the per-claimant limit.

Cities obtaining liability coverage from the LMCIT must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

If the City does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory limits would apply regardless of whether or not the City purchases the optional excess liability coverage.

If the City waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$2,000,000 on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.

If the City waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision. The statutory limit only comes into play if somebody has been injured by the City's negligence, and has proved to the court that his/her actual injuries exceed \$500,000. The statutory liability limit means, very literally, that the City and LMCIT won't fully compensate that individual for his/her injuries, which the City caused. Because of this, some cities are deciding, as a matter of

public policy, to have more than \$500,000 available to compensate a citizen who has been injured by the City's negligence.

For this reason, LMCIT gives the City the option to waive the statutory liability limit. By waiving the statutory limit, the City makes it possible for a claimant to recover up to the full limit of the City's LMCIT liability coverage. Since it increases the exposure, there is an additional premium charge of 3.5% if the City decides to waive the statutory per-person limit.

If the City decides to waive the statutory limit, the City's coverage would be identical to the current coverage but with a higher per-occurrence limit (\$2,000,000). The City has asked for a quote for \$1,500,000 in excess liability coverage for the renewal period. This would provide \$2,000,000 in liability coverage.

Based on extensive discussions with the insurance agent of record, it is staffs recommendation that the City NOT waive the monetary limits on tort liability as established by statute, to the extent of the limits of the liability coverage obtained from LMCIT.

Council Action

Motion by City Council to authorize the City Administrator to execute the LMCIT Liability Coverage - Waiver Form electing NOT TO WAIVE the monetary limits on municipal tort liability, as has been the past position of the City.



LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

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

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

LMCIT Member Name

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____ Position _____

Prepared by: Caroline Moe

Background:

We received a used truck cover (tonneau cover) from Jon Westover for the use of the new Community Development truck. Restricted donations must be approved via resolution.

Recommendation

Adopt Resolution R18-050 officially accepting the restricted donation of a truck cover for the Community Development Department to use.

RESOLUTION NO. R18-050

*Resolution Accepting Restricted Donations
to the City of Cambridge for a Community Development truck cover*

WHEREAS, Jon Westover has made a donation of equipment in the amount of \$200 with the restriction that the equipment be installed and used for the city's community development truck.

NOW THEREFORE, BE IT RESOLVED by the City Council of Cambridge, Minnesota, that the donations detailed above are hereby received and accepted for the purposes as described above.

Adopted this 16th day of July, 2018.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Prepared by: Marcia Westover, Community Development Director

Summary Background

The pickleball group presented a powerpoint presentation to the Parks, Trails, and Recreation Commission on November 14, 2017 and asked that additional courts be considered in the future. However, the specific request (for new courts or re-purposing a tennis court) was not asked for at that time.

The City received a request from the pickleball group to add new courts or re-purpose one tennis court in December 2017. This request was on the Council Agenda on January 2, 2018. Council removed the item from the agenda since the request was not specifically heard by the Parks, Trails, and Recreation Commission.

The specific request was then heard by the Parks, Trails, and Recreation Commission on January 9, 2018. At that meeting, the Commission recommended to Council that the additional courts be added to the 2018 Street Improvement Project as an alternate bid. The Commission confirmed that by recommending the courts be added as an alternate bid does not mean the courts are approved.

The request was then added to the January 16, 2018 Council agenda. Staff noted that to add an alternate bid for the pickleball courts will cost the city approximately \$3,000 to \$4,000 up front. Council ultimately directed staff to solicit feedback from the tennis group prior to making any decision on the pickleball request since the request is to remove a tennis court.

On February 7, 2018, staff received a revised request from the pickleball group. No new courts are being requested, only repurposing one of the tennis courts for a permanent pickleball court. The pickleball group offered to pay for the cost of re-purposing.

The Parks, Trails, and Recreation Commission heard from the tennis group on February 13, 2018. The consensus of the Commission was that both the pickleball and tennis groups come to a joint meeting to discuss how the same court could be used by both groups. In addition, staff noted that it was now too late to add any alternate bids (for pickleball courts).

Due to scheduling conflicts, the joint meeting was tabled until June 12, 2018. At the June 12 meeting both the pickleball and tennis groups were present. The Commission made a recommendation to not permanently modify the tennis courts at Central Green but rather state the tennis courts may be used for pickleball by the use of temporary nets and temporary lines.

Request

The pickleball group has its revised request to re-purpose one tennis court into permanent pickleball courts. The Parks, Trails, and Recreation made their

recommendation to not permanently modify the tennis courts. Council has not yet made a final decision on this request.

City Council Action

Motion to not permanently modify the tennis courts at Central Green bur rather have the pickleball and tennis groups share the courts and pickleball may use temporary nets and temporary lines and vice-versa.

Or

Motion to permanently modify one tennis court into pickleball courts at the expense of the pickleball group.

Attachments

1. Requests from Pickleball group (December 18, 2017 and February 7, 2018)
2. Council and Parks Commission minutes regarding this request

Marcia Westover

From: Marie Welch
Sent: Wednesday, February 07, 2018 9:08 PM
To: Marcia Westover
Cc: mike mueller; Bill Smrekar; Becky Bakken
Subject: Commissioners - Summary / Request
Attachments: PB - summary request.pdf

(Revised Request)

Marcia / Commissioners -

(Marcia - would you please forward this email and attachment to the Parks, Trails and Recreation Commissioners with the meeting packet prior to the Tuesday, February 13 meeting.)

At the January 9th commission meeting our pickleball request was to add two alternative bids to the 2018 street project. At that meeting the commission approved going forward to the Cambridge City Council.

At the January 16th city council meeting we were informed the option of two (2) new pickleball courts would require survey work to be completed, prior to the bid, at a cost of \$3,000 - \$4,000. Furthermore, we were advised, with the earlier budget reductions, funds would not be available for those improvements. Given those 2 conditions the two (2) new court option is not an option.

At the same meeting we were also informed that converting just one (1) Central Green tennis court to four (4) pickleball courts, would be far less expense and more effective at this time. It is expected this could be done for approximately \$6,000.

The city council said they wanted to hear from tennis representatives prior to any action. Our understanding is that will happen at both the Parks, Trails and Recreation Commission meeting on Tuesday, February 13th and with the City Council on Tuesday, February 20th. Given the questions asked by the City Council and Commission, **attached you will find our revised Pickleball Summary / Request** which provides clarification of our request, compilation of out door courts in Cambridge and our financial contribution to support our request.

THANK YOU !!!

Dick Welch

Pickleball Summary / Request

(2-8-2018)

In January 2016 the Cambridge City Council voted to honor their decision to replace the one (1) old tennis court previously at City Park, with a new tennis court at Central Green Park. Following that, motions were made to add a second tennis court and another motion to add four (4) pickleball courts. All the courts have been open to the public to play since October 2016.

Players on the courts started in October 2016 and every month from April through October 2017 there have been, organized pickleball play, and an overflow of pickleball players 2-3 days per week. On those days, while 16 people can play on the courts at one time, there are 20-30+ players coming to the courts 2-3 days a week. This means 5-15 players need to wait to play or leave. Most other days have 8-12 players.

Gary Palmquist, Mike Mueller and I separately and together have been on the Central Green courts 4-5+ days per week. Our observation is there are never tennis players waiting to get on the tennis courts, or needing to leave because both tennis courts were being used at the same time.

The City's two tennis courts at Central Green are not being fully used, having the one Central Green tennis court used for tennis will continue to meet the needs that have been demonstrated by tennis players through the end of 2017.

Going forward, we will have Community Education pickleball clinics and classes for youth players and parents. We will need more courts and converting one tennis court to four (4) pickleball courts will be needed to meet those needs and the needs of the 160+ current players coming each week spring, summer and fall.

Our request is to keep the east tennis court, which continues to honor the decision replacing the one (1) old court at City Park, and it will accommodate the tennis players who are using the court. Also to ~~convert the west tennis court to four (4) pickleball courts~~, to accommodate the 160+ players, who are providing overflow participation, and will allow the youth and more adults to join pickleball play in 2018.

No cost to Cambridge City: The city stated the expected cost to convert the court would be approximately \$6,000.00. The pickleball players would cover that cost with a donation and would work to raise funds, if the cost exceed that amount.

Where are the courts? In 2015 there were nine (9) tennis courts in the city for players to use, which met the tennis players needs. Now in Cambridge there are 11 tennis courts in the city for any players to use. Seven (7) of those courts are at the high school and are available on weekends and all the times they are not being used by the high school, There is a city court at Pioneer Park and another at Honeysuckle Park, both of which were improved and resurfaced in 2016 to accommodate the tennis players. Also in 2016 the two courts at Central Green Park.

There are four (4) pickleball courts at Central Green Park, with an overflow of players. If one tennis court is converted to four (4) pickleball courts there will still be 10 tennis courts to play. That is more than there were in 2015, and enough courts to plan and schedule play and events for tennis players.

Marcia Westover

From: Lynda Woulfe
Sent: Monday, December 18, 2017 11:03 AM
To: CouncilMembers; Marcia Westover
Subject: FW: pickleball presentation Jan 2, 2018

(Original Request)

For your information.

Lynda Woulfe, City Administrator
City of Cambridge
300 3rd Ave. NE
Cambridge MN 55008
lwoulfe@ci.cambridge.mn.us
763-689-3211

From: mike mueller
Sent: Friday, December 15, 2017 10:05 AM
To: Lynda Woulfe <LWoulfe@ci.cambridge.mn.us>
Cc: Dick Welch Palmquist <
Subject: pickleball presentation Jan 2, 2018

Hi Lynda, Here is a summary of our request to appear at the council meeting. If you have any questions please let me know. Thanks, Mike

Cambridge Pickleball players request:

At the Jan 2, 2018 council meeting we request time to present our 2017 participation data for pickleball play in the Cambridge area. It will demonstrate that there is a significant interest and growth in the number of players participating. We also are requesting the Council to make additions to the 2018 street project RFP to expand the pickleball complex at Central Green.

Background

In 2015, the anticipated use of the multipurpose court at Pioneer Park was unknown. It became quickly obvious that there is a great interest in pickleball in the area. Usage and attendance has increased and there are several new ventures underway to promote pickleball. In 2017, there will be over 5000 participants in the pickleball activities in Cambridge (Armed Forces Center, Central Green and Allina Neighborhood grant) and through District 911 Community Ed in Isanti. Currently, the Central Green pickleball courts are demonstrably overused, however, the tennis courts are dramatically underused.

Request

We are asking, like in 2016, to have two options included in the "2018 Street Project bid -RFP" as alternative bid / change orders. The requests could be acted on (approved or not approved) later,

once the bids come in to the city. The requests are to include repurposing one of the two tennis courts into 4 pickleball courts or, to add 2 new PB courts on a new slab

Option #1 Build 4 new pickleball courts replacing the existing west side tennis court

Option #2 Build 2 new pickleball courts directly east of the existing 4 PB courts

Players Support

The Cambridge Pickleball players offer to contribute \$5000 towards the cost.

Cambridge Parks, Trails, and Recreation Commission Meeting Minutes

Tuesday, ~~November 14, 2017~~

A regular meeting of the Cambridge Parks, Trails, and Recreation Commission was held on Tuesday, November 13, 2017, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Chair Kelli Klossner, Vice Chair Mark Ziebarth, Ex-Officio Member Barry Wendorf, Council Appointee Joe Morin, Youth Representative Jack Nelson, and Members Marisa Harder-Chapman and Tom Koep. All present, no absences.

Staff Present: Community Development Director Westover and Community Development Administrative Assistant Levitski

Call to Order & Pledge of Allegiance

Klossner called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

Approval of the Agenda

Morin moved, seconded by Wendorf, to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes

Wendorf moved, seconded by Koep to approve the July 11, 2017 and August 8, 2017 minutes as presented. Motion carried unanimously.

New Business

~~Pickleball Update~~

Gary Palmquist and Mike Mueller recapped the last year of pickleball. Their update included a timeline of the new outdoor courts opening along with statistics of how many players they have had over the last year. It was estimated they will have over 5,000 players by the end of 2017. The group also noted they have taken up a collection at the courts which allowed them to purchase a windscreen for the outdoor courts, a bulletin board, and benches.

The Commission thanked the pickleball group for their fundraising efforts and asked if there is anything in particular they are looking to add to the outdoor courts. It was noted at this time the only immediate need would be a drinking fountain since in the hot summer months it would be nice to refill their water bottles.

Discussion ensued about the possibility of temporarily marking other courts in the City so they may also be used for pickleball. It was noted the group would not be opposed to contributing to the park usage fees.

Community Garden

Excerpt from ~~January 2, 2018~~
~~City Council~~ meeting minutes

Conley moved, seconded by Iverson, to approve the City Council and Commissions Bylaws and Code of Conduct with the underlines paragraph removed on page 25. Motion carried unanimously.

2018 Committee Appointments

Palmer recommended appointing the following:

Acting Mayor – Morin
Allina Community Engagement Council – Conley
Bike Isanti County – Palmer
Community Education Advisory Council – Iverson
Cambridge Municipal Airport Advisory Board – Iverson
Cambridge Fire Department – Godfrey
Cambridge Public Library Task Force – Conley
Cambridge Parks, Trails, and Recreation Commission – Palmer
Cambridge Planning Commission – Godfrey
Cambridge-Isanti District 911 Communications Task Force – Iverson
Isanti County Initiative on Collaboration, Leadership, and Efficiency (ICICLE) – Morin
Isanti County Heartland Express Transportation Advisory Committee – Morin
North Highway 65 Corridor Coalition – Godfrey
North 65 Chamber of Commerce Board Meetings – Conley
Toward Zero Death (TZD) – Morin
Central Minnesota Community Land Trust Committee – Iverson
Sister City Commission – Conley
ACT – Palmer
Downtown Executive Committee – Morin

Staff Position Appointments

Director of Emergency Management – Will Pennings
Deputy Director of Emergency Management – Todd Schwab
Cambridge Municipal Airport Manager – Lucas Milz
Data Practices & Record Retention Officer – Caroline Moe

Conley moved, seconded by Godfrey, to approve the 2018 appointments as recommended by Palmer. Godfrey confirmed Morin was the acting mayor in 2017. Motion carried unanimously.

Approval of the Agenda

Morin moved, seconded by Conley to remove item 5A Request from **Pickleball Group** for More Courts due to the fact the Parks, Trails, and Recreation Commission has not had a chance to review their specific request. Discussion ensued on whether or not their request should be heard because they cannot act on the request since it is during the Council's Work Session. Representatives present from the Pickleball Group did not take issue with going to the Parks, Trails, and Recreation Commission first with their request. Motion carried unanimously.

Cambridge Parks, Trails, and Recreation Commission Meeting Minutes
Tuesday, January 9, 2018

A regular meeting of the Cambridge Parks, Trails, and Recreation Commission was held on Tuesday, January 9, 2018, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Chair Kelli Klossner, Vice Chair Mark Ziebarth, Ex-Officio Member Barry Wendorf, Council Appointee Joe Morin, and Members Marisa Harder-Chapman and Tom Koep.

Members Absent: Youth Representative Jack Nelson

Staff Present: Community Development Director Marcia Westover

Call to Order & Pledge of Allegiance

Klossner called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

Approval of the Agenda

Morin moved, seconded by Harder-Chapman, to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes

Wendorf moved, seconded by Morin to approve the November 17, 2017 minutes as presented. Motion carried unanimously.

New Business

Pickleball Update

Pickleball Update

Mike Mueller and Dick Welch returned to the Parks, Trails, and Recreation Commission to ask that a recommendation be made to City Council for additional courts. The Pickleball group is requesting to expand the pickleball complex with the 2018 Street Improvement Project. The request is to turn the existing tennis courts at Central Green Park into four (4) pickleball courts or to build two (2) new pickleball courts east of the existing courts. The pickleball group will contribute \$5,000 toward this project.

The Commission confirmed that the City Council has requested that the Parks, Trails, and Recreation Commission review the request first and make a recommendation to Council.

Discussion ensued with the Commissioners desiring to hear from the tennis court users but also wanting to see the success of pickleball continue to grow. Klossner remembered past discussions on modifying the tennis courts and the tennis group having strong objections to it. Wendorf mentioned that if there are potentially underutilized courts, re-purposing them may be a good option.

Harder-Chapman explained she has seen more use on the pickleball courts. Klossner stated that there are other groups and needs for our parks as well and that we have recently addressed the pickleball requests to an extent. Westover referred to the many needs identified in the Long Range Plan that would be discussed later on the agenda. Westover also explained that staff hears about the needs from other groups quite often including youth football is in need of an additional field, youth softball is in need of an additional field. Harder-Chapman explained that they need to look at the whole long range plan before making a decision. Morin discussed costs and trying to not increase the city's levy. Ziebarth questioned the costs of alternate bids.

The Commission confirmed that by recommending the pickleball courts be included as an alternate bid does not necessarily mean that the courts are approved. Wendorf moved, seconded by Harder-Chapman to recommend the Council include the additional courts in the 2018 Street Improvement Project as an alternative or change order as presented. The motion passed unanimously.

The Commission thanked the pickleball group for their time, energy, contributions and fundraising efforts that has brought pickleball successfully to the Cambridge community and commended their desire to reach the youth of the community as well.

Local Option Sales Tax Referendum (Parks) Discussion

Westover stated a request had been made for the Commissioners to discuss the upcoming ballot question on a one-half percent Local Sales and Use Tax for the November 6, 2018, General Election from the Parks Commission viewpoint: "Do you approve a one-half (.005) percent local option sales tax to fund the construction of a new Cambridge Public Library and East Central Regional Library Headquarters, the City's street improvement program, and outdoor park development through calendar year 2043?" (Resolution R17-078).

Westover stated that Commissioners have asked for ideas on how to get the word out in support of the local option sales tax which could be approximately \$105,000 per year in outdoor park development funds. City employees and council members cannot advocate for these dollars; however, they can educate citizens if the referendum passes in November of 2018. Commissioners can advocate. Harder-Chapman asked if a Task Force could be formed.

The consensus of the Commission was to invite members of the Cambridge organizations which would benefit the most from these dollars to an informational meeting. These organizational leaders need to be brought together, presented with the benefits, and be encouraged to distribute this information asking the people they have contact with to support this local options sales tax.

The Commission asked Westover to invite representatives from each of these groups to the next Parks Commission meeting on February 13, 2018, for a presentation on these possible outdoor park development funds.

Membership List

Excerpt from ~~January 16, 2018~~
~~City Council~~ meeting minutes

Palmer confirmed it is an annual lease and there have been no issues. Iverson moved, seconded by Godfrey, to approve the lease with Woodcrest Park Church for \$9,600 per year. Motion carried.

Work Session

Request from Pickleball Group for More Courts

The City received a request from the Pickleball group to expand the pickleball complex by adding two new pickleball courts with the 2018 street project or turn one of the existing tennis courts at Central Green Park into four (4) pickleball courts. Westover reported the Pickleball group would contribute \$5,000 toward this project.

Westover stated the Pickleball group attended the Parks, Trails, and Recreation Commission meeting on January 9, 2018. The Commission ultimately recommended that Council include the additional courts (option 1 & 2 as requested) as an alternate bid in the 2018 Street Improvement Project but understands it is not part of the Parks Commission priorities. Westover explained to add courts as an alternate bid, staff needs to prepare detailed plans and specifications to have the contractor bid it correctly. SEH can do this at a cost of approximately \$3,000-\$4,000. Westover stated converting the tennis courts will be far less expensive costing approximately \$6,000.

Dick Welch and Mike Mueller reviewed participation data for the last 3 years. Welch reviewed the request to add additional courts in Central Green Park. Council thanked the Pickleball group for their preparation and presentation.

Morin asked how they determined 5,000 players. Welch explained it is total numbers not unique players. Morin questioned court orientation and whether there would be enough room for four additional pickleball courts with a north/south orientation. Mueller explained there would be room for two courts on the north side and two courts on the south side.

Morin asked if there has been any discussions with the surrounding townships since there are many players that do not live within the City of Cambridge. Mueller explained there is an ongoing fundraising campaign among the pickleball players. Woulfe confirmed with Mueller that Isanti County has not been responsive regarding construction of pickleball courts.

Godfrey stated the tennis group lobbied very hard for two courts at that location and asked if staff has made contact with them. Westover explained the Parks, Trails, and Recreation Commission also asked that question and wanted to hear from that group. Godfrey questioned the cost for construction of courts versus re-stripping one of the existing tennis courts. Woulfe explained new courts would be approximately \$64,000 and to re-stripe one of the existing tennis courts would be approximately \$6,000.

Woulfe reminded Council they have eliminated all parks projects in long range financial plan order to meet their desired property levy. Council discussed getting the tennis court group's opinion and see if they have statistics for the use on the tennis courts so they

can compare with the pickleball group's statistics for use on the pickleball courts. Staff commented since there is no organized play with the tennis group, statistics might be difficult to obtain.

Godfrey confirmed if they decide to re-stripe the tennis court, this would not have to be included as an option bid for the street project.

Council directed staff to solicit feedback from the tennis group and provide feedback at the next Council meeting along with bringing back the total number of tennis courts in the City of Cambridge.

Unfinished Business

Stormwater Pond Use

Schwab presented Council with a map identifying stormwater ponds located on City property versus private property. Schwab confirmed the City is not liable when ponds are on private property. Woulfe stated for those ponds that are owned by the City or partially owned, the best thing is to put a sign up on those ponds to use at your own risk.

Council discussed the proper verbiage to include on the sign. Staff estimated the cost of the signs would be approximately \$4,000. Godfrey moved, seconded by Morin to install signage which designates partially and fully-owned city stormwater ponds as city property and no trespassing or with language as recommended by Attorney Squires. Motion carried unanimously.

New Business

Julie Robillard Painting Rock Project

Westover explained staff received a request for a painted rock program in City parks, however, Ms. Robillard was not able to attend the meeting. Woulfe asked if Council would like staff to gather additional information and stated this would appear on a future Council agenda. Palmer asked staff to determine the City's liability. Godfrey asked that in the future, detailed minutes of the Commission meetings be included in the staff report.

Ordinance 660 Places of Worship

Westover reported two recent requests for potential new churches have been brought to the City's attention and they have both asked about exterior material requirements. Westover explained the current city code is silent on specific requirements for places of worship.

Westover stated places of worship are allowed in both the city's residential and commercial zoning districts. New dwellings in residential districts are required to have a residential appearance and new buildings in commercial districts are required to have specific commercial exterior materials.

Westover asked if any of the Commissioners would be willing to reach out to local groups to further explain the potential benefits of the sales tax referendum since City staff cannot advocate. Harder-Chapman expressed a willingness to help contact local groups. She is part of the Library Task Force and it is her understanding that library staff cannot advocate either so the formation of a separate task force would be ideal.

Westover stated there is still time to form a separate taskforce as the Library Task Force plans to advocate more intensely in the months of September and October of 2018.

Wendorf asked about the use of printed materials. Westover stated printing fees would have to be funded through the group's fundraising efforts. Harder-Chapman asked if she and Wendorf could write a letter encouraging each of the groups to send a representative to the next Parks Commission meeting and whether this letter could come from all of the Parks Commissioners? Westover stated if the Commission is all in agreement, an initial letter could be sent; however, Mayor Palmer and Westover could not sign this letter.

Klossner asked if the letter could be completed by the March 13th Parks Commission meeting for review before it is disbursed. Wendorf asked whether the letter needed to come back to the Parks Commission and Klossner stated if it is being sent from the entire Commission, the Commission would need to approve it and sign as individual commissioners. Westover requested the draft letter be submitted to her a week before the meeting for inclusion in the Parks Commission Meeting packet.

Tennis Courts

Westover stated the pickleball group has requested to either build two new courts or re-purpose one of the existing tennis courts in Central Green Park as four new permanent pickleball courts. The Parks Commission recommended to include the pickleball courts request in the 2018 street improvement project as an alternate bid, noting that this doesn't necessarily mean the courts are approved. The general idea from the Commission was to get a base cost for the courts.

Westover reported that after the Parks Commission meeting, staff discussed including the new pickleball courts as an alternate with the City Engineer. Detailed plans and specifications are needed to have the contractor bid the courts correctly. Our Engineer, SEH, can do this at a cost of approximately \$3,000-\$4,000 (upfront costs). Westover stated this information was presented to Council and they requested to hear from the tennis group first. For protocol, Westover invited the tennis group to present their information at the Parks Commission Meeting.

Westover stated she had researched past minutes of the new tennis courts in Central Green. The discussions began in 2014 when the tennis court was going to be removed at City Park. Members from the tennis organizations spoke on behalf of tennis at Council meetings. They expressed concerns on the need for additional courts when practice is held at the high school, stating they continually turn people away. In 2015, the discussions continued with members from tennis organizations, the Parks Commission, and Council. The Parks Commission and Council ultimately decided to replace one tennis court at Heritage Greens.

Westover stated the Pickleball group attended a meeting in June 2015 to express their needs. That is when Council approved the lines to be painted for Pickleball on the existing tennis court at Pioneer Park.

Westover stated tennis and pickleball discussions continued into 2016. In January 2016, the pickleball group made a request to Council that four Pickleball courts be constructed rather than the planned tennis courts. At the same meeting in January, several tennis members also presented their own information and requests to build a tennis court. One member submitted a petition signed by 138 Goldenwood residents in support of a tennis court.

Council ultimately decided to seek an alternate bid for a second tennis court and to also include pickleball courts to be bid through a time and quantities contract via a change order for the 2016 street project. On April 4, 2016, the City Engineer presented the lowest bid information. The bid prices were within the City's budget which included two tennis courts and the addition of the four pickleball courts. Council approved the bid for this work at Central Green Park.

Westover stated once the tennis courts were approved, Thea Lowman, Boys' Tennis Coach at Cambridge-Isanti High Schools, worked with the City to obtain a grant from the United States Tennis Association (USTA) for QuickStart lines. These are lines painted for beginning/younger players to help them learn the sport. The cost for these additional lines was outside of the budget. Ms. Lowman was successful in obtaining the grant and USTA reimbursed the City the \$1,000 to paint the lines.

Westover noted Council has also requested the number of tennis courts in the City to consider in their discussion. The City currently owns four (4) tennis courts: two (2) courts at Central Green Park, one (1) court at Honeysuckle Park, and one (1) court at Pioneer Park. The High School owns seven (7) courts.

Westover stated the tennis organization currently holds practices in Isanti and wasn't aware that practices could be held in Cambridge. They are negotiating moving practices to Cambridge because there is a need for more court use, especially when the courts are full at the high school.

→ Westover stated that on February 8, 2018, staff received a revised request from the Pickleball group. They are now proposing no new courts, only re-purposing the west tennis court at Central Green Park into four permanent Pickleball courts. They would pay for the costs of re-purposing.

Westover stated staff is looking for a recommendation from the Parks Commission on the use of the tennis courts and whether or not to recommend turning the west court into Pickleball courts.

Westover invited tennis representatives to share input at the meeting to speak at this time.

Thea Lowman, Varsity Boys' Tennis Coach at Cambridge-Isanti High School, addressed the Commission regarding the possibility of changing the west tennis court in Central Green Park into pickleball courts. She expressed their desire to see pickleball and tennis work together as they are crossover sports and both encourage community members of all ages to stay active and be healthy. Lowman expressed disbelief in the possibility of taking away a tennis court that has been available for one season of play in Central Green Park and questioned how she would explain to USTA who

provided the grant for the QuickStart lines for the kids' courts, their donation has been taken away and replaced by a pickleball court. She does not want to jeopardize the school's reputation with USTA as they have provided many funds in the form of grants to the Cambridge-Isanti Tennis programs.

Lowman summarized the heavy use of the seven tennis courts the school owns and maintains for school purposes, including summer programming, Captains practices, Varsity and Intermediate physical education classes, girls tennis in the Fall, boys tennis in the Spring, exhibition matches for middle school, Jr. Varsity and Varsity, Men's league on Monday nights, etc. In her 19th season of involvement with tennis, Lowman has seen tennis continue to grow each year, with up to 7,500 users on the courts each season.

Lowman stated the tennis community shares the pickleball advocates' frustration of the constant struggle for more court space and waiting for a court to open up in order to play is part of the tennis experience everywhere, even at the state level of tennis programs. Everyone has to sit and wait. Lowman explained a rotation system seems to work in the school system but it is common to be approached by people wanting to know when a match might be done so they can play. Lowman stated she directs people to the other courts located in the area parks, including the two new courts in Central Green Park.

Lowman expressed their appreciation to the Council for approving two tennis courts in the fall of 2015, reminding the Council tennis is a social sport and how the side-by-side courts encourage this interaction. She explained even though the tennis advocates are not returning to the Council requesting additional courts, every tennis court space available is needed and is being used.

Lowman suggested several options which would allow a tennis court to remain a tennis court and yet be used as temporary pickleball courts. One option consists of setting up portable nets and throw down lines which are treaded nonskid lines, costing approximately \$30 per set. Another option would consist of the portable nets along with roll out lines which are attached to the nets, costing approximately \$80 per set. These options can be used inside in a gym or outside on a court. Lowman has used these for tennis and suggested using blue painters tape to place an X in the corner to mark the spot where the lines need to be placed.

Lowman reiterated their desire for pickleball to continue to thrive and they are not asking to take away pickleball courts. Likewise, they are appreciative of the Council recognizing the need for two side-by-side courts and stated it would be premature to remove one of them after only one season of use. Lowman would like to see joint cooperation and support for both groups in their united goal of encouraging the community to be active and healthy.

Harder-Chapman asked Lowman about holding current practices in Isanti and her thoughts on moving them to Central Green Park in Cambridge. Lowman replied the City of Isanti has allowed Cambridge-Isanti students to practice on two courts in Mattson Park. The possibility of using the courts at Central Green is very appealing as there is a warming house for shelter from rain and a place to keep kids warm and safe in the cold Minnesota tennis seasons. And if the pickleball courts are not being used, the ability to use these courts for practicing volleying and short court control drills is also very appealing.

Klossner stated plans are underway for summer leagues at the Central Green courts. Lowman stated the summer programming is very short of space and the chance to use these courts would be very helpful in scheduling. Four kids' courts could be temporarily set up on each pickleball court for league play.

Wendorf asked about use of school tennis courts by school organizations during the school year and throughout the summer. Lowman and Klossner clarified that school organizations always have first priority over other organizations. The courts are open to other organizations when they are not being used by school organizations.

Palmer thanked Lowman for attending the meeting tonight and providing the Commission with tennis court information.

Klossner stated as a Commissioner and as a community member, she has taken an interest in projects the Parks Commission is involved with and drives by the Cambridge facilities often. She has a daily schedule similar to Ms. Lohman's and has seen the tennis courts in use while the pickleball courts are not in use.

Wendorf asked if four kids' tennis courts could fit on one tennis court. Lowman stated portable nets and temporary lines could allow 4 kids' tennis courts to be set up on one tennis court.

Klossner thanked Lowman for providing information regarding the school tennis courts.

Tor Kindem and his daughter, Lauren Kindem, 3130 Juniper Street, Cambridge, Minnesota, voiced their opposition to losing a treasured tennis court at Central Green Park. Mr. Kindem gave a brief history of the tennis court availability in various parks in the City of Cambridge, emphasizing the importance of the addition of the two tennis courts at Central Green Park because of his desire to not have his young daughter cross busy streets to access a tennis court. Both Tor and Lauren are avid tennis players and appreciate the City's commitment to providing the tennis courts for the community's use in practicing and training.

Mr. Kindem suggested the City add better signage at the courts, similar to the signs at the high school tennis courts, to help preserve the courts' surfaces by preventing pets, bicyclists and rollerbladers on the courts.

Mr. Kindem stated he and his daughter rarely see the pickleball courts being used while they are on the tennis courts. They stated perhaps pickleball is played during the hours people are at work and at school.

Harder-Chapman thanked the Kindems for the suggestion of adding signage to help prevent skid marks and other activities that would prematurely age the court. Klossner agreed signage makes sense as the fence openings need to be wide enough for ADA accessibility, thus allowing easy access to bicyclists. Westover will check into the signage possibilities and view the signs at the high school. Lauren Kindem stated there is a gate with a latch that opens up to provide ADA accessibility at the high school courts.

Palmer thanked the Kindems for coming and speaking to the Commission and requested Westover to invite pickleball representatives and tennis representatives to the March 13th Parks Commission Meeting for a joint discussion of sharing the existing courts.

Klossner stated this discussion brought to light the fact that different sports are played at different times of the day and stated 16 year olds and 60 year olds are probably not using courts at the same time. Klossner thanked the Kindems for coming and stated she appreciated their comments and passion for their sport.

Westover stated staff needed a recommendation on the use of the tennis courts and whether or not the Commission recommended turning the west court into pickleball courts. Westover stated this recommendation would be brought to the City Council at the Tuesday, February 20th, meeting.

Palmer suggested tabling this recommendation until the March Parks Commission Meeting and inviting representatives from the tennis group and the pickleball group to attend and discuss the use of these courts.

Wendorf and Harder-Chapman stated they like the compromise of adding temporary lines to the pickleball courts when there is a need for the kids to use the courts and when the courts are available.

Klossner stated she did not want to take away a court that was just created after only a year. She agreed with Lowman in not wanting to alienate USTA and their past grants for the Cambridge tennis community since they have been so generous.

Palmer stated hearing from both entities would allow the Commission to hear all the information and each group's recommendations of how the same court space could be used by both groups.

Westover agreed and stated it is too late to include any changes this year in the 2018 Street Improvement project. Westover verified representatives could attend the next Commission meeting in March and it was decided to table this recommendation until the March 13, 2018 Parks Commission Meeting.

Pickleball and Tennis Fees

Westover indicated at their Long Range Planning Meeting in March 2017, Council had directed staff to start looking into the option of charging park fees. Staff conducted research from other communities and worked directly with the Baseball and Softball associations on this discussion. The Parks, Trails, and Recreation Commission and City Council worked to set certain park fees in 2017.

Westover said in light of the current tennis court and pickleball court discussion, it may be necessary to start charging fees for these organizations. If they are gathering as large groups and "reserving" the space so to speak, then maybe fees need to be charged.

Klossner thanked the board members for the presentation and stated this information regarding the Community Garden is very appropriate for the Parks Commission to be aware of.

Nordin stated they would be grateful for any mention in parks related projects or events to help promote the existence and continued success of the Community Garden.

Local Option Sales Tax "Task Force" Discussion

Westover stated at last month's meeting, Harder-Chapman agreed to bring a draft letter for the Commission to review, encouraging each of the local groups to send a representative to a Parks Commission meeting to join the Local Option Sales Tax "Task Force" to further explain the potential benefits of the sales tax referendum. Klossner stated if the letter is being sent from the entire Commission, the Commission would need to approve it and sign as individual commissioners. Westover stated if the Commission is all in agreement, an initial letter could be sent; however, Mayor Palmer and Westover could not sign this letter.

Westover stated Harder-Chapman was unable to attend tonight's meeting but did email a draft letter for the Commission's review. Copies of this letter were handed out to the Commission for review. Westover asked for any recommendations for changes or additions to the letter. The plan would be to have a discussion regarding this "Task Force" at the May Parks Commission meeting.

Wendorf asked if the *Long Range Plan/Priority Ranking for Parks Improvements* list was going to be attached to this letter and, if so, stated the goals would need to be updated since funds were recently allocated to three of the goals on the list. Westover stated the updated goals would be included with the letter. Westover has emailed Harder-Chapman the contact information for those who have shown interest in joining the "Task Force".

After some discussion, it was agreed Westover would send the letter to the City's Attorney for review due to the fair campaign practices act and the difference between educating versus advocating when discussing referendums with the public.

Tennis and Pickleball Discussion Tabled Until June Meeting

Westover stated the tennis and pickleball groups' discussion has been tabled until the June 2018 Parks Commission meeting due to the difficulty of scheduling representatives from both of these groups to attend a meeting.

No April Meeting

Westover stated there will not be a meeting in April.

Other Business/Miscellaneous

City Council Update

There were no updates for the Commission on the last City Council meeting.

Cambridge Parks, Trails, and Recreation Commission Meeting Minutes
Tuesday, June 12, 2018

A regular meeting of the Cambridge Parks, Trails, and Recreation Commission was held on Tuesday, March 12, 2018, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Chair Kelli Klossner, Vice Chair Mark Ziebarth, Ex-Officio Member Barry Wendorf, Members Marisa Harder-Chapman, Tom Koep, and Council Appointee Mayor Marlys Palmer.

Members Absent: None

Staff Present: Community Development Director Marcia Westover.

Call to Order & Pledge of Allegiance

Klossner called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

Approval of the Agenda

Wendorf moved, seconded by Palmer, to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes

Ziebarth moved, seconded by Koep to approve the March 13, 2018 minutes as presented. Motion carried unanimously.

New Business

Tennis and Pickleball Discussion

Westover stated the Tennis and Pickleball groups' discussion had been tabled at the February 13, 2018, Parks Commission meeting until the June 12, 2018, Parks Commission meeting due to the difficulty of scheduling representatives from both of these groups to attend a meeting. Westover stated the Commission requested that a joint meeting between the Tennis group and the Pickleball group be held to discuss future shared use of the courts.

Westover stated last January, the Pickleball group requested staff, at both a Parks Commission meeting and a City Council meeting, to repurpose one of the tennis courts at Central Green into pickleball courts or to build new pickleball courts. That discussion ensued and, in February of 2018, the Pickleball group's request changed from building new pickleball courts to repurposing one of the tennis courts at Central Green into four pickleball courts.

Westover stated in March of 2018, the Tennis group gave the Parks Commission a summary of their history and their use of the new tennis courts at Central Green. Since that discussion with the Tennis

group, Westover stated the City now has contracts with the Tennis group to hold practices at these courts starting in the Fall of 2018 and also using the courts for practices in 2019.

Westover stated a number of events have happened since receiving the original request from the Pickleball group to repurpose one of the tennis courts and since meeting with the Tennis group. At the March Parks Commission meeting, it was the consensus of the Commission to bring both the Pickleball group and the Tennis group back to discuss, in a joint meeting, the future of the shared tennis courts. Westover stated the purpose of this meeting is to discuss how the tennis courts can be shared in the upcoming years.

Chair Klossner clarified the discussion at this meeting is in regards to both groups sharing the court and not how the courts can be changed.

Dick Welch, 2087 352nd Ave NE, Cambridge, of the Pickleball group, asked for clarification of when the decision was made regarding sharing the tennis courts versus the possibility of turning one of the tennis courts into four pickleball courts as he was not aware of this decision having been made.

Westover replied a decision had not been made; rather it was the consensus of the Commission to discuss joint use of the facility by pickleball and tennis players.

Welch shared further information regarding the alternative bids they discovered from attending the City Council meeting and the Parks Commission meeting earlier this year and reviewing meeting minutes.

Welch pointed out the two Cambridge-Isanti High School and Middle School programs and coaches have full access to 7 tennis courts at the Cambridge-Isanti High School. They have also had access to using two tennis courts in Mattson Park in the City of Isanti for the past 5 to 10 years for their Middle School program. Welch also stated that community tennis players have access to the same 9 courts the schools have access to when the schools are not using them. In addition, they have access to the tennis courts in Pioneer Park and Honeysuckle Park which were resurfaced and refurbished in 2016 and also the two new courts at Central Green. A new court was added in Isanti last year as well in the Arts and Science Park.

Welch shared information they have gleaned from review of minutes and talking to people who attended various City of Cambridge and City of Isanti meetings including the resurfacing of the Mattson courts in Isanti, a concern for safety of older players in using plastic temporary throw down lines on courts, the warming house at Central Green being a reason to stop using the courts at Mattson court, the City of Cambridge offering the tennis program a lower fee than the City of Isanti for court usage and the Cambridge Schools not asking the City of Isanti about the court use fees.

Welch summarized there are 14 tennis courts available for Cambridge-Isanti Schools and Cambridge community tennis players. The schools have complete control over the use of the 7 tennis courts at the high school and have had an agreement with the City of Isanti for five years to use 2 tennis courts for the middle school program.

Welch expressed how grateful the pickleball community is to the City of Cambridge for the two beautiful pickleball courts to use and enjoy and emphasized that in three years, the interest in pickleball has grown from 50 regular players to 150+ regular players throughout the season. Welch also stated that four pickleball courts can fit in the space required for one tennis court. Welch stated there is a need for more pickleball courts and they need help from the City of Cambridge to make this happen.

Larry Bacon, 3070 Ivy Street S, Cambridge, stated pickleball is an enjoyable sport anyone can easily play and stated if the tennis courts are not being fully utilized, why not turn them into pickleball courts. Bacon spoke about the growing popularity of pickleball everywhere for adults looking for something to do in retirement, after a day of work, for exercise and it is a great way of meeting new people.

Mike Mueller, 1005 329th Ave. NW, Cambridge, MN, recommends repurposing a tennis court for four pickleball courts, which would include repainting the surface and putting in pickleball nets at a cost of \$6,000 which the Pickleball group is willing to donate to make this happen so there would be no cost to the City.

Commissioner Klossner stated there are two potential financial ramifications that could be a cost to the City: one being a potential lawsuit of breaking a contract and a second being the potential loss of future United States Tennis Association (USTA) grant money by not using part of the grant money that was given to the school to add QuickStart lines to the (Central Green) court.

Mueller stated perhaps the contract would expire in a year and as far as the USTA, what would they say about the lines they gave grant money to have installed on the court? Klossner believes that would mean there could be no future grant money for the tennis courts.

Mueller stated since the parks funding has been cut this year, the Pickleball group would pay for the costs of repurposing one tennis court into four pickleball courts, stating this would continue to honor the decision made by the City of Cambridge three years to replace the tennis court lost by the remodeling at City Park. Mueller added the second tennis court was simply an add on.

Mueller stated there is an active group of people showing up to play pickleball and more courts are needed. There will continue to be overflow crowds on pickleball courts and Mueller stated postponing making a decision regarding more pickleball courts will see costs going up in the future.

Welch stated he appreciated the information presented regarding the two potential legal risks. However, Welch voiced his concern once again about the contracts/agreements having already been drafted or written between the City and the school tennis staff prior to this joint discussion with the Tennis group and the Pickleball group at this Parks Commission meeting.

Klossner stated the Parks Commission is not involved in the contracts/agreements the City makes with the schools. She went on to state that from a historical standpoint and during her years on the Parks Commission, it was always the intention of this Commission that these tennis courts would be used by the schools.

Mr. Welch thanked the Commission for their time in allowing them to share the Pickleball group's point of view.

Thea Lowman, 500 E. Rum River N, Cambridge, Cambridge-Isanti High School Boys' Tennis Coach, spoke on behalf of the Tennis group. She stated they presented to the Parks Commission in February. Lowman stated the Tennis group wants everyone to work together, provide courts for all racquet sports, and that it is important to support each other's sports in the best interest of the Cambridge community.

Lowman stated the Tennis group does not understand how one group can ask to take away a facility from another group. Lowman stated tennis numbers are up this year and 90 to 100 kids are signed up for tennis and will utilize the City courts. Losing one tennis court would mean the loss of four kid sized courts.

According to Lowman, the tennis courts are always being used; there is never enough court space. The tennis program has been creative and has set up temporary courts, using temporary nets, painters tape and/or throw down lines, on grass at the high school, on the hitting board slab, on the gym floor at the Cambridge Middle School, and on the high gloss cafeteria floor at CMS. Lowman stated they have had no injuries in roughly twenty years and the USTA includes throw down lines, which she believes are made out of rubber, in packs in their grant packages for schools.

Lowman said if the west court at Central Green is converted to a pickleball court, there would not be a place in the City where there are two courts together. Pickleball is not asking to repurpose the courts at Honeysuckle Park or Pioneer Park for the same reason; they want courts that are together for the social aspect of the sport. If the City did decide to remove a tennis court and convert it to a pickleball court, the Tennis group would ask when the City would replace two courts side by side.

Lowman stated it is an easy thing to share. If the tennis courts are full and pickleball courts are not being used, these pickleball courts can be used to play tennis, volley or practice hitting balls over the net. If the pickleball courts are full and the tennis courts are not being used, pickleball could be played temporarily on the tennis courts. Lowman stated both sports have a great facility to use and her hope is that the courts can be shared rather easily.

Lowman stated one thing has been left out of these discussions. A fence would be needed between the tennis courts if the west court at Central Green is repurposed into pickleball courts in order to stop the balls from flying on to the tennis courts.

Lee Orvik, 321 4th Ave. SW, Cambridge, Boys' Tennis Coach for Cambridge-Isanti Middle School, stated he is looking forward to moving to the Central Green courts for practice and games as the warming house would provide a shelter for kids waiting for their turn to play on the courts on windy, rainy, cold days and waiting for their parents to pick them up. Orvik stated he hopes everyone can work together.

Lowman stated the warming house provides a shelter to keep students safe and warm in inclement weather. Parents want to know their kids are safe until they are able to pick them up after work. The warming house would be a safe place for the athletes to stay.

Klossner asked Lowman how not using the court with the QuickStart lines made possible by the grant money from USTA might affect future grants from USTA. Lowman stated the school tennis and community tennis programs has received many USTA grants over the years and would like to maintain that positive relationship. USTA grants are given to promote sports in communities and the Cambridge Tennis group is currently working with USTA on a Net Generation grant which donates equipment for kids, such as racquets, tennis balls, etc. Lowman stated they hope to continue the good relationship they have with USTA.

Klossner asked the tennis coaches response to the comment of the tennis courts being empty. Orvik commented that sometimes kids are nervous when there is a large crowd at the courts. Lowman stated some kids feel intimidated when approached by adults to do something else, depending on their confidence level.

Wendorf asked about the difference between the sizes of a youth tennis court and a pickleball court. Lowman stated a youth tennis court size is 26' x 36' and a pickleball court is 20' x 44'.

Tor Kindem, 3130 Juniper St., Cambridge, spoke in favor of keeping the tennis court at Central Green a tennis court. Kindem stated this is the third time the Pickleball group has tried to remove the tennis court at Central Green. Kindem stated the high school courts do not belong to the City and should not be part of this conversation. Kindem stated it is not a fair trade to lose a public tennis court and only have three courts left. Kindem stated many pickleball players are retired and can play anytime during the day. If there are not enough pickleball courts, people will have to wait just like hockey players wait at the ice rinks and tennis players wait at the tennis courts.

James Sullivan, 534 2nd Ave. SW, Cambridge, Girls' Tennis Coach for Cambridge-Isanti Middle School, stated he is relieved that tennis practice is moving to Cambridge as there has been many issues at the Isanti Courts, including a sexual predator, fire trucks, police cars, semi trucks, a lot of traffic, and people walking by that are distracting to the players. There have been known to be drugs, fights, crowds, smoking and it is just a scary place to go. Central Green will provide a warm, pleasant, safe environment for the girls to practice tennis. Sullivan stated coaching at Isanti has been loud and he needs to talk very loud just for the girls to hear. Sullivan stated that tennis needs to work with the Pickleball group in sharing the courts.

David Larson, 2059 352nd Ave. NE, Cambridge Township, Former Isanti School Principal, encouraged the Parks Commission to work this out in an effort to not separate two communities that many people have been trying so hard to unite, the Cambridge-Isanti community, for many years.

Lowman stated she does not see this issue as a Cambridge versus Isanti issue; there are players from both communities. Lowman stated the tennis program really does appreciate the City of Isanti working with them, providing a great facility for them to use for tennis for all these years. Lowman

stated all communities have their issues but tennis appreciates the facility they have been able to use in the past.

Lowman summarized that we have nothing against Pickleball. In tennis, kids are waiting all the time and they have to share courts all the time. Waiting is kind of the nature of all racquet play. Her hope is they can all continue to share the facility, support all racquet sports and an active lifestyle. Lowman strongly encouraged the Commission to not take facilities away from the tennis community or repurpose existing tennis courts.

Welch stated the City of Cambridge has accommodated both the interests of the pickleball and tennis communities. Welch stated if nothing is done at this point in time, the City of Cambridge will see both the Tennis group and the Pickleball group return to the Parks Commission asking for more courts in the near future as both sports continue to increase and thrive. Welch suggested maybe the school district needs to build more tennis courts to accommodate their increased need for court space. Welch reiterated that the need for more courts will not go away as the interest in both sports continues to grow.

Harder-Chapman asked Welch what times the pickleball courts have been reserved for pickleball. Welch stated 8:00 a.m. – 12:00 noon on Mondays, Tuesdays, Wednesdays, Thursdays and Saturdays and 6:00 p.m. – 9:00 p.m./dark on Tuesdays, Wednesdays and Thursdays. Welch stated they are looking at opening up more playing times in the afternoons as well.

Klossner asked Welch if the temporary pickleball nets initially used at Pioneer Park are still available. Welch stated yes and that these nets are used in the armory in the winter months. Klossner asked about lines at Pioneer Park but Welch stated these lines were only used in the armory. Klossner asked if an option might be to use lines on the outside courts. Staff will check past minutes. Klossner, Welch and Lowman discussed a possible compromise of putting down temporary lines at Pioneer Park. Harder-Chapman clarified that painting lines on the ice rink was not allowed.

Mayor Palmer stated she is bothered by the tension in these discussions, prays these two groups can work together in sharing the courts available and come up with a solution that meets both groups' needs as best as they can.

Wendorf agreed with Mr. Welch's point stating the group playing pickleball is the fastest growing age group (65 or over) and pickleball needs for more courts will not go away. Wendorf hopes the two groups can work together as the City will see requests in the near future for more courts to support this healthy form of exercise for our communities.

Ziebarth agreed with Wendorf, stating pickleball is growing and the needs of our communities are changing. As the Commission revisits the long-range parks plan later on in this meeting, Ziebarth suggested this area needs to be taken under consideration as the Commission tries to meet the needs of the community while also being responsible to the taxpayers and the residents of Cambridge. Ziebarth stated the Parks Commission has a good long-range plan which can always be revisited. Ziebarth thanked both groups for sharing their passion for their sports.

Keop stated Central Green has many options and also hopes everyone can work together to help share everything Cambridge has to offer. Keop thanked both groups for sharing their experiences.

Palmer stated this issue will be resolved and was thankful for everyone's points of view and passion. She stated the City always works toward the common good, doing what will do the most good for the most people.

Klossner stated the Commission has heard from both the Tennis group and the Pickleball group and asked if staff is looking for a motion or resolution at this meeting.

Westover stated staff is asking the Commission to make a recommendation on the use of the tennis courts and whether or not the Commission would recommend turning the west tennis court at Central Green into pickleball courts or leaving the courts as they are with both tennis and pickleball sharing the courts as needed.

Klossner moved, seconded by Harder-Chapman, to not permanently modify the tennis courts at Central Green but rather state the tennis courts may be used for pickleball by the use of temporary nets and temporary lines.

Wendorf wanted to make sure the Commission addresses potential future pickleball courts in their long-range planning.

The motion carried unanimously.

Klossner thanked everyone who came and appeared before the Commission for the tennis and pickleball discussions.

***2018 Park Projects and Long Range Plan Update
(Slab for Skatepark, Hockey Scoreboards and Speakers, Outlot I)***

Westover stated staff has been working on identifying park related items that need to be completed in 2018. These items have been discussed with the Parks Commission in the past and are identified below. (Please note: Item 5B should be 4B on the staff report.)

Slab for Skateboard Park at Ice Rinks

Westover stated when the plans for the ice rinks at Central Green Park were being developed, it was the intent to move the skateboard park next to the ice rinks. The cost for the slab for the skateboard park was not included in the overall cost of the ice rink project. The cost for the slab is estimated at \$21,000. Westover said staff met to discuss the need to complete this project and felt that this should be done in 2018 to complete the project. The skateboard park equipment is still housed on the School District's property near the Isanti County Government Center.

Westover stated the slab can serve a dual purpose for the ice rinks. The skateboard park equipment can be moved and the slab can be used for a mobile food truck during the winter for events at the ice rinks.

Resolution No. R18-049

*Resolution Appointing Election Judges for the Primary Election (August 14, 2018)
and General Election (November 6, 2018)*

Whereas, the City Council of Cambridge, Minnesota is responsible for reviewing and approving election judges to serve at the Primary Election scheduled for August 14, 2018 and the General Election scheduled for November 6, 2018;

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 2018 Primary and General election:

- | | | |
|------------------|-------------------|--------------------------|
| Elaine Belsheim | JoAnn Hoffman | Betsy Potrament |
| Kim Bonde Garber | Adrienne Johnson | Tom Schibilla |
| Barbara Cloud | David Johnson | Ruth Schoenecker |
| Neil Danielson | Brenda Kieffer | Roger Schoenecker |
| Cindy Erickson | Rodney Kieffer | Carol Schroeder-Feldheim |
| Mary Falk | Phyllis Koosman | Virginia Simon |
| Marilyn Fromm | Scott Linder | Harold Tuset |
| Jerry Fromm | Carol Norling | Stu Urban |
| Linda Gerlach | Shirley Olson | Randy Westby |
| Karen Gray | Ron Patrick | Arianna Wheeler |
| Doug Gray | Beatrice Peterson | Mary Louise Yocom |
| Judy Hansen | Larry Peterson | Judith Zimmerman |
| Susan Heckt | Kim Polzin | Lynda Woulfe |

NOW THEREFORE BE IT RESOLVED by the Cambridge City Council that the list of election judges submitted is hereby accepted and approved for the 2018 Primary and General Election and the Election Administrator may make substitutions as necessary to ensure trained judges serve.

Adopted by the Cambridge City Council this 16th day of July, 2018.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Prepared by: Marcia Westover, Community Development Director

Request

At this time Paxmar, LLC (Alan Roessler) is looking for feedback from the Commission and Council on the concept/sketch plan for a Planned Unit Development of Cambridge Cove. The developer will look at the feedback and determine whether or not it makes sense to move forward. If it makes sense, then a complete Planned Unit Development review of the project will take place including PUD rezoning, preliminary and final plat, traffic, environmental, stormwater, etc.

Planned Unit Development (PUD)

A Planned Unit Development (PUD) may be allowed through a request to rezone a property. A PUD is a zoning district that can offer a variety of mixed land uses, housing types, and densities. A PUD can maximize the development potential of land while remaining sensitive to its unique and valuable natural characteristics. This is traditionally done by departing from the strict application of required setbacks, yard areas, lot sizes, minimum house sizes, and other performance standards. A PUD can allow a combination of mixed uses where both single family and multi-family dwellings can be built.

Current Use, Zoning and Future Land Use

The vacant property is currently classified as Low Density Residential on the City's Future Land Use Map. The current zoning classification is R-1 One Family Residence District.

Woodland Development started working with the City in 2005-2006 to complete a single-family development. The Final Plat was approved in June 2006. The developer seemed ready to begin and started grading a portion of the lots. However, development stopped and was never fully initiated. Woodland Development was approved for 170 single family residential lots at that time. The plan met the city's single-family lot area regulations and had an overall density (number of units per acre) of approximately 2 units per acre.

Project Summary

The proposed Concept Plan known as *Cambridge Cove* consists of 236 residential units. A summary of the project areas is as follows:

Total Project Area	76.30 acres
Total Number of Units	236 units
Total Density Per Acre	3.09 units
Park Area	.65 acres
Open Space	15%

The proposal is for a mixed-use development consisting of single family lots, patio homes (villa homes), and townhomes. The developer is proposing smaller lot sizes and

lesser side-yard setbacks than a traditional R-1 One Family residential lot. A typical R-1 lot size is 80' wide. The proposed lots vary from 40-60' wide for the patio style homes and 65-80' for the single-family homes.

All dwelling setbacks will be met with the exception of side yards. The developer is proposing 8' side yard setbacks. This is typical of other PUD's in the city and allows smaller lot sizes for this mixed-use proposal. Traditional R-1 One Family lots require a 10' side yard setback.

The density ratio for standard R-1 One Family lots is 3.96 units per acre. The proposed density ratio for this development is 3.06 units per acre. The development proposed has fewer units per acre than the standard and meets the intent of the ordinance.

Access to the development shall be provided from County Road 14 (CR 14) on the east and 12th Avenue NW on the north. An internal collector street (Street A) is shown that will serve the project delivering traffic from the proposed minor streets to CR 14 and 12 Avenue NW. Sidewalks will be provided on both sides of the street for Street A and one side of the street for the other local streets. This meets the city's ordinance requirements.

Traffic Concerns

Staff has heard from several neighbors regarding the concern of additional traffic on County Road 14 and Highway 95. This also stems from the recent redevelopment of GracePointe Crossing and its additional traffic.

When Woodland Development proposed their 170 units, a traffic study was done in 2006 at the request of the Isanti County Highway Department. That study was again reviewed in 2018 with the Traffic Operations Engineer (City's engineer consultant). Because Cambridge Cove is proposing more units, there will be more traffic, but slightly less trips per unit based on their calculations (due to the mix of homes, some villas, likely to have a couple living there with no children). When the 2006 study was done, Highway 95 only had stop signs. Since then, traffic signal lights have been installed alleviating some of the initial concerns.

The Minnesota Department of Transportation (MNDOT) has met with city representatives and GracePointe Crossing representatives. MNDOT is also aware of the proposed future housing development and they will be doing traffic counts and observing the operation of the traffic signal system. The original thought by MndOT was that the review would end up with some adjustments to the traffic signal system operation.

Planning Commission Acton

The Commission heard from several neighboring residents on concerns including, but not limited to, density, traffic, and parkland. Attached are the minutes for review. Ultimately, the Commission recommended approval of the concept plan as long as density was

reduced, more parkland added, and traffic concerns addressed.

During public comment, a resident stressed language in the Comprehensive Plan, that residential neighborhoods should be compatible with adjacent uses. While this statement is true to Goal 2, Policy 2.6 (a), there are other goals addressing the need for mixed uses, encouraging development of a balance of housing types, and encouraging the location of a wide range of housing types throughout the city to avoid a concentration of high density. I have attached a copy of the Comprehensive Plan Housing Goals for your review.

City Council Action

Motion to approve the concept plan of Cambridge Cove, with modifications if desired. (lesser density, more parkland, traffic review and approval from Isanti County).

Attachments

1. Applicant Submittal
2. Concept Plan
3. Planning Commission minutes
4. Comprehensive Plan Housing Goals
5. Future Land Use Map and USA 1 boundary Map
6. Trunk Sanitary Sewer System Map



Cambridge Cove Overview

PIDs: 150300500, 150300400, 15300300 & 150300200

Gross Acreage: 76.30 acres

Status: Vacant land, graded based on Preliminary Plat submitted by Woodland Development

Current Zoning: R-1 (maximum density of 3.96 units/acre)

Proposed

Zoning: PUD (proposed density of 3.09 units/acre)

Lot Types: Single Family 65' - 80' wide
Patio Home/Multi-level Flex 50' - 60' wide
Patio Home/Multi-level Flex 40' - 50' wide
Townhomes

Open Space: Over the 15% minimum

Park: .65 acres

Setbacks:

Front: 30' *equally R-1 requirements
Side: 8' (16' between buildings)
Rear: 30' *equal to R-1 requirements
Corner Side: 15' *equal to R-1 requirements

Streets: All Public

Sidewalks: one side on local, both sides on collector (Street A)

Grading start: Fall 2018

Infrastructure: Installed in multiple phases

We are presenting this proposal with multiple house types, price points and buyers in mind. It will allow for a mix of uses and densities addressing buyers looking for affordability, move-up product and single-level/accessibility. Our proposal is under the maximum density threshold for the R-1 base zoning and meets many of its requirements. The potential tax value base of the built-out development should add over \$60. Our proposal is based on current market demands proven in the Anoka/Isanti county markets and are confident of its success and added benefit in your Community.

**Cambridge Planning Commission Meeting Minutes
Tuesday, July 3, 2018**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Planning Commission was held at Cambridge City Hall, 300 – 3rd Avenue NE, Cambridge, Minnesota.

Members Present: Chair Mike Stylski, Vice Chair Chad Struss, Julie Immel, Marisa Harder-Chapman, Monte Dybvig, Arianna Weiler, and Jim Godfrey (City Council Representative).

Staff Present: Community Development Director Marcia Westover.

Call To Order and Pledge of Allegiance

Stylski called the meeting to order at 7:09 pm and led the public in the Pledge of Allegiance.

Approval of Agenda

Immel moved, seconded by Dybvig to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes

June 5, 2018 Regular Meeting Minutes

Godfrey had a correction on page 6 of the minutes to add the word "not" to a sentence. Godfrey moved, seconded by Weiler, to approve the June 5, 2018 meeting minutes as amended. Motion carried unanimously.

Public Comment

Stylski opened the public comment period at 7:01 pm and without any comments, closed the public comment period at 7:02 pm.

New Business

Public Hearing: Concept Plan Review for Cambridge Cove (Paxmar)

Westover stated staff received a request by Paxmar, LLC (Alan Roessler), 3495 Northdale Blvd. NW; Suite 210, Coon Rapids, 55448, to present a Concept Plan for a proposed Planned Unit Development (PUD). The general location of this request is 76.30 acres north of State Highway 95 along the west side of County Road 14 and south of 339th Avenue NE (12th Avenue NW).

Westover explained that at this time, the developer is looking for feedback from the Commission and Council on the concept/sketch plan. If approval is given, the intention is to proceed with a complete Planned Unit Development (PUD) review of the project. Westover stated the full review will consist of scheduling of the development, open space provisions, covenants, grading and drainage plans, utility plans, environmental reviews, preliminary and final plats, rezoning,

street plans, review by County Highway department, park dedication, development agreement and any other information required by ordinance, staff, Commissions, or Council.

Westover said a Planned Unit Development (PUD) may be allowed through a request to rezone a property. A PUD is a zoning district that can offer a variety of mixed land uses, housing types, and densities. A PUD can maximize the development potential of land while remaining sensitive to its unique and valuable natural characteristics. Westover stated this is traditionally done by departing from the strict application of required setbacks, yard areas, lot sizes, minimum house sizes, and other performance standards. A PUD can allow a combination of mixed uses where both single family and multi-family dwellings can be built.

Westover reviewed the current use, zoning and future land use of the property. The vacant property is currently classified as Low Density Residential on the City's Future Land Use Map. The current zoning classification is R-1 One Family Residence District. The properties to the north, east, west and south of this proposed development are all predominantly designated on the City's Future Land Use Map as single family. The surrounding land uses include lower density County subdivisions to the south and west, to the north property is predominantly undeveloped with some single-family homes located adjacent to CR 14 and to the west property is predominantly undeveloped with some single family homes located adjacent to CR 14. The majority of surrounding properties are located within Isanti County.

Westover explained the Woodland developer started working with the City in 2005-2006 to complete a single-family development. The Final Plat was approved in June 2006. The developer seemed ready to begin and started grading a portion of the lots. However, development stopped and was never fully initiated. Woodland Development was approved for 170 single family residential lots at that time. The plan met the City's single-family lot area regulations and had an overall density (number of units per acre) of approximately 2%.

Westover stated on September 19, 2005, City Council approved annexation of the subject parcel(s) into the City of Cambridge. This decision was based on the ability to serve the property with City sewer and water, its location within the Community College growth district and the Low Density Residential designation on the Future Land Use Map as identified in the City's Comprehensive Plan.

Westover stated the proposed Concept Plan known as *Cambridge Cove* consists of 236 residential units. A summary of the project areas is as follows: Total Project Area: 76.30 acres; Total Number of Units: 236 units; Total Density Per Acre: 3.09 units; Park Area: .65 acres and Open Space: 15%.

Westover explained the proposal is for a mixed-use development consisting of single family homes, patio homes (villa homes), and townhomes. The developer is proposing smaller lot sizes and lesser side-yard setbacks than a traditional R-1 One Family residential lot. A typical R-1 lot size is 80' wide. The proposed lots vary from 40-60' wide for the patio style homes and 65-80' for the single-family homes.

Westover further explained the townhomes appear to be on a common lot that would require an Association. The developer has also suggested that an Association is provided for the patio homes. The developer explained that the market suggests there is a desire for owners to live in a low maintenance style home. The intent of this mixed-use PUD is to allow the buyer affordability, "move-up" product, and single level accessibility.

Westover noted all dwelling setbacks will be met with the exception of side yards. The developer is proposing 8' side yard setbacks. This is typical of other PUD's in the city and allows smaller lot sizes for this mixed-use proposal. Traditional R-1 One Family lots require a 10' side yard setback.

Westover noted the density ratio for standard R-1 One Family lots is 3.96 units per acre. The proposed density ratio for this development is 3.06 units per acre. The development proposed has fewer units per acre than the standard and meets the intent of the ordinance.

Westover further noted access to the development shall be provided from County Road 14 (CR 14) on the east and 12th Avenue NW on the north. An internal collector street (Street A) is shown that will serve the project delivering traffic from the proposed minor streets to CR 14 and 12th Avenue NW. Sidewalks will be provided on both sides of the street for Street A and one side of the street for the other local streets. This meets the City's ordinance requirements.

Westover stated staff has heard from several neighbors regarding the concern of additional traffic on County Road 14 and Highway 95. This also stems from the recent redevelopment of GracePointe Crossing and its additional traffic.

Westover stated when Woodland Development proposed their 170 units, a traffic study was done in 2006 at the request of the Isanti County Highway Department. That study was again reviewed in 2018 with the Traffic Operations Engineer (City's engineer consultant). Because Cambridge Cove is proposing more units, there will be more traffic, but slightly less trips per unit based on their calculations. Westover stated this is because of the type of home being proposing, a villa style home, will generally be a couple without children living in these homes. When the 2006 study was done, Highway 95 only had stop signs. Since then, MNDOT traffic signal lights have been installed alleviating some of the initial concerns. Westover stated the City Engineer stated the volumes of traffic can be handled with the traffic signals.

Westover stated the Minnesota Department of Transportation (MNDOT) has met with City representatives, County representatives and GracePointe Crossing representatives. MNDOT is also aware of the proposed future housing development and they will be doing traffic counts and observing the operation of the traffic signal system. The original thought by Mndot was that the review would end up with some adjustments to the traffic signal system operation.

Westover stated another traffic concern since GracePointe has been built is the parking across County Road 14. GracePointe employees are parking across the street at the Olson property. Westover has spoken to GracePointe representatives and found out the parking lots are full and

they need more parking due to more visitors than anticipated and possibly more employees than first estimated. GracePointe is working with City staff on resolving this problem.

Westover stated there have been sewer and water concerns as well. The lift station and piping system has been oversized to accommodate the entire northwest area of the City. This northwest area of the City is called the Community College District. The area that can be served extends beyond the Cambridge Cove project. The sewer and water infrastructure has been installed up to GracePointe Crossing and will need to be extended and brought across County Road 14 for the Cambridge Cove project.

Alan Roessler, 2850 Cutters Grove, Anoka, MN, representative from Paxmar, gave a PowerPoint presentation to the Commissioners and audience members. Roessler stated Paxmar is a local family owned Land Development Company with over 30 years of experience and primarily focuses on taking raw ground through the development process to finished lots and selling lots to builders. Roessler shared a proposed layout of the development, listing the lot types as row townhomes, patio homes and single family homes. Roessler stated Paxmar is seeking approval from the Commission for the Concept Plan, which is based primarily on the lot types, lot sizes, overall density and setbacks. Roessler stated after receiving approval of the concept plan, the next step would be to request a PUD zoning change from the Commission. Roessler stated he would be happy to answer any questions the Commission might have.

Without any questions from the Commissioners, Stylski opened the public hearing at 7:25 pm.

Mike Hockert, 33700 Polk Street NE, Cambridge, MN, stated his property is encompassed on three sides of the development and is seeking assurance that a permanent easement for the south driveway on his property, which was part of the final approval of the Woodland Development in 2005, would remain intact and stays intact. Hockert shared his concerns regarding the high density of the homes, the small park area for the number of people moving in, the need for more green space, and enough storm runoff and holding ponds for the drainage.

Sue Redfield, 33713 Polk Street NE, Cambridge, MN, lives across the street from the development, and shared her concerns of not wanting her property to be annexed into the City which would require connecting to City sewer and water. Redfield stated she believes there needs to be more park area for the number of townhomes proposing to be built, the amount of proposed traffic has been minimized, and shared her concerns regarding the speed limits going to and coming from the intersection of Hwy. 95 and County Road 14 by the new GracePointe development.

Paul Anderson, 751 339th Ave NE, Cambridge, MN, has concerns with the proposed project densities to the area, stating in 2006, Woodland proposed 170 units and now, the proposed number is 236 units. Referencing the City's Comprehensive Plan, Anderson stated that low density residential areas should be developed in a manner that complements the nearby existing neighborhoods. The neighborhoods surrounding this area are single family homes.

These new proposals do not jive with what is existing. Anderson added traffic congestion is a concern as the site vision line is bad due to the road being on a curve and on a hill and looking at the vertical curve on 339th Avenue make this a bad place to add an entrance. Anderson urged the Commissioners to consider the density, the style of home matching what is existing now and take notice of the entrances.

Sonya Govednik, 33480 Jackson Street NE, Cambridge, MN, shared her concerns of traffic congestion due to the number of proposed homes being added to this area of Cambridge. Govednik stated there are parents taking their kids to school, traffic going to Anoka Ramsey College, GracePointe employee traffic, work traffic and school bus stops all happening in the morning. She also shared a concern regarding a potential entrance off of Tamarack Road and how that will quickly become a way to not have to go through the traffic lights on Hwy. 95 and County Road 14.

James Govednik, 33480 Jackson Street NE, Cambridge, MN, stated the GracePointe traffic issues have not been solved yet and a proposal to add 200 more homes would create a major traffic concern. Govednik's concerns included adequate green space around the historical schoolhouse site, the environmental impact of losing the large grassland areas and habitats for pollinators.

Jeff Benny, 33479 Polk Street NE, Cambridge, MN, lives just north of GracePointe and shared his concerns regarding vehicles passing in no passing zones, the speed of traffic on County Road 14, and the potential placement of the entrance into the development. He stated the density of the proposed development is just not compatible with the surrounding area and something needs to be done regarding the dangerous curves on County Road 14.

Without any further public comment, Stylski closed the public hearing at 7:42 pm.

Godfrey had some questions regarding the City limit boundaries, any proposed entrances off of Tamarack and Mr. Hockert's question regarding a permanent easement for his south driveway.

Westover reviewed the boundaries and responded that there is no proposed connection with Tamarack. The City will work with the Isanti County Highway Department on the traffic and access concerns.

Westover stated she has already spoken to Mr. Roessler of Paxmar regarding the permanent easement and the easement will need to be honored so the homeowner can still use his driveway.

Immel asked Mr. Roessler to address the comments regarding lack of green space, stormwater runoff and not enough park capacity in the proposed development.

Roessler stated Paxmar will have to bring this park issue before the Park Commission for approval and stated the proposed park is a good sized park for this amount of units. The PUD requires 15% of green space and the proposal is at 16% gross acreage and 19% of net acreage. Stormwater runoff is all calculated and will be checked by the City Engineer. Roessler stated Paxmar is not proposing an entrance to Tamarack as the wetlands would have to be mitigated in order to do that. The connections on the County Road are the connections that were approved with the Woodland grading. The County will direct where those accesses need to be placed due to spacing and lines of sight. City Engineer will review this as well.

Struss asked about the process when a City development comes off of a county road. How does that process work between the City Engineer and the County Highway Department?

Westover stated the developer would need to pull permits from the County for the road access. The City would secure written approval from the County.

Struss stated the City Engineer has recently reviewed the 2006 traffic study and asked if the County has reviewed this study.

Westover stated the County has not reviewed this study again in 2018 and stated all of this would need to be reviewed again if the concept plan review receives approval from the City Council.

Stylski asked Westover if the traffic issue by Mr. Benny's driveway was part of the flow of that road included in the 2006 traffic study?

Westover stated she is not aware if this was taken into account in the original study done in 2006. Westover will ask the City Engineer about this question. The intention would be to have a meeting with the City Engineer, the County Highway Engineer, GracePointe, MNDOT and everyone involved again to discuss this as the process goes on.

Immel asked about the City's requirements for green space to protect historical sites like the school house mentioned in tonight's discussions.

Westover said she does not know of any historical greenspace requirements and stated she had reviewed the original files and did not find any mention of this historical site.

Godfrey had a question regarding two homes per acre proposed by Woodland and a little over three homes proposed by Cambridge Cove and how this is allowed going from two to a little over three when adding 60 more units.

Westover stated Woodland Development had 10+ more acreage, which has now been sold to a private party. Paxmar has fewer acres to work with and is proposing more homes with less acreage through a PUD request.

Roessler stated the Woodland proposal featured a large section of land to the west side that was going to be dedicated as park but this land was sold. If this was pulled out of the Woodland proposal, their density would be much higher as well.

Harder-Chapman asked if the Woodland plan could potentially go forward without the Commission recommending anything at this point?

Westover stated the plan was already approved, but time has lapsed now and approval would need to be granted again. However, the Woodland developer could have recorded the plat and started pulling building permits.

Godfrey asked if Paxmar now owns this property?

Roessler responded yes, Paxmar owns the property.

Godfrey clarified the reason he asked about ownership is the City can only approve variances and PUDs for property owners.

Roessler pointed out this site has been available for many years with that preliminary and it hasn't gone anywhere. There are now market forces for development and it costs to put pipe in the ground.

Godfrey asked about the change from originally proposing 198 houses and then the proposal changed to 236 homes.

Roessler stated when Paxmar originally came in to discuss a possible concept plan review, the proposal included 198 units as a result of trying to match what the Woodland developers had already done. Paxmar did an estimation of costs and 236 is the number of units it would take to make sure it made sense to move forward. This number of units also allowed Paxmar to add an additional housing type focused on affordability with offering townhomes. The more housing types you can get, the faster velocity for the building, the quicker it is built out and the less chance that it stalls out midway through.

Harder-Chapman asked where Roessler would envision more parkland space existing in the present plan?

Roessler stated keeping the present park, another park could possibly be added in the north end. If a bigger park was added, this would require shifting around lots to make room for this change.

Harder-Chapman asked Westover if there are existing areas in our community, are any of these types of units currently lacking, and are there empty lots platted in a similar way to this proposal.

Westover stated both Bridgewater and Parkwood areas were at a standstill during the recession. Since building has increased again, builders have asked to slightly modify homes in PUDs and the villa type of home that Paxmar is proposing is what is selling right now. Cambridge is getting close to full build out in the developments, and builders have purchased the former tax forfeited lots. Cambridge is seeing a need for workforce housing and affordable homes. Westover stated she believes this proposed plan meets what Cambridge needs.

Roessler stated Paxmar tries to follow the market and shared that a recent study in Chisago County found they need more affordable housing and 55+ accessible housing. Roessler suggested a study done by Isanti County would probably mimic this study.

Dybvig stated these types of housing needs were talked about throughout the process of developing the Comprehensive Plan here in Cambridge.

Roessler stated there would be a \$60 million tax base when the project is entirely built out.

Stylski asked about where a park in the northern part of the development could be added.

Roessler said they would be open to any idea of where to place a park. The development would probably lose a lot to make more room for a park.

Struss asked if it would be appropriate to make a recommendation that this go back to the developer with input for additional information on traffic impacts and the potential for more green space. What is the proper process for a concept plan to come back with a revised concept after meeting with the County and the City Engineer?

Westover stated you could make that as part of your recommendation. The developer could come back with changes in the proposed concept plan but would need guidelines regarding the changes the Commission would like to see in order to bring back a revised concept plan.

The Commission discussed setbacks and spacing between buildings. Godfrey asked about the 16' space between buildings. Westover explained typically a 10' side yard setback is required and 6' allowed for a garage.

Roessler stated with the 6' garage setback and a 10' house setback, that is 16'. Westover concurred if each home in the city was built this way, there would be 16' between buildings. Therefore, the 8' sideyard setbacks being proposed (16' total) is just a different way to look at it. Westover added that an 8' sideyard setback is typical of other PUDs in the city.

Immel asked for a total number of residents living in this development with the thought of older couples without kids.

Roessler stated he does not have household numbers yet and this information would be flushed out in the preliminary plat stage.

Westover asked the Commission if they would like to approve the concept with a reduction in density and increased open space.

Struss asked about the parkland and open space and would like to see more park space fall within the PUD.

Westover stated the plan does meet open space requirements. Parks would be reviewed and if not enough parkland or trail area provided, then payment in lieu would be needed.

Godfrey confirmed more parkland should be added.

Immel stated she came up with a rough estimate of the number of residents and gets about 544 people. She expressed one park would not be suitable. More parks should be added.

The Commission further discussed traffic concerns and wanted more time to address the concerns. Westover stated the traffic review and approvals will take months. The developer is just looking for concept approval and the traffic issues can be a requirement of approval along with lower density and increased parkland.

Harder-Chapman asked about the environmental impact of the change in pollinators and open area around the pond. Does City code allow for that space to be unmown or maintained?

Westover explained this will be part of the stormwater maintenance review and she will check with the City Engineer.

Paxmar agreed they could look at planting for bees.

The Commission and staff discussed the PUD process and that more public hearings will be provided at preliminary plat.

Struss made a motion, seconded by Immel, to proceed with the development concept but revise the plan with slightly less density, more park space, and with the stipulation of working the appropriate parties to alleviate traffic concerns. Motion carried unanimously.

Exterior Materials Discussion

Westover stated the Planning Commission discussed exterior materials at its May 1, 2018 meeting and asked that staff invite the Downtown Task Force to the June 2018 meeting for discussion. No members from the Downtown Task Force came to attend the general meeting for discussion.

HOUSING GOALS

Goal 1

Provide for the needs of Cambridge's multigenerational community by supporting a variety of housing types, including affordable housing and neighborhood development forms.

- Policy 1.1: Identify and actively pursue housing goals, needs, issues and resources.
- Policy 1.2: Recognize and promote the goals of the City's HRA housing plans.
- Policy 1.3: Encourage the development of a balance of housing types, including market rate, low to moderate income, and congregate, to meet the needs of all citizens, including young adults and senior citizens.
- Policy 1.4: Work closely with Federal, State, County, and local agencies and organizations that can help Cambridge meet its housing goals.
- Policy 1.5: Encourage the private sector to utilize Federal, State, County, local, and other available resources and incentives in order to promote varied housing opportunities.
- Policy 1.6: Encourage the location of a wide range of housing types throughout the City to avoid a concentration of high density.
- Policy 1.7: Encourage and promote the development of senior housing.
- Policy 1.8: Continue to partner with organizations like the Greater Minnesota Housing Fund, Minnesota Housing, the Initiative Fund, and other organizations to deliver safe, attractive, and affordable housing.

Goal 2

Support Cambridge's quality of life; promote the community's unique character through the development of diverse, well-designed, and well-connected residential neighborhoods.

- Policy 2.1: Develop and enforce the necessary codes to ensure the continued maintenance of the housing stock.
- Policy 2.2: Promote and support the rehabilitation or redevelopment of substandard housing. Explore opportunities for the City to participate financially on redevelopment projects that remove blighting influences and market obsolete buildings and replace them with projects that meet community needs.
- Policy 2.3: Promote the maintenance and improvement of the existing housing stock, including retrofitting existing homes to better serve today's families.
- Policy 2.4: Identify and explore zoning methods that allow mixed-use neighborhoods, which could include encourage a variety of housing types, styles, and values as well as supporting commercial uses.
- Policy 2.5: Consider innovative ways to increase residential density in existing developed neighborhoods without negatively impacting adjacent land uses.
- Policy 2.6: Support and enhance Cambridge's residential character by establishing regulations that specifically address how the proposed residential neighborhoods:
 - a. Are compatible with adjacent uses, public facilities, and infrastructure systems;
 - b. Impact surrounding environmental and natural resources;
 - c. Access, where applicable, nearby parks, public spaces, recreational facilities, and greenways, blueways, and natural open spaces;
 - d. Connect to adjacent residential developments, mixed-use centers, economic areas, public facilities, natural resources, and other community facilities; and
 - e. Contribute to the overall design, landscaping, and aesthetics that make up the community's character.

subject property

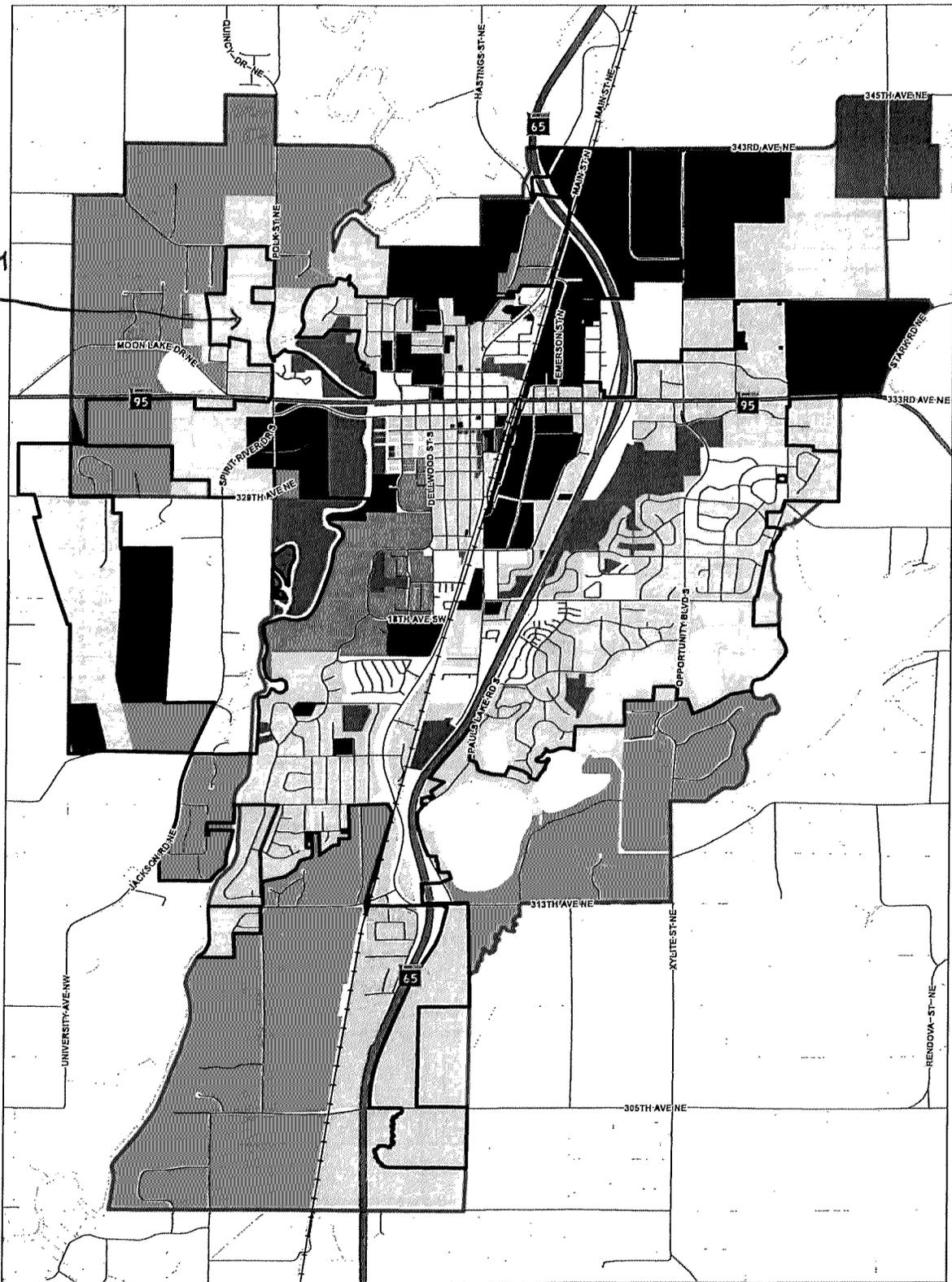
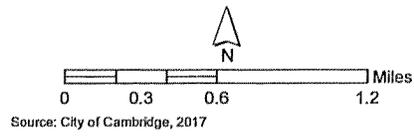


Figure 7-3
Future Land Use
 Cambridge, Minnesota

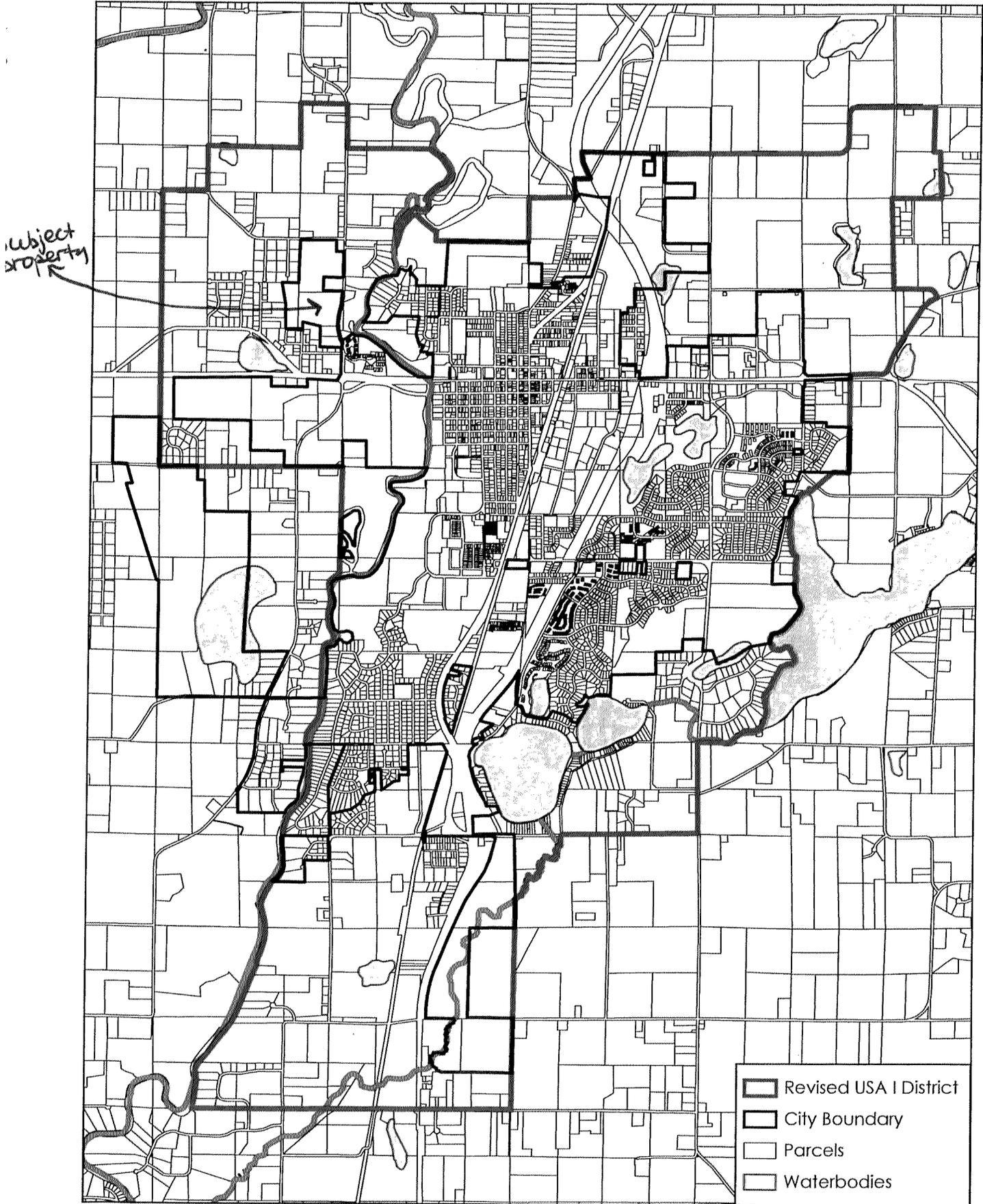


Source: City of Cambridge, 2017

	City Boundary		Industrial (556 ac)
	USA I Boundary		Public/Quasi-Public (489 ac)
Future Land Use (Acres)			Professional/Medical (224 ac)
	Agricultural (221 ac)		Airport (259 ac)
	Rural Residential (2,369 ac)		General Commercial (1,010 ac)
	High Density Residential (476 ac)		Downtown Commercial (28 ac)
	Low Density Residential (1,820 ac)		Fringe/Transition Commercial (16 ac)
	Park/Recreational (545 ac)		

Produced by: Alysa Zimmerman
 January, 2017

Figure 5-4: Revised Urban Service Area I



Prepared by: Marcia Westover, Community Development Director

Background

Mr. Grant Lindberg contacted me regarding title work he is working on for 126 Adams St. S. (PIN: 15.072.0040). The property still has an old Contract for Sale of Land in Private Development in Development District 2-2 from 1985 associated with it. This document appeared to serve as an Assessment Agreement to have the City purchase the property from Norberg, but then turn around and sell it back to them. The intent of the Agreement was for building the electrical shop. Based on Mr. Lindberg's research, it appears this Agreement transaction never occurred; Norberg purchased the property in 1983, and it was never owned by the City.

The property is now being sold and this Agreement is leaving questions on the title. Mr. Lindberg has requested that the City give a Quit Claim Deed to clean this up. Staff has determined that the City no longer has any interest in the Agreement, and no right-of-way (alley) is affected with this request.

City Council Action

Authorize the City Administrator and Mayor to sign the attached Quit Claim Deed as presented.

Attachments

1. Quit Claim Deed (with legal description and plat map)
2. 1985 Contract for Sale of Land for Private Development

(Top 3 inches reserved for recording data)

QUIT CLAIM DEED

Business Entity to Business Entity

eCRV number: N/A

DEED TAX DUE: \$1.65

DATE: _____

FOR VALUABLE CONSIDERATION, City of Cambridge, a municipal corporation under the laws of Minnesota ("Grantor"), hereby conveys and quitclaims to Alison N. Husak, as Personal Representative of the Estate of Barbara J. Nordberg, ("Grantee"), real property in Isanti County, Minnesota, legally described as follows:

See Exhibit A attached hereto.

Total consideration for this transfer of property is \$500 or less.

This Quit Claim Deed is given for the purpose of releasing that certain Contract for Sale of Land for Private Development in Development District No. 2-2, City of Cambridge, Isanti County, Minnesota, filed September 25, 1985 as Document No. 167805.

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto.

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: [...].)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

CITY OF CAMBRIDGE

By: _____

Marlys Palmer

Its: **Mayor**

By: _____

Lynda Woulfe

Its: **City Administrator**

State of Minnesota, County of Isanti

This instrument was acknowledged before me on _____, by Marlys Palmer as Mayor and Lynda Woulfe as City Administrator of City of Cambridge, a municipal corporation under the laws of Minnesota.

(Stamp)

(signature of notarial officer)

Title (and Rank): _____

My commission expires: _____
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
Grant W. Lindberg, #347644
Lindberg Law Office, P.A.
100 Buchanan St. N., Suite 2
Cambridge, MN 55008
(763) 689-6896

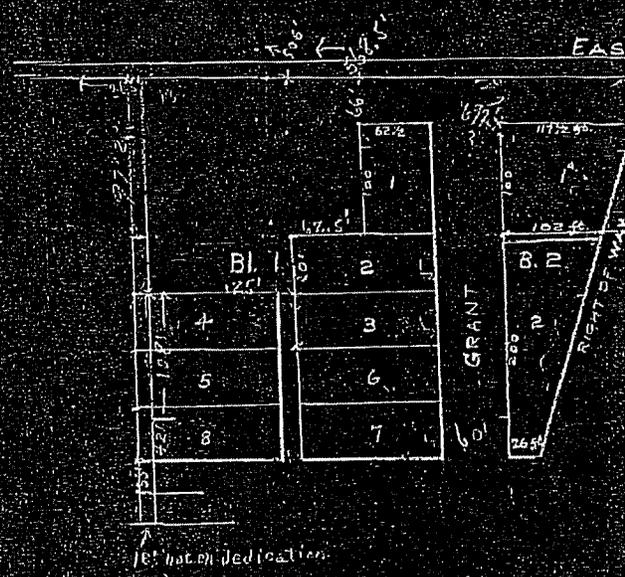
TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:
Estate of Barbara Nordberg
c/o Alison N. Husak
13168 Martin St. NW
Coon Rapids, MN 55448

EXHIBIT A

Lot Four (4), Block One (1), Rask's Addition to the Village (now City) of Cambridge, intending to convey the following described real estate, to-wit: Commencing at a point 506 feet East and 216 feet South from the northwest corner of Section Thirty-three (33), Township Thirty-six (36), Range Twenty-three (23); thence running West a distance of 141 feet to the East line of Washington Street; thence South along the East line of Washington Street 50 feet; thence East a distance of 141 feet; thence North a distance of 50 feet, more or less, to the point of commencement.

SUBJECT TO existing easements, restrictions and reservations of record, if any.

TRACT ADD



The undersigned Brock P. Back and
 hereby certify that they are the proprietors
 Commencing at a point 66 feet South
 thirty thirty six North of Range Twenty
 feet, thence South 50 feet, thence West
 north 50 3/4 feet to South limit of
 limit West a distance of 200 1/2 feet
 feet by 100 feet hereafter decided and to
 Way to the Eastern Railway Company of
 the North West quarter of Section 33. 3
 id and hereafter known as Back's Add
 and hereby dedicate to the public and so
 decided.

Witness our hands and seals this 20
 witnesses:

MISC. 32 PAGE 51

167805

845A SEP 5

CONTRACT

for

SALE OF LAND FOR PRIVATE DEVELOPMENT

in

DEVELOPMENT DISTRICT NO. 2-2

CITY OF CAMBRIDGE
ISANTI COUNTY, MINNESOTA

between

CITY OF CAMBRIDGE, MINNESOTA

and

WAYNE H. NORDBERG & *Barbara J. Nordberg*

Dated June 7, 1985

THIS AGREEMENT, made and entered into as of this 7th day of June, 1985, between the CITY OF CAMBRIDGE, a municipal corporation of the State of Minnesota (the City), and WAYNE H. NORDBERG & Barbara J. Nordberg (the Developer);

WITNESSETH THAT, in the joint and mutual exercise of their powers, and in consideration of the mutual covenants herein contained, the parties hereto recite and agree as follows:

Section 1. Recitals.

1.01. Designation of Development District and Adoption of Development Program. The City has designated a development district in the City denominated Development District No. 2-2 (the Development District) and has approved a development program for the Development District (the Development Program) pursuant to and in accordance with Minnesota Statutes, Chapter 472A (the Act).

1.02. Creation of the District. The City has established a tax increment financing district (the District) within the Development District and authorized the financing of the Development Program pursuant to a Tax Increment Financing Plan (the Financing Plan) pursuant to and in accordance with Minnesota Statutes, Sections 273.71 through 273.86 (the Tax Increment Financing Act).

1.03. Implementation. The City Council of the City (the City Council) has authorized and directed the officers of the City to take all actions necessary to implement and carry out the Development Program, subject only to such approval by the City Council as may be required by the Act. The Development Program proposes that the City issue its General Obligation Tax Increment Bonds (the Bonds) to finance the capital and administrative costs of the Development District.

1.04. Acquisition of Property. The City has determined that it is necessary, in order to accomplish the purposes specified in and to carry out the Development Program, for the City to acquire certain property located in Isanti County, Minnesota described in Exhibit A hereto (the Property), and to sell the Property to the Developer for redevelopment in accordance with the Development Program and pursuant to the Act. The City agrees to purchase the Property from Nordberg Electric pursuant to a Purchase Agreement, a copy of which is attached hereto as Exhibit B (the Purchase Agreement), in accordance with its terms.

1.05. Original Assessed Value; Tax Increment. Upon creation of the District, the City will request the County Auditor of Isanti County to certify the Assessed Value of all taxable property in the District (the Original Assessed Value); it is presently estimated that such value, as equalized as of January 2, 1984, will approximate \$ 83,255. The Assessed Value of all taxable property in the District as hereafter determined for each year during the term of this Agreement, less the Original Assessed Value, shall be known as the Captured Assessed Value. The ad valorem taxes derived from such property in the years 1987 through 1994, by applying the aggregate mill rate levied by all governmental entities having authority to levy taxes on such property to the Captured Assessed Value, shall be known as the Tax Increment. If the District is created, the City will apply the Tax Increment for payment of debt service on the Bonds, and to apply any excess Tax Increment pursuant to the Financing Plan, the Tax Increment Financing Act and the resolution of the City Council authorizing issuance and prescribing the form and terms of the Bonds (the Resolution).

1.06. Intention to Contract. The City is desirous of contracting with the Developer to purchase the Property in accordance with the Development Program, as specified in this Agreement; and the Developer is desirous of contracting with the City for this purpose.

1.07. Authority. Each of the parties has authority to enter into this Agreement and to take all actions required of it hereby, and has taken all actions necessary to authorize the execution and delivery of this Agreement.

1.08. Developer. For purposes of this Agreement, "Developer" includes Wayne H. Nordberg ^{+ Barbara Nordberg} his heirs, representatives, successors and assigns, and any person or entity to whom the Property or any of its rights hereunder are transferred or assigned, as hereinafter permitted.

Section 2. Sale of Property.

2.01. Agreement to Sell; Purchase Price. Subject to the terms and conditions of this Agreement, the City agrees to sell the Property to the Developer, and the Developer agrees to purchase the Property from the City, for the price of \$1.00 (the Purchase Price).

2.02. Deed. At closing, the City shall convey title to the Property to the Developer by quit claim deed in the form attached hereto as Exhibit C (the Deed).

2.03. Time and Place of Closing. The conveyance of the Deed from the City to the Developer and the payment of the Purchase Price (the Closing) shall take place at a date and place to be mutually agreed upon by the parties but shall occur not later than 30 days after the issuance of the Bonds by the City. Closing shall be expressly contingent on the City acquiring title to the Property from its current owners pursuant to the Purchase Agreement described in Section 1.05 hereof. The City shall notify the Developer of the proposed date of Closing not less than ten (10) days prior to the proposed date. Subject to the provisions of this Agreement, the City shall deliver the Deed to Developer on the date of Closing, at which time the Developer shall pay the Purchase Price and obtain possession of the Property.

2.04. Taxes. The Developer shall pay all ad valorem taxes and special assessments levied on the Property which are payable subsequent to the date of Closing.

2.05. Assessment Agreement; Recording. The Developer agrees to execute and deliver on the date hereof the Assessment Agreement in the form of Exhibit D attached hereto (the Assessment Agreement), which is hereby made a part of this Agreement. The Developer shall, within 10 days after the Closing, file and have recorded in the office of the County Recorder of Isanti County, the Deed, the Assessment Agreement and this Agreement, and shall pay all costs of such recording.

2.06. Evidence of Title. The Developer hereby accepts the condition of title, acknowledges that a quit claim deed from the City will be acceptable and waives any rights it may have to require additional title evidence or examination of title to the Property.

Section 3. City Undertakings.

3.01. Acquisition of Property. The City agrees to acquire the Property and to finance the cost thereof from the proceeds of the Bonds, but only on and subject to the terms and conditions specified in this Agreement.

3.02. Issuance of Bonds. The City agrees to exercise all powers conferred upon it by law to sell and issue the Bonds on or before October 1, 1985, or such later date as may be agreed to in writing by the parties, in a principal amount sufficient to pay the net purchase price of the Property to be paid by the City. The proceeds of the Bonds shall be credited, invested, applied, used and disbursed as provided in the Resolution. In the event the Bonds are not sold and issued as provided in this Section 3.02, this Agreement shall terminate and be of no further force and effect.

3.03. Disbursement of Bond Proceeds. The City and the Developer acknowledges and agrees that under the Resolution proceeds of the Bonds will not be disbursed to pay the cost of the acquisition of the Property unless and until the City has approved the plans and specifications for the Improvements (as hereinafter defined) in accordance with Section 4.02 hereof, and the Developer have provided the City with a copy of the construction and permanent mortgage commitment(s) obtained by the Developer together with financial statements of the Developer collectively evidencing the Developer's ability to pay the cost of acquiring the Property and constructing the Improvements.

Section 4. Developer's Undertakings.

4.01. Acquisition of Property; Construction and Value of Improvements. The Developer agrees to acquire the Property as contemplated by Section 2 hereof and to construct (or cause to be constructed) the Improvements on the Property as described in Exhibit E hereto.

The Improvements shall cost at least \$ 100,000. The Developer shall not, either through (a) tax abatement proceedings, and/or (b) any proceeding commenced pursuant to Minnesota Statutes, Chapter 278 or any similar law, and/or (c) willful demolition of the Improvements, cause the Assessor's Market Value of the Property, the Improvements, and any other improvements constructed on the Property, as the basis for ad valorem taxes payable in 1987 and thereafter, to fall below \$ 96,300.

The Developer shall not transfer, sell or otherwise convey the Property or the Improvements to an entity which is exempt from payment of ad valorem property taxes. Except as expressly provided otherwise herein, no provision of this Agreement shall restrict the Developer from the construction of additional improvements on the Property. The Improvements, and any additional improvements to be located upon the Property prior to the issuance of a Completion Certificate (as defined in Section 4.06 hereof), shall be constructed in accordance with this Section 4.01 and Section 4.02 hereof; provided, however, that no such additional improvements shall reduce the fair market value of the Property or the Improvements for ad valorem tax purposes.

4.02. Plans and Specifications. The Developer will construct the Improvements in accordance with plans and specifications (the Plans and Specifications) which conform to the Development Program, this Agreement and applicable state

and local laws, ordinances, rules and regulations. The Plans and Specifications shall be submitted to and be subject to approval by the City prior to the commencement of construction. If the Plans and Specifications conform to the Development Program, this Agreement and applicable laws, ordinances, rules and regulations, the City shall approve them in writing. If the Plans and Specifications do not so conform, the City shall notify the Developer of this fact and provide the Developer with a list of specific objections within thirty (30) days after receipt of the Plans and Specifications by the City. The Plans and Specifications shall be deemed approved if the City does not approve of or object to the Plans and Specifications within this 30-day period. The Developer shall within forty-five (45) days of receipt of the list of specific objections by the City, submit new or corrected conforming Plans and Specifications to the City, and the City shall approve of or object to the Plans and Specifications in the manner hereinbefore provided. After approval of the Plans and Specifications by the City, any change in the Plans and Specifications which substantially or materially alters the construction of the Improvements shall be submitted to and shall be subject to approval by the City.

4.03. Construction Contracts. The Developer shall enter into one or more contracts with one or more contractors (the Contractors) providing for the construction of the Improvements, having an aggregate cost of not less than \$100,000. Construction of the Improvements shall be completed on or before January 1, 1986, and the contracts for the construction shall so provide. The completion date under such contracts may be made subject to Unavoidable Delays (as hereinafter defined), in which event the completion date may be extended by the period of such Unavoidable Delays. The Developer shall provide the City with a copy of executed construction contracts and payment and performance bonds by the Contractors, which bonds shall (1) name the Developer's mortgagee, if any, as an obligee, (2) be in a penal sum or amount equal to the contract price under such construction contracts, and (3) be certified by the Developer to be a true and correct copy thereof.

4.04. Access to Property. The City agrees to permit the Developer or its employees, agents or contractors access to the Property for any purpose deemed necessary by the Developer for carrying out the provisions of this Agreement. Subsequent to the conveyance of the Property to the Developer, the Developer agrees to permit the City and any of its officers, employees or agents access to the Property for the purpose of inspection of all work being performed in connection with the construction of the Improvements; provided, however, that the City shall have no obligation to inspect such work or the Improvements.

4.05. Construction Progress Report. Subsequent to the conveyance of the Property to the Developer, and until construction of the Improvements has been completed in accordance with Section 4.01 hereof, the Developer shall, upon written request of the City, make, in such detail as may reasonably be required by the City, and forward to the City, a written report as to the actual progress of such construction.

4.06. Completion Certificate. Upon completion of construction of the Improvements in accordance with Section 4.03 hereof, the City shall furnish to the Developer an appropriate completion certificate (Completion Certificate) so certifying. The certification shall be (and it shall be so provided in the certification itself) a conclusive determination of satisfaction and termination of the covenants in this Section 4 with respect to the obligations of the Developer to construct the Improvements and the dates of completion thereof. The certificate shall be in the form of Exhibit F hereto. Within thirty (30) days after written request by the Developer, the City shall provide to the Developer such certification or a written statement indicating in adequate detail the manner in which the Developer has failed to construct the Improvements in accordance with this Agreement, or is otherwise in default, and the measures or actions that must be taken to construct the Improvements in accordance with this Agreement.

4.07. Payment of Administrative Expenses. The Developer hereby agrees to pay directly to the City upon demand, whether or not the Bonds are issued, either in cash or by certified check, any and all administrative expenses relating to this project as part of the Development Program, including, but not be limited to, all costs of issuance of the Bonds, including fees of bond counsel, counsel to the City, the fiscal agent and any other consultants retained by the City in connection with the establishment, implementation and administration of the Development District and the Development Program, and, if they are created, the District and the Financing Plan, to the extent that such costs are not reimbursed to the City from proceeds of the Bonds or from Tax Increments or may not be so reimbursed by reason of the application of Minnesota Statutes, Section 273.75, Subdivision 3.

4.08. Enforcement; Damages. The Developer acknowledges the right of the City to enforce the terms of this Agreement against the Contractors and the Developer, by action for specific performance or damages, or both, or by any other legally authorized means. The Developer also acknowledges that its failure to perform any or all of its obligations under this Agreement may result in the City having to levy an ad valorem tax on all taxable property in the City, for the payment of the Bonds and the interest thereon when due; that in the event of default by any Contractor or the Developer, the City may commence legal action to recover the amount of such tax from the Contractor or the Developer, as the case may be, together with all expenses incurred in connection with the levy of such tax or such legal action; and that such expenses may include but are not limited to the reasonable fees of legal counsel

employed with respect to the enforcement of this Agreement. Neither the Developer nor any agent or employee of the Developer shall be liable to the City for any expense or loss incurred by the City as a result of any Contractor's default in the construction of Improvements in excess of the liability of the Contractor to the Developer for such default.

4.09. Indemnity. The Developer, its heirs, representatives, successors and assigns, shall indemnify, defend and save harmless the City and its officers, agents and employees from all costs and expenses, including all attorneys' fees, in any way resulting from or arising out of the condition or use of the Property and construction of the Improvements, including operations of Contractors and acts or omissions of employees or agents of Contractors.

Section 5. Use of Property; Financing and Liens.

5.01. General Restrictions. The Developer agrees for itself, and its heirs, representatives, successors and assigns, and every successor in interest to the Property or any part thereof, that the Developer and its permitted successors and assigns shall:

(A) devote the Property and the Improvements to the uses specified in the Development Program;

(B) not discriminate on the basis of color, creed, national origin, or sex in the sale, lease, use or occupancy of the Property or the Improvements, or any part thereof;

(C) not cause the Property or the Improvements or any part thereof to be removed from the public tax rolls or to become exempt from assessment for general ad valorem real estate taxes by reason of any conveyance, lease or other action.

5.02. Covenants. It is intended and agreed, that the covenants provided in Sections 4.01 and 5.01 shall be covenants running with the land binding to the fullest extent permitted by law and equity for the benefit and in favor of, and enforceable by, the City, its successors and assigns, and any successor in interest to the Property, or any part thereof, against the Developer, and its heirs, representatives, successors and assigns, and every successor in interest to the Property or any part thereof or any interest therein, and any party in possession or occupancy of the Property or any part thereof; provided further that breach of these covenants shall not result in a reversion of title to the Property to the

City. The covenants provided in Sections 4.01 and 5.01 shall remain in effect until no Bonds or additional bonds are deemed outstanding under the Resolution.

5.03. Restrictions on Conveyance; Financing. Until the City issues its Completion Certificate, the Developer will not make or suffer to be made, any sale, assignment, conveyance, lease, mortgage, encumbrance, lien or transfer in any other form, of this Agreement or the Property or the Improvements, or any part thereof, or any interest therein, or contract or agree to do any of the same, without the written consent of the City.

5.04. Notice of Default. Whenever the City shall deliver any notice or demand to the Developer with respect to any breach or default by the Developer in its obligations or covenants under this Agreement, the City shall at the same time forward a copy of such notice or demand to each holder of any permitted mortgage, lien or other similar encumbrance at the last address of such holder shown in the records of the City. Each such holder shall have the right, at its option, to cure or remedy such breach or default and to add the cost thereof to the mortgage debt and the lien of its mortgage; provided that if the breach or default is with respect to construction of the Improvements, nothing contained in this Agreement shall be deemed to permit or authorize such holder, either before or after foreclosure or action in lieu thereof, to undertake or continue the construction or completion of the Improvements without first having expressly assumed the obligation to the City, by written agreement satisfactory to the City, to complete the construction of the Improvements in accordance with the Plans and Specifications and this Agreement. Any such holder who shall properly complete the construction of the Improvements shall be entitled, upon written request made to the City, to a certification or certifications by the City to such effect in the manner provided in Section 4.06.

5.05. No Merger. Any provision in this Agreement which has not been performed prior to Closing shall not be deemed to have merged into the Deed delivered at Closing, but shall, unless expressly waived in writing, survive such closing and be in force and effect until performed.

5.06. Destruction of Improvements. Until no Bonds or additional bonds are deemed outstanding under the Resolution, in the event of damage to or destruction of the Improvements or any part thereof which reduces the Assessor's Market Value of the Improvements and the Property below ~~\$1,000,000~~ 96,300

(A) The Developer shall, as soon as reasonably possible and in any event on or before the second succeeding December 31 following such destruction, time being of the essence, repair, rebuild or replace the damaged Improvements to such extent as will cause the Assessor's Market Value of the Improvements and the Property to equal or exceed \$ ~~82,300~~ 96,300

(B) If such repair, rebuilding or replacement, to the extent required by paragraph (A) of this Section 5.06, is not completed by such date, the Developer shall be liable to the City for damages in an amount equal to the difference between the Tax Increment received by the City in each subsequent year and the Tax Increment that would have been received by the City had such repair, rebuilding or replacement been completed by such date.

5.07. Insurance. (a) The Developer shall keep and maintain the Improvements at all times insured against such risks and in such amounts, with such deductible provisions, as are customary in connection with the operation of facilities of the type and size comparable to the Improvements, and the Developer shall carry and maintain, or cause to be carried and maintained, and pay or cause to be paid timely the premiums for, with respect to the Improvements, direct damage insurance covering all risks of loss, including, but not limited to, the following:

- (1) fire
- (2) extended coverage perils
- (3) vandalism and malicious mischief
- (4) boiler explosion (but only if steam boilers are present)
- (5) water damage
- (6) debris removal
- (7) collapse

on a replacement cost basis in an amount equivalent to the full insurable value thereof. ("Full insurable value" shall include the actual replacement cost of the Improvements (exclusive of foundations and footings) without deduction for architectural, engineering, legal or administrative fees or for depreciation.) Insurance in effect prior to the issuance by the City of a Completion Certificate under Section 4.06 hereof shall be maintained on an "all-risk" builder's risk basis during the course of construction. The policies required by

this Section 5.07 shall be subject to a no co-insurance clause or contain an agreed amount clause, and may contain a deductibility provision not exceeding \$1,000.

(b) Policies of insurance required by this Section 5.07 shall assure and be payable to the Developer, and shall provide for release of insurance proceeds to the Developer for restoration of loss. The City shall be furnished certificates showing the existence of such insurance. In case of loss, the Developer is hereby authorized to adjust the loss and execute proof thereof in the name of all parties in interest. The Developer shall annually file with the City a schedule describing all such policies in force, including the types of insurance, names of insurers, policy numbers, effective dates, terms of duration or any other information the Developer deem pertinent. Such list shall be accompanied by a certificate executed by the Developer stating that, to the best of the knowledge of the Developer, insurance on the Improvements then in force complies with this Section 5.07.

Section 5.08. Condemnation. In the event of a taking of all of the Property under the power of eminent domain other than by the City, or in the event a deed is given under the threat thereof, the Developer shall pay to the City such amount of the condemnation proceeds as is required, together with moneys then on hand in the debt service fund for the Bonds established under the Resolution, to pay 2.9 % of the principal of all Bonds then deemed outstanding under the Resolution and interest accrued thereon to the date of payment. Any proceeds remaining after the application above specified shall be the property of the Developer. In the event of a taking of part of the Improvements, the Developer shall rebuild such part of the Improvements on the Property if such rebuilding is reasonably possible, but in any event shall take such steps as are necessary to ensure that the Assessor's Market Value of the Property, the Improvements and any other improvements on the Property does not fall below \$ ~~96,398~~ ^{96,398} as such higher Assessor's Market Value as may be specified for such period by Section 4.07 hereof.

Section 6. Security for Bonds.

6.01. Tax Increments. The Developer acknowledges the right of the City to assign and pledge the Tax Increment derived from the District to the payment of principal of and interest on the Bonds; to deposit the Tax Increment with the Paying Agent under the Resolution for this purpose not more often than twice yearly on or before the dates specified in the Resolution; and to invest such Tax Increment in accordance with Minnesota Statutes, Section 475.66 and the Resolution.

6.02. Partial Bond Guaranty. The Bonds, if and when issued by the City, shall be issued in an aggregate principal amount not greater than \$ 100,000, shall bear interest at such rates that the net effective interest rate on the Bonds is not greater than 10 % per annum and shall be payable over a term not exceeding 10 years. The Developer agrees to pay to the City at the times and subject to the limitations hereinafter provided, the amount needed, in addition to the Tax Increment and any interest earnings available to the City, to pay 2.9 % the principal of and interest on the Bonds when due. The City will no later than 15 days before an interest payment date on the Bonds notify and request payment from the Developer of the amount required, if any, in addition to such Tax Increment and interest earnings, to pay 2.9 % of the principal and interest coming due on the Bonds on said interest date. The Developer agrees to pay such amount to the City immediately upon receipt of such request from the City; provided that in no event shall the amount paid to the City pursuant to any such request from time to time exceed, together with payments theretofore made by other private individuals or entities pursuant to other like Contracts for Sale and Development: (a) to pay principal, 25% of the aggregate principal amount of the Bonds that has been retired or is then due and payable, less the amount of any previous payments made for this purpose; and (b) to pay interest, 25% of the interest that has been paid on the Bonds or is then due and payable thereon, less the amount of any previous payments made for this purpose.

Section 7. General Provisions.

7.01. Conflicts of Interest; City's Representatives Not Individually Liable. No member, officer, or employee of the City shall have any personal interest, direct or indirect, in the Property, the contracts for the construction of the Improvements, the Improvements or this Agreement, nor shall any such member, officer, or employee participate in any decision relating to this Agreement which affects his or her personal interests or the interests of any corporation, partnership, or association in which he or she is, directly or indirectly, interested. No member, officer or employee of the City shall be personally liable to the Developer in the event of any default under or breach of this Agreement by the City, or for any amount which may become due to the Developer for any obligation issued under the terms of this Agreement.

7.02. Rights Cumulative. The rights and remedies of the parties of this Agreement, whether provided by law or by this Agreement, shall be cumulative, and the exercise by either party of any one or more of such remedies shall not preclude the exercise by such party, at the same or different times, of

any other remedy for the same default or breach or of any of its remedies for any other default or breach of the party. No waiver made by either such party with respect to the performance or the manner or time thereof, of any obligation under this Agreement, shall be considered a waiver with respect to the particular obligation of the other party or a condition to its own obligation beyond those expressly waived in writing and to the extent thereof, or a waiver in any respect in regard to any other rights of the party making the waiver of any obligations of the other party. Delay by a party hereto instituting or prosecuting any cause of action or claim hereunder shall not be deemed a waiver of any rights hereunder.

7.03. Unavoidable Delays. Wherever used in this Agreement, the term "Unavoidable Delays" shall mean a delay resulting from a cause over which the party required to make performance does not have control and which can not or could not have been avoided by the exercise of reasonable care, including but not limited to acts of God, accidents, war, civil unrest, embargos, strikes, unavailability of raw materials or manufactured goods, litigation and the delays of the other party or its contractors, agents or employees in the performance of their duties under or incident to this Agreement.

7.04. Term of Agreement. This Agreement shall remain in effect until no Bonds or additional bonds are deemed outstanding under the Resolution.

Section 8. Administrative Provisions.

8.01. Notices. All notices, certificates or other communications required to be given to the City and the Developer hereunder shall be sufficiently given and shall be deemed given when delivered or deposited in the United States mail in registered or certified form with postage fully prepaid and addressed as follows:

If to the City:

City of Cambridge
City Hall
139 East First
Cambridge, Minnesota 55008
Attn: City Clerk-Administrator

If to the Developer:

The City and the Developer, by notice given hereunder, may designate different addresses to which subsequent notices, certificates or other communications should be sent.

8.02 Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon the City and the Developer and its respective heirs, representatives, successors or assigns.

8.03. Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

8.04. Amendments, Changes and Modifications. This Agreement may be amended or any of its terms modified only by written amendment authorized and executed by the City and the Developer.

8.05. Further Assurances and Corrective Instruments. The City and the Developer agree that they will, from time to time, execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, such supplements hereto and such further instruments as may reasonably be required for correcting any inadequate or incorrect description of the Property or the Improvements, or for carrying out the expressed intention of this Agreement.

8.06. Execution Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

8.07. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

8.08. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope of intent of any provisions or Sections of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first above written.

CITY OF CAMBRIDGE, MINNESOTA

(SEAL)



By [Signature]
Mayor

By [Signature]
City Clerk-Administrator

WAYNE H. NORDBERG

[Signature]

[Signature]

STATE OF MINNESOTA)
COUNTY OF Isanti) ss.

The foregoing instrument was acknowledged before me on this 7th day of June, 1985, by Carsten Swamp, Mayor, and Scott Larson, City Clerk-Administrator, of the City of Cambridge, a Minnesota municipal corporation, on behalf of the corporation.

Jeraldine Culligan
Notary Public
JERALDINE CULLIGAN
Notary Public, Isanti County, Minn.
My Commission Expires Oct. 25, 1990

STATE OF MINNESOTA)
COUNTY OF Isanti) ss.

The foregoing instrument was acknowledged before me on this 7th day of June, 1985, by Wayne Nordberg.

Jeraldine Culligan
Notary Public
JERALDINE CULLIGAN
Notary Public, Isanti County, Minn.
My Commission Expires Oct. 25, 1990

This document was drafted by
Dorsey & Whitney
2200 First Bank Place East
Minneapolis, Minnesota 55402

Legal Description of the Property

The real property and interests in such property located in the County of Isanti, State of Minnesota and described as follows:

Lot Four (4), Block One (1), Rask's Addition to the Village of Cambridge, intending to convey the following described real estate, to-wit: Commencing at a point 506 feet East and 216 feet South from the northwest corner of Section Thirty-three (33), Township thirty-six (36), Range Twenty-three (23); thence running West a distance of 141 feet to the East line of Washington Street; thence South along the East line of Washington Street 50 feet; thence East a distance of 141 feet; thence North a distance of 50 feet, more or less, to the point of commencement.

EXHIBIT B

[attach copy of Purchase Agreements]

None

EXHIBIT C

[attach form of quit claim deed from the City
to the Developer]

None

EXHIBIT D

[attach form of Assessment Agreement]

EXHIBIT EThe Improvements

The Construction of a new Electrical Contracting shop that will also provide for the sale of Light Fixtures.

EXHIBIT F

Completion Certificate

The undersigned, being the duly qualified and acting Mayor of the City of Cambridge, Minnesota, hereby certify pursuant to Section 4.06 of the Contract for Sale of Land for Private Redevelopment in Development District No. __, dated as of _____, 1985, between the City and _____ (the Developer), that the Developer has completed the construction of the Improvements (as defined in said Contract) in accordance with said Contract.

Dated: _____, 19__.

Mayor
City of Cambridge, Minnesota

ASSESSMENT AGREEMENT

THIS AGREEMENT, made and entered into as of this 7th
day of June, 1985, by and between the City of
Cambridge, Minnesota, a municipal corporation of the State of
Minnesota (the City), and Wayne H. Nordberg, residing in the State
of Minnesota and Barbara J. Nordberg
(the Developer);

WITNESSETH THAT, in the joint and mutual exercise of
their powers, and in consideration of the mutual benefits
herein described, the parties hereto recite and agree as
follows:

Section 1. Recitals.

1.01. Establishment of Project and Plans. The City
Council of the City (the City Council) has designated a
Development District in the City known as Development District
No. 2-2 (the Development District), has approved a Development
Program for the Development District (the Development Program),
has established a tax increment financing district (the
District) within the Development District, and has approved a
Tax Increment Financing Plan for the District (the Financing
Plan), all pursuant to and in accordance with Minnesota
Statutes, Chapter 472A and Sections 273.71 through 273.86.

1.02. Implementation. The City Council has
determined that it is necessary, in order to accomplish the
purposes specified in and to carry out the Development Program.

and in the best interests of the City for the City to purchase the real property described in Exhibit A hereto (the Property) in accordance with the Development Program.

The City and the Developer have entered into a Contract for Sale of Land for Private Development in Development District No.2-2, dated JUNE 7, 1985 (the Development Agreement), whereby the Developer has agreed to purchase the Property from the City and to construct (or cause to be constructed) upon the Property the improvements described in Exhibit B hereto (the Facilities), and the City has agreed to issue its General Obligation Tax Increment Bonds (the Bonds) to finance the capital and administration costs of the Development District as described in the Financing Plan, including the costs of acquisition of the Property.

1.03. Payment of Bonds. The City will request the County Auditor of Isanti County to certify to it the assessed value, as defined by law, of the District as of January 2, 1984 (the Original Assessed Value); and the County Auditor is expected to certify such value to be approximately \$ 83,255. The assessed value of all taxable property in the District as hereafter determined for each year during the term of this

Agreement, less the Original Assessed Value, shall be known as the Captured Assessed Value. The ad valorem taxes derived from all taxable property in the District, commencing in the year 1987, after application to the Captured Assessed Value of the aggregate mill rate levied by all governmental entities having authority to levy taxes on such property, shall be known as the "Tax Increment." Under Sections 273.71 through 273.86, the County Auditor is required to pay to the City the Tax Increment derived from the District, in the years 1987 through 1994, to be used to pay debt service on the Bonds and related paying agency and registration charges.

1.04. Purpose of Contract. The debt service on the Bonds will be payable primarily from the Tax Increment derived from all taxable property in the District, the amount of which is dependent upon the completion of the Facilities by the Developer and upon their market value for ad valorem tax purposes. In order to make more certain the minimum amount of the Tax Increment to be derived by the Authority from the District commencing in the year 1987, the City desires to contract with the Developer to establish a minimum market value of the Property and the completed Facilities.

1.05. Effect of Agreement; Consideration. The City and the Developer acknowledge and agree that the establishment of such minimum market value will tend to reduce the interest cost on the Bonds, thus making the Tax Increment received by

the City more adequate for the payment of debt service on the Bonds and reducing the possibility that the City will be required to levy ad valorem taxes on all taxable property within its corporate limits to pay debt service on the Bonds when due.

1.06. Authority. Each of the parties has authority to enter into this Agreement and to take all actions required of it hereby, and has taken all actions necessary to authorize the execution and delivery of this Agreement. This Agreement is entered into by the City pursuant to Minnesota Statutes, Section 273.76, Subdivision 8.

Section 2. Market Value of Property and Facilities.

2.01. Completion of Facilities. Under the Development Agreement, the Developer is required and have agreed to complete construction of the Facilities by January 1, 1986. For purposes of this Agreement and the determination of the market value of the Property and the completed Facilities for ad valorem tax purposes, the Developer agrees that the Facilities shall be deemed to be completed in accordance with the Development Agreement as of January 1, 1986 (the required date of completion), whether in fact completed or not.

2.02. Minimum Market Value Upon Completion. The Developer agrees that the minimum market value of the Property and the completed Facilities for ad valorem tax purposes, commencing with the assessment made as of January 2, 1986, and

continuing through the assessment made as of January 2, 199³, shall not be reduced by any action taken by the Developer (other than a deed in lieu of, or under threat of, condemnation by the City or other condemning authority), to less than ^{94,300} ~~58,000~~, and that during said period no reduction of the market value therefor below said minimum market value shall be sought by the Developer or granted by any public official or court except in accordance with Minnesota Statutes, Section 273.76, Subdivision 8.

2.03. Higher Market Value. Nothing in this Agreement shall limit the discretion of the County Assessor of Isanti County, or any other public official or body having the duty to determine the market value of the Property and the Facilities for ad valorem tax purposes (the Assessor), to assign to the Property and the Facilities, or to any other improvements constructed on the Property, on a nondiscriminatory basis and treated fairly and equally with all other property so classified in Isanti County, a market value in excess of the minimum market value specified in Section 2.02.

Section 3. Filing and Certification.

3.01. The City shall present this Agreement to the Isanti County Assessor and request him to execute the certification attached hereto as Exhibit C. The Developer shall provide to the Assessor all information relating to the Property and the Facilities requested by him for the purpose of discharging his duties with respect to the certification.

3.02. Within 30 days after the execution of this Agreement, the Developer shall cause this Agreement and a copy of Minnesota Statutes, Section 273.76, Subdivision 8, attached hereto as Exhibit D, to be recorded in the office of the County Recorder of Isanti County.

Section 4. Relation to Development Agreement. The covenants and agreements made by the Developer in this Agreement are separate from and in addition to the covenants and agreements made by the Developer in the Development Agreement; nothing contained herein shall in any way alter, diminish or supersede the duties and obligations of the Developer under the Development Agreement.

Section 5. Administrative Provisions.

5.01. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon the City and the Developer and its respective heirs, representatives, successors and assigns, and upon all subsequent owners of the Property and the Facilities.

5.02. Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

5.03. Amendments, Changes and Modifications. Except as provided in Section 5.04 hereof, this Agreement may be amended or any of its terms modified only by written amendment authorized and executed by the City and the Developer.

5.04. Further Assurances and Corrective Instruments. The City and the Developer agree that they will, from time to time, execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, such supplements hereto and such further instruments as may reasonably be required for correcting any inadequate or incorrect description of the Property or the Facilities, or for carrying out the expressed intention of this Agreement.

5.05. Execution Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

5.06. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

5.07. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit

or describe the scope of intent of any provisions or Sections of this Agreement.

IN WITNESS WHEREOF, the City and the Developer have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

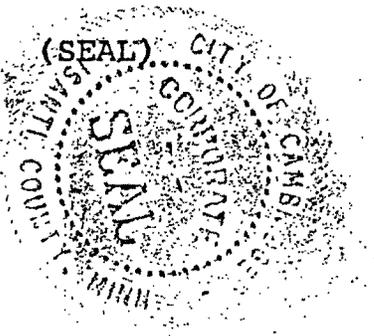
CITY OF CAMBRIDGE, MINNESOTA

By [Signature]
Mayor

Attest: [Signature]
City Clerk-Administrator

WAYNE H. NORDBERG

[Signature]
[Signature]



STATE OF MINNESOTA)
COUNTY OF Isanti) ss.

The foregoing instrument was acknowledged before me this 7th day of June, 1985, by Carsten Sacamp, the Mayor, and Scott Larson, the City Clerk-Administrator, of the City of Cambridge, a municipal corporation of the State of Minnesota, on behalf of the municipal corporation.

[Signature]
Notary Public
JERALDINE CULLIGAN
Notary Public, Isanti County, Minn.
My Commission Expires Oct. 25, 1990.



STATE OF MINNESOTA)
COUNTY OF Isanti) ss.

The foregoing instrument was acknowledged before me
this 7th day of June, 1985, by Wayne Nordberg.

Jeraldine Culligan
Notary Public
JERALDINE CULLIGAN
Notary Public, Isanti County, Minn.
My Commission Expires Oct. 25, 1990.

This document was drafted by
Dorsey & Whitney
2200 First Bank Place East
Minneapolis, Minnesota 55402

EXHIBIT A

Legal Description of the Property

The real property and interests in such property located in the County of Isanti, State of Minnesota and described as follows:

Lot Four (4), Block One (1), Rask's Addition to the Village of Cambridge, Intending to convey the following described real estate, to-wit: Commencing at a point 506 feet East and 216 feet South from the northwest corner of Section Thirty-three (33), Township thirty-six (36), Range Twenty-three (23); thence running West a distance of 141 feet to the East line of Washington Street; thence South along the East line of Washington Street 50 feet; thence East a distance of 141 feet; thence North a distance of 50 feet, more or less, to the point of commencement.

EXHIBIT B

The Facilities

The Construction of a New Electrical Contracting Shop that will also provide for the sale of Light Fixtures.

EXHIBIT C

ASSESSOR'S CERTIFICATION

The undersigned, being the duly qualified and acting Assessor of Isanti County, Cambridge Minnesota, hereby certifies that:

1. he is the assessor responsible for the assessment of the Property described in the foregoing Exhibit A.

2. he has read the foregoing Agreement;

3. he has received and read a duplicate original of the Development Agreement;

4. he has received and reviewed the architectural and engineering plans and specifications for the Facilities agreed to be constructed on the Property by the Developer pursuant to the Development Agreement;

5. he has received and reviewed an estimate prepared by the Developer of the cost of the Property and the Facilities to be constructed thereon; and

6. the Market Value assigned to the Property and the Facilities described in the foregoing Exhibits A and B upon completion shall not be less than \$ ~~96,300~~.

Dated: June 7th, 1985. 96,300

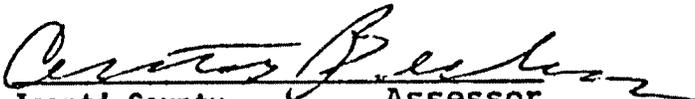

Isanti County Assessor
Cambridge, Minnesota

EXHIBIT D

Minnesota Statutes, Section 273.76, Subdivision 8

Subd. 8. [ASSESSMENT AGREEMENTS.] An authority may, upon entering into a development or redevelopment agreement pursuant to section 273.75, subdivision 5, enter into a written assessment agreement in recordable form with the developer or redeveloper of property within the tax increment financing district which establishes a minimum market value of the land and completed improvements to be constructed thereon until a specified termination date, which date shall be not later than the date upon which tax increment will no longer be remitted to the authority pursuant to section 273.75, subdivision 1. The assessment agreement shall be presented to the county assessor, or city assessor having the powers of the county assessor, of the jurisdiction in which the tax increment financing district is located. The assessor shall review the plans and specifications for the improvements to be constructed, review the market value previously assigned to the land upon which the improvements are to be constructed and, so long as the minimum market value contained in the assessment agreement appears, in the judgment of the assessor, to be a reasonable estimate, shall execute the following certification upon such agreement:

The undersigned assessor, being legally responsible for the assessment of the above described property upon completion of the improvements to be constructed thereon, hereby certifies that the market value assigned to such land and improvements upon completion shall not be less than ~~\$2,000,000~~ 96,300.

Upon transfer of title of the land to be developed or redeveloped from the authority to the developer or redeveloper, such assessment agreement, together with a copy of this subdivision, shall be filed for record and recorded in the office of the county recorder or filed in the office of the registrar of titles of the county where the real estate or any part thereof is situated. Upon completion of the improvements by the developer or redeveloper, the assessor shall value the property pursuant to section 273.11, except that the market value assigned thereto shall not be less than the minimum market value contained in the assessment agreement. Nothing herein shall limit the discretion of the assessor to assign a market value to the property in excess of the minimum market value contained in the assessment agreement nor prohibit the developer or redeveloper from seeking, through the exercise of administrative and legal remedies, a reduction in market value for property tax purposes; provided, however, that the

developer or redeveloper shall not seek, nor shall the city assessor, the county assessor, the county auditor, any board of review, any board of equalization, the commissioner of revenue or any court of this state grant a reduction of the market value below the minimum market value contained in the assessment agreement during the term of the agreement filed of record regardless of actual market values which may result from incomplete construction of improvements, destruction or diminution by any cause, insured or uninsured, except in the case of acquisition or reacquisition of the property by a public entity. Recording or filing of an assessment agreement complying with the terms of this subdivision shall constitute notice of the agreement to any subsequent purchaser or encumbrancer of the land or any part thereof, whether voluntary or involuntary, and shall be binding upon them.

Prepared by: Marcia Westover, Community Development Director

Review

Staff asked the Planning Commission to review the commercial and industrial exterior material requirements in the city code. Staff has had several requests for other materials than what is allowed in the code. Specifically, LP Smart Siding and many requests for metal siding.

The Planning Commission spent three months reviewing the exterior material language in the city code. The minutes of the meetings are attached for your review. Ultimately the Commission recommended approval of the attached ordinance amendment. The Commission did not want to specifically allow metal or smart siding in any zoning district. However, they requested to add language to allow for a variance process for these and other materials not specifically listed in the code. This will allow a property owner to come before the Planning Commission and Council for approval. The Commission's intent is to see what an owner is proposing and feel good about approving the look of a building.

In addition, the amendment includes clarifying language for existing non-conforming buildings (i.e. plain block and steel buildings). Existing buildings may remain as is, and any additions to an existing building may follow with what they already have in place. However, if an existing non-conforming building remodels to the extent of a total re-face, then the approved materials must be applied.

City Council Action

Motion on the attached ordinance to approve the amendments to Title XV: Land Usage, Chapter 156.088 as presented, and authorize the City Administrator to publish the summary ordinance as presented.

Attachments

1. Ordinance
2. Minutes from Planning Commission review of this item

ORDINANCE NO. 676

An Ordinance to Amend Cambridge City Code Title XV: LAND USAGE, Section 156.088 Exterior building wall and roof finishes, commercial and industrial

THE CITY OF CAMBRIDGE, MINNESOTA DOES HEREBY ORDAIN that Section 156.088 is hereby amended as follows:

§ 156.088 EXTERIOR BUILDING WALL AND ROOF FINISHES.

(A) *Purpose and intent.* All commercial and industrial buildings shall be designed to accomplish the goals and policies of the Comprehensive Plan. Building materials shall be attractive in appearance, durable with a permanent finish, and of a quality that is both compatible with adjacent structures and consistent with the City's standards for the zoning district in which the building is located. All buildings shall be of good aesthetic and architectural quality, as demonstrated by the inclusion of elements such as accent materials, entrance and window treatments, contrasting colors, irregular building shapes, or other architectural features in the overall architectural concept.

(B) *Major exterior wall surface materials.*

(1) *Commercial buildings.*

(a) Major exterior surfaces on all walls shall be face brick, rock face block, cementitious siding, stone, finished precast panels, glass, ~~architectural metal siding~~, stucco, or synthetic stucco, or their aesthetic equivalent.

(b) Finished log wood siding is acceptable if it is incorporated into the overall design of the building or as an accent material.

(b) Under no circumstances shall sheet plywood, sheet metal, corrugated metal, metal/steel or aluminum, asbestos, iron, or plain concrete block (whether painted or color-integrated or not) be deemed acceptable as exterior wall materials on buildings.

(2) *Industrial buildings.*

(a) Major exterior surfaces on all walls shall be face brick, rock face block, cementitious siding, stone, finished precast panels, glass, ~~architectural metal siding~~, stucco, synthetic stucco or cast in place and/or precast panels.

(b) Under no circumstances shall sheet plywood, sheet metal, corrugated metal, metal/steel or aluminum, asbestos, iron, or plain concrete block (whether painted or color-integrated or not) be deemed acceptable as exterior wall materials on buildings.

(C) *Minimum percentage of major exterior surface materials.*

(1) *Commercial buildings.*

(a) In commercial areas, at least 75% of the exterior surface must be covered with the major exterior surface materials required in subpart (B)(1) above.

(b) The remainder of the exterior surfaces may be engineered wood siding (i.e. LP SmartSide), architectural concrete, cast in place or precast panels or decorative block when they are incorporated into an overall design of the building that is determined by the City to be appropriate with the use of the building, and is compatible with adjacent structures. All decorative concrete block shall be colored only by means of a pigment impregnated throughout the entire block.

(2) *Industrial buildings.*

(a) In industrial areas, the exterior surface must be covered with the major exterior surface materials required in subpart (B)(2) above as follows:

- | | | |
|----|--|--------------|
| 1. | I-1, Low Impact Business - Industrial District | 65% coverage |
| 2. | I-2, Light Industrial District | 50% coverage |
| 3. | I-3, General Industrial District | 25% coverage |

(b) The remainder of the exterior surfaces may be architectural concrete, or decorative block when they are incorporated into an overall design of the building that is determined by the City to be appropriate with the use of the building, and is compatible with adjacent structures. All decorative concrete block shall be colored only by means of a pigment impregnated throughout the entire block.

(D) *Accent materials.* Wood and metal may be used as accent materials, provided that they are appropriately integrated into the overall building design and not situated in areas that will be subject to physical or environmental damage. Accent materials shall not comprise more than 25% of a building exterior.

(E) *Exceptions.* The following exceptions are permitted:

(1) Exterior walls that are built within six inches of and parallel to an existing wall of an adjacent building shall be exempt from the requirements of subparts (B) and (C) above.

(2) The Zoning Administrator may approve other new materials that are equal to or better than the materials listed in this section. Materials not specifically identified herein, whether or not they are better than or equal to the materials listed in this section may be required to receive a variance from the Planning Commission and City Council for final approval.

(F) *Roofs.* Roofs that are exposed or an integral part of the building aesthetics shall be constructed only of commercial grade asphalt shingles, wood shingles, standing seam metal, slate, tile, or copper. Flat roofs which are generally parallel with the first floor elevations are not subject to these material limitations.

(G) *Additions and alterations.* All subsequent additions and exterior alterations constructed after the erection of an original building or buildings shall be of the same materials as those used

in the original building and shall be designed in a manner conforming to the original architectural concept and general appearance. The intent of this paragraph is for those buildings that have a historical significance in the downtown area and were originally built with brick or other historical features. Buildings that do not have significant historical features (i.e. plain or painted concrete block or metal) shall upgrade to the approved materials listed herein if undergoing an alteration or improvement. These provisions shall not prevent the City to require upgrading of the quality of materials used in a remodeling or expansion program.

Existing non-conforming buildings may remain as-is and any subsequent addition may continue the non-conforming material (i.e. an existing metal building may continue the metal siding with a new addition). However, if the project entails an entire reface of the existing building, then only approved materials shall be allowed.

All other sections and subsections of this Chapter shall remain as written and previously adopted by the City Council. This ordinance shall become effective upon publication.

Adopted by the Cambridge City Council this 16th day of July, 2018 after complying with the statutory notice requirements contained in Minnesota Statutes §415.19.

Date of publication: July 26, 2018

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Summary Ordinance for Publication

The City Council of the City of Cambridge adopted Ordinance 676 amending Title XV Land Usage, Chapter 156.088 Exterior building wall and roof finishes, commercial and industrial. The ordinance language was amended to clarify and/or strengthen the meaning of certain sections and specifically state what materials are permitted and not permitted. An option for a variance for other materials not specifically listed in the ordinance was added to the language. A full copy of the ordinance amendment is available at Cambridge City Hall, 300 3rd Ave NE, Cambridge, MN 55008.

ATTEST:

Lynda J. Woulfe, City Administrator

Excerpt from the
July 3, 2018
Planning Commission Minutes

Westover asked the Commission if they would like to approve the concept with a reduction in density and increased open space.

Struss asked about the parkland and open space and would like to see more park space fall within the PUD.

Westover stated the plan does meet open space requirements. Parks would be reviewed and if not enough parkland or trail area provided, then payment in lieu would be needed.

Godfrey confirmed more parkland should be added.

Immel stated she came up with a rough estimate of the number of residents and gets about 544 people. She expressed one park would not be suitable. More parks should be added.

The Commission further discussed traffic concerns and wanted more time to address the concerns. Westover stated the traffic review and approvals will take months. The developer is just looking for concept approval and the traffic issues can be a requirement of approval along with lower density and increased parkland.

Harder-Chapman asked about the environmental impact of the change in pollinators and open area around the pond. Does City code allow for that space to be unmown or maintained?

Westover explained this will be part of the stormwater maintenance review and she will check with the City Engineer.

Paxmar agreed they could look at planting for bees.

The Commission and staff discussed the PUD process and that more public hearings will be provided at preliminary plat.

Struss made a motion, seconded by Immel, to proceed with the development concept but revise the plan with slightly less density, more park space, and with the stipulation of working the appropriate parties to alleviate traffic concerns. Motion carried unanimously.

Exterior Materials Discussion

Westover stated the Planning Commission discussed exterior materials at its May 1, 2018 meeting and asked that staff invite the Downtown Task Force to the June 2018 meeting for discussion. No members from the Downtown Task Force came to attend the general meeting for discussion.

Westover stated the Commission asked that staff research other neighboring communities to see what they allow for exterior materials. Westover researched North Branch, Isanti, and Princeton. Westover explained steel is not a permitted material in any commercial districts. Isanti allows steel as an accent only.

Westover further explained that steel is allowed in certain instances for industrial buildings. Princeton reviews on a case by case and might allow steel if it is not visible (back or side) and shielded by plantings or other remedies. Isanti has a specific formula where a 50% wainscot of the linear perimeter must be covered by face brick, natural stone, or decorative concrete block where most visible from the streets and approved by Council. North Branch is currently discussing allowing steel in their inner industrial districts where the buildings are not visible from major highways. They will keep higher standards (no steel) in more visible areas; they want nicer looking buildings.

Westover explained the communities she talked to haven't had an influx of requests for the LP smart side wood material. However, the overall thought was that if properly designed, it would be an acceptable material. Properly designed meaning there would be some other material (a wainscot or other design feature) like brick or stone across the bottom to break up the monotonous look of the material. In addition, all three communities offer a review of alternative materials by the Planning Commission and Council for approval.

Westover explained she is looking for guidance on what materials the Commission would like to recommend and stated the proposed ordinance is unchanged from last month. Westover asked, does the Commission not want steel downtown or commercial districts but steel might be allowed in industrial districts?

Stylski confirmed that the steel accent, like what was used by the City Center Market, was approved as an accent material and would be reviewed on a case-by-case basis.

Dybvig explained that the ordinance in the packet sounds like a good ordinance and that it was helpful to see what surrounding cities are doing.

Godfrey said it is a fairly restrictive list and asked what the process would be for Planning Commission and City Council approval.

Westover noted it could be an application process and would need to check with the City Attorney.

Godfrey explained this ordinance handles the downtown concerns without being overly restrictive and, if you want something different, there is a process. It would be on a case-by-case basis.

Harder-Chapman asked if Snap Fitness received a variance.

Westover explained that no variance was given. The building was a plain block building and was an existing nonconformity. The owners wanted to improve the building and make it better. Plain block and steel are both prohibited. It was allowed as another non-conforming material; the other non-conforming option was to paint the block.

Monte explained that North Branch has wording in their ordinance about financial hardships; just because you can't afford it doesn't mean you can't use it.

Westover explained the variance language has similar language that indicates economic hardships are not a reason to grant a variance.

Westover explained that the City has heard from many potential industrial users that our standards are too strict and they will go to the neighboring communities to build for less. When staff hears this, we struggle with our current ordinance.

Harder-Chapman asked if these are empty threats or are they actually moving?

Westover stated she couldn't confirm for sure.

Stylski felt that the ordinance had good recommendations.

Immel felt that the ordinance would mitigate some of the excuses of the financial burdens.

Stylski explained a rule is a rule; if you can't meet the criteria, the answer is no.

The Commissioners discussed the variance process. Westover clarified there is criteria in the variance process that economic hardships alone do not substantiate a request for a variance. Westover stated that anyone requesting something not specifically listed would have to request a variance and just because they cannot afford the more expensive material doesn't mean the City has to allow the requested material.

Godfrey suggested asking the City Attorney if we should specify in the ordinance going through the variance process, because in there you would have to look at the aesthetics of surrounding neighborhoods, whether or not it is economic hardship only is the reason for applying for a variance, is there a benefit to the City for allowing this variance. Godfrey stated the variance process is something the City is very good at and have been doing for many years. If this is stated very specifically and the owner wants to use a material that is not on the list of approved material, they will know they will have to pay for the variance process. The Commission could then look at exactly what the case is. Godfrey asked Westover to ask the City Attorney if the variance process could be made part of the ordinance or if we have to have a separate application process.

Westover didn't believe asking the City Attorney would hinder the Commission's decision tonight to amend the ordinance as presented. It's just making sure staff knows what the process is.

Godfrey suggested changing the last sentence in Ordinance 156.088, Section E, Subsection (2) to read: Materials not specifically identified herein, whether or not they are better than or equal to the materials listed in this section, may be required to receive a variance from the Planning Commission and City Council final approval.

Harder-Chapman asked whether there are any glaring differences in what the neighboring cities are allowing in their industrial districts.

Godfrey stated Isanti allows wainscoting that Cambridge doesn't, allows for metal up to 50% of the facing side and we don't allow that at all; if builders wanted something, they would have to go through a variance here in Cambridge.

Harder-Chapman asked if we are losing industrial buildings due to wainscoting, it is worth it to do this?

Immel stated if they want something different than what is on the allowable list of materials, they can request a variance and present their case to the Planning Commission and the City Council. This provides an opportunity for the City to review and approve what they proposing rather than looking at it after the fact and having to readdress the whole thing again.

Godfrey stated when businesses are doing a project of that size, it is a 50-year plan in their mind; we as the City want them to do something now that will work for many years to come and not be rotting or rusting before the 50 years are up so the City looks like a vibrant City and not going downhill.

Westover stated the current ordinance allows for 25% wood or metal at this point here in Cambridge.

Godfrey moved to approve ordinance 156.088 as presented with the addition of the variance section added to Section E, Subsection (2), seconded by Dybvig. Motion carried unanimously.

Other Business/Miscellaneous

City Council Update

Westover and Godfrey updated the Commission on the previous City Council meeting.

Parks, Trails, and Recreation Commission Update

Westover updated the Commission on the Parks, Trails, and Recreation Commission.

Commissioner Concerns

Westover responded to a question from the last Planning Commission meeting regarding the green utility boxes in residential yards. Westover stated the Public Works Director and the City Engineer said it is industry practice to place the big green utility boxes in the front yards in the right of way for accessibility. If they are placed underground or in rear yards, it is a lot harder to access. If they are underground, they can fill up with water and the access holes can get covered up with snow making it difficult to access the boxes. It is very expensive to place these boxes underground or in the rear yards so that is why they are typically placed in the front yards. If there are areas where many of these boxes will be placed, Public Works tries to work with the utility companies to group the boxes together as best as they can.

Harder-Chapman inquired how someone may contact to request repair of those boxes.

Westover stated directly contacting the utility companies. There is an orange sticker with a phone number to call for service. If residents are not getting a response to their request, they could contact Public Works and ask for their assistance in contacting the utility company.

Adjournment

Being no further business before the Commission, Stylski moved, seconded by Immel, to adjourn the meeting at 8:53 pm. Motion carried unanimously.

Mike Stylski
Cambridge Planning Commissioner

ATTEST:

Marcia Westover
Community Development Director / City Planner

Excerpt from the
June 5, 2018
Planning Commission minutes

Russell Calbery, 130 3rd Ave SW, Cambridge, MN, stated his intention of the variance to construct the fence is to keep his large breed dog safe and keep the public safe by keeping his dog out of vehicle traffic.

Godfrey asked if the reason for the 5 feet height is so the fence will be level with the deck or if this height will keep the dog from bolting. He also asked if this fence height will line up with the height of the deck. Calbery stated the height was chosen to keep the dog from getting out of the fence and stated the deck is 6 inches higher than the proposed fence height.

Godfrey asked if a condition could be added to this variance to not allow privacy slats in the chain link fence so as to keep the sight lines clear. Westover and the Commissioners agreed this was a reasonable condition and would help keep the sight pattern clear for vehicle traffic.

Stylski moved, seconded by Struss, to recommend the City Council approve the variance request for a 5' fence at 130 3rd Ave SW, with the additional condition that no privacy slats may be added to the fence. Motion carried unanimously.

Exterior Materials Discussion With Downtown Task Force

Westover stated the Planning Commission discussed exterior materials at its May 1, 2018 meeting and asked that staff invite the Downtown Task Force to the June 2018 meeting for discussion.

Westover stated there were no members present from the Downtown Task Force other than Planning Commissioner Dybvig. However, Westover stated this was probably due to the fact the owner of 131 Main St. N is no longer requesting the steel/metal siding and because the Downtown Task Force is working with City staff on a historic overlay for downtown.

Westover briefly reviewed the discussion from last month's meeting, stating staff would like the Planning Commission to review section 156.088 Exterior Building Wall and Roof Finishes in the City code. Staff are looking for clarification on some of the wording in the code and also for an updated review of the allowed and prohibited materials.

Westover stated staff has received several requests recently for other materials on commercial buildings than what is allowed in the code. Specifically, LP Smart Siding and many requests for metal. While metal siding is prohibited, staff would like the Planning Commission to discuss this material again to assure that going forward staff understands how to manage requests for this type of material.

Westover stated, for instance, a property owner has an existing building constructed of plain painted concrete block. Plain painted concrete block is a prohibited material. This existing building is considered a non-conforming building because it doesn't conform to the current City code. The owner would like to make the building better and insulate and update the look of the exterior. Does the City allow them to insulate and cover the existing block? Can the

building maintain its non-conforming status and be allowed to have another non-conforming exterior material? Or, does the City require them to conform to the approved materials if they are making the changes?

Westover stated in another instance, an existing building is covered by metal. The property owner has requested to make improvements. The building is existing non-conforming with the metal. The property owner is going to replace the exterior with metal again. Does the City allow this or does the City require the property owner to conform to an approved material?

Westover stated in Chapter 156.088 (G) Additions and Alterations, the code generalizes that "exterior alterations after the erection of the original building shall be of the same materials as those used in the original building and shall conform to the original architectural concept." That being so stated, the plain painted block and the metal buildings "shall" remain. This leaves no room for improvement.

Westover stated the last sentence of that section (G) specifies that the provisions of the code shall not prevent the City to require upgrading of the quality of materials used in remodeling. Staff would like to clarify what upgrading means. This sentence is open ended and up for interpretation. Does it mean that an upgraded material is only an approved material?

Westover suggested three items for the Commission to consider: Would the Commission like to: 1. Require all non-conforming buildings to upgrade to "approved" materials once they start exterior remodeling or allow them to stay with the same materials (i.e., old steel to new steel). 2. Allow LP Smart Siding for commercial buildings? Or as an accent material? 3. Allow steel siding for commercial buildings? Or as an accent material?

Dybvig stated the Downtown Task Force has had difficulty in trying to define what the City wants the City to look like. Personal preferences play a large role in what one person might prefer versus what another person might prefer to see the City allow or not allow.

Stylski asked whether the proposed ordinance defining these allowable materials is specific to just the downtown district or cover the entire City.

Westover stated the ordinance specifies all commercial and industrial at this time. However, the ordinance can be broken down by defining just the B-1 Downtown District or B-1A District and break out into the other zoning districts and perhaps allow steel as an accent in other districts.

Westover stated many new exterior materials are available and the language needs to be reviewed and clarify the use of these allowable items, perhaps stating using a specific percentage of a certain type of material, such as architectural metal, etc. rather than leaving it open ended.

Godfrey asked if staff has looked at materials allowed in surrounding cities and also asked if staff has looked into allowing exposed fasteners versus standing seam fasteners.

Westover stated staff has not researched materials allowed by surrounding cities.

Dybvig asked how does the City write an ordinance to define what exterior materials are allowed or not allowed because it is so subjective and consists of personal preference.

Stylski stated the list of approved materials would need to be broken down, having different standards for each different zoning district.

Dybvig asked how does the City decide when and if it is time to upgrade versus keeping existing structures with the same materials.

Stylski stated he would be interested in seeing how other cities in our area the size of Cambridge, how do they deal with these ideas in the ordinances.

The Commission requested Westover to do some more research on what other cities do and bring back some B-1 downtown standards vs. industrial standards vs. commercial standards for the Commission to review and discuss. Westover agreed to do so.

Public Hearing: Variance Request for Exterior Materials at 602 Main St. N

Westover explained the owner of the property at 602 Main St. N has requested a variance to remodel the building with an LP Smart Side material. The property is zoned B-2 Highway Business District and is commercial in nature. City Code does not list this LP Smart Side type of material for commercial buildings. This is a wood product generally not used in Cambridge to date. However, cementitious siding is allowed in the code and is comparable in looks. Hardy Board siding is a cementitious siding and would currently be allowed.

Westover stated the applicant has noted many other communities are allowing this type of material and it is a new trend in commercial businesses. Staff did some research on the internet and found several examples of this LP Smart Side material in commercial applications. Westover state it is staff's opinion the size and scale of 602 Main St. N is such that this material would enhance the look of this building. The overall proposed remodeling project will increase the value and aesthetics of this building.

Westover stated the Planning Commission is currently reviewing Chapter 156.088 Exterior Materials as a whole and is considering this wood smart side material. However, the owner and applicant would like to start remodeling 602 Main St. N immediately and have requested a variance so they can begin the work.

Westover explained the purpose of the variance process is to review applications on a case by case basis to determine whether relief may be granted from unforeseen particular applications

Excerpt from the
May 1, 2018
Planning Commission minutes

Godfrey had a question regarding building one half of a street on 9th Avenue SE. Gustafson stated the owners of the adjoining property to the north are not interested in being assessed for the other half of the lot. The street will run from Reagan to Roosevelt, be a one-way street and will be half dirt and half paved. Gustafson stated staff has discussed a concern regarding access to the back of the building in case of an emergency. There will be a sidewalk with a curb on the south side of the street along with lighting. Gustafson explained the half street will be 16 feet wide, which is adequate for emergency vehicles to access as needed.

Immel asked whether the street would be utilized for exits from tenants' garages or instead will be used for emergency use and one lane traffic only. Gustafson stated there may be some tenant use; however, the objective would be to drop passengers off at 10th Avenue SE instead of Roosevelt St S which is a fairly busy traffic area.

The Commission discussed if this half street could be posted "No Parking" or "Authorized Vehicles Only" for emergency purposes.

Westover stated Todd Blank, the City Engineer, stated the City would build this half street in a way that when the developer comes in to develop the second half of the street, the street would be ready to add the other half.

Godfrey asked what is the "but for" to which Gustafson replied if the City would not be providing assistance, this development would not happen.

Immel made a motion, seconded by Weiler, to approve the TIF District Resolution No. R18-01 as presented. Motion carried unanimously.

Exterior Materials Discussion

Westover stated staff would like the Planning Commission to review section 156.088 Exterior Building Wall and Roof Finishes in the City code. Staff are looking for clarification on some of the wording in the code and also for an updated review of the allowed and prohibited materials.

Westover said staff has had several requests recently for other materials on commercial buildings than what is allowed in the code. Specifically, LP Smart Siding and many requests for metal. While metal siding is prohibited, staff would like the Planning Commission to discuss this material again to assure that going forward staff understands how to manage requests for this type of material.

Westover stated, for instance, a property owner has an existing building constructed of plain painted concrete block, which is a prohibited material. This existing building is considered a non-conforming building because it doesn't conform to the current City code. The owner would like to make the building better and insulate and update the look of the exterior. Does

the City allow them to insulate and cover the existing block? Can the building maintain its non-conforming status and be allowed to have another non-conforming exterior material? Or, does the City require them to conform to the approved materials if they are making the changes?

Westover stated, in another instance, an existing building is covered by metal. The property owner has requested to make improvements. The building is existing non-conforming with the metal. The property owner is going to replace the exterior with metal again. Does the City allow this or does the City require the property owner to conform to an approved material?

In Chapter 156.088 (G) Additions and Alterations, Westover stated the code generalizes that "exterior alterations after the erection of the original building shall be of the same materials as those used in the original building and shall conform to the original architectural concept." That being so stated, the plain painted block and the metal buildings "shall" remain. This leaves no room for improvement.

Westover pointed out the last sentence of that section (G) specifies that the provisions of the code shall not prevent the City to require upgrading of the quality of materials used in remodeling. Staff would like to clarify what upgrading means. This sentence is open ended and up for interpretation. Does it mean that an upgraded material is only an approved material?

Westover stated staff currently has two requests for exterior improvements to existing painted concrete block buildings. One is for the building at 602 Main St. N. and the other is 131 Main St. N. At 602 Main St. N., they would like to insulate and cover the existing block with LP siding on all three sides. They would improve the front of the building with new brick or stone a quarter to halfway up the front, LP siding above that, and a new pitched roof. At 131 Main St. N., they would install brick or stone halfway up on the front facade, then steel siding above the brick on the front, then steel siding along the north (long wall facing the open former car lot) and rear.

Westover said staff often hears that the expense of upgrading to the approved materials is too great and keeping the block building "as-is" is not energy efficient and is not making the building better. Staff also hears varied suggestions on good products versus bad products. However, what staff has learned is that any product can be a good product if the workmanship is done correctly. There is also a wide range of exterior materials available thus making some products better than others.

Westover gave one last example: staff have had several industrial manufacturers add on to their business. The City allows any additions to buildings to match the existing building. If the existing building is metal, we allow metal on the addition. It might not be reasonable to require an entire upgrade to the building when they are only adding on to the building and leaving the remainder of the building the same. Westover has re-worded the example ordinance to clarify this scenario.

Westover provided the Commissioners with a cementitious siding products handout for the commission to discuss and decide what would be allowed. The handout included a hardy siding and a fiber cement.

Westover provided a list of items for the Commission to consider. Would the Commission like to: 1) Require all non-conforming buildings to upgrade to "approved" materials once they start exterior remodeling or allow them to stay with the same materials (i.e., old steel to new steel)? 2) Allow LP Smart Siding for commercial buildings? Or as an accent material? Or 3) Allow steel siding for commercial buildings? Or as an accent material?

Westover stated once the Planning Commission has discussed the existing section 156.088 of the City code and given direction to staff, staff will come back with a proposed ordinance for approval. Westover stated there are two contractors and/or owners at this Planning Commission meeting to discuss their requests (LP siding and steel siding).

Godfrey opened up discussion to members of the audience.

Brian Nelson, 33062 Palm St. NW, Cambridge, MN, explained he has two different block buildings he is remodeling. The first building is located at 602 Main St. N. and he would like to add a pitched roof, stone to the front of the building, Certistud insulation on the exterior and either a steel siding or an LP Smart Siding. Nelson stated these improvements would add a lot of value to this building.

Nelson stated the other building is located at 131 Main St. N. This building has stone on the front but the wall of the building has rotted away due to improper flashing and age of the building. Nelson would like to put Certistud insulation on the north side and the upper top and a good quality steel siding.

Nelson stated these are the two projects he has brought forth to the City to consider changing some of the zoning code language so the City can consider allowing some newer exterior building products instead of just stucco, stone, or brick.

Bob Soule, 2136 115th Avenue, Princeton, MN, owns the building at 131 Main St. N. Soule stated they have considered many different options for remodeling this building. Their tentative plans are to use Certistud, several colors of steel siding, and Casoda stone. They have a short timeframe to finish this remodel due to their money being held in a 1030 exchange. They are asking for clarification of materials that are allowed in the zoning code and consideration of adding some of the newer products available now. Soule is looking for a good investment, something that lasts long term and needs very little maintenance.

Joan Wallace, 879 329th Avenue NW, Cambridge, MN, owns the building at 602 Main St. N. Wallace has done a total remodel of the inside of this building and is interested in beautification of the exterior of the building. Wallace stated there are so many new and improved materials available now that she would like the City to consider allowing. She has

turned an interior dingy office space into a nice, freshly updated office space and wants to update the outside as well. Wallace stated that both she and Bob Soule have hired Brian Nelson for his services for their remodeling projects and are hopeful they can get approval for their desired exterior building materials.

The Commissioners discussed various types of products mentioned in the public discussion and had questions regarding how the list of allowed and not allowed building materials is put together.

Westover stated the use of exterior building materials has a lot of room for interpretation and pointed out that is why the City needs to further define allowable products, perhaps add pictures to the City zoning codes. It is a challenge in defining what is architectural metal versus sheet metal. Westover stated there are so many products available and staff needs to get an overall understanding of what the Commission wants or does not want so the Code can be better defined.

Weiler asked why put a cap on what materials can and cannot be used instead of listening to what people want and talking about it at that time?

Westover stated she was not sure of the Planning Commission's role in this and suggested she could confer with the City Attorney on whether or not it is up to staff to determine the code or have the Commission review every property. This would require every time a new business comes to the City to remodel a building, that contractor or owner would need to come before the Planning Commission and the City Council for approval of their building materials. Westover stated another option would be listing the approved materials and, if a new unknown product was requested to be used, the contractor or owner would be required to come before the Planning Commission and the City Council for approval.

Westover referred to a potential change she made to the E-2 Exceptions in the Code: "The Zoning Administrator may approve other new materials that are equal to or better than the materials listed in this section. Materials not specifically identified herein, whether or not they are better than or equal to the materials listed in this section, may be required to receive Planning Commission and City Council final approval." Westover stated this might take a lot of the guesswork out of allowing new or different products to be brought before the Planning Commission and the City Council for their review and approval and not be just left up to the discretion of staff to say yes or no.

The Commissioners discussed how products might be classified if they are not defined by code, restricting the amount of a product that can be used, and products the present zoning code is silent on. Westover asked for input from the Commission on products for commercial projects, including vinyl sided or allowing no metal, some metal or all metal. Immel suggested the Commission might want to table this decision to next month so they can define which metal is allowed, consider different types and get an idea of what is available before deciding to allow all metal or all steel.

Godfrey stated the City wants building owners to update their buildings, especially the insulation on older buildings to make them energy efficient but, at the same time, the City does not want to create an undue burden to meet a standard that causes the building owners to not even attempt to update their buildings.

Immel asked whether any decisions have been made regarding putting downtown into its own district as far as their design standards. Has the downtown group gotten very far with this decision since these buildings are located in the downtown area? Immel stated there could be different standards in the often visited downtown historic district versus the standards in a less visible industrial district.

Westover stated she has done some work on the historic overlay and believes that the consensus of that downtown group is to not allow metal, that they want it to be charming, have the historic architectural feel.

Immel asked if we could bring the downtown group back to the Planning Commission meeting and have that discussion with the group? We also don't want to create a new ordinance that if they needed to update in 15 years, they would have to reformat it all to allow different materials.

Westover stated we could also break it down in different zoning districts and allow certain products in certain districts and not allow them in other districts.

Westover asked for the Commissions opinions on the LP wood material.

Immel and Chapman-Harder stated it looks similar to the allowed products.

Godfrey stated the Commission has very limited amount of information on the LP wood materials and he would like to see more examples. Westover noted that the exterior look is opinion based, different people will like or dislike the LP siding look.

Godfrey asked Westover if she had enough information from the Commissioners to move forward. Westover confirmed she did.

Westover stated she knows the two building owners are ready to continue work and complete their remodel projects but they are going to have to wait several months to get the Planning Commission's approval and the City Council's approval.

Westover stated City Administrator, Lynda Woulfe, suggested the Planning Commission could use the 602 Main St. N. remodel as a case study for the Commission to watch to see how use of the LP wood product turns out. City Council has not approved this.

Immel asked if the Planning Commission would have to wait until this project is completed before making a decision on what is allowed or not. Westover stated no. Godfrey asked if a motion would be required to make this an exception to the code because basically we are saying we are not going to look at this until it is done and oh, it's not conforming, then what. Westover stated that legally, she doesn't know if this is even possible to do. Westover would probably need to check with the City Attorney to see if this is okay.

Immel asked if the Commission could present it as a motion stating the stipulation that Westover check with the City Attorney to see if this case study scenario would be legally okay.

Westover would be more comfortable with just waiting but there are people in the audience who are ready to finish their exterior remodeling projects.

Godfrey moved, seconded by Weiler, to make a motion to bring to the City Council specifically 602 Main St. N. and 131 Main St. N. with possible changes to acceptable siding materials as an experiment, but have staff check with the City Attorney first to see if this is legally possible and the right process to take. Motion passed unanimously.

Fence and Kennel Requirement Discussion

Westover stated at the April 3, 2018 meeting, the Commission discussed fence regulations and dog kennels and requested that staff bring back more information from other communities. Westover provided the Commission with the information that was collected.

Westover stated the concerns that staff highlighted are listed in the staff report, items A-C. Westover also provided corresponding pictures for the Commission's review. Westover reviewed the pictures:

Picture A

The complaint received was regarding the tarps over the residential dog kennel. The residential dog kennel itself is believed to be a chain link type fencing structure that is a permitted fencing material. City code is silent on residential dog kennels and doesn't distinguish whether or not a tarp can be placed over a kennel. The property owner claims that the dogs would bark uncontrollably without the tarp, and that the tarp provides shelter from the elements.

Picture B

The complaint received was that the fence is unsightly. The property owner said they just moved in and they are using this structure as a residential dog kennel. City code is silent on residential dog kennel regulations. The code only provides "Proper Enclosure" regulations for dangerous animals.

Picture C



City use only:
Approval:
 Police Dept.
 Public Works
 Admin
 Council

REQUEST FOR STREET CLOSURE

Applicant's Name: Cambridge Bar and Grill
 Address: 216 Main St South
 City: Cambridge State: MN Zip: 55008
 Telephone: Home 320-396-5046 Work 763-689-4052 Cell-763-286-8633
 E-mail Address: seanokerlund@gmail.com

Event Dates: July 28th, 2018
 Beginning Time of Event: 10 a.m. Ending Time: 11:00 p.m. plus clean up

Description of Event: CBG Blockparty

Sponsored by Whom: CBG

What street is to be barricaded? South main St at 2nd Ave, 3rd Ave both directions and 4th Ave (west)

What cross streets define the barricaded area? Main St South from 2nd to 4th until 2 p.m. then from 2nd Avenue to 3rd Avenue until end of the event

Address barricades are to be left: 216 Main St South

Adult supervision must be maintained at all times during the event. The City is not responsible for damages or injuries incurred in connection with or as a result of the event. The applicant will be required to sign a hold-harmless agreement. The applicant(s) agree(s) to indemnify and hold harmless the City of Cambridge, Minnesota, its agents and employees from any and all claims, demands, actions or cause of action of whatsoever nature or character arising out of or by reason of, the conduct of the block party in any respect, including, but not limited to costs, attorney's fees, expenses, etc., incurred in connection with the defense or settlement of any claims for injuries or damage resulting from or connected with the block party.

I have read and understand the information contained in this request packet. I agree to comply with all terms as stated. I understand that the City of Cambridge may revoke approval to close a street at any time.

Name (please print) Sean Okerlund Date 7/3/2018

Signature

City use only:
Street Closure Event Checklist:

<input type="checkbox"/> City approvals received	<input type="checkbox"/> \$50 deposit for barricades
<input type="checkbox"/> All forms signed and completed	<input type="checkbox"/> Police detail needed
<input type="checkbox"/> Sheriff's dispatch notified of closure location and date	<input type="checkbox"/> Other _____

RELEASE AND INDEMNIFICATION AGREEMENT

**THIS IS A RELEASE OF LIABILITY INDEMNIFICATION AGREEMENT.
SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.**

In consideration for being permitted to engage in the following special event activities on city property and/or right of way:

_____ Cambridge Bar & Grill Block Party _____
(Description of Event e.g. block party)

Special Events Holder hereby acknowledges, represents, and agrees as follows:

By signing this RELEASE AND INDEMNIFICATION AGREEMENT, I/we, as the event organizer, hereby expressly assume all such risks of injury, loss, or damage to us or any third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of (City), its officers, its employees, or by any other cause.

(Special Events Holder Initials here) _____ sro/ _____

By signing this RELEASE AND INDEMNIFICATION AGREEMENT, we further hereby exempt, release and discharge (City), its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of (City), its officers, its employees, or by any other cause.

(Special Events Holder Initials here) _____ sro/ _____

We further agree to defend, indemnify and hold harmless (City), its officers, employees, insurers, and self insurance pool, from and against all liability, claims, and demands, court costs and attorneys fees, including those arising from any third party claim asserted against (City), its officers, employees, insurers or self insurance pool, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property damage or loss, or any other loss of any kind whatsoever, which arise out of or are in any way related to the above described activities, whether or not caused by our act, omission, negligence, or other fault of (City), its officers, its employees, or by any other cause.

(Special Events Holder Initials here) _____ sro/ _____

CITY OF CAMBRIDGE

APPROVAL FOR STREET CLOSURE BY RESIDENTS AND BUSINESSES

By signing you are consenting to the street closure.

Closed street: Main St South Between these streets or locations: S. Main from 2nd Ave to 4th Ave from 10 a.m. to 3 p.m. ^{WEST}
 S. Main from 2nd Ave to 3rd Ave from 10 a.m. to 1 a.m.
 July 29th

Date of closure: 28 July 2018

Hours: From: see above description

Name (please print)	Street Address	Name of Business (if applicable)	Signature
Wrest Wickstrom	209 Main St South	United States Post Office	
Karen Chilson	219 Main St South	Chilsons Jewelers	
	223 Main St South	Todd A Christensen Apt Building	No answer several attempts
Debi Michaels	227 main St South	State Farm Insurance	
	235 Main St South	HBP Properties VACANT	
Michelle VanderSchagen	245 Main St South	North Star Wealth Management	
Justin Suckut	307 Main St South	Jean Crapo	Justin Suckut
James Christensen	321 Main St South	Kayla Obert	
	329 Main St South	Anthony Alferness	No Answer Several Attempts
	335 Main St South	Donna Howe	No Answer Several Attempts
Angela Henly	202 Main St south	Century 21	
Ashley Schaefer	208 Main St South	Hair Lounge	
Justin Suckut	210 Main St South	Northstar Access VACANT	
DON E. SPENCER	220 Main St South	Legion Post 290	
Laura Orbeck	234 Main St South	ECM Publishers	

By signing this RELEASE AND INDEMNIFICATION AGREEMENT, we hereby acknowledge and agree that said Agreement extends to all acts omissions, negligence, or other fault of (City), its officers, and/or its employees, and that said Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Minnesota. If any portion thereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

(Special Events Holder Initials here) sro/

We understand and agree that this RELEASE AND INDEMNIFICATION AGREEMENT shall be governed by the laws of the State of Minnesota and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

(Special Events Holder Initials here) sro/

This RELEASE AND INDEMNIFICATION AGREEMENT shall be effective as of the date or dates of the applicable special event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, our successors, representatives, heirs, and executors.

(Special Events Holder Initials here) sro/

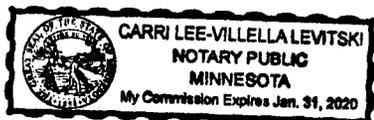
IN WITNESS THEREOF, THIS RELEASE AND INDEMNIFICATION AGREEMENT is executed by the special events holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Events Holder hereto.

PRINTED NAME OF SPECIAL EVENTS HOLDER: MBT Entertainment inc.

Signature: *[Handwritten Signature]* Date 7/3/2018

Subscribed and sworn to before me, this 16 day of July , 2018 .

(SEAL)



 [Handwritten Signature]

Notary Signature



REQUEST FOR STREET CLOSURE INSTRUCTION SHEET

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY AND PROVIDE ALL
REQUESTED INFORMATION IN THIS PACKET.

INCOMPLETE REQUEST PACKETS OR MISSING ITEMS WILL RESULT IN AN AUTOMATIC
DENIAL OF YOUR REQUEST.

REQUESTS MUST BE SUBMITTED AT LEAST THREE WEEKS PRIOR TO THE DATE OF THE
STREET CLOSURE. THIS PROVIDES TIME FOR REVIEW BY CITY STAFF AND APPROVAL
BY THE CITY COUNCIL AT A COUNCIL MEETING.

1. Read and INITIAL the Street Closure General Requirements form.
2. Complete all sections of the Request for Street Closure form and SIGN the form at the bottom.
3. Read and complete the Release and Indemnification Agreement form. INITIAL all sections as required on the form. Print your name, sign and date the form, and have the form NOTARIZED.
4. Complete the top section of the Approval for Street Closure by Residents and Businesses form. Meet with ALL residents and businesses located within the closure area and have them provide their name, address, business name, and signature.
5. Return the fully completed packet with all forms to the Cambridge Police Department.

Below is a checklist for your use to ensure that you have completed the packet.

- I have read and initialed the Street Closure General Requirements form.
- I have completed all sections of the Request for Street Closure form.
- I have signed the Request for Street Closure form.
- I have read, completed, and initialed all sections of the Release and Indemnification Agreement form.
- I have signed the Release and Indemnification Agreement form and had it notarized.
- I have completed the top section of the Approval for Street Closure by Residents and Businesses form.
- I have had all residents and businesses located within the closure area provide their name, address, business name, and signature on the Approval for Street Closure by Residents and Businesses form.

STREET CLOSURE GENERAL REQUIREMENTS

1. To request a street closure for a neighborhood party, street dance, parade, or special event, please complete a Street Closure Request packet. Packets must be submitted to the Police Department a minimum of three weeks prior to the planned event to provide time for review by city staff and approval by the city council at a council meeting.
2. Street closures can only be conducted on low-volume residential streets, dead-end streets, or cul-de-sacs. No thoroughfares or collector streets may be used, unless the street closure is for a City-Wide function and an exception is granted by the City Council. In addition, access to public facilities shall not be blocked. Road closures will only be granted upon determination that the closure will not have adverse effects on the safety and general welfare of people in the City and the function of the roadway.
3. All residents and businesses on the street or block for which the event is planned shall approve the street closure by signing the Approval for Street Closure by Residents and Businesses form.
4. Barricade equipment is required and can be provided by the City. A \$50.00 damage deposit is required and is refunded to the applicant after the barricades have been returned in good condition. Barricades may be picked up at the Public Works Building the last working day before the event by 4:00 pm and returned to the Public Works Building the first working day after the event by 4:00 pm. Barricades for the event may also be delivered to a pre-arranged location by Public Works. As an alternative, the applicant may rent barricade equipment from a vendor. In any case, setup and takedown of the barricades shall be the responsibility of the applicant.

In addition to barricade requirements:
 - a. No stakes or penetration may be made through the asphalt.
 - b. The barricades used must be easy to remove.
 - c. The barricades must be noticeably visible during daytime hours and evening hours.
 - d. No penetration by stakes, poles, posts in or behind a boulevard without first checking with Gopher State One Call at (651) 454-0002
 - e. No disposal of anything in storm sewers.
 - f. Any marking on the street can be done in chalk or washable material. No paint or permanent markings can be used.
5. A minimum twelve-foot (12') aisle must be maintained in the street to permit passage of emergency vehicles or vehicles of residents unless an exception is granted by the City Council for a City-Wide event. Failure to maintain a twelve-foot aisle during the entire period of the event will result in denial of requests for subsequent street closures. Law enforcement personnel will monitor the event for strict adherence to this rule.
6. Adult supervision must be maintained at all times during the event. The City is not responsible for damages or injuries incurred in connection with or as a result of the event. The applicant will be required to sign a hold-harmless agreement. The applicant(s) agree(s) to indemnify and hold harmless the City of Cambridge, Minnesota, its agents and employees from any and all claims, demands, actions or cause of action of whatsoever nature or character arising out of or by

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 6. Adult supervision must be maintained at all times during the event. The City is not responsible for damages or injuries incurred in connection with or as a result of the event. The applicant will be required to sign a hold-harmless agreement. The applicant(s) agree(s) to indemnify and hold harmless the City of Cambridge, Minnesota, its agents and employees from any and all claims, demands, actions or cause of action of whatsoever nature or character arising out of or by

reason of, the conduct of the block party in any respect, including, but not limited to costs, attorney's fees, expenses, etc., incurred in connection with the defense or settlement of any claims for injuries or damage resulting from or connected with the block party.

For City-sponsored functions the City will cover the event under its liability insurance (Downtown Customer Appreciation Day, Snowflake Parade).

7. Applicant shall be responsible for the pick-up of trash and garbage immediately after the end of the event.
8. Streets may not be barricaded later than 10:00 p.m. unless the street closure is for a City-Wide function and an exception is granted by the City Council.
9. No residents of the area designated shall be denied access to the event.
10. No loud speaker system shall be used which is audible beyond the block designated for the party. Residents and guests shall be in compliance with public peace statutes and ordinances.
11. The City of Cambridge reserves the right to approve or deny any request, or to revoke approval of any request.

INITIALS: _____

Handwritten initials in black ink, appearing to be 'SP', written over a horizontal line.

CITIZENS' FORUM SIGN UP SHEET

July 16, 2018

The Cambridge City Council welcomes residents and property owners to the Citizens' Forum. The Citizens' Forum is available at the City Council meeting on the third Monday of each month. The purpose of the forum is to provide residents an opportunity to respectfully inform the Council of issues they are concerned about.

The following guidelines apply to the Citizens' Forum:

1. A resident of the City of Cambridge may address the Council on any matter during the Citizen's Forum portion of the agenda.
2. A person desiring to speak must sign up prior to the time the Council reaches the Forum on the agenda.
3. The Mayor will invite speakers up to the podium/microphone.
4. Once the Mayor has recognized the speaker, the speaker should state his/her name, address, and phone number.
5. Each speaker is limited to three (3) minutes.
6. If a group of persons wish to address the Council regarding the same issue, the group should elect a spokesperson to present the group's issue to the Council.
7. The Council will listen to the issue but will not engage in dialogue or a Q&A session. If a majority of the Council would like to address the issue in more detail, it can be added to the agenda or can be addressed during the regular agenda of a future meeting.

NAME	ADDRESS	PHONE NUMBER	TOPIC
<i>non-resident not here on agenda</i> Paul Anderson	751-339 th AVE. N.E. - CAMBRIDGE	689-4352	CITY DEVELOPMENTS <i>Pub. D.</i>
Erin Kintem	3120 Louisa St Cambridge	763-245-3815	Tennis / Pickleball
no one decided to speak now - but on agenda item time			