
**Cambridge City Council - City Hall Council Chambers
Special Meeting, Monday, June 19, 2017
Meeting Announcement and Agenda
2:30 pm**

1. Call to Order

2. Long Range Financial Plan Update

- A. Review of Council's Strategic Goals and Comprehensive Plan USA 1 Map (p. 5)
- B. Preview of 2018 Budget and Levy (p. 8)

3. Adjourn

**Cambridge City Council - City Hall Council Chambers
Regular Meeting, Monday, June 19, 2017
Meeting Announcement and Agenda
6:00 pm**

*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. 34)

4. Consent Agenda Approvals

- A. Regular and Summary City Council Meeting Minutes for June 5, 2017 (p. 38)
- B. Warrants #105965 - #106218 and ACH/Wire items totaling \$1,270,913.53 (p. 44)
- C. Approve Ordinance 644 Amendment to Allow Food Trucks in All Zoning Districts for Special Events (churches, schools, City Parks) (p. 82)
- D. Approve Hire of Eric Haakanson, Step 1 (\$20.78 per hour), Water/Wastewater Operator (p. 86)
- E. Resolution R17-033 Amending 2017 General Fund Budget (p. 89)

- F. Purchase Agreement for 100 Main Street South for Highway 95 Right of Way (p. 103)
- G. Contract with Patchin, Messner, and Dodd for Appraisal Services for Highway 95 Right of Way (p. 111)

5. Work Session

6. Unfinished Business

- A. Interim Use Permit request for Automobile Sales and Automobile Service, Minor, at 140 1st Ave W (p. 113)
- B. Sister City Commission Applications (p. 144)

7. New Business

- A. Storm Water Public Hearing (verbal)
- B. Approve Resolution R17-034 Preliminary Plat of Cortec Addition with minor amendment (p. 152)
- C. Approve Resolution R17-035 Final Plat of Cortec Addition with minor amendment (p. 152)
- D. Request to Cover Up No Parking Signs for Auction at 1115 Adams St S. (p. 161)
- E. Customer Appreciation Street Closure Request (p. 163)
- F. Purchase Agreement with Isanti County for 210 Emerson Street North (p. 164)
- G. Sister City – 30th Anniversary Information (verbal – Joe Morin)
- H. Approve Replacement of Plumbing Re-circulation Line in Police Department, City Hall & Fire Department (p. 172)
- I. Approve Request for proposal (RFP) and Building Removal Addendum to Offer to Sell for homes Purchased for Highway 95 Right of Way (p. 174)
- J. Adopt a Basket Program (p. 183)

8. Mayor's Report

9. Council Concerns

10. City Attorney's Report

11. City Administrator's Report

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>
June 26	6:00 pm	Fire Dept. Meeting (EOC)
June 26	7:00 pm	East Central Regional Development Commission (ECRDC) (Mora)
June 27	7:00 pm	Isanti County Parks & Rec Commission (Isanti County Gov't Center)
June 28	10:00 am	NLX Meeting (Pine County Court House)
June 29	9:00 am	Active Shooter Drill (Marlys Palmer and Jim Godfrey needed)
July 5	12:00 pm	Toward Zero Death (TZD) Committee
July 5	7:00 pm	Planning Commission Meeting
July 10	5:00 pm	Community Education Advisory Council (Education Services Center-IIS)
Aug. 21	2:30 pm	Long Range Financial Plan Update Meeting
Nov. 20	2:30 pm	Long Range Financial Plan Update Meeting

Upcoming Events

<u>Date</u>	<u>Time</u>	<u>Description</u>
June 22	6:00 pm	The Wayback Whens
June 29	6:00 pm	Divas Through the Decades
July 3	3:00 pm	City Council Meeting
July 4	All Day	Independence Day – City Hall Offices Closed
July 4	Dusk	Fireworks

Free Yoga Classes in Central Green Park! Tues. & Wed., 5:00 - 6:00 pm, June 6th – June 28, 2017 (No classes in July or August) Sept 5 – Oct 11, 2017. Rain location: Isanti County Government Center.

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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 June 5, 2017

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

- Meeting called to order at 3:01 pm.
- Agenda and Consent Agenda were approved.
- Approved entering into an agreement with Yamaha Motor Corporation and Larson Cycle for a UTV Vehicle under the Yamaha Motor Corporation, USA ATV/SxS Law Loan Program.
- Council declared the west side of Cypress Street North bus parking only between the hours of 7:30 – 8:30 am and 2:30 – 3:30 pm Monday through Friday with the school district responsible for changing out the signs during the 2017/2018 school year and Council and District will revisit in the spring of 2018.
- Approved to pay the wage differential between the employee's city wage and military wage for the Public Works employee being deployed in July 2017 for the length of the deployment.
- Council held a Closed Session to develop an offer or counteroffers for the purchase of property located at 139 1st Ave E., 611 1st Ave. E., 635 1st Ave. E., 100 Main St. S., 243 1st Ave. E., 149 1st Ave. E., and 147 1st Ave. E., for Highway 95 Right-of-Way.
- Adjourned both the closed and regular meeting at 5:50 pm.

**Cambridge City Council Meeting Minutes
Monday, June 5, 2017**

A regular meeting of the Cambridge City Council was held on Monday, June 5, 2017, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Mayor Marlys Palmer; Council Members, Kersten Conley, Joe Morin, Lisa Iverson, and Jim Godfrey. All present, no absences.

Staff Present: City Administrator Woulfe, City Engineer Todd Blank, Public Works/Utilities Director Todd Schwab.

Call to Order & Pledge of Allegiance

Palmer called the meeting to order at 3:01 pm and led the public in the Pledge of Allegiance.

Approval of the Agenda

Godfrey added Yuasa Japan to 9A City Council Concerns. Conley added League of Minnesota Cities Conference to 9B. Iverson moved, seconded by Morin, to approve the agenda as amended. Motion carried unanimously.

Consent Agenda

Lisa pulled A and Godfrey pulled B for discussion. Godfrey moved, seconded by Conley, to approve consent agenda item C: Appoint Amy Williams to Part-time Night Manager effective July 1, 2017. Upon roll call Morin, Conley, Palmer, Iverson, and Godfrey voted aye. Motion carried unanimously.

A. Regular and Summary City Council Meeting Minutes for May 15, 2017 and Special Meeting Minutes for May 26, 2017

Iverson moved, seconded by Godfrey, to amend the minutes to reflect that she was at the meeting on May 15, 2017 and May 26, 2017. Motion carried unanimously.

B. Draft April 2017 Financial Statements

Godfrey commended the Finance Department for the change in how the financial statements are reported and voiced appreciation for the General Fund Revenue Snap Shot page. Godfrey moved, seconded by Iverson, to approve the financial statements as presented. Upon roll call Morin, Conley, Palmer, Iverson, and Godfrey voted aye. Motion carried unanimously.

Work Session

Use of Former Ace Tack Building

Woulfe explained the City of Cambridge received a request from The Young Life Committee, Gary Hawkins, and Greg Carlson to be able to use the former Ace Tack building as a Teen Center. The City expects to close on the building on or before July 1st. Woulfe noted the State of Minnesota did not appropriate funds towards the Highway 95 project during this legislative session, however they have other avenues to explore such as the Corridors of Commerce program. Woulfe cautioned that the

Council needs to be cautious as to who they rent that space to because of the potential relocation costs when the Highway 95 project is done.

Discussion ensued regarding allowing the Teen Center and Young Life to use the building. Council questioned issues such as use of the parking lot, loitering concerns, funding for utilities, etc. It was the consensus of Council to move forward with the concept and directed staff to bring back additional information regarding their concerns.

Highway 95 Improvement Project – ECE Power Lines

Representative Brian Johnson gave a legislative update. Council thanked Johnson for his work and the updates they received.

Blank explained SEH contacted East Central Energy to review the feasibility of burying overhead power lines along Highway 95 between Dellwood Street and Emerson Street to coincide with road improvements. This could be done at an estimated cost of approximately \$250,000 which would be entirely the City's cost as it is an aesthetics issue and East Central Energy would prefer to have the power lines located overhead.

Blank stated there would be approximately six transformer boxes, but it is possible for them to be located in an alley or another conspicuous space. Staff would work with the contractor on the Highway 95 project on timing and coordination. There were no grants that staff was aware of.

Morin voiced concern about cars colliding with the electrical poles along Highway 95. Godfrey suggested routing the lines to the north. Blank stated that would be an option to explore. Johnson noted there might be land that would need to be acquired with that option.

Council and staff discussed the proposed plan for the Highway 95 project which includes making it four lanes at grade and moving the rail siding switch further to the north in order to minimize the length of time the crossing arms are down on Highway 95. Council directed staff to email them the new four lane layout plan.

Iverson asked staff to discuss this topic with the Discover Downtown Taskforce. It was the consensus of Council to direct staff to continue to explore options with East Central Energy.

Unfinished Business

There was no unfinished business.

New Business

Establishing a Primary for the 2018 Election

Woulfe explained there has been discussion regarding a municipal primary. Woulfe reviewed the statute and explained a primary would slightly increase election costs. If there is a municipal race on the primary ballot, the City must share in the ballot printing costs. Generally, this is around \$125.00. Woulfe explained the City would need five or more Councilmember candidates to file for council and

three or more to file for Mayor in order to have a primary election. Woulfe reviewed the dates for filing if a primary election was needed.

Palmer confirmed Councilmembers have not heard from citizens regarding this issue. Woulfe stated since 2007 a primary would have been triggered for the 2012, and 2014 election. Council consensus was to not have a primary election. No action was taken.

Agreement with Yamaha for Police Side by Side Loaner Program

Woulfe stated the Cambridge Police Department would like to participate in the Yamaha Motor Corporation, USA ATV/SxS Law Loan Program in conjunction with Larson's Cycle for the use of a Yamaha Viking side-by-side off-road vehicle at no cost to the city, less liability insurance. The Yamaha Motor Corporation Law Loan Program provides a brand new ATV or side-by-side to approved law enforcement agencies with the cooperation of the company and the local dealer (Larson's Cycle). The provided side-by-side will have to be returned to Larson's Cycle at the end of the loan period and another side-by-side would then be picked up from Larson's Cycle to replace it. Woulfe reviewed the conditions of the agreement.

Woulfe explained the City of Cambridge has a blanket insurance policy which the League of Minnesota Cities Insurance Trust Fund and the UTV could be added to this policy at little to no additional cost. The City would contract with the Department of Corrections via Fire Chief Sean Okerlund to build a generic slide-in box with emergency warning lights, siren, graphics, and gear box at a cost estimated to be \$500 to \$1,000 which can move into replacement UTVs as needed.

Morin moved, seconded by Godfrey, to enter into an agreement with Yamaha Motor Corporation and Larson Cycle for a UTV Vehicle under the Yamaha Motor Corporation, USA ATV/SxS Law Loan Program. Motion carried unanimously.

Cambridge Primary & Intermediate School Bus Lane on Cypress Street

Schwab explained that representatives from Cambridge Isanti Schools have approached the City with a proposed change in school bus drop-off and pick-up locations at the Primary and Intermediate Schools. Presently the school bus pick-up and drop off is all done from Blue Jacket Drive, which is located west of the Primary School. The proposed change would include locating seven of the 13 existing busses on the East side of North Cypress from 2nd Avenue NW to just north of 3rd Avenue NW.

Schwab stated North Cypress was widened as part of the 2015 Street Project, so the street will accommodate the bus parking and the sidewalk adjacent to the proposed location on North Cypress was also installed from the curb to the building to accommodate pick-up and drop-offs. Currently the East side of North Cypress is posted "No Parking" from 2nd NW to 3rd NW, and that would continue to be the case. The West side of North Cypress is posted "No Unattended Vehicle Parking". That posting would change to "School Bus Only Parking".

Transportation Director Jason Negus, Cambridge Intermediate School Scott Peterson, and Buildings and Grounds Director, Mark Eisenbacher were present to answer questions.

Discussion ensued between Cambridge-Isanti District personnel and the City Council regarding the School District's request to have a bus lane located on Cypress Street North which would take seven buses off of Blue Jacket Boulevard. The School District's reasoning was Cambridge Intermediate School students that are on a bus parked farthest on Blue Jacket Boulevard potentially have a three block walk to their classroom which makes it difficult to get to class on time.

Further discussion ensued regarding which street the buses should access Cypress Street North. Council strongly encouraged the School District to use 6th Avenue NW to enter Cypress Street North and exit off of 2nd Ave NW since 3rd Avenue NW is considerably narrower than most city streets.

Conley moved, seconded by Morin, to declare the west side of Cypress Street North bus parking only between the hours of 7:30 – 8:30 am and 2:30 – 3:30 pm Monday through Friday with the school district responsible for the cost of new signage for the 2017/2018 school year and Council and District will revisit the issue in the summer of 2018 to see how it went. Godfrey asked if the School Resource Officers could help direct the high school traffic to use 6th Ave NW or Fern Street North. Wolfe stated the School Resource Officers could help educate drivers about the proper route to take and work with the School District on traffic for the first week or so. Motion carried unanimously.

Paying Wage Difference for Public Works Employee While Deployed

Schwab explained a public works employee is being deployed beginning July 2017. Previous public works employees have been deployed while working for the City, but their military pay exceeded their public works salary. The employee now being deployed is in a unique situation where their City salary is more than their military pay so they will experience a loss in wages just because they are being deployed to serve our country.

Schwab requested the City to pay the difference in the employee's military wage and city wage which should calculate to \$8,080 based upon the proposed length of deployment. This employee has requested to cease insurance coverage during the deployment because the employee will be covered by the military's health insurance known as Tricare. There will be savings from not paying the employer's share for the City's health insurance which is estimated to be \$10,504.00. These funds could be used to pay the salary differential. Schwab noted the actual amount of the wage differential may vary if the employee returns earlier.

Morin moved, seconded by Iverson, to pay the wage differential between the employee's city wage and the military wage for the Public Works employee being deployed July 2015 for the length of the deployment. Motion carried unanimously.

Mayor's Report

Palmer provided an update on meetings attended and upcoming meetings and events.

Council Concerns

Yuasa Japan

Godfrey is taking students to Yuasa high school and asked if it would be appropriate to bring a gift that he could present on behalf of the City of Cambridge. The Consensus of Council was to bring pen and pencil sets.

League of Minnesota Cities Conference

Council discussed the upcoming conference in Rochester and driving options.

City Attorney's Report

No additional information to report.

City Administrator's Report

Closed Session

Council recessed from 5:10 pm to 5:20 pm.

Woulfe stated under Minnesota Statutes, Section 13D.05, the Council would enter into closed session at 5:20 pm to develop an offer or counteroffers for the purchase of property located at 139 1st Ave E., 611 1st Ave. E., 635 1st Ave. E., 100 Main St. S., 243 1st Ave. E., 149 1st Ave. E., and 147 1st Ave. E., for Highway 95 Right-of-Way.

Adjournment of Council Meeting

Being no further business before the City Council, Morin moved, seconded by Godfrey, to adjourn the regular and closed meeting at 5:50 pm. Motion carried unanimously.

Marlys A. Palmer, Mayor

ATTEST:

Lynda Woulfe, City Administrator

CAMBRIDGE CITY COUNCIL MEETING
 June 19, 2017
BILLS LIST

Disbursement Type:	Date	Check #s	Submitted For Approval
Prepaid Checks	5/10/2017	105965 - 106038	160,965.35
Prepaid Checks	5/17/2017	106039 - 106090	72,256.73
Prepaid Checks	5/24/2017	106091 - 106156	229,902.15
Prepaid Checks	6/1/2017	106157 - 106215	200,850.01
Prepaid Checks	6/7/2017	106216 - 106218	155,309.50
Total Checks			819,283.74
 PAID THROUGH ACH or WIRE May 2017:			
Payroll			202,944.53
Federal Payroll Tax Withholding			64,383.96
State Payroll Tax Withholding			12,511.41
PERA Withholdings			52,629.15
Deferred Comp Premiums			2,980.00
Self Insurance & Flex & Select Account Admin Fee			10,251.60
ECE			46,301.41
Sales & Use Tax Payments to State of MN			39,135.00
Centerpoint			6,847.30
Wright Express (City wide fuel cards)			5,016.69
Connexus			1,171.58
Midcontinent			5,715.60
Reliance Life Insurance ACH			1,092.56
AFLAC			649.00
Total Paid through ACH or Wire			451,629.79
 TOTAL SUBMITTED FOR APPROVAL			 \$1,270,913.53

Vendor	Vendor Name	Description	Net Invoice Amount
94	Advanced Graphix Inc	Kit Custom Reflective Squad Car Graphics	625.00
	Total 94:		625.00
141	Alex Air Apparatus, Inc.	Small Tools Fire Dept	271.00
	Total 141:		271.00
341	Aspen Mills	Uniform Allowance - Fire Dept	703.75
341	Aspen Mills	Uniform Allowance - Reserves	56.65
341	Aspen Mills	Uniform Allowance - Intern	393.10
341	Aspen Mills	Uniform Allowance - T. Peetz	208.35
341	Aspen Mills	Uniform Allowance - C. Spaulding	1,993.52
	Total 341:		3,355.37
521	Bellboy Corporation	Liquor Store Merchandise	1,421.45
521	Bellboy Corporation	Liquor Store Merchandise	60.00
	Total 521:		1,481.45
551	Chas A. Bernick Inc.	Liquor Store Merchandise	90.00
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,408.46
	Total 551:		3,498.46
711	BRKW Appraisals, Inc.	Appraisal Services - Former Mn/DOT Site	4,000.00
	Total 711:		4,000.00
718	Brothers Fire & Security	Annual Monitoring Fire Alarm Account	180.00
718	Brothers Fire & Security	Annual Monitoring Security Account	264.00
	Total 718:		444.00
831	Cambridge Automotive Services	Repair & Maint Supplies - Vehicle	78.95
	Total 831:		78.95
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Planning Dept	81.08
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - PD	1,061.81
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Streets	200.43
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Parks	123.06
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Airport	81.60
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Wastewater	224.76
	Total 906:		1,772.74
1336	Crystal Springs Ice	Liquor Store Merchandise	141.54

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1336:			141.54
1371	Cushman Motor Co., Inc.	Repair & Maint Supplies - Vehicles	392.07
Total 1371:			392.07
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	11,012.20
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	169.20
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	70.80
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	95.00
Total 1396:			10,867.20
1597	Dryden, Steven	Payroll Direct Deposit 5-5-17 Rejected	400.00
Total 1597:			400.00
1681	ECM Publishers, Inc.	Advertising - Liquor Store	2,488.80
1681	ECM Publishers, Inc.	Water Flushing Notice	250.80
Total 1681:			2,739.60
1763	Emergency Response Solutions	SCBA Flow Test & Stand alone Face Piece Tes	1,612.00
Total 1763:			1,612.00
1891	Fastenal Company	Repair & Maint Supp - Parks	12.89
Total 1891:			12.89
1921	Ferguson Waterworks	Service Charge	2.30
1921	Ferguson Waterworks	Service Charge	21.07
Total 1921:			23.37
2046	G & K Services, Inc.	Rug Rentals - LS	69.23
2046	G & K Services, Inc.	Rug Rentals - LS	69.23
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Street Dept	116.05
2046	G & K Services, Inc.	Uniform Rental - Parks	6.79
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.49
2046	G & K Services, Inc.	Uniform Rental - Parks	5.89
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Water/Wast	97.90
2046	G & K Services, Inc.	Rug Rentals - Public Works	14.43
Total 2046:			382.01
2059	Synchrony Bank	City Park - Lights	24.69
2059	Synchrony Bank	Small Tools - Wastewater	99.99
2059	Synchrony Bank	Repair & Maint - Plant	50.48

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2059:			175.16
2326	Hasser Garage Doors Inc.	Service Call - Fire Dept	195.00
Total 2326:			195.00
2341	Hawkins, Inc.	Chemicals - Water	2,004.10
2341	Hawkins, Inc.	Chemicals - Wastewater	577.50
2341	Hawkins, Inc.	Chemicals - Wastewater	5,827.43
Total 2341:			8,409.03
2421	Redpath and Company	Professional Services	23,455.00
Total 2421:			23,455.00
2631	Isanti County Auditor-Treasurer	Property Taxes ID 15.048.0230	1,639.00
2631	Isanti County Auditor-Treasurer	Property Taxes ID 15.072.0300	661.00
2631	Isanti County Auditor-Treasurer	Deed Tax 744 3rd Ave SW	275.00
Total 2631:			2,575.00
2676	Isanti County Recorder	Enhanced Remote Access Agreement (Set up,	550.00
Total 2676:			550.00
2771	Jimmy's Johnnys, Inc.	Toilet Rentals - Heritage Green Park, Brown Pa	200.00
2771	Jimmy's Johnnys, Inc.	Toilet Rentals - City Park	100.00
2771	Jimmy's Johnnys, Inc.	Toilet Rentals - Peterson, Hockey/Skate, Sandq	460.00
Total 2771:			760.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,471.20
2796	Johnson Brothers Liquor Co	Freight Charge	32.88
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	362.05
2796	Johnson Brothers Liquor Co	Freight Charge	12.16
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	3,347.54
2796	Johnson Brothers Liquor Co	Freight Charge	65.89
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,401.75
2796	Johnson Brothers Liquor Co	Freight Charge	44.09
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,529.00
2796	Johnson Brothers Liquor Co	Freight Charge	47.13
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	43.98
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	360.00
2796	Johnson Brothers Liquor Co	Freight Charge	4.56
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	105.20
2796	Johnson Brothers Liquor Co	Freight Charge	3.04
2796	Johnson Brothers Liquor Co	Credit - Freight Chg	1.52-

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2796:			10,828.95
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	13.00
Total 3056:			13.00
3131	Leaf's Towing and Recovery	Towing Service - Case 17005030	125.00
Total 3131:			125.00
3461	McDonald Distributing Company	Credit Liquor Merchandise	24.00-
3461	McDonald Distributing Company	Credit Liquor Merchandise	10.45-
3461	McDonald Distributing Company	Liquor Store Merchandise	3,150.00
3461	McDonald Distributing Company	Liquor Store Merchandise	8,139.68
3461	McDonald Distributing Company	Liquor Store Merchandise	8,206.55
3461	McDonald Distributing Company	Liquor Store Merchandise	77.95
3461	McDonald Distributing Company	Liquor Store Merchandise	1,108.80
Total 3461:			20,648.53
3521	Menards	Small Tools - Fire	280.84
3521	Menards	Misc Operating Supplies - Wastewater	38.40
3521	Menards	Ice Rink Improvements	21.19
3521	Menards	City Park - Lights	22.97
3521	Menards	Misc Operating Supplies - Parks	2.94
3521	Menards	Misc Operating Supplies - Parks	29.99
3521	Menards	Misc Operating Supplies - Parks	13.96
3521	Menards	Misc Operating Supplies - Streets	24.91
3521	Menards	Maintenance Supplies - City Hall	22.42
3521	Menards	Lab Supplies	446.92
3521	Menards	Small Tools - Streets	42.96
3521	Menards	Ice Rink Improvements	126.82
3521	Menards	Repair & Maint - Plant	172.96
3521	Menards	Maintenance Supplies - City Hall	30.59
3521	Menards	Repair & Maint Supplies - Streets	23.22
3521	Menards	Small Tools - Wastewater	109.24
3521	Menards	Repair & Maint - Plant	32.11
3521	Menards	Misc Operating Supplies - Streets	42.04
3521	Menards	Small Tools - Streets	28.93
3521	Menards	Repair & Maint - Plant	101.12
3521	Menards	Repair & Maint - Plant	13.99
Total 3521:			1,628.52
3542	Metro Payroll Inc.	eKlock Enterprise - March	318.75
Total 3542:			318.75
3543	Metro Sales, Inc.	Ricoh MP 2554SP & C2004 Copier Lease, Bas	251.02

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3543:			251.02
3604	Millner Heritage Vineyard & Winer	Liquor Store Merchandise	87.00
3604	Millner Heritage Vineyard & Winer	Shipping/Handling	2.00
Total 3604:			89.00
3661	Minnesota Chiefs of Police Associ	Executive Training Institute - Police Dept	240.00
Total 3661:			240.00
3676	MCSI Minnesota Computer Syste	Contract base rate chg and overage charge - To	62.18
Total 3676:			62.18
3981	MTI Distributing, Inc.	Repair & Maint Supplies - Parks	27.40
Total 3981:			27.40
4001	MVTL Laboratories Inc.	Testing	87.00
Total 4001:			87.00
4006	MWOA	MWOA Annual Conference - T. Schwab	250.00
Total 4006:			250.00
4041	National Fire Safety Council	Fire Safety Ed Program Donation	125.00
Total 4041:			125.00
4081	Nelson Auto Center	2017 Ford Police Interceptor-MN Contract 8306	10,000.00
4081	Nelson Auto Center	2017 Ford Police Interceptor-MN Contract 8306	18,998.95
Total 4081:			28,998.95
4131	Nordberg's Electric Supply Inc	Service Call - Liquor Store	85.00
Total 4131:			85.00
4177	Northern Hollow Winery LLC	Liquor Store Merchandise	119.88
Total 4177:			119.88
4426	Paustis Wine Company	Liquor Store Merchandise	1,555.99
4426	Paustis Wine Company	Freight Chg	25.00
Total 4426:			1,580.99
4476	Phillips Wine & Spirits	Liquor Store Merchandise	6,937.81

Vendor	Vendor Name	Description	Net Invoice Amount
4476	Phillips Wine & Spirits	Freight Charge	138.72
4476	Phillips Wine & Spirits	Liquor Store Merchandise	394.00
4476	Phillips Wine & Spirits	Freight Charge	18.24
4476	Phillips Wine & Spirits	Freight Charge	1.52
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,926.77
4476	Phillips Wine & Spirits	Freight Charge	62.33
4476	Phillips Wine & Spirits	Liquor Store Merchandise	46.50
Total 4476:			9,525.89
4724	Ray's Garage	Unit #6 - 6 Months Storage	390.00
Total 4724:			390.00
4749	Red Bull Distribution Company, In	Liquor Store Merchandise	157.00
Total 4749:			157.00
4769	Register Tapes Unlimited, L.P.	Advertising - Liquor Store	1,056.00
Total 4769:			1,056.00
4956	Sandstone Distributing Company	Liquor Store Merchandise	219.00
4956	Sandstone Distributing Company	Freight Charge	5.75
Total 4956:			224.75
5048	Seasonal Property Services, LLC	Mowing - 627 1st Ave E	50.00
Total 5048:			50.00
5058	SAC's Enrichment Center	Lunches - Fire Dept	42.00
Total 5058:			42.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	2.10
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	3.27
5181	Southern Glazer's of MN	Liquor Store Merchandise	4,346.32
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	48.07
5181	Southern Glazer's of MN	Liquor Store Merchandise	713.50
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	17.50
Total 5181:			5,130.76
5201	Springvale Township	329th Ave Snow Plowing	300.60
Total 5201:			300.60
5251	Star	Advertising Liquor Store	958.00
5251	Star	Public Notice - Drinking Water Report	105.50

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5251:			1,063.50
5261	Star Quality Glass	Clear Polycarbonate	104.84
5261	Star Quality Glass	Misc Operating Supplies - Fire Dept	155.16
Total 5261:			260.00
5271	North Folk Winery	Liquor Store Merchandise	192.00
Total 5271:			192.00
5311	Strandlund Refrigeration	Repair & Maint Condensing Unit #3 - LS	1,094.00
Total 5311:			1,094.00
5446	The American Bottling Company	Liquor Store Merchandise	153.12
Total 5446:			153.12
5461	The Leader	Employee Recognition	100.96
5461	The Leader	City Apparel	63.98
5461	The Leader	City Apparel	335.84
5461	The Leader	Uniform Allowance - Water/Wastewater	63.96
Total 5461:			564.74
5470	The Minnesota Chemical Co.	Misc Operating Supplies - Fire Dept	202.89
Total 5470:			202.89
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	287.50
Total 5516:			287.50
5661	True Brands	Liquor Store Merchandise	23.88
Total 5661:			23.88
5666	TruGreen Commercial	Lawn Service - Liquor Store	51.62
Total 5666:			51.62
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	266.84
Total 5816:			266.84
5886	Watson Co., Inc.	Credit - Operating Supplies	46.50-
5886	Watson Co., Inc.	Misc Operating Supplies - LS	13.89
5886	Watson Co., Inc.	Misc Operating Supplies - Parks	51.66
5886	Watson Co., Inc.	Liquor Store Merchandise	3,166.94

Vendor	Vendor Name	Description	Net Invoice Amount
5886	Watson Co., Inc.	Misc Operating Supplies - LS	50.61
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			3,242.60
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,050.17
5891	Breakthru Beverage Minnesota	Freight Charge	9.30
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	995.65
5891	Breakthru Beverage Minnesota	Freight Charge	18.59
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	92.00-
5891	Breakthru Beverage Minnesota	Credit - Freight Charge	1.15-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	41.50-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	68.74-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	28.00-
Total 5891:			1,842.32
5965	White Bear IT Solutions LLC	Hardware - Wastewater	17.95
Total 5965:			17.95
6018	Wintergreen Restaurant	Vendor Table Charge Wine Tasting Event	800.00
Total 6018:			800.00
6086	Ziegler Inc.	Repair & Maint Supplies - Wastewater	329.38
Total 6086:			329.38
Grand Totals:			160,965.35

Dated: 5/10/17

City Treasurer: Caroline Mue

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/17	05/10/2017	105965	94	Advanced Graphix Inc	704-20100	625.00
05/17	05/10/2017	105966	141	Alex Air Apparatus, Inc.	101-20100	271.00
05/17	05/10/2017	105967	341	Aspen Mills	101-20100	3,355.37
05/17	05/10/2017	105968	521	Bellboy Corporation	610-20100	1,481.45
05/17	05/10/2017	105969	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	1,842.32
05/17	05/10/2017	105970	711	BRKW Appraisals, Inc.	101-20100	4,000.00
05/17	05/10/2017	105971	718	Brothers Fire & Security	101-20100	444.00
05/17	05/10/2017	105972	831	Cambridge Automotive Services	101-20100	78.95
05/17	05/10/2017	105973	906	Cambridge Napa Auto Parts	101-20100	1,772.74
05/17	05/10/2017	105974	5516	Capitol Beverage Sales L.P.	610-20100	287.50
05/17	05/10/2017	105975	551	Bernick's	610-20100	3,498.46
05/17	05/10/2017	105976	1336	Crystal Springs Ice	610-20100	141.54
05/17	05/10/2017	105977	1371	Cushman Motor Co., Inc.	101-20100	392.07
05/17	05/10/2017	105978	1396	Dahlheimer Beverage, LLC	610-20100	10,867.20
05/17	05/10/2017	105979	1597	Steven Dryden	101-20100	400.00
05/17	05/10/2017	105980	1681	ECM Publishers, Inc.	601-20100	2,739.60
05/17	05/10/2017	105981	1763	Emergency Response Solutions	101-20100	1,612.00
05/17	05/10/2017	105984	1891	Fastenal Company	101-20100	12.89
05/17	05/10/2017	105985	1921	Ferguson Waterworks #2516	601-20100	23.37
05/17	05/10/2017	105986	2046	G & K Services, Inc.	101-20100	382.01
05/17	05/10/2017	105987	2326	Hasser Garage Doors Inc.	101-20100	195.00
05/17	05/10/2017	105988	2341	Hawkins, Inc.	602-20100	8,409.03
05/17	05/10/2017	105990	2631	Isanti County Auditor-Treasurer	221-20100	661.00
05/17	05/10/2017	105991	2631	Isanti County Auditor-Treasurer	101-20100	1,639.00
05/17	05/10/2017	105992	2631	Isanti County Auditor-Treasurer	415-20100	275.00
05/17	05/10/2017	105993	2676	Isanti County Recorder	101-20100	550.00
05/17	05/10/2017	105994	2771	Jimmy's Johnnys, Inc.	101-20100	760.00
05/17	05/10/2017	105995	2796	Johnson Bros - St Paul	610-20100	10,828.95
05/17	05/10/2017	105996	3056	Lake Superior Laundry Inc.	101-20100	13.00
05/17	05/10/2017	105997	3131	Leaf's Towing and Recovery	209-20100	125.00
05/17	05/10/2017	105998	3461	McDonald Distributing Company	610-20100	20,648.53
05/17	05/10/2017	105999	3676	MCSI Minnesota Computer Systems Inc	101-20100	62.18
05/17	05/10/2017	106000	3521	Menards	602-20100	1,628.52
05/17	05/10/2017	106001	3542	Metro Payroll Inc.	101-20100	318.75
05/17	05/10/2017	106002	3543	Metro Sales, Inc.	101-20100	251.02
05/17	05/10/2017	106003	3604	Millner Heritage Vineyard & Winery	610-20100	89.00
05/17	05/10/2017	106004	3661	Minnesota Chiefs of Police Association	101-20100	240.00
05/17	05/10/2017	106005	3981	MTI Distributing Inc.	101-20100	27.40
05/17	05/10/2017	106006	4001	Minnesota Valley Testing Labs	602-20100	87.00
05/17	05/10/2017	106007	4006	MWVA	602-20100	250.00
05/17	05/10/2017	106008	4041	National Fire Safety Council	610-20100	125.00
05/17	05/10/2017	106009	4081	Nelson Auto Center	213-20100	28,998.95
05/17	05/10/2017	106010	4131	Nordberg's Electric Supply Inc	610-20100	85.00
05/17	05/10/2017	106011	5271	North Folk Winery	610-20100	192.00
05/17	05/10/2017	106012	4177	Northern Hollow Winery LLC	610-20100	119.88
05/17	05/10/2017	106013	4426	Paustis Wine Company	610-20100	1,580.99
05/17	05/10/2017	106014	4476	Phillips St Paul	610-20100	9,525.89
05/17	05/10/2017	106015	4724	Ray's Garage	610-20100	390.00
05/17	05/10/2017	106016	4749	Red Bull Distribution Company, Inc.	610-20100	157.00
05/17	05/10/2017	106017	2421	Redpath and Company	101-20100	23,455.00
05/17	05/10/2017	106018	4769	Register Tapes Unlimited, L.P.	610-20100	1,056.00
05/17	05/10/2017	106019	5058	SAC's Enrichment Center	101-20100	42.00
05/17	05/10/2017	106020	4956	Sandstone Distributing Company	610-20100	224.75
05/17	05/10/2017	106021	5048	Seasonal Property Services, LLC	221-20100	50.00
05/17	05/10/2017	106022	5181	Southern Glazer's of MN	610-20100	5,130.76
05/17	05/10/2017	106023	5201	Springvale Township	101-20100	300.60
05/17	05/10/2017	106024	5251	Star	601-20100	1,063.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/17	05/10/2017	106025	5261	Star Quality Glass	101-20100	260.00
05/17	05/10/2017	106026	5311	Strandlund Refrigeration	610-20100	1,094.00
05/17	05/10/2017	106027	2059	Synchrony Bank	101-20100	175.16
05/17	05/10/2017	106028	5446	The American Bottling Company	610-20100	153.12
05/17	05/10/2017	106029	5461	The Leader	101-20100	564.74
05/17	05/10/2017	106030	5470	The Minnesota Chemical Co.	101-20100	202.89
05/17	05/10/2017	106031	5661	True Brands	610-20100	23.88
05/17	05/10/2017	106032	5666	TruGreen Processing Center	610-20100	51.62
05/17	05/10/2017	106033	5816	Viking Coca-Cola Bottling Co	610-20100	266.84
05/17	05/10/2017	106035	5886	Watson Co., Inc.	610-20100	3,242.60
05/17	05/10/2017	106036	5965	White Bear IT Solutions LLC	602-20100	17.95
05/17	05/10/2017	106037	6018	Wintergreen Restaurant	610-20100	800.00
05/17	05/10/2017	106038	6086	Ziegler Inc.	602-20100	329.38
Grand Totals:						<u>160,965.35</u>

Vendor	Vendor Name	Description	Net Invoice Amount
165	Allina Health	Health History, Physical - Fire Dept	95.00
165	Allina Health	Health History, Physical, Questionnaire - Liquor	260.00
Total 165:			355.00
306	ARC Irrigation, LLC	Lawn Applications - City Hall	115.00
306	ARC Irrigation, LLC	Lawn Applications - N Main St	143.00
306	ARC Irrigation, LLC	Lawn Applications - Commuter Lot	105.00
306	ARC Irrigation, LLC	Lawn Applications - Water Treatment Plant	190.00
306	ARC Irrigation, LLC	Lawn Applications - Waste Treatment Plant	240.00
306	ARC Irrigation, LLC	Lawn Applications - Parks	225.00
306	ARC Irrigation, LLC	Lawn Applications - City Park	55.00
306	ARC Irrigation, LLC	Lawn Applications - Parks	455.00
Total 306:			1,528.00
521	Bellboy Corporation	Liquor Store Merchandise	3,128.18
521	Bellboy Corporation	Liquor Store Merchandise	224.00
521	Bellboy Corporation	Liquor Store Merchandise	100.28
Total 521:			3,452.46
551	Chas A. Bernick Inc.	Liquor Store Merchandise	190.80
551	Chas A. Bernick Inc.	Liquor Store Merchandise	1,201.40
Total 551:			1,392.20
555	Business Essentials	Maintenance Supplies - City Hall	100.60
Total 555:			100.60
768	Burtis, Robert J.	Summer Concert Series at City Park	400.00
Total 768:			400.00
1156	City of Mpls Receivables	APS Transaction Fee - April	191.70
Total 1156:			191.70
1336	Crystal Springs Ice	Liquor Store Merchandise	279.84
Total 1336:			279.84
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	16,674.80
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	125.00
Total 1396:			16,799.80
1506	Deputy Registrar #90	Register/Title - 17 Ford	21.75

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 1506:		21.75
1531	Dex Media	Directory Listing - Liquor Store	207.20
	Total 1531:		207.20
1686	Ecolab Pest Elimination Div.	Air Quality Program and Fly Program - LS	98.45
	Total 1686:		98.45
1921	Ferguson Waterworks	Meters & Repairs	183.72
	Total 1921:		183.72
1949	First Advantage	Pre-Employment Drug Test - Fire	53.00
1949	First Advantage	Pre-Employment Drug Test - Parks	39.00
1949	First Advantage	Pre-Employment Drug Test - LS	106.00
	Total 1949:		198.00
2046	G & K Services, Inc.	Uniform, Rug, & Towel Rental - Streets	98.53
2046	G & K Services, Inc.	Uniform Rental - Parks	6.79
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.49
2046	G & K Services, Inc.	Uniform Rental - Parks	5.89
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Water/Wast	97.90
2046	G & K Services, Inc.	Rug Rentals - Public Works	17.43
	Total 2046:		229.03
2121	Golden Shovel Agency, LLC	Economic Gateway Hosting & Maintenance	2,100.00
	Total 2121:		2,100.00
2171	Granite Electronics, Inc.	Repair & Maint Supplies - Police	59.00
2171	Granite Electronics, Inc.	Uniform Allowance - Police	95.65
	Total 2171:		154.65
2182	Grape Beginnings, Inc.	Liquor Store Merchandise	993.00
2182	Grape Beginnings, Inc.	Freight	22.50
	Total 2182:		1,015.50
2416	John Hirsch's Cambridge Motors	Repair & Maint Supplies - PD Vehicle	350.00
	Total 2416:		350.00
2486	IBEW Local 110	Union Dues - May	350.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2486:			350.00
2631	Isanti County Auditor-Treasurer	Fireworks Display Permit - City of Cambridge	50.00
Total 2631:			50.00
2681	Isanti County Sheriff's Office	2017 SWAT Team Membership - Schuster	335.65
Total 2681:			335.65
2776	JJ Taylor Dist. of Minn.	Liquor Store Merchandise	681.50
2776	JJ Taylor Dist. of Minn.	Delivery Charge	3.00
Total 2776:			684.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	6,966.30
2796	Johnson Brothers Liquor Co	Freight Charge	103.93
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,948.90
2796	Johnson Brothers Liquor Co	Freight Charge	59.27
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,389.80
2796	Johnson Brothers Liquor Co	Freight Charge	45.59
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	131.94
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	355.58
2796	Johnson Brothers Liquor Co	Freight Charge	4.94
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	32.00
2796	Johnson Brothers Liquor Co	Freight Charge	1.52
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	48.00
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	164.41-
2796	Johnson Brothers Liquor Co	Credit - Freight Chg	1.90-
Total 2796:			10,921.46
2961	Knife River Corporation	Repair & Maint Supp - Sandquist Park	594.50
Total 2961:			594.50
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	13.00
Total 3056:			13.00
3146	League of MN Cities Ins Trust	Municipality Coverage - CMC 39515	610.25
Total 3146:			610.25
3176	LELS	Union Dues - May	539.00
Total 3176:			539.00
3457	McCreary, Margo	Summer Concert Series at City Park	986.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3457:			986.00
3461	McDonald Distributing Company	Liquor Store Merchandise	125.00
Total 3461:			125.00
3521	Menards	Small Tools - Parks	23.99
3521	Menards	Small Tools - Streets	51.96
3521	Menards	Misc Operating Supplies - Parks	7.89
3521	Menards	Repair & Maint Supplies - Streets	44.33
3521	Menards	Small Tools - Streets	30.72
3521	Menards	Misc Operating Supplies - Parks	6.98
3521	Menards	Repair & Maint - Plant	23.39
3521	Menards	Misc Operating Supplies - Streets	11.97
3521	Menards	Misc Operating Supplies - Parks	16.58
3521	Menards	City Park - Lights	19.45
3521	Menards	Repair & Maint Supplies - Parks	9.99
3521	Menards	Repair & Maint Supplies - Streets	19.97
Total 3521:			267.22
3666	Minnesota Child Support Payment	Child Support Withholdings	132.44
Total 3666:			132.44
3671	Minnesota City/County Managme	Member Dues - L. Woulfe	135.00
Total 3671:			135.00
4041	National Fire Safety Council	Pass thru donations	360.00
Total 4041:			360.00
4286	Ole's Window Cleaning	Window Cleaning - Liquor Store	138.94
Total 4286:			138.94
4321	O'Reilly Automotive Inc.	Repair & Maint Supplies - PD	6.39
Total 4321:			6.39
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,502.15
4476	Phillips Wine & Spirits	Freight Charge	44.07
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,194.65
4476	Phillips Wine & Spirits	Freight Charge	18.22
Total 4476:			2,759.09
5181	Southern Glazer's of MN	Liquor Store Merchandise	9,557.12
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	105.75

Vendor	Vendor Name	Description	Net Invoice Amount
5181	Southern Glazer's of MN	Liquor Store Merchandise	56.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	2.80
5181	Southern Glazer's of MN	Liquor Store Merchandise	504.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	25.20
5181	Southern Glazer's of MN	Liquor Store Merchandise	56.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	2.80
5181	Southern Glazer's of MN	Liquor Store Merchandise	336.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	16.80
5181	Southern Glazer's of MN	Liquor Store Merchandise	448.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	22.40
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	Liquor Store Merchandise	1,322.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	28.23
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	820.00-
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	267.00-
Total 5181:			11,421.55
5251	Star	Public Notice - Ordinance 642	26.87
5251	Star	Public Notice Council Meeting Minutes	9.43
Total 5251:			36.30
5301	Steve's Tire Inc	Repairs and Maint Supplies - Parks	480.90
Total 5301:			480.90
5311	Strandlund Refrigeration	Repair & Maint - LS	251.00
Total 5311:			251.00
5321	Streicher's - Minneapolis	Ammunition - Police	678.60
5321	Streicher's - Minneapolis	Ammunition - Police	399.50
Total 5321:			1,078.10
5392	Tactical Solutions	Certification of Radar Units & Tuning Forks and	481.00
Total 5392:			481.00
5421	TDS Metrocom	Phone Service - Airport	54.83
Total 5421:			54.83
5491	The Wine Company	Liquor Store Merchandise	420.00
5491	The Wine Company	Freight charge	25.00
Total 5491:			445.00
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	419.12

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5816:			419.12
5886	Watson Co., Inc.	Liquor Store Merchandise	1,504.16
5886	Watson Co., Inc.	Misc Operating Supplies - LS	114.56
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			1,624.72
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	6,578.95
5891	Breakthru Beverage Minnesota	Freight Charge	100.45
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	116.00
5891	Breakthru Beverage Minnesota	Freight Charge	3.45
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	130.50
Total 5891:			6,929.35
5929	West Bend Mutual Insurance Com	Insurance for Wine Tasting	710.00
Total 5929:			710.00
5979	Wild Mountain Winery, Inc.	Liquor Store Merchandise	114.00
Total 5979:			114.00
5995	WiMacTel Inc.	WiMac Tel Payphone Advantage Service	60.00
Total 5995:			60.00
6001	Wine Merchants	Liquor Store Merchandise	83.00
6001	Wine Merchants	Freight Charge	1.52
Total 6001:			84.52
Grand Totals:			72,256.73

Dated: _____

5/17/17

City Treasurer: _____

Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/17	05/17/2017	106039	165	Allina Health	610-20100	355.00
05/17	05/17/2017	106040	306	ARC Irrigation, LLC	101-20100	1,528.00
05/17	05/17/2017	106041	521	Bellboy Corporation	610-20100	3,452.46
05/17	05/17/2017	106042	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	6,929.35
05/17	05/17/2017	106043	768	Robert J. Burtis	101-20100	400.00
05/17	05/17/2017	106044	555	Business Essentials	101-20100	100.60
05/17	05/17/2017	106045	551	Bernick's	610-20100	1,392.20
05/17	05/17/2017	106046	1156	Minneapolis Finance Department	101-20100	191.70
05/17	05/17/2017	106047	1336	Crystal Springs Ice	610-20100	279.84
05/17	05/17/2017	106048	1396	Dahlheimer Beverage, LLC	610-20100	16,799.80
05/17	05/17/2017	106049	1506	Deputy Registrar #90	101-20100	21.75
05/17	05/17/2017	106050	1531	Dex Media	610-20100	207.20
05/17	05/17/2017	106051	1686	Ecolab Pest Elimination Div.	610-20100	98.45
05/17	05/17/2017	106052	1921	Ferguson Waterworks #2516	601-20100	183.72
05/17	05/17/2017	106053	1949	First Advantage	101-20100	198.00
05/17	05/17/2017	106054	2046	G & K Services, Inc.	101-20100	229.03
05/17	05/17/2017	106055	2121	Golden Shovel Agency, LLC	101-20100	2,100.00
05/17	05/17/2017	106056	2171	Granite Electronics, Inc.	101-20100	154.65
05/17	05/17/2017	106057	2182	Grape Beginnings, Inc.	610-20100	1,015.50
05/17	05/17/2017	106058	2486	IBEW Local 110	101-20100	350.00
05/17	05/17/2017	106059	2631	Isanti County	101-20100	50.00
05/17	05/17/2017	106060	2681	Isanti County Sheriff's Office	101-20100	335.65
05/17	05/17/2017	106061	2776	JJ Taylor Dist. of Minn.	610-20100	684.50
05/17	05/17/2017	106062	2416	John Hirsch's Cambridge Motors	101-20100	350.00
05/17	05/17/2017	106063	2796	Johnson Bros - St Paul	610-20100	10,921.46
05/17	05/17/2017	106064	2961	Knife River Corporation	101-20100	594.50
05/17	05/17/2017	106065	3056	Lake Superior Laundry Inc.	101-20100	13.00
05/17	05/17/2017	106066	3146	League of MN Cities Ins Trust	602-20100	610.25
05/17	05/17/2017	106067	3176	LELS	101-20100	539.00
05/17	05/17/2017	106068	3457	Margo McCreary	101-20100	986.00
05/17	05/17/2017	106069	3461	McDonald Distributing Company	610-20100	125.00
05/17	05/17/2017	106070	3521	Menards	101-20100	267.22
05/17	05/17/2017	106071	3666	Minnesota Child Support Payment	101-20100	132.44
05/17	05/17/2017	106072	3671	Minnesota City/County Management Asso	101-20100	135.00
05/17	05/17/2017	106073	4041	National Fire Safety Council	101-20100	360.00
05/17	05/17/2017	106074	4286	Ole's Window Cleaning	610-20100	138.94
05/17	05/17/2017	106075	4321	O'Reilly Auto Parts	101-20100	6.39
05/17	05/17/2017	106076	4476	Phillips St Paul	610-20100	2,759.09
05/17	05/17/2017	106077	5181	Southern Glazer's of MN	610-20100	11,421.55
05/17	05/17/2017	106078	5251	Star	101-20100	36.30
05/17	05/17/2017	106079	5301	Steve's Tire Inc	101-20100	480.90
05/17	05/17/2017	106080	5311	Strandlund Refrigeration	610-20100	251.00
05/17	05/17/2017	106081	5321	Streicher's - Minneapolis	101-20100	1,078.10
05/17	05/17/2017	106082	5392	Tactical Solutions	101-20100	481.00
05/17	05/17/2017	106083	5421	TDS	211-20100	54.83
05/17	05/17/2017	106084	5491	The Wine Company	610-20100	445.00
05/17	05/17/2017	106085	5816	Viking Coca-Cola Bottling Co	610-20100	419.12
05/17	05/17/2017	106086	5886	Watson Co., Inc.	610-20100	1,624.72
05/17	05/17/2017	106087	5929	West Bend Mutual Insurance Company	610-20100	710.00
05/17	05/17/2017	106088	5979	Wild Mountain Winery, Inc.	610-20100	114.00
05/17	05/17/2017	106089	5995	WiMacTel Inc.	211-20100	60.00
05/17	05/17/2017	106090	6001	Wine Merchants	610-20100	84.52

Grand Totals:

72,256.73

Vendor	Vendor Name	Description	Net Invoice Amount
306	ARC Irrigation, LLC	Lawn Applications - Round About, Fern St, 2nd	519.00
306	ARC Irrigation, LLC	Lawn Applications - Parks	1,320.00
Total 306:			1,839.00
341	Aspen Mills	Uniform Allowance - Reserves	477.70
341	Aspen Mills	Uniform Allowance - K. Gunter	71.60
341	Aspen Mills	Uniform Allowance - K. Gross	71.60
341	Aspen Mills	Uniform Allowance - Police Dept	101.90
341	Aspen Mills	Uniform Allowance - Reserves	272.85
341	Aspen Mills	Uniform Allowance - C. Saelens	78.80
Total 341:			1,074.45
369	Atlas Business Solutions, Inc.	ScheduleAnywhere License	1,058.40
Total 369:			1,058.40
413	Backyard Theater Systems LLC	Outdoor Movie Screen	3,899.00
Total 413:			3,899.00
521	Bellboy Corporation	Liquor Store Merchandise	2,789.80
521	Bellboy Corporation	Liquor Store Merchandise	30.00
Total 521:			2,819.80
551	Chas A. Bernick Inc.	Liquor Store Merchandise	108.45
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,429.40
Total 551:			2,537.85
555	Business Essentials	Office Supplies	35.50
Total 555:			35.50
608	Blue Ember Technologies LLC	Standard Duty Aluminum Release Insert	29.00
Total 608:			29.00
661	Boyle, Eugene G.	Electrical Billing	3,195.20
Total 661:			3,195.20
679	Brainerd Fire Relief Association	MSFDA Annual Conference - C. Carlson	175.00
Total 679:			175.00
897	Cambridge Medical Center Found	2017 Women's Golf Invitational Sponsor	150.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 897:			150.00
969	Cardmember Service	Office Supplies - Wastewater	52.95
969	Cardmember Service	Repair & Maint Supplies - Wastewater	113.27
969	Cardmember Service	Small Tools - Wastewater	479.92
969	Cardmember Service	Repair & Maint Supplies - Streets	634.00
969	Cardmember Service	Misc Operating Supplies - Parks	768.00
969	Cardmember Service	Repair & Maint Supplies - Airport	692.38
969	Cardmember Service	Lodging - Airport Conference	98.69
969	Cardmember Service	Small Tools - Comm Dev	18.12
969	Cardmember Service	Sales Tax Credit	16.49-
969	Cardmember Service	Training - C. Moe	522.00
969	Cardmember Service	Training - C. Moe	287.00
969	Cardmember Service	Training Credit - C. Moe	199.00-
969	Cardmember Service	Office Supplies - Fire	117.55
969	Cardmember Service	Training - D. Owl	75.00
Total 969:			3,643.39
1316	Crawford's Equipment, Inc.	Repair & Maint Supplies - Streets	263.49
Total 1316:			263.49
1336	Crystal Springs Ice	Liquor Store Merchandise	509.70
Total 1336:			509.70
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	180.00-
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	14,587.15
Total 1396:			14,407.15
1558	Divas Entertainment LLC	Summer Concert Series at City Park	2,000.00
Total 1558:			2,000.00
1763	Emergency Response Solutions	Misc Operating Supplies - Fire	6,129.50
Total 1763:			6,129.50
1921	Ferguson Waterworks	Meter Equipment	7,631.17
Total 1921:			7,631.17
1996	Forestedge Winery	Liquor Store Merchandise	117.00
Total 1996:			117.00
2046	G & K Services, Inc.	Rug & Towel Rentals - LS	124.10
2046	G & K Services, Inc.	Rug Rentals - LS	69.23

Vendor	Vendor Name	Description	Net Invoice Amount
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Street Dept	116.05
2046	G & K Services, Inc.	Uniform Rental - Parks	6.79
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.49
2046	G & K Services, Inc.	Uniform Rental - Parks	5.73
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Water/Wast	98.52
2046	G & K Services, Inc.	Rug Rentals - Public Works	14.43
Total 2046:			437.34
2131	Goodin Company	Repair & Maint - Wastewater Plant	1,350.40
Total 2131:			1,350.40
2271	Hach Company	Wastewater Lab Supplies	948.35
Total 2271:			948.35
2636	Minnesota Equipment	Repair & Maint Supplies - Wastewater	56.87
2636	Minnesota Equipment	Repair & Maint Supplies - Streets	71.27
2636	Minnesota Equipment	Repair & Maint Supplies - Parks	520.63
2636	Minnesota Equipment	Repair & Maint Supplies - Parks	53.62
Total 2636:			702.39
2701	Isanti Rental, Inc.	Rental - Streets	80.50
Total 2701:			80.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	8,347.71
2796	Johnson Brothers Liquor Co	Freight Charge	137.57
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,510.15
2796	Johnson Brothers Liquor Co	Freight Charge	66.89
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,694.55
2796	Johnson Brothers Liquor Co	Freight Charge	80.57
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	5,965.59
2796	Johnson Brothers Liquor Co	Freight Charge	87.03
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	73.35
2796	Johnson Brothers Liquor Co	Freight Charge	6.08
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	143.35-
2796	Johnson Brothers Liquor Co	Credit - Freight Chg	1.52-
Total 2796:			19,824.62
2850	K & B Solutions LLC	Community Policing Supplies	629.60
Total 2850:			629.60
2866	Kawalek Trucking	Freight Charges Liquor Store	506.20
Total 2866:			506.20

Vendor	Vendor Name	Description	Net Invoice Amount
3015	Kris and the Riverbend Dutchmen	Summer Concert Series at City Park	1,600.00
	Total 3015:		1,600.00
3371	Marco Inc	Copier Rental - Sharp MX2300N Copier	260.00
	Total 3371:		260.00
3461	McDonald Distributing Company	Credit Liquor Merchandise	13.20-
3461	McDonald Distributing Company	Credit Liquor Merchandise	60.00-
3461	McDonald Distributing Company	Liquor Store Merchandise	6,245.80
3461	McDonald Distributing Company	Liquor Store Merchandise	36,612.23
3461	McDonald Distributing Company	Credit Liquor Merchandise	66.15-
	Total 3461:		42,718.68
3498	Med-Tech Resource LLC	Batteries - Fire Dept	122.89
	Total 3498:		122.89
3521	Menards	City Park - Lights	39.99
3521	Menards	Repair & Maint - Plant	6.97
3521	Menards	Small Tools - Parks	71.98
3521	Menards	Repair & Maint Supplies - Ice Rink	18.36
3521	Menards	Misc Operating Supplies - Parks	71.15
3521	Menards	Misc Operating Supplies - Parks	60.11
3521	Menards	Misc Operating Supplies - Parks	40.92
3521	Menards	Small Tools - Wastewater	29.97
3521	Menards	Small Tools - Streets	61.76
3521	Menards	Repair & Maint Supplies - Parks	1.62
3521	Menards	Misc Operating Supplies - Ice Rink	11.70
3521	Menards	Repair & Maint - Plant	13.90
3521	Menards	Repair & Maint Supplies - Ice Rink	86.04
3521	Menards	Small Tools - Fire	19.50
	Total 3521:		533.97
3801	MN Municipal Beverage Assoc	Server Training - Liquor Store	200.00
	Total 3801:		200.00
3886	MN POST BOARD	Police Officers' License Renewals	360.00
	Total 3886:		360.00
3946	Motorola Solutions Inc.	Battery - Police	285.00
3946	Motorola Solutions Inc.	Battery - Fire	285.00
	Total 3946:		570.00
4041	National Fire Safety Council	Pass thru donations	100.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4041:			100.00
4296	Olsen Chain & Cable, Inc.	Oil - Vitalife	14.10
4296	Olsen Chain & Cable, Inc.	Hoist Annual Inspection	580.00
Total 4296:			594.10
4426	Paustis Wine Company	Liquor Store Merchandise	1,277.50
4426	Paustis Wine Company	Freight Chg	18.75
Total 4426:			1,296.25
4467	Peterson's North Branch Mill	Boots - J. Bergloff	169.95
Total 4467:			169.95
4476	Phillips Wine & Spirits	Liquor Store Merchandise	4,070.40
4476	Phillips Wine & Spirits	Freight Charge	77.53
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,343.15
4476	Phillips Wine & Spirits	Freight Charge	38.00
Total 4476:			5,529.08
4836	RJM Distributing, Inc.	Liquor Store Merchandise	108.00
Total 4836:			108.00
4956	Sandstone Distributing Company	Liquor Store Merchandise	381.40
4956	Sandstone Distributing Company	Freight Charge	5.75
Total 4956:			387.15
5048	Seasonal Property Services, LLC	Turf Maintenance - 3rd Ave SW	50.00
Total 5048:			50.00
5116	Short, Elliot, Hendrickson Inc	CAMBR Airport MP/ALP	49,240.00
5116	Short, Elliot, Hendrickson Inc	CAMBR City Eng. Services	1,808.25
5116	Short, Elliot, Hendrickson Inc	CAMBR City Eng. Services	324.00
5116	Short, Elliot, Hendrickson Inc	CAMBR Wellhead Protection	856.17
5116	Short, Elliot, Hendrickson Inc	CAMBR TH 95 PreDesign	11,662.25
Total 5116:			63,890.67
5181	Southern Glazer's of MN	Liquor Store Merchandise	9,469.27
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	100.21
5181	Southern Glazer's of MN	Liquor Store Merchandise	38.87
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	1.40
5181	Southern Glazer's of MN	Liquor Store Merchandise	654.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	16.80

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5181:			10,280.55
5247	Stantec Consulting Services Inc.	Comp Plan Consulting Services	2,960.16
Total 5247:			2,960.16
5251	Star	Public Notice - 2016 Audit Report	332.66
5251	Star	Public Notice - 2016 Annual Disclosure statement	36.90
5251	Star	Public Notice - Airport Advisory Board Meeting	3.29
Total 5251:			372.85
5301	Steve's Tire Inc	Repairs and Maint Supplies - Streets	34.95
5301	Steve's Tire Inc	Repairs and Maint Supplies - Parks	25.95
Total 5301:			60.90
5311	Strandlund Refrigeration	Preventive Maintenance	969.00
Total 5311:			969.00
5321	Streicher's - Minneapolis	Ammunition - Police	577.82
Total 5321:			577.82
5446	The American Bottling Company	Liquor Store Merchandise	177.44
Total 5446:			177.44
5474	The Plott Hounds	Summer Concert Series at City Park	1,200.00
Total 5474:			1,200.00
5487	The Wayback Whens	Summer Concert Series at City Park	500.00
Total 5487:			500.00
5489	The Whitesidewalls	Summer Concert Series at City Park	900.00
5489	The Whitesidewalls	Summer Concert Series at City Park	900.00
Total 5489:			1,800.00
5491	The Wine Company	Liquor Store Merchandise	216.00
5491	The Wine Company	Freight charge	10.00
5491	The Wine Company	Liquor Store Merchandise	168.00
5491	The Wine Company	Freight charge	5.00
Total 5491:			399.00
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	250.75

Vendor	Vendor Name	Description	Net Invoice Amount
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	352.00
Total 5516:			602.75
5751	US Internet	Monthly Internet Fees - May	36.90
5751	US Internet	Monthly Internet Fees - May	36.85
5751	US Internet	Monthly Internet Fees - May	36.85
5751	US Internet	Monthly Internet Fees - May	36.85
5751	US Internet	Monthly Internet Fees - June	36.90
5751	US Internet	Monthly Internet Fees - June	36.85
5751	US Internet	Monthly Internet Fees - June	36.85
5751	US Internet	Monthly Internet Fees - June	36.85
Total 5751:			294.90
5801	Verizon Wireless	wireless phone service - PD	992.08
5801	Verizon Wireless	wireless phone service - Fire Dept	70.02
Total 5801:			1,062.10
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	226.09
Total 5816:			226.09
5831	Vinocopia	Liquor Store Merchandise	168.00
5831	Vinocopia	Freight Charge	10.00
Total 5831:			178.00
5861	Walmart Community Card	Office Supplies - Bldg	23.78
5861	Walmart Community Card	Office Supplies - Comm Dev	4.67
5861	Walmart Community Card	Office Supplies - LS	81.67
Total 5861:			110.12
5886	Watson Co., Inc.	Liquor Store Merchandise	18.00
5886	Watson Co., Inc.	Liquor Store Merchandise	4,146.81
5886	Watson Co., Inc.	Misc Operating Supplies - LS	183.14
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			4,353.95
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	8,357.37
5891	Breakthru Beverage Minnesota	Freight Charge	62.77
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	130.50
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	790.65
5891	Breakthru Beverage Minnesota	Freight Charge	12.65
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	102.68-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	45.00-

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5891:			9,206.26
6001	Wine Merchants	Liquor Store Merchandise	84.00
6001	Wine Merchants	Freight Charge	1.52
Total 6001:			85.52
Grand Totals:			229,902.15

Dated: 5/25/17

City Treasurer: Caroline Mre

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/17	05/24/2017	106091	306	ARC Irrigation, LLC	101-20100	1,839.00
05/17	05/24/2017	106092	341	Aspen Mills	101-20100	1,074.45
05/17	05/24/2017	106093	369	Atlas Business Solutions, Inc.	101-20100	1,058.40
05/17	05/24/2017	106094	413	Backyard Theater Systems LLC	101-20100	3,899.00
05/17	05/24/2017	106095	521	Bellboy Corporation	610-20100	2,819.80
05/17	05/24/2017	106096	608	Blue Ember Technologies LLC	101-20100	29.00
05/17	05/24/2017	106097	661	Eugene G. Boyle	101-20100	3,195.20
05/17	05/24/2017	106098	679	Brainerd Fire Relief Association	101-20100	175.00
05/17	05/24/2017	106099	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	9,206.26
05/17	05/24/2017	106100	555	Business Essentials	101-20100	35.50
05/17	05/24/2017	106101	897	CMC Foundation	610-20100	150.00
05/17	05/24/2017	106102	5516	Capitol Beverage Sales L.P.	610-20100	602.75
05/17	05/24/2017	106103	969	Cardmember Service	101-20100	3,643.39
05/17	05/24/2017	106104	551	Bernick's	610-20100	2,537.85
05/17	05/24/2017	106105	1316	Crawford's Equipment, Inc.	101-20100	263.49
05/17	05/24/2017	106106	1336	Crystal Springs Ice	610-20100	509.70
05/17	05/24/2017	106107	1396	Dahlheimer Beverage, LLC	610-20100	14,407.15
05/17	05/24/2017	106108	1558	Divas Entertainment LLC	101-20100	2,000.00
05/17	05/24/2017	106109	1763	Emergency Response Solutions	101-20100	6,129.50
05/17	05/24/2017	106110	1921	Ferguson Waterworks #2516	601-20100	7,631.17
05/17	05/24/2017	106111	1996	Forestedge Winery	610-20100	117.00
05/17	05/24/2017	106112	2046	G & K Services, Inc.	101-20100	437.34
05/17	05/24/2017	106113	2131	Goodin Company	602-20100	1,350.40
05/17	05/24/2017	106114	2271	Hach Company	602-20100	948.35
05/17	05/24/2017	106115	2701	Isanti Rental, Inc.	101-20100	80.50
05/17	05/24/2017	106116	2796	Johnson Bros - St Paul	610-20100	19,824.62
05/17	05/24/2017	106117	2850	K & B Solutions LLC	101-20100	629.60
05/17	05/24/2017	106118	2866	Kawalek Trucking	610-20100	508.20
05/17	05/24/2017	106119	3015	Kris and the Riverbend Dutchmen	101-20100	1,600.00
05/17	05/24/2017	106121	3371	Marco Technologies LLC	101-20100	260.00
05/17	05/24/2017	106122	3461	McDonald Distributing Company	610-20100	42,718.68
05/17	05/24/2017	106123	3498	Med-Tech Resource LLC	101-20100	122.89
05/17	05/24/2017	106124	3521	Menards	101-20100	533.97
05/17	05/24/2017	106125	2636	Minnesota Equipment	101-20100	702.39
05/17	05/24/2017	106126	3801	MMBA	610-20100	200.00
05/17	05/24/2017	106127	3886	MN POST BOARD	101-20100	360.00
05/17	05/24/2017	106128	3946	Motorola Solutions Inc.	101-20100	570.00
05/17	05/24/2017	106129	4041	National Fire Safety Council	101-20100	100.00
05/17	05/24/2017	106130	4296	Olsen Chain & Cable, Inc.	602-20100	594.10
05/17	05/24/2017	106131	4426	Paustis Wine Company	610-20100	1,296.25
05/17	05/24/2017	106132	4467	Peterson's North Branch Mill	601-20100	169.95
05/17	05/24/2017	106133	4476	Phillips St Paul	610-20100	5,529.08
05/17	05/24/2017	106134	4836	RJM Distributing, Inc.	610-20100	108.00
05/17	05/24/2017	106135	4956	Sandstone Distributing Company	610-20100	387.15
05/17	05/24/2017	106136	5048	Seasonal Property Services, LLC	101-20100	50.00
05/17	05/24/2017	106137	5116	Short, Elliot, Hendrickson Inc	221-20100	63,890.67
05/17	05/24/2017	106138	5181	Southern Glazer's of MN	610-20100	10,280.55
05/17	05/24/2017	106139	5247	Stantec Consulting Services Inc.	101-20100	2,960.16
05/17	05/24/2017	106140	5251	Star	101-20100	372.85
05/17	05/24/2017	106141	5301	Steve's Tire Inc	101-20100	60.90
05/17	05/24/2017	106142	5311	Strandlund Refrigeration	610-20100	969.00
05/17	05/24/2017	106143	5321	Streicher's - Minneapolis	101-20100	577.82
05/17	05/24/2017	106144	5446	The American Bottling Company	610-20100	177.44
05/17	05/24/2017	106145	5474	The Plott Hounds	101-20100	1,200.00
05/17	05/24/2017	106146	5487	The Wayback Whens	101-20100	500.00
05/17	05/24/2017	106147	5489	The Whitesidewalls	101-20100	900.00
05/17	05/24/2017	106148	5489	The Whitesidewalls	101-20100	900.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/17	05/24/2017	106149	5491	The Wine Company	610-20100	399.00
05/17	05/24/2017	106150	5751	US Internet	602-20100	294.90
05/17	05/24/2017	106151	5801	Verizon Wireless	101-20100	1,062.10
05/17	05/24/2017	106152	5816	Viking Coca-Cola Bottling Co	610-20100	226.09
05/17	05/24/2017	106153	5831	Vinocopia	610-20100	178.00
05/17	05/24/2017	106154	5861	Walmart Community/RFCSELLC	610-20100	110.12
05/17	05/24/2017	106155	5886	Watson Co., Inc.	610-20100	4,353.95
05/17	05/24/2017	106156	6001	Wine Merchants	610-20100	85.52
Grand Totals:						<u>229,902.15</u>

Vendor	Vendor Name	Description	Net Invoice Amount
341	Aspen Mills	Uniform Allowance - T. Schuster	286.40
Total 341:			286.40
419	Bald Eagle Builders, Inc.	Escrow Refund 2776 Buchanan Lane S	8,700.00
419	Bald Eagle Builders, Inc.	Escrow Refund 2776 Buchanan Lane S	50.00-
Total 419:			8,650.00
521	Bellboy Corporation	Liquor Store Merchandise	1,760.80
521	Bellboy Corporation	Liquor Store Merchandise	30.00
Total 521:			1,790.80
551	Chas A. Bernick Inc.	Liquor Store Merchandise	249.75
551	Chas A. Bernick Inc.	Liquor Store Merchandise	7,084.30
Total 551:			7,334.05
797	C & L Distributing	Liquor Store Merchandise	317.50
Total 797:			317.50
969	Cardmember Service	Lodging - Airport Conference	165.21
969	Cardmember Service	Lodging - Airport Conference	109.78
969	Cardmember Service	Misc Operating Supplies - Police	22.88
969	Cardmember Service	Postage - Police	5.58
969	Cardmember Service	Repair & Maint Supplies - Police	139.00
969	Cardmember Service	Lodging - T. Dwyer	327.00
969	Cardmember Service	Lodging - C. Saelens, M. Giese	109.00
969	Cardmember Service	Meals - Chiefs Convention	54.00
969	Cardmember Service	Lodging - A. Rackow	248.00
969	Cardmember Service	TLOxp Charges - Police	25.00
969	Cardmember Service	Training - C. Saelens	250.00
969	Cardmember Service	Training - T. Dwyer	75.00
Total 969:			1,530.45
1083	CES Imaging	Smartworks MFP Plus Software	585.00
1083	CES Imaging	Maintenance Supplies - Canon Printer	66.14
Total 1083:			651.14
1336	Crystal Springs Ice	Liquor Store Merchandise	156.88
1336	Crystal Springs Ice	Liquor Store Merchandise	249.78
1336	Crystal Springs Ice	Liquor Store Merchandise	283.30
Total 1336:			689.96
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	25,604.94
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	42,852.39

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1396:			68,457.33
1481	Department of Human Services	Janitor Service - Liquor Store - April	280.00
Total 1481:			280.00
1765	Enforcement Lighting	Equipment - Squad 17-06	6,261.00
Total 1765:			6,261.00
1791	Epic Products, Inc.	Liquor Store Merchandise	487.20
Total 1791:			487.20
1921	Ferguson Waterworks	Meter Equipment	7,655.59
Total 1921:			7,655.59
2046	G & K Services, Inc.	Rug Rentals - LS	69.23
2046	G & K Services, Inc.	Rug Rentals - City Hall	16.56
2046	G & K Services, Inc.	Rug Rentals - Police Dept	19.44
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Street Dept	98.53
2046	G & K Services, Inc.	Uniform Rental - Parks	6.79
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.49
2046	G & K Services, Inc.	Uniform Rental - Parks	5.73
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Water/Wast	98.52
2046	G & K Services, Inc.	Rug Rentals - Public Works	17.43
Total 2046:			334.72
2188	Gratitude Farms	Animal Control Services	400.00
Total 2188:			400.00
2271	Hach Company	Wastewater Lab Supplies	149.10
2271	Hach Company	Wastewater Lab Supplies	531.85
Total 2271:			680.95
2341	Hawkins, Inc.	Chemicals - Wastewater	577.50
2341	Hawkins, Inc.	Chemicals - Water	3,579.66
Total 2341:			4,157.16
2500	Ideal Service, Inc.	Preventative Maintenance	1,225.00
Total 2500:			1,225.00
2776	JJ Taylor Dist. of Minn.	Liquor Store Merchandise	2,013.90
2776	JJ Taylor Dist. of Minn.	Delivery Charge	3.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2776:			2,016.90
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	102.15
2796	Johnson Brothers Liquor Co	Freight Charge	1.52
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,597.30
2796	Johnson Brothers Liquor Co	Freight Charge	50.16
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	87.96
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	20,291.95
2796	Johnson Brothers Liquor Co	Freight Charge	320.72
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	5,761.01
2796	Johnson Brothers Liquor Co	Freight Charge	142.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	302.90
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	340.75
2796	Johnson Brothers Liquor Co	Freight Charge	4.82
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	64.00
2796	Johnson Brothers Liquor Co	Freight Charge	3.04
Total 2796:			29,070.78
2861	Kath Fuel Oil Service Co	Fuel and Additives-Streets	300.88
2861	Kath Fuel Oil Service Co	Fuel and Additives-Parks	300.88
2861	Kath Fuel Oil Service Co	Fuel and Additives-Wastewater	300.87
Total 2861:			902.63
2871	KBEK 95.5 FM	Advertising - Art in the Park Series	1,547.00
Total 2871:			1,547.00
2881	KEEPRS, Inc.	Pistol	414.00
2881	KEEPRS, Inc.	Pistol	1,267.00
2881	KEEPRS, Inc.	Credit Pistol	750.00-
Total 2881:			931.00
2961	Knife River Corporation	Repairs & Maint Infrastructure	137.51
2961	Knife River Corporation	Repairs & Maint Infrastructure	93.45
Total 2961:			230.96
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	13.00
Total 3056:			13.00
3461	McDonald Distributing Company	Credit Liquor Merchandise	33.60-
3461	McDonald Distributing Company	Liquor Store Merchandise	9,094.20
3461	McDonald Distributing Company	Liquor Store Merchandise	240.00
Total 3461:			9,300.60

Vendor	Vendor Name	Description	Net Invoice Amount
3521	Menards	Misc Operating Supplies - Parks	128.97
3521	Menards	Public Education & Fire Prevention	33.22
3521	Menards	Small Tools - Streets	113.74
3521	Menards	Repair & Maint Supplies - Ice Rink	17.78
Total 3521:			293.71
3666	Minnesota Child Support Payment	Child Support Withholdings	132.44
Total 3666:			132.44
3799	Mlinar, Peggy	Escrow Refund 4235 E Rum River Ct S	6,000.00
3799	Mlinar, Peggy	Escrow Refund 4235 E Rum River Ct S	50.00-
Total 3799:			5,950.00
4011	NAC Mechanical & Electrical	Repairs & Maint Labor Bldgs - Work Id 216480	164.00
Total 4011:			164.00
4041	National Fire Safety Council	Pass thru donations	250.00
Total 4041:			250.00
4066	North Central Laboratories	Lab Supplies	752.01
Total 4066:			752.01
4071	NCPERS Minnesota	Group Vol Life Ins - PERA	352.00
Total 4071:			352.00
4171	Northern Business Products, Inc.	Office Supplies	16.47
4171	Northern Business Products, Inc.	Office Supplies - Comm Dev	10.99
4171	Northern Business Products, Inc.	Office Supplies	1.38
4171	Northern Business Products, Inc.	Office Supplies - Bldg Dept	14.99
4171	Northern Business Products, Inc.	Office Supplies - PD	8.68
Total 4171:			52.51
4221	Northland Landscape Nursery	Black Dirt & Seed - City Park	67.00
Total 4221:			67.00
4286	Ole's Window Cleaning	Window Cleaning - Liquor Store	138.94
Total 4286:			138.94
4322	Onsite Medical Service, Inc.	Hearing Testing - Police	99.00
4322	Onsite Medical Service, Inc.	Hearing Testing, SCBA Exam, Fit-Testing	3,820.00
4322	Onsite Medical Service, Inc.	Hearing Testing - Public Works	154.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4322:			4,073.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	162.75
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,051.00
4476	Phillips Wine & Spirits	Freight Charge	25.84
4476	Phillips Wine & Spirits	Liquor Store Merchandise	697.25
4476	Phillips Wine & Spirits	Freight Charge	12.16
4476	Phillips Wine & Spirits	Liquor Store Merchandise	184.60
4476	Phillips Wine & Spirits	Freight Charge	9.12
Total 4476:			2,142.72
4749	Red Bull Distribution Company, In	Liquor Store Merchandise	248.50
Total 4749:			248.50
5116	Short, Elliot, Hendrickson Inc	CAMBR Water Tower Siting Study	1,163.15
Total 5116:			1,163.15
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	7.00
5181	Southern Glazer's of MN	Liquor Store Merchandise	11,521.41
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	179.20
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	Liquor Store Merchandise	1,358.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	26.60
5181	Southern Glazer's of MN	Credit Liquor Store Merchandise	683.25-
Total 5181:			12,434.41
5251	Star	Public Notice - Ordinance 645	7.34
5251	Star	Public Notice Council Meeting Minutes	10.19
5251	Star	Public Notice Planning Commission Meeting	6.32
Total 5251:			23.85
5256	Star 95 Car Wash & Detailing	Fire Dept Vehicle Washes	11.50
5256	Star 95 Car Wash & Detailing	Fire Dept Vehicle Washes	11.50
5256	Star 95 Car Wash & Detailing	Fire Dept Vehicle Washes	11.50
5256	Star 95 Car Wash & Detailing	Fire Dept Vehicle Washes	8.50
5256	Star 95 Car Wash & Detailing	Fire Dept Vehicle Washes	8.50
5256	Star 95 Car Wash & Detailing	Fire Dept Vehicle Washes	8.50
Total 5256:			60.00
5321	Streicher's - Minneapolis	Ammunition - Police	790.00
Total 5321:			790.00

Vendor	Vendor Name	Description	Net Invoice Amount
5427	Team Laboratory Chemical Corp.	Chemicals - Wastewater	110.50
Total 5427:			110.50
5446	The American Bottling Company	Liquor Store Merchandise	165.28
Total 5446:			165.28
5691	U.S. Water Services, Inc	Chemicals	5,267.00
Total 5691:			5,267.00
5801	Verizon Wireless	wireless phone service - Bldg Dept	38.09-
5801	Verizon Wireless	wireless phone service - Maintenance Dept	25.68
5801	Verizon Wireless	wireless phone service - Bldg Dept	166.00
5801	Verizon Wireless	wireless phone service - Wastewater	99.65
Total 5801:			253.24
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	310.61
Total 5816:			310.61
5886	Watson Co., Inc.	Credit Liquor Merchandise	397.10-
5886	Watson Co., Inc.	Credit - Operating Supplies	21.00-
5886	Watson Co., Inc.	Liquor Store Merchandise	3,158.21
5886	Watson Co., Inc.	Misc Operating Supplies - LS	185.20
5886	Watson Co., Inc.	Freight Charge	6.00
5886	Watson Co., Inc.	Misc Operating Supplies - LS	74.91
Total 5886:			3,006.22
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,091.99
5891	Breakthru Beverage Minnesota	Freight Charge	10.45
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	585.32
5891	Breakthru Beverage Minnesota	Freight Charge	11.50
Total 5891:			1,699.26
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
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

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5965:			4,223.38
6001	Wine Merchants	Liquor Store Merchandise	492.00
6001	Wine Merchants	Freight Charge	9.12
Total 6001:			501.12
6061	Zahl-Petroleum Maintenance Co.	Annual Full Function Test - Veeder Root	441.54
6061	Zahl-Petroleum Maintenance Co.	Annual Full Function Test - Veeder Root	581.50
Total 6061:			1,023.04
Grand Totals:			200,850.01

Dated: 6/1/17

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/17	06/01/2017	106157	341	Aspen Mills	101-20100	286.40
06/17	06/01/2017	106158	419	Bald Eagle Builders, Inc.	101-20100	8,650.00
06/17	06/01/2017	106160	521	Bellboy Corporation	610-20100	1,790.80
06/17	06/01/2017	106161	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	1,699.26
06/17	06/01/2017	106162	797	C & L Distributing	610-20100	317.50
06/17	06/01/2017	106163	969	Cardmember Service	101-20100	1,530.45
06/17	06/01/2017	106164	1083	CES Imaging	101-20100	651.14
06/17	06/01/2017	106165	551	Bernick's	610-20100	7,334.05
06/17	06/01/2017	106166	1336	Crystal Springs Ice	610-20100	689.96
06/17	06/01/2017	106167	1396	Dahlheimer Beverage, LLC	610-20100	68,457.33
06/17	06/01/2017	106168	1481	Department of Human Services	610-20100	280.00
06/17	06/01/2017	106169	1765	Enforcement Lighting	417-20100	6,261.00
06/17	06/01/2017	106170	1791	Epic Products, Inc.	610-20100	487.20
06/17	06/01/2017	106171	1921	Ferguson Waterworks #2516	601-20100	7,655.59
06/17	06/01/2017	106172	2046	G & K Services, Inc.	101-20100	334.72
06/17	06/01/2017	106173	2188	Gratitude Farms	101-20100	400.00
06/17	06/01/2017	106174	2271	Hach Company	602-20100	680.95
06/17	06/01/2017	106175	2341	Hawkins, Inc.	601-20100	4,157.16
06/17	06/01/2017	106177	2500	Ideal Service, Inc.	602-20100	1,225.00
06/17	06/01/2017	106178	2776	JJ Taylor Dist. of Minn.	610-20100	2,016.90
06/17	06/01/2017	106179	2796	Johnson Bros - St Paul	610-20100	29,070.78
06/17	06/01/2017	106180	2861	Kath Fuel Oil Service Co	101-20100	902.63
06/17	06/01/2017	106181	2871	KBK 95.5 FM	101-20100	1,547.00
06/17	06/01/2017	106182	2881	KEEPRS, Inc.	101-20100	931.00
06/17	06/01/2017	106183	2961	Knife River Corporation	101-20100	230.96
06/17	06/01/2017	106185	3056	Lake Superior Laundry Inc.	101-20100	13.00
06/17	06/01/2017	106186	3461	McDonald Distributing Company	610-20100	9,300.60
06/17	06/01/2017	106187	3521	Menards	101-20100	293.71
06/17	06/01/2017	106189	3666	Minnesota Child Support Payment	101-20100	132.44
06/17	06/01/2017	106190	3799	Peggy Milnar	101-20100	5,950.00
06/17	06/01/2017	106192	4011	NAC Mechanical & Electrical	101-20100	164.00
06/17	06/01/2017	106193	4041	National Fire Safety Council	101-20100	250.00
06/17	06/01/2017	106194	4071	NCPERS Minnesota	101-20100	352.00
06/17	06/01/2017	106195	4066	NCL of Wisconsin, Inc.	602-20100	752.01
06/17	06/01/2017	106196	4171	Northern Business Products, Inc.	101-20100	52.51
06/17	06/01/2017	106197	4221	Northland Landscape Nursery	101-20100	67.00
06/17	06/01/2017	106198	4286	Ole's Window Cleaning	610-20100	138.94
06/17	06/01/2017	106199	4322	Onsite Medical Service, Inc.	101-20100	4,073.00
06/17	06/01/2017	106200	4476	Phillips St Paul	610-20100	2,142.72
06/17	06/01/2017	106201	4749	Red Bull Distribution Company, Inc.	610-20100	248.50
06/17	06/01/2017	106202	5116	Short, Elliot, Hendrickson Inc	601-20100	1,163.15
06/17	06/01/2017	106203	5181	Southern Glazer's of MN	610-20100	12,434.41
06/17	06/01/2017	106204	5251	Star	101-20100	23.85
06/17	06/01/2017	106205	5256	Star 95 Car Wash & Detailing	101-20100	60.00
06/17	06/01/2017	106206	5321	Streicher's - Minneapolis	101-20100	790.00
06/17	06/01/2017	106207	5427	Team Laboratory Chemical Corp.	602-20100	110.50
06/17	06/01/2017	106208	5446	The American Bottling Company	610-20100	165.28
06/17	06/01/2017	106209	5691	U.S. Water Services	602-20100	5,267.00
06/17	06/01/2017	106210	5801	Verizon Wireless	602-20100	253.24
06/17	06/01/2017	106211	5816	Viking Coca-Cola Bottling Co	610-20100	310.61
06/17	06/01/2017	106212	5886	Watson Co., Inc.	610-20100	3,006.22
06/17	06/01/2017	106213	5965	White Bear IT Solutions LLC	101-20100	4,223.38
06/17	06/01/2017	106214	6001	Wine Merchants	610-20100	501.12
06/17	06/01/2017	106215	6061	Zahl-Petroleum Maintenance Co.	211-20100	1,023.04
Grand Totals:						200,850.01

Vendor	Vendor Name	Description	Net Invoice Amount
5043	SealTech, Inc.	Poly Flex Patch Existing Cracks	66,000.00
5043	SealTech, Inc.	Rout and Seal	14,291.00
Total 5043:			80,291.00
5191	SPEW Health Plan	Health Insurance Premium - July	1,459.00
5191	SPEW Health Plan	Health Insurance Premium - July	2,918.00
5191	SPEW Health Plan	Health Insurance Premium - July	4,377.00
5191	SPEW Health Plan	Health Insurance Premium - July	2,918.00
5191	SPEW Health Plan	Health Insurance Premium - July	729.50
5191	SPEW Health Plan	Health Insurance Premium - July	23,344.00
5191	SPEW Health Plan	Health Insurance Premium - July	1,459.00
5191	SPEW Health Plan	Health Insurance Premium - July	12,934.94
5191	SPEW Health Plan	Health Insurance Premium - July	2,918.00
5191	SPEW Health Plan	Health Insurance Premium - July	5,339.94
5191	SPEW Health Plan	Health Insurance Premium - July	8,287.12
5191	SPEW Health Plan	Health Insurance Premium - July	5,836.00
5191	SPEW Health Plan	Health Insurance Premium - T. Hanson	1,598.00
Total 5191:			74,118.50
5474	The Plott Hounds	Summer Concert Series at City Park	900.00
Total 5474:			900.00
Grand Totals:			155,309.50

Dated: 06-07-2017

City Treasurer: JG Wouffe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/17	06/07/2017	106216	5043	SealTech, Inc.	443-20100	80,291.00
06/17	06/07/2017	106217	5191	SPEW Health Plan	101-20100	74,118.50
06/17	06/07/2017	106218	5474	The Plott Hounds	101-20100	900.00
Grand Totals:						<u>155,309.50</u>

**Item 4C
Amending Title XV Land Usage,
Chapter 156 Zoning
Mobile Food Carts**

June 19, 2017

Author: Carri Levitski

Background

At the May 15, 2017 City Council meeting, it was Council's consensus to support amendment of Chapter 156 related to Mobile Food Carts. Because this portion of the code falls under the Zoning Code, it is required to have a public hearing.

A public hearing was held on Tuesday, June 6, 2017 at the Planning Commission meeting. There was no public comment during the public hearing and Planning Commission voted to recommend approval (5/0).

Currently, the City Code does not allow for mobile food carts to be located in residential areas and we limit the number of food carts to one per property.

Staff is finding this an issue when certain properties are hosting special events. Public institutions, places of worship, multiple family dwellings and educational facilities have special events and carnivals throughout the year. Currently, if they are in a residential area, they cannot have a food vendor on site. This also affects City concerts, performances, and events including Customer Appreciation Day, Snowflake Parade, Cambridge Day Out, and the list goes on. Staff would like Council to amend the ordinance as attached so I can issue permits for these special events.

The language in the ordinance relating to the type of properties is consistent with the language in another portion of the Land Use Code (temporary signage).

City Council Action:

Motion to adopt Ordinance 644 Amending Title XV Land Usage, Chapter 156, Section 156.087 as presented.

Attachments

1. Draft Ordinance 644
2. Draft Planning Commission minutes from June 6, 2017

ORDINANCE NO. 644

Amending Title XV Land Usage, Chapter 156 Zoning

The City Council of the City of Cambridge, Minnesota does hereby ordain to amend Title XV Land Usage, Chapter 156 Land Usage, Section 156.087 Subdivision J as follows:

§156.087 Temporary/Seasonal Outdoor and Transient Vending Sales

(J) Mobile Food Carts.

(12) No mobile food cart shall be kept, stored, or maintained on a residentially zoned property in violation of any ordinance or regulation.

(13) Mobile food carts shall be allowed to operate in the B-1, B-1A, and B-2 zoning districts. Mobile food carts may be allowed in the BT zoning district if the use of the existing property is commercial and not residential in nature. ~~Only one mobile food cart per property is allowed.~~

(14) Mobile food carts may be allowed to operate with a valid permit in all zoning districts for special events provided the existing property is owned by a public institution, place of worship, or is a multiple family dwelling containing three (3) or more units.

(15) ~~(14)~~ If at any time the mobile food cart generates complaints, the City Council may review the license and determine if the license should be revoked.

This ordinance shall be in full force and effect from and after its passage and publication according to law. Adopted by the Cambridge City Council this 19th day of June, 2017.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Date of Publication: June 28, 2017

PLANNING COMMISSION MEETING MINUTES

Tuesday, June 6, 2017

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: Mike Stylski, Chad Struss, Julie Immel, Brandon Grell, and Kersten Barfknecht-Conley (City Council Representative)

Members Absent: Robert Nelson (excused) and Bob Erickson (excused)

Staff Present: Marcia Westover, Community Development Director/City Planner

CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Struss moved, seconded by Conley to approve the agenda as presented. The motion carried 5/0.

APPROVAL OF MINUTES

May 2, 2017 Regular Meeting Minutes

Grell moved, seconded by Immel to approve the May 2, 2017 meeting minutes as presented. Motion carried 5/0.

PUBLIC COMMENT

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

NEW BUSINESS

Public Hearing: Food Trucks, Amending Title XV Land Usage, Chapter 156, Section 156.087

Westover stated currently, the City Code does not allow for mobile food carts to be located in residential areas and the number of food carts to one per property is limited.

Westover explained staff is finding this an issue when certain properties are hosting special events. Public institutions, places of worship, multiple family dwellings and educational facilities have special events and carnivals throughout the year. Currently, if they are in a residential area, they cannot have a food vendor on site. This also affects City concerts, performances, and events including Customer Appreciation Day, Snowflake Parade, Cambridge Day Out, and the list goes on. Westover said staff would like the Planning Commission to recommend that Council approve amending the ordinance so permits can be issued for these special events.

Westover pointed out the language in the ordinance relating to the type of properties is consistent with the language in another portion of the Land Use Code (temporary signage).

Westover stated staff is looking for the Planning Commission members to make a motion to recommend City Council adopt Ordinance 644 Amending Title XV Land Usage, Chapter 156, Section 156.087 as presented.

Stylski opened the public hearing period at 7:06 pm and without comments, closed the public hearing at 7:07 pm.

Struss moved, seconded by Barfknecht-Conley to recommend the Council approve the Ordinance 644 Amending Title XV Land Usage, Chapter 156, Section 156.087 as presented. Motion carried 5/0.

Cortec Preliminary and Final Plat Amendments

Westover stated the Cortec Addition preliminary and final plats have already been reviewed by the Planning Commission on April 4, 2017. Council reviewed and approved the plats on April 17, 2017. Since then, additional discoveries have been found and minor changes need to be made to the plat.

Westover explained upon additional title work discovery, it was found that Miksic Realty (Cortec) owns an additional 50' piece originally thought to be owned by the adjacent laundromat property. This has now been added to the amended plat. In addition, Cortec discovered that the adjacent residential property has a driveway on the Cortec property. Westover stated in order to correct this, Cortec is giving this residential property the driveway land and moving the property line further to the north.

Westover stated it is the opinion of the City that no public hearing is required since the scope of the changes is minor. The amendments will be heard and reviewed by the Planning Commission and Council. A preliminary plat and a final plat can be reviewed simultaneously when no new infrastructure is required.

Westover reviewed that Miksic Realty (Cortec) has plans to expand their warehouse with an addition to the building on the north end of their property. Due to the complexity of the existing property lines, they have requested to plat their property.

Prepared by: Todd Schwab, Public Works/Utility Director

Background

On March 20th City Council, authorized staff to fill a Water/Wastewater Operator position vacated by Philip Hollingsworth. The position was posted internally as required and received no interested from existing employees. The position was then posted externally and staff received applications from several qualified applicants.

The qualified applicants were interviewed, based on their qualifications the applicants were narrowed down to two finalists. A final interview was conducted with the two finalists and it was the consensus of the of the interview committee that Eric Haakonson should be hired for the Water Wastewater position. The 2017 salary set by the Union Contract is \$20.78 per hour (Start Step).

Recommendation

Approve the hire of Eric Haakonson for the position of Water/Wastewater Operator at a starting rate of \$20.78 per hour contingent upon successfully completing all pre-employment testing.

Included

Conditional Offer Letter

June 5, 2017

Mr. Eric Haakonson
[REDACTED]

Dear Eric,

On behalf of the City of Cambridge, I would like to extend to you a conditional offer for the position of Water-Wastewater Operator. This offer is contingent upon you successfully passing a criminal background check, a pre-employment physical which includes a drug test, and confirmation of the possession of a Minnesota Class D Water and Wastewater Operator License. Below is an outline of the City's offer.

Salary

Proposed starting salary is \$20.78 per hour

Requested Start Date

As soon after the successful completion of the items listed above as possible

Learning and Evaluation Period

All newly appointed employees serve a 12-month evaluation period. At any time during the learning and evaluation period, an employee may be discharged at the sole discretion of the City.

The City has the discretion to extend the learning and evaluation period for up to an additional 6 months if the City Administrator or Department Head feels that more time is needed to evaluate if you will ultimately succeed in your position.

Health, Dental, and Vision Insurance

The City provides health insurance for all full-time employees. Our current provider is International Brotherhood of Electrical Workers (IBEW). Under the City's current labor contract, the employee is responsible for 10% of the monthly premium.

Under the City's current labor contract, the City also sets up a health savings account for employees and deposits \$1200 into the account to assist with deductible expenses. Deductibles are \$750 per covered individual and \$1500 per family per year. Out of pocket maximum limit excluding prescriptions is \$1500 per individual \$3000 maximum per family per year.

Term Life Insurance

The City will provide \$30,000 of term life insurance.

Vacation/Sick Leave

The City's personnel policy provides for the following vacation schedule:

Years of Service	Accumulated Per Pay Period
0 through 1 year	2.81 hours each 2 weeks of work (1 1/2 weeks annually)
2 Through 5 years	3.08 hours each 2 weeks of work (2 weeks annually)
6 through 9 years	4.62 hours each 2 weeks of work (3 weeks annually)

10+ years

6.16 hours each 2 weeks of work (4 weeks annually)

Vacation is subject to an accrual limitation of 240 hours.

Sick leave is earned at a rate of 8 hours per month.

Response Time for Call In

As a Water-Wastewater Operator you will share in the on-call rotation. Under our current union contract, a maximum of 60-minute response time is required to acknowledge the WWTF alarm.

Compensatory/Overtime

The Water-Wastewater Operator position is classified as a non-exempt position under the Fair Labor Standards Act and therefore qualifies for overtime after 40 hours of work in a week. Overtime pay is governed by the union contract. According to the current union contract, you have the option of banking compensatory time instead of taking overtime pay. Compensatory time is subject to accrual limitations of 60 hours maximum and is automatically paid down to 40 hours at the end of the year.

Holidays

New Year's Day

Martin Luther King's Birthday

President's Day

Memorial Day

Independence Day

Labor Day

Veteran's Day

Thanksgiving Day

Day after Thanksgiving

Christmas Eve

Christmas Day

Two Floating Holidays

Pension

Employees are enrolled in the Public Employees Retirement Association (PERA) coordinated plan. Employer contributes 7.5%; Employee contributes 6.50%.

We sincerely hope that you will accept this conditional offer of employment. To accept the offer, please sign below and either e-mail it to tschwab@ci.cambridge.ma.us, rbredeson@ci.cambridge.ma.us, or drop it off at the Public Works Administration Building.

Finally, if you accept this offer, Betsy Potrament will contact you to try and set up your pre-employment drug test at your local medical center. Your employment background check will be conducted through the Bureau of Criminal Apprehension at the request of the Cambridge Police Department. In order to run the background check the City needs a completed, signed, and notarized Informed Consent for Background Investigation for Employment Form. Please return your form to Betsy as well and she can send it in for processing.

Sincerely,


Todd Schwab
Public Works/Utilities Director


Robert Bredeson
Assistant Utilities Director/Lab Director

I hereby accept this offer of conditional employment under the terms listed above.


Eric Haakonson

4E 2017 General Fund Budget Amendments

June 19, 2017

Prepared by: Caroline Moe, Director of Finance

Background

Staff is recommending that the 2017 budget be amended for the following:

We recommend the following change to the 2017 general fund budgeted revenue sources:

Revenue Source Impacted	Amount of increase (decrease)	Rationale
Tax Revenue	\$0	No Change
License & Permits	\$27,369	Building permit revenue budget has been exceeded. Adjust budget to reflect revised estimate for balance of 2017.
Inter-governmental Revenue	\$0	No Change
Charges for Service	\$3,083	Adjustments to reflect actual collections including some new park activity fees for "Painting in the Park" series.
Fines & Forfeitures	\$0	No Change
Interest Income & other income	(\$302)	Minor adjustment to reflect revised estimates for 2017.
Transfer from other funds	\$0	No Change
Total	\$30,150	

We recommend the following change to the general fund budgeted expenditures and transfers out:

Dept Impacted	Amount of increase (decrease)	Rationale
General Government	\$30,150	Adjust budget to cover compensation study and appraisal work on MNDOT building. Other minor line item changes to cover budget overages.
Public Safety	\$0	Line item changes to add more \$ to part-time police which is covered from salary savings from delayed hiring of police officer. Other minor line item changes to cover budget overages.
Public Works	\$0	Minor line item changes to cover budget overages.
Parks & Recreation	\$0	Minor line item changes to cover budget overages.
Transfers out	\$0	No Changes made.
Total	\$30,150	

Council Action

Approve Resolution No. R17-033 2017 General Fund Budget Revision

Resolution No. R17-033

RESOLUTION APPROVING AMENDMENTS TO THE 2017 GENERAL FUND BUDGET

WHEREAS, the Cambridge City Council passed upon Resolution R16-086 adopting the 2017 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R17-009 amending the 2017 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R17-024 amending the 2017 General Fund Budget; and

WHEREAS, for financial reporting purposes, all amendments to the City's General Fund Budget are to be made in the form of Budget Amendment Resolution.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the Director of Finance be directed to enter the attached budget amendments into the City's financial records:

GENERAL FUND REVENUES AND TRANSFERS IN:

An amendment of the 2017 budget is sought from \$6,533,870 to \$6,564,020 a total net increase of \$30,150:

	<i>2017</i>	<i>Proposed</i>	Increase
	<i>Amended</i>	<i>2017</i>	(decrease)
Revenues:	<i>Budget</i>	<i>Amended</i>	
	<i>5/1/17</i>	<i>Budget</i>	
		<i>6/19/17</i>	
Taxes	\$4,325,555	\$4,325,555	0
Licenses and Permits	466,236	493,605	27,369
Intergovernmental Rev	1,065,337	1,065,337	0
Charges for Services	121,085	124,168	3,083
Fines and Forfeitures	43,250	43,250	0
Other	60,057	59,755	(302)
Transfers From Other Funds	<u>452,350</u>	<u>452,350</u>	<u>0</u>
Total Revenues	<u>\$6,533,870</u>	<u>\$6,564,020</u>	<u>\$30,150</u>

GENERAL FUND EXPENDITURES AND TRANSFERS OUT:

An amendment of the 2017 budget is sought from \$6,596,386 to \$6,626,536 a total net increase of \$30,150:

Operating Expenditures:	2017 Amended Budget 5/1/17	2017 Proposed Amended Budget 6/19/17	Increase (decrease)
General Government	1,426,217	1,456,367	30,150
Public Safety	2,376,733	2,376,733	0
Public Works	1,418,874	1,418,874	0
Parks and Recreation	405,777	405,777	0
Transfers to Other Funds	<u>968,785</u>	<u>968,785</u>	<u>0</u>
Total Operating Expenditures	<u>\$6,596,386</u>	<u>\$6,626,536</u>	<u>30,150</u>

This resolution shall become effective immediately upon its passage without publication.

Adopted this 19TH Day of June, 2017

Marlys A. Palmer, Mayor

Attest:

Lynda J. Woulfe, City Administrator

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

	Adopted Budget <u>2017</u>	Amended Budget <u>2017</u>	Proposed 6/19/17		YTD Actual 2017 12/31/2017	YTD Actual 2016 12/31/2016
			Amended Budget <u>2017</u>	Amended Budget <u>2017</u>		
REVENUES AND TRANSFERS IN						
REVENUES						
Taxes	4,325,555	4,325,555	4,325,555	-	-	4,265,730.15
Licenses and Permits -						
Business	80,150	80,450	80,450	43,843.11		83,468.81
Non-Business	177,721	385,786	413,155	388,479.90		312,523.05
Intergovernmental Revenues	1,062,688	1,065,337	1,065,337	67,681.69		1,046,731.17
Charges for Services						
General Government	437	437	437	87.75		755.85
Public Safety	115,954	120,648	121,554	119,506.89		117,873.25
Other	0	0	2,177	2,177.81		-
Fines and Forfeitures	40,740	43,250	43,250	13,472.76		30,994.65
Other	47,496	60,057	59,755	29,656		73,036
<i>Total Revenues</i>	<u>5,850,741</u>	<u>6,081,520</u>	<u>6,111,670</u>	<u>664,905.44</u>		<u>5,931,112.89</u>
TRANSFERS IN	452,350	452,350	452,350	0		516,702
<i>TOTAL REVENUES AND TRANSFERS IN</i>	<u>6,303,091</u>	<u>6,533,870</u>	<u>6,564,020</u>	<u>664,905.44</u>		<u>6,447,814.89</u>
EXPENDITURES AND TRANSFERS OUT						
EXPENDITURES						
General Government						
Mayor and Council	55,012	55,012	55,012	18,280		42,324
Administration	244,587	249,710	279,860	107,196		227,359
Elections	1,200	1,200	1,200	0		7,612
Finance	303,047	303,047	303,047	152,280		293,749
Legal	95,000	95,000	95,000	17,649		86,016
Community Development	556,772	580,509	580,509	253,866		738,495
New City Hall Buildings	136,039	141,739	141,739	52,543		148,610
<i>Total General Government</i>	<u>1,391,656</u>	<u>1,426,217</u>	<u>1,456,367</u>	<u>601,815.51</u>		<u>1,544,166.07</u>
Public Safety						
Police Department	2,053,467	2,064,567	2,064,567	865,728		1863980.60
Fire Department	294,079	299,966	299,966	110,287		286632.79
Emergency Management	6,700	6,700	6,700	2,937		15145.60
Animal Control	5,500	5,500	5,500	2,079		4985.00
<i>Total Public Safety</i>	<u>2,359,746</u>	<u>2,376,733</u>	<u>2,376,733</u>	<u>981,030.71</u>		<u>2,170,743.99</u>
Public Works						
Street Maintenance	1,165,089	1,211,374	1,211,374	475,521		1122326.56
Street Lighting	186,500	186,500	186,500	58,555		182488.30
Maintenance Building	21,000	21,000	21,000	9,408		14241.56
<i>Total Public Works</i>	<u>1,372,589</u>	<u>1,418,874</u>	<u>1,418,874</u>	<u>543,483.27</u>		<u>1,319,056.42</u>
Parks and Recreation						
Ice Rink	50,000	54,533	54,533	39,771		9046.52
Parks and Recreation	332,315	351,245	351,245	128,746		303551.63
<i>Total Parks and Recreation</i>	<u>382,315</u>	<u>405,778</u>	<u>405,778</u>	<u>168,518</u>		<u>312,598</u>
<i>Total Expenditures</i>	<u>5,506,306</u>	<u>5,627,601</u>	<u>5,657,751</u>	<u>2,294,847.31</u>		<u>5,346,564.63</u>
TRANSFERS OUT	796,785	968,785	968,785	175,000		1,020,678
<i>TOTAL EXPENDITURES & TRANSFERS OUT</i>	<u>6,303,091</u>	<u>6,596,386</u>	<u>6,626,536</u>	<u>2,469,847.31</u>		<u>6,367,242.63</u>
<i>NET INCREASE (DECREASE) IN FUND BAL.</i>	<u>0</u>	<u>(62,516)</u>	<u>(62,516)</u>	<u>(1,804,941.87)</u>		<u>80,572.26</u>

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

		Proposed 6/19/17				
		Adopted	Amended	Amended	YTD	YTD
		Budget	Budget	Budget	Actual 2017	Actual 2016
		2017	2017	2017	12/31/2017	12/31/2016
REVENUES						
TAXES						
01-31010	Taxes - Current	4,298,228	4,298,228	4,298,228	-	4,174,433.09
01-31020	Taxes - Delinquent	25,000	25,000	25,000	-	33,879.93
01-31030	Taxes-Market Value Credit Refund	-	-	-	-	-
01-31050	Taxes - Excess Tax Increments	-	-	-	-	6,950.81
01-31051	Decert TIF District Proceeds	-	-	-	-	4,717.95
01-31061	Taxes & Assessments on Sale of Foreclosed Property	-	-	-	-	37,446.46
01-31062	Taxes Abated by Isanti Co	-	-	-	-	-
01-31063	Taxes & Assessments on Sale of Foreclosed Property Future	-	-	-	-	-
01-31060	Penalties and Interest	2,327	2,327	2,327	-	8,301.91
	TOTAL TAXES	4,325,555	4,325,555	4,325,555	-	4,265,730.15
LICENSES AND PERMITS						
<i>Business</i>						
01-32110	Liquor	14,000	14,000	14,000	13,500.00	14,675.00
01-32111	Beer & Setups	-	-	-	-	1,200.00
01-32180	Cigarettes	3,000	3,200	3,200	-	3,400.00
01-32184	Cable Franchise Fees	60,000	60,000	60,000	27,093.11	62,943.81
01-32185	Trash Franchise Fees	1,250	1,250	1,250	1,250.00	1,250.00
01-32199	Other Business Licenses and Permits	1,900	2,000	2,000	2,000.00	-
	<i>Total Business</i>	80,150	80,450	80,450	43,843.11	83,468.81
<i>Non-Business</i>						
01-32218	City Share of Electrical Inspections	2,000	3,908	4,720	4,720.80	4,851.00
01-32219	Local Share of Building Surcharge	131	256	256	256.52	437.50
01-32220	Building Permits	140,000	340,704	374,448	349,769.78	254,183.73
01-32221	Excavating Permits	-	-	-	-	-
01-32222	Mechanical and Gas Permits	20,000	20,000	11,511	11,511.90	27,906.77
01-32223	Fire Protection Permits	-	-	-	-	-
01-32225	Investigation (Penalty Fee)	100	100	180	180.00	704.00
01-32226	Contractor Verification Fee	500	185	375	375.00	705.00
01-32230	Plumbing Permits	9,490	15,133	16,475	16,475.40	16,092.30
01-32240	Sign Permits	1,500	1,500	1,020	1,020.00	1,662.75
01-32299	Other Non-Business Licenses and Permits	4,000	4,000	4,170	4,170.50	5,980.00
	<i>Total Non-Business</i>	177,721	385,786	413,155	388,479.90	312,523.05
	TOTAL LICENSES AND PERMITS	257,871	466,236	493,605	432,323.01	395,991.86
INTERGOVERNMENTAL REVENUES						
01-33165	Federal Grants-Other	0	2,649	2,649	2,649.80	7,560.07
01-33401	Local Government Aid (LGA)	744,292	744,292	744,292	-	739,066.00
01-33404	State Aid - Other	7,791	7,791	7,791	5,781.32	4,574.00
01-33405	PERA Aid	5,822	5,822	5,822	-	5,822.00
01-33418	MSA - Maintenance	50,000	50,000	50,000	25,000.00	25,000.00
01-33420	Fire Relief	-	-	-	-	-
01-33421	Police State Aid	120,000	120,000	120,000	-	128,409.36
01-33422	School District-School Officer Assistance--SRO#1	130,756	130,756	130,756	17,380.57	69,957.44
01-33424	School District-School Officer Assistance--SRO#2	-	-	-	16,870.00	62,315.00
01-33610	County Grants & Aids for Highways	4,027	4,027	4,027	-	4,027.30
01-33620	Other County Aid	0	0	0	-	-
	TOTAL INTERGOVERNMENTAL REVENUES	1,062,688	1,065,337	1,065,337	67,681.69	1,046,731.17
CHARGES FOR SERVICES						
<i>General Governments</i>						
01-34102	Filing Fees	0	0	0	-	16.00
01-34105	Sale of Maps, Copies	437	437	437	87.75	739.85
01-34106	Street Light O&M	-	-	-	-	-
	<i>Total General Government</i>	437.00	437.00	437.00	87.75	755.85
<i>Public Safety</i>						
01-34201	Police Department Reports	2,000	2,000	2,356	2,356.00	3,147.50
01-34202	Police Department Administration Fees	1,500	1,500	2,050	2,050.00	2,170.00
01-34205	Police Department Pawn Shop Revenue	5,300	5,300	5,300	3,252.50	9,200.00
01-34204	PD-Pay Reimb Fee	-	-	-	-	-
01-34206	Fire Protection - Township Contracts	105,354	109,503	109,503	109,503.39	101,666.75
01-34208	Fire Protection - Fire Runs	-	-	-	-	-
01-34210	Fire Protection - Admin	1,800	2,345	2,345	2,345.00	1,689.00
	<i>Total Public Safety</i>	115,954	120,648	121,554	119,506.89	117,873.25
<i>Other</i>						
01-34951	Sale of Service and Supplies	0	0	559	559.81	-
01-34953	Escrow Administration Fee	0	0	0	-	-
01-34954	Plan review/administrative charge	0	0	0	-	-
01-34955	Base Map updating fee	0	0	0	-	-
01-34925	Park Activity Fees	0	0	1,618	1,618.00	-
01-34957	Nextel Tower Lease	0	0	0	-	-
	<i>Total Other</i>	0.00	0.00	2,177.00	2,177.81	-
	TOTAL CHARGES FOR SERVICES	116,391	121,085	124,168	121,772.45	118,629.10
FINES AND FORFEITURES						
01-35101	Court Fines	38,000	38,000	38,000	11,522.76	18,960.43
01-35102	Parking Fines	990	1,500	1,500	1,060.00	3,160.00
01-35104	Animal Control Fines	1,750	1,750	1,750	890.00	1,375.00
01-35105	Admin Citation	-	2,000	2,000	-	7,499.22
	TOTAL FINES AND FORFEITURES	40,740	43,250	43,250	13,472.76	30,994.65
OTHER						
01-36101	Special Assessment Principal Payment	-	-	-	-	-

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

		Proposed 6/19/17				
		Adopted	Amended	Amended	YTD	YTD
		Budget	Budget	Budget	Actual 2017	Actual 2016
		2017	2017	2017	12/31/2017	12/31/2016
01-36200	Miscellaneous	3,996	3,996	481	481.78	2,477.04
01-36210	Interest on Investments	20,000	21,882	21,882	-	23,178.30
01-36220	Facility Rentals	15,000	15,000	15,000	7,281.75	23,565.00
01-36221	AFRC Rental	0	0	0	-	-
01-36222	AFRC Supervision Fee	0	0	0	-	-
01-36223	AFRC Misc Inc	-	-	-	-	-
01-36230	Donations	100	2,000	2,000	2,000.00	2,450.00
01-36233	Operation Round Up Grant	-	-	-	-	-
01-36234	Arts Grant for Concert Series	7,900	7,900	17,000	17,000.00	7,929.00
01-36240	Patronage Capital	500	500	500	-	5,633.62
01-36241	Fire Dept Private Grants	-	5,887	0	-	780.00
01-36242	Wellness Grant	-	2,892	2,892	2,892.00	750.00
01-36250	Telephone Commissions	-	-	-	-	-
01-36501	Sale of Property	-	-	-	-	-
01-37200	Misc Revenue	-	-	-	-	6,273.00
	Total non-mall other revenue	47,496	60,057	59,755	29655.53	73035.96
	TOTAL OTHER	47,496	60,057	59,755	29655.53	73035.96
	TOTAL REVENUES	5,850,741	6,081,520	6,111,670	664905.44	5931112.89
TRANSFERS IN						
01-39203	Liquor Fund	400,000	400,000	400,000	-	516,702.00
01-39203	Other Funds	52,350	52,350	52,350	-	-
	TOTAL TRANSFERS IN	452,350	452,350	452,350	0	516,702
	TOTAL REVENUES AND TRANSFERS IN	6,303,091	6,533,870	6,564,020	664905.44	6447814.89

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

Proposed 6/19/17

	Adopted Budget 2017	Amended Budget 2017	Amended Budget 2017	YTD Actual 2017 12/31/2017	YTD Actual 2016 12/31/2016
EXPENDITURES					
GENERAL GOVERNMENT					
<i>Council - #41110</i>					
Personal Services					
-41110-101 Salaries	29,900	29,900	29,900	12,458.40	21,400.20
-41110-122 FICA/Medicare Employer Share/Employee Benefits	2,290	2,290	2,290	952.92	1,636.82
-41110-151 Worker's Comp - Ins Premiums	120	120	120	33.73	75.35
Total Personal Services	32,310	32,310	32,310	13,445.05	23,112.37
Supplies					
-41110-200 Office Supplies - Accessories	100	100	100	39.50	20.30
-41110-210 Miscellaneous Operating Supplies	252	2,102	2,102	1,076.00	22.00
-41110-213 Citizens Academy	1,500	0	0	-	-
-41110-214 Employee Recognition	1,500	500	500	202.75	249.64
Total Supplies	3,352	2,702	2,702	1,318.25	291.94
Other Services and Charges					
-41110-304 Miscellaneous Professional Services	1,500	1,500	1,500	-	405.00
-41110-331 Travel/Meals/Lodging	1,500	1,500	1,500	474.42	1,322.76
-41110-334 Mileage Reimbursements	150	150	150	-	95.04
-41110-340 Advertising	50	50	50	-	1,340.50
-41110-360 Insurance and Bonds	1,000	1,000	1,000	-	497.66
-41110-430 Miscellaneous	100	100	100	-	-
-41110-433 Dues and Subscriptions	50	50	50	-	30.00
-41110-440 Schools and Meetings	1,500	2,150	2,150	2,150.00	1,275.00
-41110-441 Sister City Activities	1,500	1,500	1,500	842.23	1,679.19
-41110-455 Fireworks Display Expenses	12,000	12,000	12,000	50.00	12,275.00
Total Other Services and Charges	19,350	20,000	20,000	3,517	18,920.15
<i>Total Council</i>	55,012	55,012	55,012	18,279.95	42,324.46
<i>Administration - #41320</i>					
Personal Services					
-41320-101 Salaries	112,486	112,486	112,486	48,705.66	112,592.62
-41320-102 Overtime	300	300	300	-	83.43
-41320-103 Part-time Regular	35,631	40,051	40,051	12,157.44	32,834.44
-41320-105 Temp/Seasonal	-	-	-	-	-
-41320-121 PERA Employer Share	11,336	11,668	11,668	4,564.73	10,738.68
-41320-122 FICA/Medicare Employer Share/Employee Benefits	11,562	11,898	11,898	4,531.97	10,729.76
-41320-131 Medical/Dental/Life Employer Share	15,368	15,368	15,368	8,915.71	14,280.72
-41320-132 Longevity	2,730	2,730	2,730	-	-
-41320-133 Deductible Contribution	1,200	1,200	1,200	1,200.00	1,200.00
-41320-151 Workers' Compensation Insurance	1,222	1,257	1,257	237.52	901.83
-41320-153 City Wide Re-employment Compensation	1,000	4,000	4,000	2,192.28	183.49
-41320-154 HRA/Flex Fees	200	200	200	121.45	220.15
Total Personal Services	193,035	201,158	201,158	82,626.76	183,765.12
Supplies					
-41320-201 Office Supplies - Accessories	1,500	1,500	1,500	476.53	1,356.22
-41320-202 Duplicating Supplies and Copy Paper	2,000	2,000	2,000	300.89	2,063.83
-41320-203 Newsletter Costs	4,500	2,500	2,500	-	2,487.44
-41320-204 Stationery, Forms and Envelopes	500	500	500	-	-
-41320-209 Software Updates	1,000	1,000	1,000	998.00	2,291.90
-41320-210 Miscellaneous Operating Supplies	500	500	500	145.70	420.00
-41320-221 Repairs and Maintenance - Equipment	500	500	500	-	-
-41320-240 Small Tools & Minor Equipment	1,000	1,000	1,000	-	647.99
Total Supplies	11,500	9,500	9,500	1,921.12	9,267.38
Other Services and Charges					
-41320-304 Miscellaneous Professional Services	2,000	1,000	31,150	5,391.50	488.75
-41320-305 Pay Equity Study	-	0	0	-	-
-41320-313 Marco IT Mgmt & Backup	-	3,000	3,000	1,129.05	-
-41320-321 Telephone/Cellular Phones	-	-	-	-	-
-41320-322 Postage	5,500	2,000	2,000	1,464.24	3,385.44
-41320-331 Travel/Meals/Lodging	750	750	750	248.33	537.23
-41320-334 Mileage Reimbursement	300	300	300	-	205.96
-41320-340 Advertising	1,000	1,000	1,000	-	1,340.50
-41320-351 Legal Notices/Ordinance Publication	800	800	800	371.72	1,698.50
-41320-360 Insurance and Bonds	1,900	1,700	1,700	-	1,627.77
-41320-404 Repairs and Maintenance	202	202	202	-	-
-41320-409 Maintenance Contracts - Office Equipment	11,500	12,200	12,200	9,415.00	10,447.00
-41320-430 Miscellaneous	100	100	100	-	-
-41320-433 Dues and Subscriptions	500	500	529	528.60	584.30
-41320-437 City Wide-Dues & Subscriptions	14,000	14,000	14,000	3,575.00	13,096.00
-41320-440 Schools and Meetings	1,000	1,000	971	525.00	915.00
-41320-441 Web Site Enhancement	-	-	-	-	-
-41320-489 Contracted Services	500	500	500	-	-
Total Other Services and Charges	40,052	39,052	69,202	22,648.44	34,326.45
<i>Total Administration</i>	244,587	249,710	279,860	107,196.32	227,358.95
<i>Elections - #41410</i>					
Personal Services					
-41410-104 Salaries - Temporary Election Judges	0	0	0	-	6,535.02
-41410-122 FICA/Medicare Employer Share/Employee Benefits	0	0	0	-	-
-41410-151 Workers' Compensation Insurance	0	0	0	-	-
Total Personal Services	0	0	0	-	6,535.02
Supplies					
-41410-200 Miscellaneous Office Supplies	0	0	0	-	-
-41410-201 Office Supplies - Accessories	0	0	0	-	174.99

CITY OF CAMBRIDGE
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	Adopted Budget 2017	Amended Budget 2017	Proposed 6/19/17 Amended Budget 2017	YTD Actual 2017 12/31/2017	YTD Actual 2016 12/31/2016
Total Supplies	0	0	0	-	174.99
Other Services and Charges					
-41410-331 Travel/Meals/Lodging	0	0	0	-	93.18
-41410-351 Legal Notices/Ordinance Publication	0	0	0	-	81.20
-41410-404 Repairs & Maintenance - Voting Equipment				-	
-41410-408 Maintenance Contracts - Mach/Equipment	1,200	1,200	1,200	-	727.88
-41410-412 Rentals - Buildings				-	
-41410-430 Miscellaneous				-	
Total Other Services and Charges	1,200	1,200	1,200	-	902.26
Total Elections	1,200	1,200	1,200	-	7,612.27
Finance - #41500					
Personal Services					
-41500-101 Salaries	153,380	153,380	153,380	66,690.42	154,038.91
-41500-102 Overtime	100	100	100	-	-
-41500-103 Part-time Regular				-	
-41500-121 PERA Employer Share	11,839	11,839	11,839	5,001.78	11,476.32
-41500-122 FICA/Medicare Employer Share/Employee Benefits	12,075	12,075	12,075	4,952.36	11,402.05
-41500-131 Medical/Dental/Life Employer Share	30,735	30,735	30,735	17,823.42	28,554.48
-41500-132 Longevity	4,363	4,363	4,363	-	
-41500-133 Deductible Contribution	2,400	2,400	2,400	2,252.22	2,442.68
-41500-151 Workers' Compensation Insurance	1,276	1,276	1,276	260.94	636.79
-41500-154 HRA/Flex Fees	200	200	200	81.00	146.80
Total Personal Services	216,368	216,368	216,368	97,062.14	208,698.03
Supplies					
-41500-201 Office Supplies - Accessories	1,400	1,400	1,400	288.22	1,380.45
-41500-204 Stationery, Forms and Envelopes	3,500	1,800	1,800	1,680.09	1,640.78
-41500-209 Software Updates	1,000	1,000	1,000	675.00	1,275.00
-41500-210 Miscellaneous Operating Supplies	500	400	400	126.65	478.77
-41500-240 Small Tools	2,000	1,000	1,000	-	2,457.00
Total Supplies	8,400	5,600	5,600	2,769.96	7,232.00
Other Services and Charges					
-41500-301 Auditing and Accounting	30,000	30,000	30,000	30,000.00	28,965.87
-41500-304 Miscellaneous Professional Services	1,000	500	1,138	1,138.00	-
-41500-308 Isanti County Special Assessment Mgmt Fee	750	750	750	-	565.00
-41500-309 EDP Professional Services	25,000	25,000	24,362	10,041.75	29,108.13
-41500-313 IT Mgmt & Back-up		3,000	3,000	1,129.05	-
-41500-321 Telephone/Cellular Phones				-	
-41500-331 Travel/Meals/Lodging	500	500	500	10.00	98.00
-41500-334 Mileage Reimbursement	440	440	440	57.97	283.50
-41500-340 Advertising	0	0	0	-	
-41500-351 Legal Notices/Ordinance Publishing	400	400	400	369.56	530.10
-41500-360 Insurance and Bonds	1,600	1,500	1,500	-	1,412.64
-41500-409 Maintenance Contracts - Office Equipment	14,500	15,500	15,500	7,729.00	13,808.00
-41500-420 Wellness				-	
-41500-430 Miscellaneous	365	205	205	-	245.45
-41500-432 Property Finders Fee				-	
-41500-433 Dues and Subscriptions	2,000	1,560	1,560	769.50	1,554.30
-41500-440 Schools and Meetings	1,724	1,724	1,724	1,203.00	1,248.00
Total Other Services and Charges	78,279	81,079	81,079	52,447.83	77,818.99
Total Finance	303,047	303,047	303,047	152,279.93	293,749.02
Legal - #41610					
Other Services and Charges					
-41610-304 Legal Fees	55,000	55,000	55,000	4,482.11	46,514.22
-41610-307 Study Fees				-	
-41610-305 Prosecution Services	40,000	40,000	40,000	13,167.32	39,501.96
Total Other Services and Charges	95,000	95,000	95,000	17,649.43	86,016.18
Total Legal	95,000	95,000	95,000	17,649.43	86,016.18
Community Development					
Building Department - #41920					
Personal Services					
-41920-101 Salaries	182,573	182,573	182,573	78,250.66	219,697.14
-41920-102 Overtime	0	0	0	-	27.99
-41920-121 PERA Employer Share	13,954	13,954	13,954	5,874.42	14,573.99
-41920-122 FICA/Medicare Employer Share/Employee Benefits	14,233	14,233	14,233	5,694.25	16,218.09
-41920-131 Medical/Dental/Life Employer Share	46,102	46,102	46,102	26,728.97	44,054.82
-41920-132 Longevity	3,485	3,485	3,485	-	
-41920-133 Deductible Contribution	3,600	3,600	3,600	844.05	4,135.26
-41920-151 Workers' Compensation Insurance	1,550	1,550	1,550	247.74	1,449.77
-41920-154 HRA/Flex Fees	250	250	250	121.45	220.15
Total Personal Services	265,747	265,747	265,747	117,761.54	300,377.21
Supplies					
-41920-201 Office Supplies - Accessories	750	750	750	235.50	562.17
-41920-204 Stationery, Forms and Envelopes	0	0	0	-	
-41920-209 Software Updates	500	500	500	-	
-41920-210 Miscellaneous Operating Supplies	1,200	1,200	1,200	127.00	587.72
-41920-212 Gasoline/Fuel/Lubricants/Additives	2,600	2,600	2,600	464.74	1,103.82
-41920-221 Repair and Maintenance Supplies - Vehicles	800	800	800	33.02	468.05
-41920-240 Small Tools and Minor Equipment	300	3,300	3,300	3,205.64	-
Total Supplies	6,150	9,150	9,150	4,065.90	2,721.76
Other Services and Charges					
-41920-304 Miscellaneous Professional Services	0	0	0	-	130.00

CITY OF CAMBRIDGE
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		Proposed 6/19/17				
		Adopted	Amended	Amended	YTD	YTD
		Budget	Budget	Budget	Actual	Actual
		2017	2017	2017	2017	2016
					12/31/2017	12/31/2016
-41920-309	EDP Professional Services	1,500	500	500	101.25	2,120.62
-41920-313	Marco IT Mgmt & Backup		3,000	3,000	1,129.05	-
-41920-321	Telephone/Cellular Phones	2,700	1,700	1,700	691.10	1,673.63
-41920-331	Travel/Meals/Lodging	300	300	300	-	300.39
-41920-334	Mileage Reimbursement	700	700	700	301.31	415.80
-41920-340	Advertising				-	83.85
-41920-351	Legal Notices/Ordinance Publishing				-	-
-41920-360	Insurance	2,500	2,100	2,100	-	2,072.37
-41920-404	Repairs and Maintenance	250	250	250	-	46.00
-41920-409	Maintenance Contracts - Office Equipment	2,500	2,500	2,500	2,090.00	2,270.00
-41920-430	Miscellaneous	200	200	200	7.28	65.08
-41920-432	Credit Card Fees	600	0	0	-	104.85
-41920-433	Dues and Subscriptions	1,400	1,400	1,400	546.49	532.00
-41920-440	Schools and Meetings	2,800	2,800	2,800	850.00	1,261.00
	Total Other Services and Charges	15,450	15,450	15,450	5,716.48	11,075.59
	Total Building Department	287,347	290,347	290,347	127,543.92	314,174.56
Engineering						
-41925-303	Engineering Contracted Expense	30,000	30,000	30,000	8,333.63	25,574.93
Planning - #41935						
Personal Services						
-41935-101	Salaries	140,961	140,961	140,961	61,274.42	229,491.10
-41935-102	Overtime	0	0	0	-	-
-41935-112	Planning Commission Salaries	2,500	2,500	2,000	250.00	1,935.00
-41935-121	PERA Employer Share	10,870	10,870	10,870	4,595.58	17,010.42
-41935-122	FICA/Medicare Employer Share/Employee Benefits	11,280	11,280	11,280	4,447.97	16,793.85
-41935-131	Medical/Dental/Life Employer Share	30,735	30,735	30,735	17,831.42	42,828.24
-41935-132	Longevity	3,980	3,980	3,980	-	-
-41935-133	Deductible Contribution	2,400	2,400	2,400	589.80	3,134.68
-41935-151	Workers' Compensation Insurance	1,199	1,199	1,199	204.98	1,108.44
-41935-154	HRA/Flex Fees	200	200	200	81.00	220.15
	Total Personal Services	204,125	204,125	203,625	89,275.17	312,521.88
Supplies						
-41935-201	Office Supplies - Accessories	700	700	700	55.61	1,276.77
-41935-204	Stationery, Forms and Envelopes	0	0	0	-	-
-41935-209	Software Updates	1,200	1,200	1,200	585.00	1,476.76
-41935-210	Miscellaneous Operating Supplies	200	200	200	127.00	420.00
-41935-212	Gasoline/Fuel/Lubricants/Additivs	350	350	350	52.14	196.00
-41935-221	Repair and Maintenance Supplies - Vehicles	200	200	350	347.17	16.00
-41935-240	Small Tools and Minor Equipment	250	250	250	18.12	495.00
	Total Supplies	2,900	2,900	3,050	1,185.04	3,880.53
Other Services and Charges						
-41935-301	Special Projects	2,500	2,500	2,160	-	-
-41935-303	Comp Plan Update				-	280.00
-41935-304	Miscellaneous Professional Services	2,500	2,500	2,500	-	-
-41935-306	Transportation Study Consulting				-	-
-41935-307	Rail Study				-	-
-41935-308	Lakes & Pines Mgmt--Smal l Cities Grant				-	-
-41935-309	EDP Professional Services	1,000	200	102	101.25	846.25
-41935-313	Marco IT Mgmt & Backup		3,000	3,000	1,129.05	-
-41935-321	Telephone/Cellular Phones	1,500	0	0	-	897.49
-41935-322	Code Enforcement Mailing	0	0	0	-	-
-41935-331	Travel/Meals/Lodging	500	500	350	46.01	337.65
-41935-334	Mileage Reimbursement	250	250	75	-	12.20
-41935-340	Advertising				-	-
-41935-351	Legal Notices/Ordinance Publishing	750	750	750	103.73	551.14
-41935-360	Insurance	11,000	10,500	10,500	-	10,229.64
-41935-404	Repairs and Maintenance	300	300	0	-	-
-41935-409	Maintenance Contracts - Office Equipment	3,000	3,000	3,000	2,990.00	2,990.00
-41935-430	Miscellaneous	1,000	800	500	(336.49)	(4,347.11)
-41935-431	Property Securing Exp				-	593.50
-41935-432	Abatement Costs				-	4,011.96
-41935-433	Dues and Subscriptions	600	600	750	739.88	1,094.87
-41935-440	Schools and Meetings	1,500	1,500	800	45.00	582.00
-41935-488	Other Contracted Services--Comp Plan Update		20,737	23,000	22,160.24	64,263.31
-41935-489	Other Contracted Services-GIS Maint	1,000	1,000	1,000	550.00	-
-41935-490	Flyover Pictures--share from Isanti Co	5,000	5,000	5,000	-	-
	Total Other Services and Charges	32,400	53,137	53,487	27,528.67	82,342.90
	Total Planning	239,425	260,162	260,162	117,988.88	398,745.31
Total Community Development						
		556,772	580,509	580,509	253,866.43	738,494.80
City Hall Buildings - #41950						
Personal Services						
-41950-101	Salaries	24,920	24,920	24,920	10,631.23	25,044.81
-41950-102	Overtime	1,000	1,000	1,000	-	-
-41950-121	PERA Employer Share	1,961	1,961	1,961	797.34	1,799.76
-41950-122	FICA/Medicare Employer Share/Employee Benefits	2,001	2,001	2,001	784.73	1,843.73
-41950-131	Medical/Dental/Life Employer Share	7,684	7,684	7,684	4,450.24	7,128.90
-41950-132	Longevity	234	234	234	-	-
-41950-133	Deductible Contribution	600	600	600	-	-
-41950-151	Workers' Compensation Insurance	1,568	1,568	1,568	314.22	1,336.50
-41950-154	HRA/Flex Fees	50	50	50	20.30	36.75
	Total Personal Services	40,018	40,018	40,018	16,998.06	37,190.45
-41950-210	Miscellaneous Operating Supplies				-	-

CITY OF CAMBRIDGE
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		Proposed 6/19/17				
		Adopted	Amended	Amended	YTD	YTD
		Budget	Budget	Budget	Actual 2017	Actual 2016
		2017	2017	2017	12/31/2017	12/31/2016
-41950-212	Gasoline/Fuel	200	200	200	74.97	29.49
-41950-215	Maintenance Supplies	13,000	13,000	13,000	1,710.28	6,455.06
-41950-240	Small Tools & Equipment	1,500	1,500	1,500	-	-
	Total Supplies	14,700	14,700	14,700	1,785.25	6,484.55
Other Services and Charges						
-41950-321	Telephone/Cellular Phones	15,500	15,500	15,500	5,724.61	16,924.85
-41950-360	Insurance	3,000	2,000	2,000	-	1,917.45
-41950-381	Electric Utilities	12,000	12,000	12,000	3,091.27	10,567.31
-41950-382	Water/Wastewater	1,400	1,400	1,400	734.17	1,348.26
-41950-383	Gas Utilities	10,000	10,000	10,000	2,651.50	5,711.93
-41950-384	Refuse and Recycling	8,000	0	0	-	7,496.29
-41950-401	Repairs and Maintenance -Buildings/Structures	14,000	27,700	27,700	14,216.53	41,247.84
-41950-405	Janitor Services	0	0	0	-	-
-41950-409	Maintenance Contracts - Office Equip	2,921	4,921	4,921	4,501.68	2,595.42
-41950-411	Cement Replacement	-	-	-	-	-
-41950-413	Rentals - Office Equipment [copier-new]	14,000	13,000	13,000	2,664.78	16,548.59
-41950-430	Miscellaneous	500	500	500	175.60	577.45
	Total Other Services and Charges	81,321	87,021	87,021	33,760.14	104,935.39
	Total City Hall Buildings	136,039	141,739	141,739	52,543.45	148,610.39
TOTAL GENERAL GOVERNMENT		1,391,656	1,426,217	1,456,367	601,815.51	1,544,166.07
PUBLIC SAFETY						
<i>Police Department - #42100</i>						
Personal Services						
-42100-101	Salaries	1,067,445	1,059,945	1,042,125	432,188.59	1,009,147.57
-42100-102	Overtime	69,000	54,000	54,000	25,310.22	61,372.33
-42100-103	Salaries - Part-Time Regular	23,659	23,659	23,659	11,610.18	25,983.55
-42100-104	Temp/Seas Employees-Regular	10,000	10,000	25,000	13,390.45	19,192.80
-42100-110	Hours Worked Holiday	-	15,000	15,000	7,105.82	14,847.81
-42100-111	Overtime Court	-	-	-	-	-
-42100-112	Overtime Shift Coverage	-	-	-	-	-
-42100-113	Overtime Call Hold Over	-	-	-	-	-
-42100-114	Overtime Training & Meetings	-	-	-	-	-
-42100-115	Call-in Pay	-	-	-	-	-
-42100-116	On Call Pay	39,150	39,150	39,150	14,024.64	-
-42100-117	Shift Differential	-	7,500	7,500	3,264.51	7,545.15
-42100-118	Severance	-	-	-	-	-
-42100-121	PERA Employer Share	193,529	193,529	193,529	78,446.00	171,860.81
-42100-122	FICA/Medicare Employer Share/Employee Benefits	22,575	22,575	24,750	9,174.89	20,898.83
-42100-131	Medical/Dental/Life Employer Share	253,513	253,513	253,513	146,754.24	229,483.56
-42100-132	Longevity	29,744	29,744	29,744	-	-
-42100-133	Deductible Contribution	19,200	19,200	19,200	7,280.74	14,108.13
-42100-151	Workers' Compensation Insurance	52,100	52,100	52,745	12,997.23	37,411.26
-42100-154	HRA/Flex Fees	1,500	1,500	1,500	611.75	1,155.20
	Total Personal Services	1,781,415	1,781,415	1,781,415	762,159.26	1,613,007.00
Supplies						
-42100-201	Office Supplies - Accessories	3,300	3,300	3,300	1,259.99	2,313.75
-42100-202	Duplicating Supplies and Copy Paper	1,000	1,000	1,000	143.37	1,500.15
-42100-209	Software Updates	5,250	5,250	5,250	879.86	8,232.12
-42100-210	Miscellaneous Operating Supplies	7,000	7,000	7,000	2,618.95	6,171.32
-42100-212	Gasoline/Fuel/Lubricants/Additives	45,000	45,000	45,000	13,050.04	31,677.38
-42100-213	Ammunition	5,000	5,000	5,000	2,445.92	3,904.06
-42100-214	Crime Scene Supplies	1,000	1,000	1,000	804.58	1,733.66
-42100-217	Promotional Events	3,500	5,500	5,500	629.60	1,173.17
-42100-221	Repairs and Maintenance Supplies - Squads	16,500	16,500	16,500	4,634.81	17,855.97
-42100-231	Uniform Allowance	26,400	30,400	30,400	11,744.03	25,963.46
-42100-232	Uniform--Reserves	2,000	2,000	2,000	891.45	2,750.66
-42100-240	Small Tools/Minor Equipment	8,500	10,100	10,100	2,440.86	16,320.84
	Total Supplies	124,450	132,050	132,050	41,543.46	119,596.54
Other Services and Charges						
-42100-304	Miscellaneous Professional Services	15,000	3,508	3,508	3,189.25	11,065.30
-42100-305	Applicant Testing	2,200	5,000	5,000	2,793.00	4,422.55
-42100-313	Marco IT Mgmt & Backup	-	12,192	12,192	5,080.45	-
-42100-321	Telephone/Cellular Phones	13,332	13,332	13,332	6,060.28	12,446.40
-42100-322	Postage	300	300	300	-	282.06
-42100-331	Travel/Meals/Lodging	4,800	4,800	4,800	1,098.05	1,590.48
-42100-334	Mileage Reimbursement	200	200	200	-	211.14
-42100-340	Advertising	0	0	0	-	-
-42100-360	Insurance	35,500	35,500	35,500	-	34,190.19
-42100-381	Electric Utilities	6,100	6,100	6,100	1,589.78	5,434.60
-42100-383	Gas Utilities	4,000	4,000	4,000	1,305.95	2,813.36
-42100-391	Old MNDOT Electric	2,000	2,000	2,000	1,363.04	4,419.17
-42100-392	Old MNDOT Water/Sewer	1,500	1,500	1,500	990.28	1,950.10
-42100-404	Maintenance and Repair -Vehicles/ Equipment	9,000	9,000	9,000	1,456.80	6,150.70
-42100-409	Maintenance Contracts-Office Equipment	21,500	21,500	21,500	15,428.15	19,642.15
-42100-410	Police Reserve Program Activities	1,500	1,500	1,500	675.00	836.01
-42100-411	Auto Pawn	2,700	2,700	2,700	802.80	2,600.10
-42100-413	Office Equipment Rentals	0	0	0	-	419.19
-42100-429	Old MNDOT Maint Costs	10,000	10,000	9,599	3,272.10	5,999.74
-42100-430	Miscellaneous	0	0	0	-	-
-42100-433	Dues and Subscriptions	6,270	6,270	6,671	6,670.52	4,791.02
-42100-440	Schools and Meetings	11,000	11,000	11,000	9,558.05	10,751.68
-42100-441	Training--Grant fundd	0	0	0	-	-
-42100-455	Jail and Medical Expenses	0	0	0	-	-
-42100-489	Other Contracted Services	700	700	700	691.75	1,361.12
	Total Other Services and Charges	147,602	151,102	151,102	62,025.25	131,377.06
Total Police Department		2,053,467	2,064,567	2,064,567	865,727.97	1,863,980.60

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101

Proposed 6/19/17

	Adopted Budget 2017	Amended Budget 2017	Amended Budget 2017	YTD Actual 2017 12/31/2017	YTD Actual 2016 12/31/2016
Fire Department - 42200					
Personal Services					
-42200-101 Salaries	73,528	73,528	73,528	31,280.84	70,339.13
-42200-103 Salaries	47,000	47,000	47,000	14,248.00	43,938.00
-42200-121 PERA Employer Share	11,991	11,991	11,991	5,067.51	11,442.76
-42200-122 FICA/Medicare Employer Share/Employee Benefits	9,259	9,259	9,259	1,529.39	4,306.07
-42200-131 Medical/Dental/Life Employer Share	15,367	15,367	15,367	8,915.71	14,280.72
-42200-132 Fire Longevity Pay	491	491	491	-	-
-42200-133 Deductible Contribution	1,200	1,200	1,200	-	-
-42200-151 Worker's Comp - Ins Premiums	31,393	31,393	31,393	8,305.25	25,097.99
-42200-154 Flex Fees	100	100	100	40.45	73.40
Total Personal Services	190,329.00	190,329.00	190,329.00	69,387.15	169,478.07
Supplies					
-42200-201 Office Supplies - Accessories	800	800	800	251.23	123.25
-42200-204 Stationary, Forms and Envelopes	100	100	100	-	-
-42200-210 Miscellaneous Operating Supplies	7,500	7,500	9,000	8,254.97	4,566.05
-42200-211 Grant Funded Supplies	-	5,887	5,887	5,887.00	-
-42200-212 Gasoline/Fuel/Lubricants/Additives	7,500	7,500	6,000	2,491.65	5,390.17
-42200-213 Operation Round Up Computer Exp	-	-	-	-	-
-42200-215 Shop Maintenance Supplies	200	200	200	8.99	-
-42200-221 Repairs and Maintenance Supplies - Trucks	6,500	6,500	6,500	2,104.68	38,576.71
-42200-223 Repairs and Maintenance Supplies - Buildings	1,000	1,000	1,000	393.83	169.21
-42200-231 Uniform Allowance	13,000	13,000	13,000	772.55	8,949.93
-42200-240 Small Tools	4,000	4,000	4,000	987.03	797.80
-42200-241 Small Tools-Grant Funded	0	0	0	-	2,883.91
Total Supplies	40,600	46,487	46,487	21,151.93	61,457.03
Other Services and Charges					
-42200-301 Auditing and Accounting	1,000	1,000	0	-	350.00
-42200-304 Miscellaneous Professional Services	7,500	2,227	4,627	4,109.50	9,735.25
-42200-306 Fire Relief--Pension Pass Through	0	0	0	-	-
-42200-307 Fire Relief--Pension City Share	10,000	10,000	10,000	-	10,000.00
-42200-313 Marco IT Mgmt & Backup	-	3,000	3,000	1,129.05	-
-42200-321 Telephone/Cellular Phones	750	750	750	540.09	890.10
-42200-331 Travel/Meals/Lodging	750	750	750	599.93	752.22
-42200-334 Mileage Reimbursement	500	485	85	-	-
-42200-340 Advertising	200	215	215	214.80	99.00
-42200-360 Insurance	9,000	9,000	8,000	-	7,065.12
-42200-381 Electric Utilities	15,500	15,500	15,340	4,416.75	14,931.52
-42200-382 Water/Wastewater Utilities	650	650	650	173.46	543.15
-42200-383 Gas Utilities	5,000	5,000	5,000	1,928.32	5,512.75
-42200-401 Repairs and Maintenance - Buildings	1,500	1,500	600	195.00	308.20
-42200-404 Repairs and Maintenance - Equipment/Radios/Pagers	1,500	1,500	2,400	2,125.59	1,306.00
-42200-405 Janitorial	-	-	-	-	-
-42200-430 Miscellaneous	-	-	-	-	-
-42200-433 Dues and Subscriptions	1,300	2,467	2,467	2,467.00	1,165.00
-42200-440 Schools and Meetings	8,000	8,000	8,000	583.22	1,820.38
-42200-441 Schools and Meetings Grant Funded	-	1,106	1,266	1,265.07	1,219.00
-42200-999 Arlington Fire Costs	-	-	-	-	-
Total Other Services and Charges	63,150	63,150	63,150	19,747.78	55,697.69
Total Fire Department	294,079	299,966	299,966	110,286.86	286,632.79
Emergency Management - #42300					
Supplies					
-42300-201 Office Supplies - Accessories	500	500	500	-	-
-42300-202 Duplicating Supplies and Copy Paper	500	500	500	-	-
-42300-209 Software Updates	-	-	-	-	916.00
-42300-210 Miscellaneous Operating Supplies	500	500	500	162.00	532.97
-42300-240 Small Tools & Minor Equip	3,000	3,000	3,000	1,498.00	9,524.50
Total Supplies	4,500	4,500	4,500	1,660.00	10,973.47
Other Services and Charges					
-42300-304 Misc Prof Serv	-	540	540	540.00	2,596.25
-42300-321 Telephone/Cellular Phones	200	200	200	-	70.02
-42300-331 Travel/Meals/Lodging	500	500	500	-	155.86
-42300-440 Schools and Meetings	1,500	260	260	42.00	750.00
-42300-441 Grant Funded Schools and Meetings	0	0	0	-	600.00
-42300-489 Other Contracted Services	-	700	700	694.75	-
Total Other Services and Charges	2,200	2,200	2,200	1,276.75	4,172.13
Total Emergency Management	6,700	6,700	6,700	2,936.75	15,145.60
Animal Control - #42700					
Supplies					
-42700-310 Miscellaneous Operating Supplies	5,500	5,500	5,500	2,079.13	4,985.00
-42700-340 Advertising	-	-	-	-	-
Total Supplies	5,500.00	5,500.00	5,500.00	2,079.13	4,985.00
Total Animal Control	5,500	5,500	5,500	2,079.13	4,985.00
TOTAL PUBLIC SAFETY	2,359,746	2,376,733	2,376,733	981,030.71	2,170,743.99
PUBLIC WORKS					
Street Maintenance - #43000					
Personal Services					
-43001-101 Salaries	511,361	532,448	532,448	232,366.53	532,210.74
-43001-102 Overtime	32,080	8,080	8,080	1,790.31	3,185.30
-43001-104 Temporary/Seasonal	12,430	12,430	12,430	1,864.32	10,363.35
-43001-105 Temporary Seasonal Overtime	-	-	-	-	7.41
-43001-110 Hours Worked Holiday	-	2,175	2,175	2,173.93	-

CITY OF CAMBRIDGE
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	Adopted Budget 2017	Amended Budget 2017	Amended Budget 2017	YTD Actual 2017 12/31/2017	YTD Actual 2016 12/31/2016
-43001-111 Overtime Snowplowing		24,000	24,000	11,350.76	23,552.55
-43001-112 Overtime Mosquito Spraying				-	3,025.66
-43001-121 PERA Employer Share	43,397	43,800	43,800	18,576.16	41,787.22
-43001-122 FICA/Medicare Employer Share/Employee Benefits	45,216	45,626	45,626	18,505.52	42,402.94
-43001-131 Medical/Dental/Life Employer Share	133,186	133,186	133,186	77,479.66	123,667.53
-43001-132 Longevity	19,215	19,403	19,403	-	-
-43001-133 Deductible Contribution	10,400	10,400	10,400	3,949.65	6,988.24
-43001-151 Workers' Compensation Insurance	53,429	53,959	53,959	12,557.78	40,392.61
-43001-154 HRA/Flex Fees	725	725	725	350.55	635.45
Total Personal Services	861,439	886,232	886,232	380,965.17	828,219.00
Supplies					
-43001-201 Office Supplies - Accessories	1,000	1,000	1,000	924.99	1,644.91
-43001-202 Duplicating and Copying Supplies	100	100	100	29.99	59.98
-43001-204 Stationary, Forms and Envelopes	100	100	100	-	173.75
-43001-209 Software Updates	750	750	750	544.00	-
-43001-210 Miscellaneous Operating Supplies	12,000	12,000	12,000	3,976.56	9,665.65
-43001-212 Gasoline/Fuel/Lubricants/Additives	45,000	43,000	43,000	9,601.17	26,527.56
-43001-215 Shop Maintenance Supplies	500	2,500	2,500	707.72	1,626.51
-43001-219 Snow Removal - Material	70,000	70,000	70,000	32,898.39	48,407.43
-43001-221 Repairs and Maintenance Supplies - Equipment	42,000	42,000	42,000	22,746.60	52,769.77
-43001-224 Repairs and Maintenance - Infrastructure	14,000	14,000	14,000	2,874.63	15,954.45
-43001-226 Signs	6,000	6,000	6,000	1,564.38	3,271.82
-43001-240 Small Tools and Minor Equipment	4,000	4,000	4,000	3,464.97	6,573.31
Total Supplies	195,450	195,450	195,450	79,333.40	166,675.14
Other Services and Charges					
-43001-304 Miscellaneous Professional Services	5,000	2,000	2,000	785.50	4,434.92
-43001-313 Marco IT Mgmt & Backup		3,000	3,000	1,129.05	-
-43001-321 Telephone/Cellular Phones	6,000	6,000	6,000	4,155.22	12,342.81
-43001-331 Travel/Meals/Lodging	500	500	500	-	-
-43001-334 Mileage Reimbursement				-	-
-43001-340 Advertising	400	400	400	-	-
-43001-351 Legal Notices/Publications				-	-
-43001-360 Insurance	20,500	20,500	20,500	-	16,084.53
-43001-381 Electric Utilities	400	400	400	120.96	361.52
-43001-382 Water/Wastewater Utilities	600	600	600	257.28	1,183.83
-43001-384 Refuse Hauling		8,000	8,000	1,117.92	-
-43001-404 Repairs and Maintenance - Vehicles/Equipment	4,000	4,000	4,000	100.00	2,119.90
-43001-405 Emergency Mgmt Rep & Maint	500	500	500	-	-
-43001-406 Painting and Striping	18,000	18,000	18,000	-	9,800.53
-43001-413 BNSF Parking Lot Lease	3,000	3,000	3,000	-	2,151.48
-43001-415 Equipment Rental				-	-
-43001-417 Uniform Rental	9,000	9,000	9,000	2,711.95	6,237.23
-43001-430 Miscellaneous	2,500	2,500	2,500	-	30.00
-43001-433 Dues and Subscriptions	800	800	800	211.75	1,175.94
-43001-440 Schools and Meetings	1,000	1,000	1,000	495.00	510.00
-43001-444 Insect Control	7,000	7,000	7,000	-	6,824.40
-43001-445 Diseased Tree Program	7,500	7,500	7,500	-	24,852.15
-43001-446 Weed Control	2,500	2,500	2,500	822.00	3,325.90
-43001-447 Downtown Decorations	7,000	7,000	7,000	-	7,697.30
-43001-451 Township Assessment		13,492	13,492	-	13,491.72
-43001-449 Paver Repair				-	-
-43001-489 Other Contracted Services	12,000	12,000	12,000	3,315.60	14,808.26
Total Other Services and Charges	108,200	129,692	129,692	15,222.23	127,432.42
Total Street Maintenance	1,165,089	1,211,374	1,211,374	475,520.80	1,122,326.56
Street Lighting - #43160					
Supplies					
-43160-238 Repairs and Maintenance Supplies - Infrastructure	20,000	10,000	10,000	1,556.83	9,025.02
Total Supplies	20,000	10,000	10,000	1,556.83	9,025.02
Other Services and Charges					
-43160-381 Utilities	165,000	175,000	175,000	56,997.95	172,833.28
-43160-402 Signal Light Repairs	1,500	1,500	1,500	-	630.00
Total Other Services and Charges	166,500	176,500	176,500	56,997.95	173,463.28
Total Street Lighting	186,500	186,500	186,500	58,554.78	182,488.30
Maintenance Building - #43170					
Supplies					
-43170-215 Maintenance Supplies	500	500	500	143.59	-
Total Supplies	500	500	500	143.59	-
Other Services and Charges					
-43170-321 Telephone/Cellular Phones	0	0	0	-	-
-43170-381 Electric Utilities	3,000	3,000	3,000	768.93	2,352.51
-43170-382 Water/Wastewater Utilities	2,000	2,000	2,000	743.56	1,584.97
-43170-383 Gas Utilities	13,000	13,000	13,000	6,451.61	9,463.08
-43170-401 Repairs and Maintenance - Buildings/Structures	1,500	1,500	1,500	1,300.00	841.00
-43170-430 Miscellaneous	1,000	1,000	1,000	-	-
Total Other Services and Charges	20,500	20,500	20,500	9,264.10	14,241.56
Total Maintenance Building	21,000	21,000	21,000	9,407.69	14,241.56
TOTAL PUBLIC WORKS	1,372,589	1,418,874	1,418,874	543,483.27	1,319,056.42
PARKS AND RECREATION					
Ice Rink - #45127					
Personal Services					
-45127-104 Salaries - Temporary/Seasonal		2,500	2,500	470.61	-
-45127-121 PERA (Employer)		188	188	-	-
-45127-122 FICA/Medicare Employer Share/Employee Benefits		191	191	36.01	-

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	Proposed 6/19/17				
	Adopted Budget 2017	Amended Budget 2017	Amended Budget 2017	YTD Actual 2017 12/31/2017	YTD Actual 2016 12/31/2016
-45127-151 Work Comp		119	119	-	-
Total Personal Services		2,998	2,998	506.62	0
Supplies					
-45127-210 Miscellaneous Operating Supplies	500	500	500	346.56	263.11
-45127-212 Gasoline/Fuel/Lubricants/Additives	0	0	0	-	-
-45127-215 Shop Maintenance Supplies	102	102	102	-	-
-45127-221 Repairs and Maintenance Supplies - Equipment	1,800	7,500	5,000	1,678.13	69.45
-45127-223 Repairs and Maintenance Supplies - Buildings	450	450	450	318.93	85.00
Total Supplies	2,852	8,552	6,052	2,343.62	417.56
Other Services and Charges					
-45127-321 Telephone/Cellular Phones		1,500	1,500	557.81	-
-45127-360 Insurance	2,500	2,500	2,500	-	-
-45127-381 Electric Utilities	14,000	30,483	35,000	32,022.29	4,289.82
-45127-382 Water/Wastewater Utilities	1,000	1,000	1,000	376.44	-
-45127-383 Gas Utilities	6,000	6,000	4,000	2,952.63	3,915.81
-45127-401 Repairs and Maintenance - Structures	0	1,000	1,000	702.00	-
-45127-415 Equipment Rental	500	500	483	310.00	423.33
-45127-430 Miscellaneous	0	0	0	-	-
-45127-487 Ice Rink Lighting Lease	23,148	0	0	-	-
Total Other Services and Charges	47,148	42,983	45,483	36,921.17	8,628.96
Total Ice Rink	50,000	54,533	54,533	39,771.41	9,046.52
Parks and Recreation - 45200					
Personal Services					
-45200-101 Full-time Salaries	111,011	111,863	111,863	47,581.60	110,121.50
-45200-102 FT Overtime	1,000	1,000	1,000	90.25	765.12
-45200-104 Salaries - Temporary/Seasonal	12,428	12,428	12,428	383.55	9,825.00
-45200-105 OT- Temporary/Seasonal					3.75
-45200-112 Parks & Rec Commission Stipends	3,000	3,000	3,000	280.00	1,000.00
-45200-121 PERA (Employer)	8,510	8,575	8,575	3,575.39	8,171.37
-45200-122 FICA/Medicare Employer Share/Employee Benefits	9,860	9,928	9,928	3,577.42	8,958.21
1-5200-131 Medical/Dental/Life Employer Share	30,761	30,761	30,761	17,831.42	28,561.44
-45200-132 Longevity	1,459	1,473	1,473	-	-
-45200-133 Deductible Contribution	2,400	2,400	2,400	1,846.45	1,936.58
-45200-151 Workers' Compensation Insurance	5,736	5,775	5,775	1,492.84	4,629.24
-45200-154 HRA/Flex Fees	200	200	200	81.00	146.80
Total Personal Services	186,365	187,403	187,403	76,739.92	174,119.01
Supplies					
-45200-210 Miscellaneous Operating Supplies	3,500	3,500	3,500	1,593.93	4,040.13
-45200-212 Gasoline/Fuel/Lubricants/Additives	5,000	5,000	5,000	2,664.87	7,883.58
-45200-221 Repairs and Maintenance Supplies - Equipment	6,000	7,000	7,000	1,837.56	5,243.18
-45200-223 Repairs and Maintenance Supplies - Buildings	5,000	6,221	6,221	3,161.59	8,021.10
-45200-226 Signs	1,000	1,000	800	-	-
-45200-227 City Park Light Pole Project		15,000	15,000	4,126.77	-
-45200-230 Master Garden Supplies	200	200	200	47.01	250.00
-45200-240 Small Tools and Minor Equipment	300	300	500	414.07	635.88
Total Supplies	21,000	38,221	38,221	13,845.80	26,073.87
Other Services and Charges					
-45200-304 Professional Services-Park Study		130	170	169.00	555.00
-45200-305 Park Contracted Services	500	370	530	50.00	361.00
-45200-321 Telephone/Cellular Phones	500	500	300	-	-
-45200-306 Misc Prof Serv				-	-
-45200-306 Park Commission Activities				-	-
-45200-340 Advertising	350	350	350	-	-
-45200-351 Legal Notices	200	200	200	-	-
-45200-360 Insurance	20,000	17,000	17,000	-	16,129.27
-45200-381 Electric Utilities	24,000	24,000	24,000	3,382.65	23,139.99
-45200-382 Water & Wastewater Utilities	2,000	2,000	2,000	556.25	1,034.58
-45200-401 Repairs and Maintenance - Structures	1,275	1,275	1,275	1,120.23	5,405.00
-45200-403 R&M Tennis Court	0	0	0	-	-
-45200-415 Equipment Rental	6,000	6,000	6,000	1,031.80	7,424.00
-45200-417 Rental-Uniforms		892	892	278.64	410.36
-45200-430 Miscellaneous	500	387	387	77.69	-
-45200-440 Schools & Meetings	100	100	100	-	-
-45200-445 Weed Control and Fertilizer	16,000	16,000	16,000	2,960.00	9,575.90
-45200-485 Property Taxes--donated park land	3,300	3,300	3,300	1,639.00	3,106.00
1-5200-487 Softball Lighting Lease	0	0	0	-	-
-45200-486 Summer Recreation	1,800	1,800	1,900	-	1,933.47
-45200-484 Library Study				-	-
-45200-488 Library	26,000	25,000	25,000	7,948.43	22,361.46
-45200-489 Senior Activity Center	0	0	0	-	281.25
-45200-491 Library Concept Design				-	-
-45200-492 Aquatic Center				-	-
-45200-493 Yoga Grant Expense	500	500	840	40.00	750.00
-45200-494 Camb/Isanti Fall Comm Event	2,425	0	0	-	18.59
-45200-495 Ski Trail Maintenance Agreement	4,500	4,500	4,500	3,075.00	1,687.50
-45200-496 Summer Concert Series	15,000	17,425	17,825	14,832.00	9,185.38
-45200-497 Isanti Co Master Trail Contribution	0	1,000	1,000	1,000.00	-
-45200-498 Pickleball Grant Expense	0	2,892	2,052	-	-
Total Other Services and Charges	124,950	125,621	125,621	38,160.69	103,358.75
Total Parks and Recreation	332,315	351,245	351,245	128,746.41	303,551.63
TOTAL PARKS AND RECREATION	382,315	405,778	405,778	168,518	312,598.15
TOTAL EXPENDITURES	5,506,306.00	5,627,601.33	5,657,751.33	2,294,847.31	5,346,564.63

CITY OF CAMBRIDGE
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	Proposed 6/19/17				
	Adopted	Amended	Amended	YTD	YTD
	Budget	Budget	Budget	Actual 2017	Actual 2016
	2017	2017	2017	12/31/2017	12/31/2016
TRANSFERS OUT					
-49300-720				175,000.00	1,020,678.00
Fire Equipment Revolving Fund - #420	54,785	54,785	54,785		
Transfer to Cap fund 415 Park Improv	55,000	180,000	180,000		
Transfer to Cap fund 417 Police	70,000	70,000	70,000		
Transfer to Cap fund 418 Public Works	140,000	140,000	140,000		
Transfer to Cap fund 419 City Hall	70,000	67,000	67,000		
Transfer for CI Bike / Walk Trail-fund capital	8,340	8,340	8,340		
Transfer to CI Bike/ Walk Trail Oper Fund	6,660	6,660	6,660		
Motel Tax Abatement-starting in 2017	40,000	40,000	40,000		
Frayn 65 LLC Tax Abatement-starting in 2017	10,000	10,000	10,000		
Pavement Management Fund - #443	267,000	267,000	267,000		
Transfer to 205 for Econ Dev.	75,000	125,000	125,000		
OTHER Transfers Out					
TOTAL TRANSFERS OUT	<u>796,785</u>	<u>968,785</u>	<u>968,785</u>	<u>175,000.00</u>	<u>1,020,678.00</u>
TOTAL EXPENDITURES & TRANSFERS OUT	<u>6,303,091</u>	<u>6,596,386</u>	<u>6,626,536</u>	<u>2,469,847.31</u>	<u>6,367,242.63</u>

PURCHASE AGREEMENT

This Purchase Agreement (the "Agreement") is made and entered into this 6th day of June, 2017 by and between Princeton Commercial RE Holdings, LLC, hereby known as "Sellers" and the City of Cambridge, a Minnesota municipal corporation, ("Purchaser").

RECITALS:

A. Sellers are the fee owner of certain real property legally described as follows:

Situated in the Village of Cambridge, County of Isanti, State of Minnesota:

Lot Number Two (2) and North seven feet of Lot Numbered Three (3) in Block Numbered Two (2), in Nesbitt's and Woodman's Addition to the Village of Cambridge, Isanti County, Minnesota. Intending to convey all of said Lot 2 and that part of Lot 3 upon which is erected a building known as the Arlington Hotel, including the South wall thereof and as extended East and West to the East and West line of said Lot 3, subject to party wall rights in and to the South wall of said Arlington Hotel located on the South line of the property herein conveyed as previously reserved.

Herein after known as the "Property".

B. Sellers wishes to convey, and Purchaser wishes to purchase, the Property, together with all rights, privileges, easements, and appurtenances belonging thereto.

AGREEMENT:

In consideration of the mutual covenants and agreements herein contained and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Purchase Price and Manner of Payment.** The total purchase price ("Purchase Price") to be paid by Purchaser for the Property is Sixty-Five Thousand and 00/100 Dollars (\$65,000.00), payable in full by check or wire transfer at the Closing.
2. **Closing.** The Closing shall be conducted at a mutually agreeable time and place to occur on or before July 21, 2017 (the "Closing Date"). Sellers agrees to deliver possession of the Property to Purchaser on the Closing Date after Purchaser has paid the Purchase Price. At the Closing, the parties shall execute and deliver the following documents:
 - a. A general warranty deed and personal representative's deed executed by Sellers conveying the Property to Purchaser free and clear of all encumbrances, except the following "Permitted Encumbrances":
 - (1) Property taxes and special assessments to be allocated between the parties as provided in Section 3 of this Agreement;

- (2) Building codes and laws and ordinances relating to zoning, land use and environmental matters;
 - (3) State and federal laws and regulations;
 - (4) Reservation of any minerals or mineral rights to the State of Minnesota; and
 - (5) Easements, restrictions, and covenants of record that are acceptable to Purchaser in Purchaser's sole discretion.
- b. A closing statement detailing the financial terms of the closing.
 - c. All other documents reasonably necessary to transfer the Property to Purchaser free and clear of all encumbrances except the Permitted Encumbrances.
3. **Costs.** Sellers and Purchaser agree to the following allocations of costs:

Closing Costs. Sellers shall pay all costs of issuing the title insurance commitment. Buyer shall pay costs of Owner's Title Insurance Premium.

- a. Sellers and Purchasers shall pay their respective closing costs which are normally allocated to Buyer and Seller consistent with local City of Cambridge, State of Minnesota practices.
- b. **Documentary Taxes.** Seller shall pay all state deed tax for the warranty deed to be delivered by Sellers under this Agreement.
- c. **Real Estate Taxes and Levied and Pending Assessments.** General real estate taxes due in 2017 with respect to the Property shall be prorated between the parties. Purchaser shall pay remaining \$1,180.00 due in property taxes. Sellers shall be responsible for all special assessments levied or pending against the Property as of the Closing Date.
- d. **Utilities.** The Sellers shall pay any and all outstanding utilities until the date of closing. Purchaser will transfer utilities into its name on the day of closing. (NOTE: There is no water, sewer, electrical, or gas utilities to this parcel since it is a vacant parcel.)
- e. **Recording Costs.** Sellers shall pay all recording costs relating to the Closing of the Property.
- f. **Attorney's Fees.** Each party will pay its own attorney's fees.

4. **Title.**

- a. **Quality of Title.** Sellers shall convey marketable title to the Property to Purchaser, subject to no liens, easements, encumbrances, conditions, reservations or restrictions other than the Permitted Encumbrances.
- b. **Title Evidence.** Within ten (10) days after this Agreement is fully executed by the Parties, Sellers will obtain a commitment ("Title Commitment") for an owner's policy of insurance in the amount of the Purchase Price insuring title to the Property subject only to the Permitted Encumbrances.
- c. **Purchaser's Objections.** Within ten (10) days after receiving the Title Commitment, Purchaser shall make written objections ("Objections") to the form and/or contents of the Title Commitment. Purchaser's failure to make Objections within such time period will constitute waiver of Objections. Any matter shown on such Title Commitment and not objected to by Purchaser shall be deemed an additional "Permitted Encumbrance" hereunder. Sellers shall have ninety (90) days after receipt of the Objections to cure the Objections, during which period the Closing will be postponed as necessary. Sellers shall use its best efforts to correct any Objections. If the Objections are not cured within such 90-day period, Purchaser will, in addition to any other remedy available at law or under this Agreement, have the option to do either of the following:
 - (1) Terminate this Agreement; or
 - (2) Waive the Objections and proceed to close.

5. **Representations and Warranties by Sellers.** Sellers represents and warrants to Purchaser as follows:

- a. **Authority.** Sellers and Matthew Kelly, its member, have the requisite power and authority to enter into, execute, and perform this Agreement.
- b. **Title to Property.** Sellers own the Property free and clear of all encumbrances except the Permitted Encumbrances.
- c. **Rights of Others to Purchase Property.** Sellers have not entered into any other contracts for the sale of the Property.
- d. **FIRPTA.** Sellers are not a "foreign person," "foreign partnership," "foreign trust" or "foreign state" as those terms are defined in § 1445 of the Internal Revenue Code.
- e. **Proceedings.** To the best knowledge of Sellers, there is no action, litigation, investigation, condemnation or proceeding of any kind pending or threatened against the Property.

- f. **Wells and Septic Systems.** Sellers represents that it is not aware of any septic systems or wells located on the Property.
- g. **Methamphetamine Production.** Pursuant to Minnesota Statutes section 152.0275, Sellers certify to Purchaser that it is not aware of any methamphetamine production that has occurred on the Property.
- h. **Blocked Persons.** Sellers have not received written notice that Sellers are:
 - (1) listed on the Specifically Designated Nationals and Blocked Persons List maintained by the Office of Foreign Assets Control, Department of the Treasury (“OFAC”) pursuant to Executive Order No. 13224, 66 Fed. Reg. 49079 Sept. 25, 2001 (“Order”) and/or on any other list of terrorists or terrorist organizations maintained pursuant to any of the rules and regulations of OFAC or pursuant to any other applicable Orders (such lists are collectively referred to as the “Lists”);
 - (2) a person who has been determined by competent authority to be subject to the prohibitions contained in the Order; or
 - (3) owned or controlled by, or acts for or on behalf of, any person or entity who is (x) on the Lists or any other person or entity who has been determined by competent authority to be subject to the prohibitions contained in the Order; (y) a citizen of the United States who is prohibited to engage in transactions by any trade embargo, economic sanction, or other prohibition of United States law, regulation, or Executive Order of the President of the United States; or (z) an “Embargoed Person,” meaning any person, entity or government subject to trade restrictions under U.S. law, including but not limited to the International Emergency Economic Powers Act, 50 U.S.C. § 1701 et seq., the Trading with the Enemy Act, 50 U.S.C. App. 1 et seq., and any Executive Orders or regulations promulgated under such acts.
- i. **Intent to Sell.** Sellers acknowledges that they clearly showed intent to sell the Property on the open market prior to inquiry or action by the City of Cambridge and this purchase agreement is entered into voluntarily and was not made under threat of eminent domain.
- j. Sellers acknowledges that the purchase price agreed on for the Property is inclusive of any and all displaced owner-occupant relation benefits for which eligibility may exist which could include moving costs, replacement property, and differential payments for replacement property.

6. Representations and Warranties by Purchaser. Purchaser represents and warrants to Sellers as follows:

a. **Authority.** Purchaser has the requisite power and authority to enter into and perform this Agreement.

b. **Certain Proceedings.** Purchaser has no knowledge of any material actions, proceedings, or litigation that challenge, or may have the effect of preventing, delaying, illegalizing, or otherwise interfering with, this Agreement. To Purchaser's knowledge, no such matters have been threatened.

c. **Certain Representations.** Sellers acknowledges that it has not relied on any oral or written statements, representations, warranties, or assurances from Purchaser or its officers, directors, employees, agents, or consultants except those contained in this Agreement.

7. Right to Inspect. Purchaser shall have the right to enter the Property at all reasonable times and perform such surveys, tests, and investigations as Purchaser deems advisable, all at Purchaser's sole expense. Purchaser shall keep the Property free from mechanic's liens arising from its actions. Purchaser shall be responsible for any property damage or personal injury arising from its actions and shall indemnify and hold Sellers harmless from all costs, expenses, and liabilities, including attorney's fees, relating to such actions.

8. Control of Property. Subject to the provisions of this Agreement, including but not limited to those provisions in Section 7 above, until the Closing Date, Sellers shall have full responsibility and the entire liability for any and all damages or injuries of any kind whatsoever to the Property, to any and all persons, whether employees or otherwise, and to any other property from and connected to the Property.

9. Mutual Indemnification. Sellers will indemnify and hold Purchaser harmless from all liabilities (including reasonable attorney's fees in defending against such claims) arising out of claims by third parties related to acts, omissions, or occurrences on, at, or with respect to the Property which occur prior to the Closing, unless such claims relate to acts, omissions, or occurrences by Purchaser or its agents, employees, or contractors. Purchaser will indemnify and hold Sellers harmless from all liabilities (including reasonable attorney's fees in defending against claims) arising out of claims by third parties relating to acts, omissions, or occurrences on, at, or with respect to the Property which occur on or after the Closing unless such claims relate to the intentional acts, omissions, or occurrences by Sellers.

10. Survival. All of the terms of this Agreement will survive and be enforceable after the Closing.

11. Notices. Any notices required or permitted to be given by any party to the other shall be given in writing, and shall be (i) hand delivered to any officer of the receiving party, or (ii) mailed in a sealed wrapper by United States registered or certified mail, return receipt requested,

postage prepaid, or (iii) properly deposited with a nationally recognized, reputable overnight courier, properly addressed as follows:

If to Sellers: Princeton Commercial RE Holdings, LLC,
113 Barksdale Professional Center
Newark DE 19711

If to Purchaser: City of Cambridge
Attn: City Administrator
300 Third Avenue NE
Cambridge, MN 55008

With copy to: Rupp, Anderson, Squires & Waldspurger, P.A.
Attn: Jay Squires
333 South Seventh Street, Suite 2800
Minneapolis MN 55402

Notices shall be deemed effective on the earlier of the date of receipt or in the case of such deposit in the mail or overnight courier, on the first business day following such deposit. Any party may change its address for the service of notice by giving written notice of such change to the other party.

14. Captions. The captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.

15. Entire Agreement. This written Agreement constitutes the complete agreement between the parties and supersedes any and all other oral or written agreements, negotiations, understandings, and representations between the parties regarding the Property. There are no verbal or written side agreements that change this Agreement.

16. Amendment; Waiver. No amendment of this Agreement, and no waiver of any provision of this Agreement, shall be effective unless set forth in a writing expressing the intent to so amend or waive, and the exact nature of such amendment or waiver, and signed by both parties (in the case of amendment) or the waiving party (in the case of waiver). No waiver of a right in any one instance shall operate as a waiver of any other right, nor as a waiver of such right in a later or separate instance.

17. Governing Law. This Agreement is made and executed under and in all respects is to be governed and construed under the laws of the State of Minnesota.

18. Binding Effect. This Agreement binds and benefits the parties and their respective successors and assigns.

19. Severability. The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

20. **Construction.** Sellers and Purchaser have reviewed and revised this Agreement. Sellers and Purchaser acknowledge that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement.

21. **Remedies.**

- a. **Default by Purchaser.** If Purchaser defaults under this Agreement, Sellers shall have the right to terminate this Agreement by giving written notice to Purchaser. If Purchaser fails to cure such default within thirty (30) days of the date of such notice, this Agreement will terminate, or, at Sellers's option, Sellers may sue for specific performance of this Agreement or actual damages caused by Purchaser's default.
- b. **Default by Sellers.** If Sellers defaults under this Agreement, Purchaser may sue for specific performance of this Agreement or actual damages caused by Sellers default.

SELLERS: PRINCETON COMMERCIAL RE HOLDINGS, LLC

By: _____
Matthew Kelly

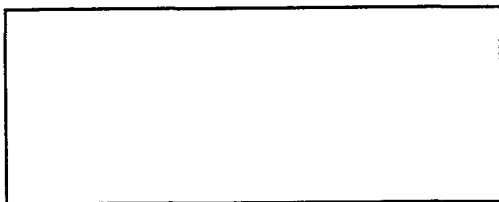
Dated: _____

Its: Member

STATE OF)
COUNTY OF)
CITY OF)

On this _____ day of _____, 2017 before me a notary public, the above signed individual, Matthew Kelly, personally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he executed the same for the purposes therein contained.

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



Notary Stamp

Signature of Notary

PURCHASER: CITY OF CAMBRIDGE

By: _____

Dated: _____

Its: Mayor _____

By: _____

Dated: _____

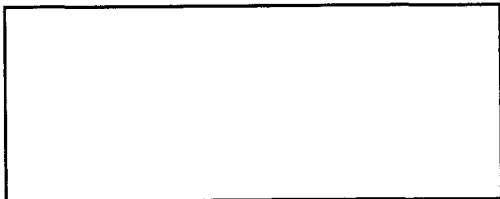
Its: City Administrator _____

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

On this _____ day of June, 2017 before me a notary public, the above signed individual(s), Marlys A. Palmer and Lynda J. Woulfe personally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

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

Notary Public



Notary Stamp



PATCHIN MESSNER DODD & BRUMM

VALUATION COUNSELORS

June 6, 2017

City of Cambridge
300 - 3rd Avenue NE
Cambridge, MN 55008

Attn: Ms. Lynda Woulfe
City Administrator

RE: Valuation Consulting and
Appraisal Services
Patchin Messner Dodd & Brumm
13961 West Preserve Boulevard
Burnsville, Minnesota 55337

Dear Ms. Woulfe:

This letter is intended to be a memorandum of understanding concerning the engagement of Patchin Messner Dodd & Brumm for the purpose of rendering valuation consultation and/or appraisal services. It is understood by both parties that the nature of the assignment is as follows:

Property Identification:	1) Casey's Retail Company 243 1 st Avenue E 2) Becklin & Whitney Properties 139 1 st Avenue E 3) Solstice, LLC 147 1 st Avenue E 4) Turpen Realty, Inc. 149 1 st Avenue E
Function of Appraisal:	Estimate fee simple market values of the above properties for total acquisition by the City of Cambridge in conjunction with the Highway 95 improvement project.
Requested Data:	Legal descriptions, building permit records, surveys, site plans, floor plans, leases (if any), and contacts to arrange inspections of the properties.
Services to be Provided:	Prepare market value appraisals in compliance with the Uniform Standards of Professional Appraisal Practice (USPAP).

Estimated Cost of
Services Rendered:

Not to Exceed \$27,000, inclusive of a trade fixture appraisal of Casey's by Steve Wall, ASA

In addition, time after delivery of the appraisal reports, if necessary, will be invoiced separately at the following professional hourly rates:

	Pre Trial Preparation /Meetings	Hearings/ Testimony
Jason Messner	\$200.00/Hr.	\$300.00/Hr.
Sherri Brumm	\$150.00/Hr.	\$250.00/Hr.
Christine Mackaman Associate	\$150.00/Hr.	\$250.00/Hr.
Appraisers	\$80.00 to \$125.00/Hr.	N/A

Delivery Date:

We will furnish three copies of each appraisal within 5 ± months following return of this authorization to proceed and requested data. We can only complete the appraisals by this date if we receive the requested data in a timely manner.

Terms:

Total amount due within 30 days following date of invoice, 1-1/2% per month interest charges will be added to accounts not paid by that time.

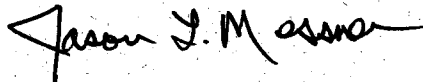
Retainer Fee - to be
paid in advance:

None

If you have any questions or comments after reading this letter of engagement, please feel free to contact me at your convenience.

Respectfully submitted,

PATCHIN MESSNER DODD & BRUMM



Jason L. Messner, MAI

Authorization to Proceed

Client Name:

Individual Responsible:

Signature:

Date Accepted:

Prepared by: Marcia Westover

Background

This request for an Interim Use Permit was tabled at the May 15, 2017 Council meeting to allow more time to obtain a plan and review the parking on site. Attached is a parking plan submitted by LHB, Inc. The plan identifies 14 true parking spaces. The 14 "angled" spaces are the true spaces allowed by code. The remaining spaces shown on the plan (spaces 7-14 and 23-25) are not allowed as parking spaces for customers or employees coming and going on a daily basis. These spaces don't provide proper ingress and/or egress to the site.

The representative that I have been working with, Paul Walker, has expressed an interest in only parking the vehicle's for sale (the "display" vehicles) in these spaces (spaces 7-14 and 23-25). These vehicles would not be coming and going on a daily basis and would be more or less permanent display spaces.

On the east side of the building (spaces 7-14), there is an overhead garage door. Mr. Walker identified no need for this overhead door and would like to park vehicles in front of it. I explained that this overhead door may be required per MN State Building Code for egress purposes. If it is required, Mr. Walker understands that no vehicles may be parked in front of it for display. There is a 5' area (walkway) identified on the plan submitted by LHB, Inc. between these parking spaces and the building.

Mr. Walker has also agreed to only using the property for automobile sales only, no automobile repair as originally requested. Automobile Sales only will require 13 total parking spaces. Mr. Walker and I spoke and he understands that no display vehicles can be parked in the 14 available customer/employee parking spaces. They can only park in the "display" spaces. Mr. Walker mentioned that the business could also have display vehicles inside the building.

Automobile sales and Auto Repair and Service, Minor, in the B-1 Downtown Business District is allowed only by an Interim Use Permit. The purpose of the interim use permit is to allow a use that reasonably utilizes the property for a limited period of time or allow a use that is presently acceptable but with anticipated development or other changes will not be acceptable in the future. Interim use permits terminate upon a specific date, but can be extended upon re-application before the Planning Commission and City Council.

Kevin and Briana Wudel (North Metro Auto Sales, LLC), requested an interim use permit for automobile sales and service at 140 1st Ave W. At the time of application, Federated Co-Op was the owner. Since then, TTJ Properties, LLC., has said they have closed on the property and are now the owners. On June 13, 2017, I contacted the Isanti County Auditor's office and there is no change of ownership paperwork filed. I contacted Mr. Walker on this issue and there has been a complication with the paperwork that they are working on. TTJ Properties, LLC. has been identified as the "representative" of the property rather than the owner on the attached Resolution.

Findings of Fact**Interim Use Permit-Automobile Sales**

June 19, 2017

Planning Commission Action

At their regular meeting on May 2, 2017, the Planning Commission recommended denial of the Interim Use Permit request on a 4/3 vote. The Planning Commission directed staff to prepare findings of fact for denial to be recommended to Council. The findings for denial were to be based on automobile sales and service not being a compatible use for the downtown and not a good fit for the future since the inception of the updated Comprehensive Plan and the Discover Downtown Cambridge Committee.

The Discover Downtown Cambridge Committee has been having serious conversations about the downtown vision and revitalization efforts. They are bringing forward a plan for downtown to Council tonight. Much community and citizen input has been heard on the revitalization efforts needed for downtown. The City is also committed to making changes and investing in downtown. Since the MN Design Team visit, more thought has been put into the location of the library and it was the directive to keep it downtown rather than Heritage Greens.

In addition, the updated Comprehensive Plan focused on downtown. A majority of the Steering Committee found that downtown is a favorite place with special characteristics that need to be maintained or copied. The Comprehensive Plan identifies elements of a revitalized downtown including sensitive integration of new development with existing buildings, in-fill development, and an emphasis on compatibility with the historic city scale, character, small blocks, and connectivity.

The property at 140 1st Ave W previously had an Interim Use Permit for automobile sales and automobile service, minor (known as Woody's Auto). However, the use has been discontinued and the Interim Use Permit is not transferrable. There was no absolute entitlement to permit automobile sales and service at this property.

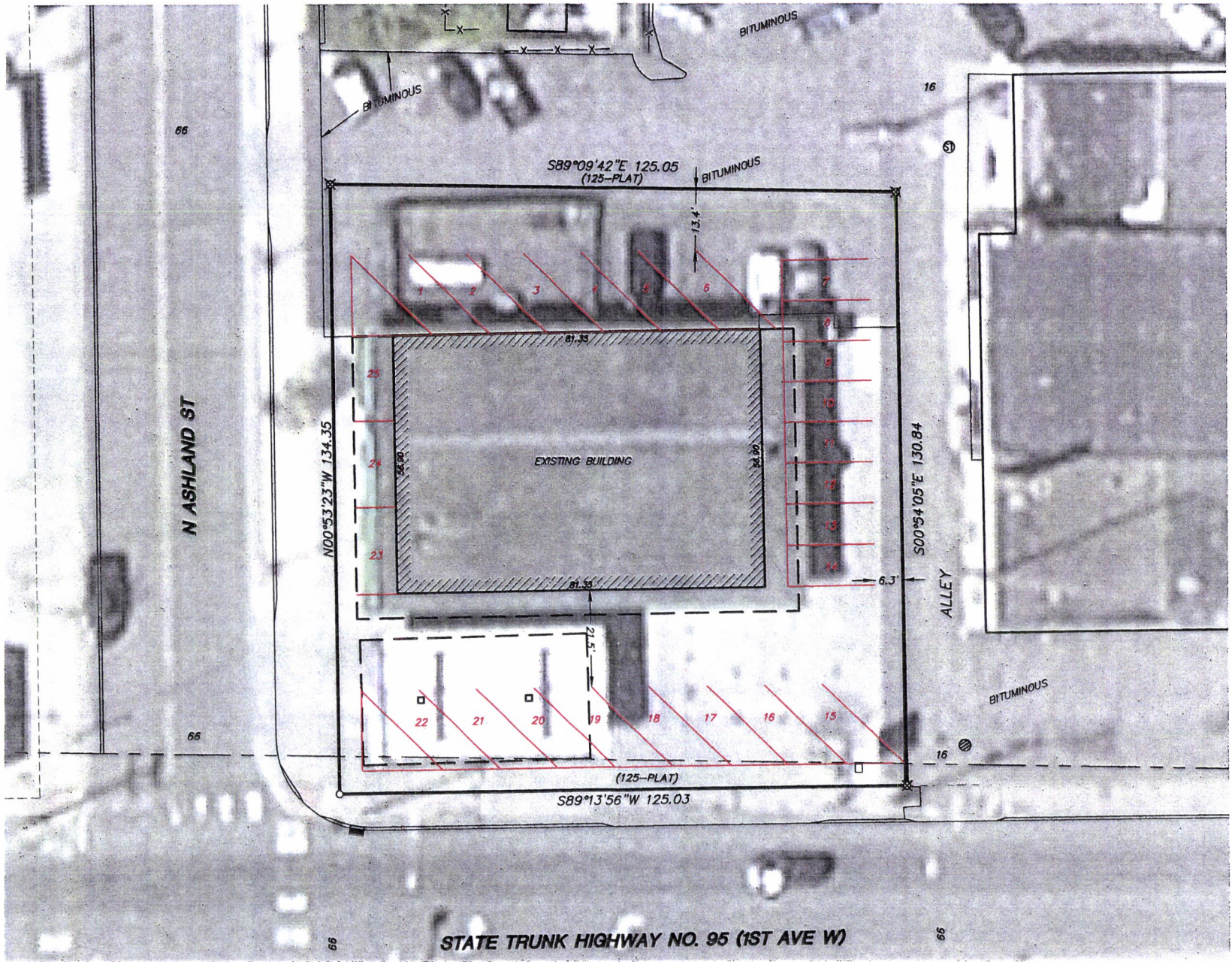
Council Action

If Council approves the Interim Use Permit request, it is recommended that a condition of approval is added to the Resolution that the owner must find an acceptable alternative location for the use upon termination of the Interim Use Permit. Attached is a draft Resolution of approval with a one year time frame.

If Council concurs with the recommendation from the Planning Commission for denial, a motion is requested to adopt the Findings of Fact as presented with this staff report.

Attachments

1. Parking Plan
2. Draft Resolution-Findings of Fact for denial
3. Draft Resolution-Resolution for approval
4. Planning Commission minutes-May 2, 2017
5. Discover Downtown Cambridge Project Recommendations



Resolution No. R17-XX

**RESOLUTION OF FINDINGS OF FACT DENYING THE APPLICATION FOR AN
INTERIM USE PERMIT TO ALLOW AUTOMOBILE SALES AND AUTOMOBILE
SERVICE, MINOR
(140 1ST AVE W)**

WHEREAS, Kevin and Briana Wudel, applied for an Interim Use Permit to allow Automobile Sales and Automobile Service, Minor, in the B-1 Downtown Business District, 140 1st Ave W; and

WHEREAS, at the time of permit application, Federated Co-Op, 502 2nd St. S., Princeton, MN, 55371, was the owner of 140 1st Ave W.; and

WHEREAS, after the application process, TTJ Properties, LLC, has indicated they have gone through the closing process on this property and should have ownership and would like to be the representative for this application and property; and

WHEREAS, The Planning Agency of the City has completed a review of the application and city staff has made a report pertaining to said request, a copy of which has been presented to the City Council; and

WHEREAS, The Planning Commission of the City, on the 2nd day of May, 2017, following proper notice, held a public hearing regarding the request, and following said public hearing, the Commission recommended denial of the application request for an Interim Use Permit upon finding the application does not comply with several of the standards set for an Interim Use Permit in Section 156.111 of the City Code; and

WHEREAS, The Planning Commission recommended denial of the application requested for an Interim Use Permit upon finding that the application does not comply with the vision of the Discover Downtown Cambridge Committee and the Comprehensive Plan; and

WHEREAS, the City Council met at its regularly scheduled meeting on the 15th day of May, 2017, and tabled the discussion for 60 days and directed the applicant to work with staff to develop a parking plan; and

WHEREAS, The City Council met at its regularly scheduled meeting on the 19th day of June, 2017, and reviewed the parking plan and new information and finds that not all seven (7) required standards to approve an Interim Use Permit have been satisfied as noted below and also the proposed use is not compatible with the Comprehensive Plan and the Discover Downtown Cambridge Committee:

156.111 (E) Standards

(2) It is in keeping with the City's Comprehensive Plan and comprehensive planning policies of the City and this chapter, as amended from time to time.

In Chapter 8 of the Comprehensive Plan, "Downtown Cambridge has long been the heart of the community and is considered by many of the Steering Committee members as either a favorite places or as a location with traditional or other special characteristics that should be maintained or copied. Elements of a revitalized downtown include the sensitive integration of new development with existing buildings, in-fill development, and an emphasis on compatibility with the historic city fabric's scale, character, small blocks, and connectivity." Council considers revitalization of the downtown area to be a key element of the comprehensive plan and a key planning policy of the city. The proposed interim use would be inconsistent with the comprehensive plan and that policy.

(3) It does not adversely affect, interfere with or diminish the use of property in the immediate vicinity.

The proposed use as automobile sales and automobile service will diminish the use of the properties in the immediate vicinity and the downtown area. The Discover Downtown Cambridge Committee has specific revitalization recommendations including creating an approach plan for vacant and underutilized lots with a list of desired uses. The Comprehensive Plan identifies Land Use Goals, Goal 4, "Enhance community character and identity" through Policy 4.1 "Work to strengthen and maintain the appearance of the Highway 95, Highway 65, and rail corridors through design standards, trails, lighting, sidewalks, signage, and other tools.

(5) It does not cause undue traffic concerns or congestion.

The use as automobile sales and automobile service would cause parking issues and confusion that would interfere with the properties in the immediate vicinity. Near-by owners have indicated a concern with parking.

WHEREAS, The City Council also finds that the Discover Downtown Cambridge Committee has been having serious discussions about the vision of Downtown Cambridge and plan to reshape this area. There has been much community input/engagement and a desired change for Downtown Cambridge that does not include automobile sales and automobile service.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Cambridge, Minnesota, denies the application for an Interim Use Permit for Automobile Sales and Automobile Service, Minor, at 140 1st Ave W.

Adopted by the Cambridge City Council
this 19th day of June, 2017.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Resolution No. R17-XX

**RESOLUTION APPROVING AN INTERIM USE PERMIT
KEVIN AND BRIANA WUDEL
TO ALLOW AUTOMOBILE SALES IN THE B-1 ZONING DISTRICT
(SITE ADDRESS-140 1ST AVE W)**

WHEREAS, Kevin and Briana Wudel, 416 11th Ave SW, Cambridge, MN, (and TTJ Properties, LLC, 4522 317th Ave NE, Cambridge, MN 55008) representatives of the property located at:

Lots 10-11 & the South 1/2 of Lot 7, Section 29, Township 36, Range 23, Bunkers Addition, Isanti County, Minnesota

has applied for an Interim Use Permit to allow automobile sales and automobile service, minor, in the B-1 zoning district; and

WHEREAS, The Planning Agency of the City has completed a review of the application and made a report pertaining to said request, a copy of which has been presented to the City Council; and

WHEREAS, The Planning Commission of the City, on the 2nd day of May, 2017, following proper notice, held a public hearing to review the request and recommended that the Interim Use Permit be denied and directed staff to prepare findings of fact including the use does not comply with the standards set for an Interim Use Permit in Section 156.111 of the City Code; and

WHEREAS, the City Council, on the 15th day of May, 2017, reviewed the Planning Commission's recommendation and the information prepared by the Planning Agency of the City, and tabled the discussion for 60 days and directed the applicant to work with staff to develop a parking plan; and

WHEREAS, the City Council, on the 19th day of June, 2017, reviewed the Planning Commission's recommendation and the information prepared by the Planning Agency of the City which includes the parking plan and information, and finds that an Interim Use for Automobile Sales only is compatible with the City's Comprehensive Plan.

WHEREAS, The City Council finds that the Interim Use Permit for Automobile Sales shall only be allowed for Kevin and Briana Wudel, the applicants, and shall not be transferrable. TTJ Properties, LLC. is not named on the Interim Use Permit.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Cambridge, Minnesota, approves the Interim Use Permit to allow automobile sales in the B-1 zoning district at the location listed above, upon satisfying the conditions listed below:

1. The Interim Use for automobile sales is not transferrable and shall only be used by Kevin and Briana Wudel and shall discontinue after 1 year from the date of approval.
2. Section 156.090 Auto-Oriented Uses of the City Code must be met at all times, where applicable.
3. If parking demand exceeds the parking provided, the interim use shall cease.
4. Kevin and Briana Wudel must find an alternative location for their business prior to termination of the Interim Use permit.

Adopted by the Cambridge City Council
This 19th day of June, 2017

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

PLANNING COMMISSION MEETING MINUTES

Tuesday, May 2, 2017

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: Mike Stylski, Chad Struss, Robert Nelson, Julie Immel, Brandon Grell, Kersten Conley (City Council Representative), and Bob Erickson

Members Absent: None

Staff Present: Marcia Westover, Community Development Director/City Planner

CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Struss moved, seconded by Grell to approve the agenda as presented. The motion carried 7/0.

APPROVAL OF MINUTES

April 4, 2017 Regular Meeting Minutes

Nelson moved, seconded by Conley to approve the April 4, 2017 meeting minutes as presented. Motion carried 7/0.

PUBLIC COMMENT

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

NEW BUSINESS

Public Hearing: Comprehensive Plan Update Draft

Westover stated the Comprehensive Plan draft is ready to be given to the City Council for their review and approval. Westover introduced John Shardlow and Katrina Nygaard from Stantec to give a brief presentation of the Comprehensive Plan process. Shardlow

stated the transportation section of the Comprehensive Plan was written by Bob Rogers from SEH, who was also present at the meeting.

Stylski opened the public hearing period at 7:15 pm and without comments, closed the public hearing at 7:16 pm.

Erickson moved, seconded by Immel to recommend the approval of the Comprehensive Plan Update Draft by the City Council. Motion carried 7/0.

***Public Hearing: Interim Use Permit for Automobile Sales and
Auto Repair Service at 140 1st Ave W.***

Westover stated the City has received a request by Kevin and Briana Wudel for an Interim Use Permit (IUP) to allow automobile sales and service, minor, in the B-1 Zoning District. Westover explained that Automobile Sales and Auto Repair and Service, Minor, in the B-1 Downtown Business District is allowed by an Interim Use Permit. The purpose of the Interim Use Permit is to allow a use that reasonably utilizes the property for a limited period of time or allow a use that is presently acceptable but with anticipated development or other changes will not be acceptable in the future. Interim use permits terminate upon a specific date, but can be extended upon re-application before the Planning Commission and City Council.

Westover stated Kevin and Briana Wudel (North Metro Auto Sales, LLC), are requesting an interim use permit for automobile sales and service at 140 1st Ave W. The location at 140 1st Ave W is the former Woody's Auto Sales and prior to that it was the Federated Co-Op property. Woody's Auto had an interim use permit for the same use; however, an Interim Use Permit is not transferrable. Since this is a new applicant, a new Interim Use Permit is required.

Westover explained the proposal is for automobile sales and minor automobile service based on a five (5) year interim use. According to the City Code, **minor** service includes items such as incidental repairs, replacement of parts, tune-ups, lubrication, washing, detailing, and equipment installation. **Major** service includes engine rebuilding or major reconditioning of worn or damaged automobiles or trailers; collision service including body, frame or fender straightening or repair and overall painting of vehicles. Both minor and major service is allowed by an interim use permit in the B-1 district.

Westover pointed out the underground gas tanks have been removed from the former Federated Co-Op gas station. The entire site is currently paved, therefore, all vehicles will be parked on a paved surface as required by the City Code. All other requirements of the City Code, Section 156.090 Auto-Oriented Uses, must be met where applicable.

Existing and new uses in the B-1 Downtown District are exempt from the parking space requirements unless the new use requires more parking than the old use. City records do not indicate the required information to determine an exact parking count for the old use of the convenience station. However, based on an approximation of parking for the

convenience station, 35 parking spaces were required. The new use for auto service would require 19 spaces. And the new use for auto sales would require 14 spaces, for a total of 33 spaces if combining both uses. The new use (auto sales and service) requires approximately the same number of parking spaces that the old use (auto convenience station) required.

Westover handed out a revision to the draft resolution with updated ownership. Westover noted TTJ Properties, LLC., said the closing of the property occurred Friday, April 28, 2017. Federated Co-op signed the zoning application approving this kind of use on this property but Paul Walker (TTJ Properties, LLC.) requested the owner name on the resolution be changed to TTJ Properties, LLC, once the ownership transfers. Westover stated the revised resolution would be what the Commission would be reviewing tonight. Westover noted that she checked with the Isanti County Auditor's office today and they didn't have any ownership transfer paperwork.

Westover stated staff is supportive of the request as long as the following conditions are met: (1). The Interim Use for automobile sales and minor automobile service is not transferrable and shall only be used by Kevin and Briana Wudel, and shall discontinue after 5 years from the date of approval. (2). Section 156.090 Auto-Oriented Uses of the City Code must be met at all times, where applicable. (3). If parking demand exceeds the parking provided, the interim use shall cease.

Westover stated the timeframe noted in the conditions can be changed. The owner would come back to Commission after that timeframe to apply again for the IUP. If the City receives complaints, the IUP would come back to the Planning Commission or City Commission for approval.

Westover stated staff is looking for the Planning Commission to make a motion on the attached revised draft resolution, as may be modified by the Commission, recommending approval of the Interim Use Permit for automobile sales and minor automobile service in the B-1 Downtown Business District at 140 1st Ave W. as long as the conditions listed above are met.

Stylski opened the public hearing period at 7:16 pm.

Monte Dybvig, 132 Ashland St N and 115 Main St N, near the 140 1st Ave W property. Dybvig stated his concerns center around the requirement of 32 parking spaces, traffic and parking congestion behind the building in the past, and adding another auto sales and auto repair business does not go along with the goals of the Downtown Development Taskforce or the Comprehensive Plan of beautifying the downtown area of Cambridge. Dybvig urged the Commission to vote against the Interim Use Permit (IUP) being proposed for 140 1st Ave W.

Paul Walker, 4522 317th Ave NE, Cambridge, is one of owners of the property. Walker stated he plans to lease the auto sales business to Kevin Wudel and lease the mechanical shop to a mechanic to work on the cars on the sales lot. They do not plan to

add additional parking spaces and the goal is to improve the building and enhance the area, which would bring more people to the community in search of more options in car sales.

Stylski closed the public hearing at 7:35 pm.

Conley asked what do we want our downtown to look like? She believes Cambridge does not need another car sales lot but needs to focus on adding new and unique shops to the downtown area. Immel agreed, stating another car sales lot doesn't seem to fit on Highway 95 and a used car lot doesn't fit in the vision of the Discover Downtown group. Grell stated the parking congestion in this area is a concern since part of Ashland Street is now a loading zone and wondered where people coming to look at the cars would park.

Stylski suggested giving the applicants a one-year term to give them time to see how it goes. After that one year period is up, the owner would come back to the Planning Commission for further approval. If the City is notified of a violation, the Planning Commission would discuss at that time. Stylski stated he would rather see a building occupied than standing empty.

Struss asked how the minor service vs. major service is monitored. Westover stated this is hard to monitor and stated staff could find out through a complaint. Struss asked if the owner would be allowed to lease out part of the space to a mechanic. Westover stated the City Code doesn't define renting out spaces for differing uses as long as the use is allowed. Struss also questioned whether the IUP would go through if the deed was not recorded at the County offices.

Kevin Wudel, 416 11th Ave SW, Cambridge, originally applied for the IUP. Woody, the former owner, was his brother. Wudel stated parking issues have nothing to do with the IUP request. The parking will be used for sales and most of the service done by the mechanic will be performed on the vehicles that are for sale.

Stylski closed the public hearing at 7:35 pm.

Westover stated ownership could be added as a fourth condition to the IUP. If sale doesn't go through and TTJ Properties, LLC doesn't obtain full and proper ownership, this IUP is null and void.

Nelson stated he is against the IUP because auto sales is not something the Cambridge Comp Plan Steering Committee envisions in the Downtown Redevelopment Plan. The site at 140 1st Ave W has got a better use for it. The site on Main Street has a better use for it as well. Nelson stated he plans to vote No.

Stylski made a motion to recommend approval of the Resolution allowing the Interim Use Permit for automobile sales and automobile service, minor, changing the condition

number one as noted to a one-year term since there are no pending alternative redevelopment plans at this time. Struss seconded it for discussion purposes.

Erickson questioned if the owner would want to invest in the business for one year.

Nelson noted Highway 95 has plans to expand and could potentially go through the property.

Motion failed with Stylski, Grell, and Struss voting yay and Immel, Conley, Nelson, and Erickson voted nay.

Nelson moved, Immel seconded to recommend denial of the Interim Use Permit for automobile sales and minor automobile service in the B-1 Downtown Business District at 140 1st Ave W. and directed staff prepare findings of fact for denial including the use is not compatible and not a good fit for the future. Motion passed 4/3, Nelson, Immel, Conley and Erickson voting yay and Grell, Stylski and Struss voting nay.

OTHER BUSINESS / MISCELLANEOUS

City Council Update

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

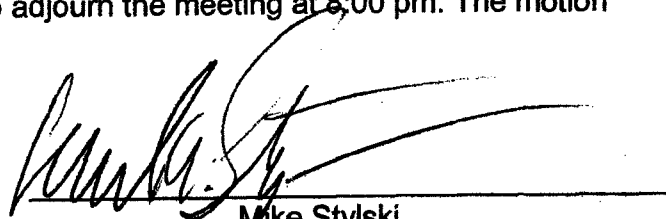
Parks, Trails, and Recreation Commission Update

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

Nelson requested the Parks Commission to revisit 2008-2009 Munkberg development project, on Fanny Lake, as a possible park for the City.

ADJOURNMENT

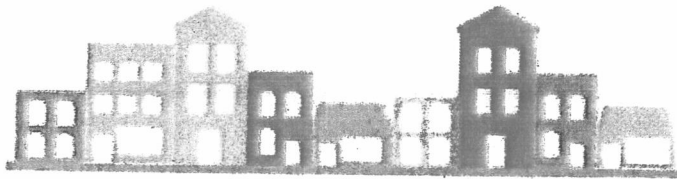
Struss moved, seconded by Conley, to adjourn the meeting at 8:00 pm. The motion carried 7/0.



Mike Stylski
Cambridge Planning Commission Chair

ATTEST:

Marcia Westover
Marcia Westover
Community Development Director/City Planner



DISCOVER DOWNTOWN CAMBRIDGE

Downtown Revitalization Project Recommendations

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STRATEGIC CONSIDERATIONS AND RECOMMENDATION WORK PLANS



Involvement is good

Date: March 26, 2017

To: Cambridge City Council
Lynda Wolfe, City Administrator
Stan Gustafson, Economic Development Director

From: Todd Streeter, Project Consultant

EXECUTIVE SUMMARY

On September 22, 2016, a new downtown revitalization committee was formed, Discover Downtown, consisting of dedicated downtown business and property owners, citizens and City officials. The goal of the committee is to identify existing and new opportunities to revitalize, reposition, repurpose and even redevelop downtown as a community destination.

Discover Downtown met for seven months engaging in approximately 30 large group and subcommittee meetings to research, create and refine their ideas and concepts. Each subcommittee prepared preliminary presentations for the Community in February and final presentation and recommendations for the City Council and community in March. Committee members volunteered nearly 600 hours throughout the duration of this project.

The project's primary objective is to deliver revitalization committee recommendations and conduct a feasibility assessment for the creation of a community foundation. This project not only fulfilled its stated objectives, but delivered additional outcomes including Executive Committee formation and Mutual Downtown Assessment. The projects may furthermore be incorporated into the Comprehensive Plan to further the advancement of downtown's resurgence as a place for community to gather seven days a week - morning, day and night.

Provided herein are Discover Downtown's revitalization ideas, concepts, research, and implementation strategies for Council, staff, and Executive Committee. A series of next steps will include; recommendation assessments and due diligence, strategic plan development, generate community involvement and foundation support, and eventual phased project implementation.

It has been an honor and a privilege to work with devoted committee members and committed City council and staff on this project. In addition to the work product produced through everyone's efforts, one prevailing overriding goal has been to establish new and long-lasting relationships by which the City and community may realize downtown's full potential. This project and its recommendations are the foundation for a new and permanent collaborative relationship.

DOWNTOWN REVITALIZATION PROJECT COMMITTEES

DISCOVER DOWNTOWN COMMITTEE

Becky Roby
Bob Roby
Brandon Grell
Brian Chilson
Chad Struss
Gary Hawkins
Gayle Cupit
Jeremy Ellingson
Jessica Harris
Judith Kissner
Julie Immel
Kathy Mell-Bowers
Kersten Conley
Kim Erickson
Larry Fredlund
Lisa Iverson
Lynda Woulfe
Mark Radeke
Melissa Bettendorf
Monte Dybvig
Neil Johnson
Pamela Streed
Rhonda Becker
Steve Crittenden

DOWNTOWN EXECUTIVE COMMITTEE

Bob Roby
Carrie Gibbs
Greg Carlson
Lisa Iverson
Lynda Woulfe
Melissa Bettendorf
Monte Dybvig
Pamela Streed
Raymond Queener
Stan Gustafson
Steve Crittenden

COMMUNITY FOUNDATION STEERING COMMITTEE

Bob Roby
Carrie Gibbs
Clyde Bloyer
Greg Carlson
Joe Morley

PROJECT SPONSORS



PROJECT BACKGROUND

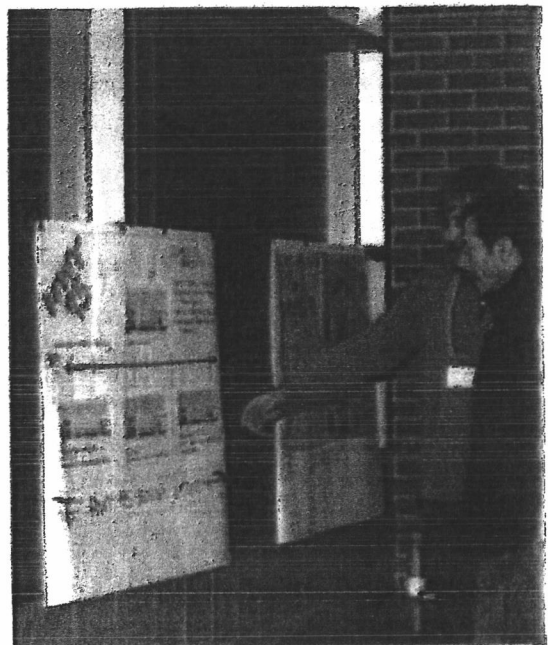
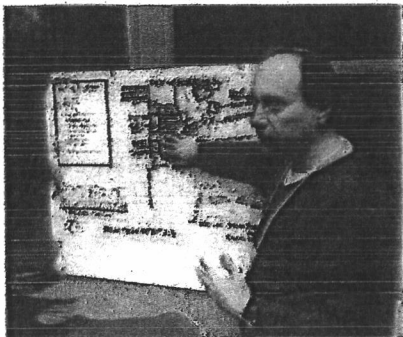
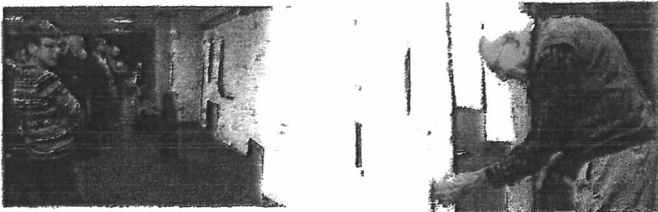
Minnesota Design Team Visit

In April 2016, the Minnesota Design Team conducted a planning visit at the request of the City council. The 3-day visit resulted in a wide range of community and downtown redevelopment concepts. New planning ideas were further influenced by pending opportunities including library expansion, Northern Lights Express planning, Hwy 95 redevelopment options, and desired improvement projects such as recreation center.

Emerging Opportunity

At the conclusion of the visit, it was observed that the City and downtown community possessed the sincere desire and fundamental resources to revitalize the downtown district. The next step would involve a bottom-up strategic development project connecting the larger Design Team concepts with smaller wide-ranging opportunities sequenced as economic improvement projects.

In June, a proposal was prepared for staff and council consideration for the development of a new downtown revitalization committee. In July the City council approved the creation of a working committee composed of interested downtown business and property owners, City officials and residents.



PROJECT PROCESS

Revitalization Kick-off Event

In September a Downtown Revitalization Kick-off Event was held promoting the new committee formation and committee participation sign-up. More than 40 people attended resulting in 32 participation sign-ups. More than 60 email contacts were incorporated into the regular committee agendas, minutes and updates.



Executive Committee Formed

An Executive Committee was created from interested City officials, committee members and community leaders to assist in the eventual orchestration of post-project recommendations. This committee will be responsible for continuation of ongoing downtown revitalization assessments, strategic planning, collaboration building and phased-in implementation.

Project Marketing

A marketing plan was developed to keep the community informed of ongoing committee activities and achievements. Keeping the public informed of the committee's progress is an integral strategy to build trust, generate interest and create support from the business community and public for the resulting recommended projects.

- 11 Published press releases and articles
- KBEK Radio public service announcements
- 3 Live KBEK Radio interviews
- City newsletter article
- 4 Property owner mailings
- City website promotion and links
- Economic Development Corporation website promotion and links
- City social media announcements
- Chamber and committee member social media posts



PROJECT PROCESS

Committee Brainstorming

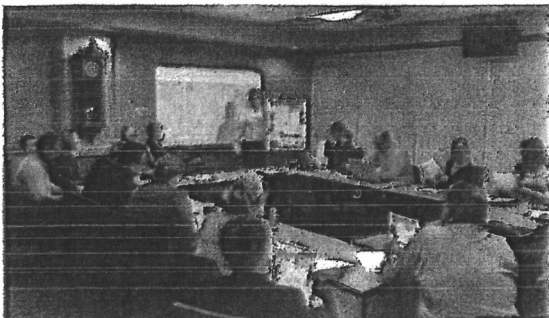
The first several meetings focused on developing a long list of issues impacting the economic vitality of downtown as well as wide-ranging opportunities drawing increased traffic and greater community interaction.



Subcommittee Formation

Committee brainstorming was categorized into six subcommittees focusing on research and idea development for specific topics.

- *Community Connections* (Access, Infrastructure and Wayfinding)
Focus: Creating connections to downtown
- *Experience Downtown* (Amenities, Themes and Experiences)
Focus: Creating a great visitor experience
- *Destination Downtown* (Business Mix, Attractions & Activities)
Focus: Making downtown a gathering destination
- *Downtown Promotion* (Marketing, Branding, Involvement)
Focus: Promoting downtown through involvement
- *Civic Support* (Ordinance & Zoning Assessment)
Focus: Identifying needed modifications in zoning, planning, and ordinances
- *Community Funding Support* (Recommendation Support and Funding)
Focus: Establish relationships with supporting organizations



PROJECT PROCESS

Committee Research and Concept Development

Each committee conducted internet research to identify ideas, concepts and supporting documents successfully developed in other cities. Experts also presented concepts to the group.

Committees accompanied their research with images to begin transforming their ideas into final recommendations. These ideas were conveyed in presentations to other committee members at bi-monthly scheduled meetings.



Downtown Mapping

Each committee selected specific concepts to highlight directly on downtown maps. These maps showed what types of ideas can be incorporated downtown with images showing the improvement and its potential location.



Downtown Assessment with Pine City

Discover Downtown committee members and representatives from Pine City conducted mutual visits to each other's downtowns to assess issues and opportunities for their respective downtowns.



Community Open House

A community open house was held in February to invite the public to view the emerging concepts each committee developed. Committee members solicited input and additional ideas for incorporation into their final recommendations.



Discover Downtown City Presentation

Each committee presented their project research, ideas, concepts and recommendations to the community and City officials. These recommendations offer a composite vision and specific actions steps to revitalize downtown.



PROJECT PROCESS

Strategic Project Implementation

Committee recommendations were further developed into identifiable short, mid and long-term projects. These resulting projects allow City officials, Executive Committee and funding interests to begin the due diligence and strategic planning for each project. Ongoing sequential planning, community promotion and funding collaboration supports phased-in implementation.

Community Foundation Creation

Foundation steering committee members have identified a framework for the creation of a new Cambridge Community Foundation. The new foundation will be a partnering affiliate of the Initiative Foundation. The new foundation provides an essential partner and community funding mechanism for a wide range of community funding opportunities dedicated to specific downtown improvement projects.



Businesses, organizations, and interested individuals can participate in funding projects of their choice through the foundation's dedicated project accounts. While the foundation's initial focus may include many downtown revitalization projects, its evolving purpose is to support ongoing community enhancement activities throughout the Greater Cambridge area.



Initiative Foundation representatives explain the role of a community foundation.

PROJECT CONTINUANCE

The project has developed additional revitalization support structures providing seamless continuance of ongoing project activities and larger revitalization considerations.

Executive Committee

This committee is essentially a “downtown redevelopment committee” ensuring continued and consistent revitalization activity, collaborative engagement and community funding of committee recommendations. As the projects move from initial short-term implementation strategies to mid-range activities, this committee will be instrumental in orchestrating the expanding needs to develop larger redevelopment opportunities identified by the Minnesota Design Team or as may be needed to address emerging needs and trends.

Downtown Property Owners Group

The future of downtown’s revitalization largely rests upon the willingness and buy-in from downtown property owners. It is essential property owners see the value and benefits of getting involved and supporting revitalization activities. Their upgrading of properties and tenant business offerings will further develop downtown as a destination for the Greater Cambridge area.

Downtown Marketing Committee

The project’s Promotion Committee is posed to continue its marketing development and implementation of a downtown Strategic Marketing Plan. The recommendations and ongoing support needed for marketing downtown cannot start soon enough. This committee should be formally organized and given all the necessary tools and support to usher the committee’s current marketing plans and emerging promotional platforms.

Bi-Annual Downtown Assessments

The collaborative efforts of Cambridge and Pine City should continue by conducting winter and summer downtown assessments every several years. These periodic assessments will aid both cities to ensure all elements of downtown are in the good condition and providing the best visitor experience possible. Both cities will benefit from ongoing assessments as the consumer experience is enhanced due to ongoing downtown transformation, new consumer demands, and changing trends.

Comprehensive Plan

This project was conducted concurrent with the drafting of the City’s Comprehensive Plan update. Ideas, concepts and recommendations provided by the project should be considered for incorporation into the City’s long-term planning vision. The opportunities Discover Downtown has provided is an invaluable asset to the City and future council members and staff.

STRATEGIC CONSIDERATIONS AND RECOMMENDATION WORK PLANS

The following strategic considerations and Recommendation Work Plan contain all of the committee's final project recommendations. This strategic Work Plan is designed to assist the City and Executive Committee in its due diligence planning, community support collaboration, project funding engagement, and sequenced implementation.

Maintaining Momentum – Immediate Actions

Continuing the initial momentum immediately after the March presentation is critical for building growing community and business interest in the committee's recommendations. Often times, there is an unexplained silence after a major project concludes and the next steps begin. The recommended Immediate Actions Steps are designed to keep the committee's efforts and resulting recommendations on the forefront of the community and businesses without interruption. This seamless transition from the project's conclusion to initial implementation of simple action steps keeps the project's efforts alive while demonstrating an immediate and continued response to the committee's revitalization efforts.

This initial post-project momentum will not only maintain the involvement of committee members and interest from project observers, it will generate a new awareness from the community that downtown's revitalization is viewed as a priority that will continue unabated. This in turn increases support and continuance of community's interest leading to their growing support for downtown and eventual contribution involvement much earlier in the formative stages of planning and project implementation.

Initial Work Plan

As expected, many of the recommendations are addressed during the Initial Work Plan stage for additional assessment and implementation planning. Some of these projects can and should be implemented as quickly as possible to continue the momentum of revitalizing downtown. Other short-term projects identify ongoing due diligence activity to ensure they are prepared for implementation in the mid-term timeline.

Short and Mid-term

Many of the short and mid-term activities can be developed and sequentially implemented with ongoing relationship building with downtown businesses, community organizations and increased foundation involvement.

Ongoing momentum is critical for the first 1 – 4 years to develop trusted relationships and extended community support.

Long-term

The long-term transformation and fundamental redevelopment of downtown encompassing larger community projects and amenities may be more easily accomplished when the business community and Greater Cambridge has seen the successes from the previous revitalization stages.

Fully functioning collaboration among a wide variety of downtown and community stakeholders must be firmly in place before larger, more complicated and expensive projects can be undertaken.

The ongoing achievements gained through the formative revitalization years will nurture the proper supportive environment and generate the need and support for expanding services, businesses and community amenities.

Recommended Immediate Actions Steps Post Presentation

Primary Considerations: (Executive Committee set-up and planning)

- Determine Executive Committee structure (chair, secretary, treasurer)
- Draft mission, vision, value, and why statements
- Find someone to be dedicated to marketing and messaging to businesses, community and City website/social media (maintain consistent communications to all contacts)
- Review scope of projects and establish committees/leaders as phases are established, bringing in others as needed to assist in the planning
- Determine initial seed funding if needed for initial activities
- Create Master Plan using the recommendations to map its course (ties in individual projects to the overall Master Plan)
- Identify grant/community funding point person - researches, coordinates and presents to community for eventual funding opportunities of projects

Initial Actions: (Momentum, involvement, excitement for change)

- Begin formation of a Downtown Marketing Committee – (Press release within 2 weeks)
- Start a social media buzz with something fun – “Where is the horse?” (Press release within 3 weeks)
- Initiate a downtown spring clean-up to generate involvement – (Press release within 4 weeks)
- Get the community and downtown talking about downtown – (Feature a recommendation weekly) through the Chamber and marketing committee social media, etc.

Initial Planning Activities: (Establish foundation for change)

- Introduce need for "aesthetic expectations" (design standards per Comp Plan)
- Downtown District Overlay – how it supports the coordination of the visitor experience
- Widen the scope of grants/incentives for store front improvements
- Begin Downtown Pride Campaign: (emotional reinvestment)
- Cleanup the sidewalks, broken windows and overall look
- Start addressing vacant buildings and themed marketing signs and window treatments
- Hanging basket research and implementation ideas
- Encourage building up-lighting and evening interior lighting
- Create a Downtown Marketing Plan - (promote committee's work, recommendations and downtown's ongoing transformation)

Economic Development: (Promoting downtown to new businesses)

- This is a high-level effort to draw interest in downtown from prospective business owners
- Create "Downtown Vision" brochure that promotes the future of downtown
- Incorporate other developments - housing, NLX, library plans, new businesses, etc.
- Start telling the story of a new downtown of community interaction, commerce and the "anti-big box experience"
- Start a purposeful "Relationship Initiative" drawing from the community
- Start talking about downtown's future at civic meetings and all other community organization meetings to generate new interest, involvement and eventual funding of projects groups and individuals are willing to sponsor

Initial Work Plan - 1 to 2 Years Implementation

Priority planning for implementation by 2018

Sidewalk Cleaning (Schedule activities)

- Research equipment and labor for spring and fall cleaning in 2017

Create a New Downtown Promotion Committee

- Launch a "Where is the Horse?" social media campaign immediately
- Draw attention to downtown and start building "Discover Downtown" brand
- Develop new branding elements for downtown (logo, slogan, etc.)
- Develop initial downtown marketing campaign and promotional opportunities
- Create wide ranging support from businesses, city, organizations, and media
- Brainstorm and develop new and expanding events and regular activities
- Develop downtown map of businesses for ease of consumer identification
- Develop media tools to promote downtown activities and new developments:
 - Downtown website
 - Downtown Facebook

-
- Electronic newsletter
 - Periodic flyer or newsletter to community

- Open House Ideas:

- Promotion of potato history
- Create new marketing group
- Research and promote building histories
- Limit window advertising to promote store merchandise and activities
- Find ways to promote TV or movie tie-ins to Cambridge
- Do TPT show of local history like Northfield
- Expand Christmas decorations
- Tell stories of historic homes, buildings, people (why did the town start?)
- Distribute/publish a calendar so that all events are known
- Outdoor storytelling
- Puppet shows
- Stepping distance makers to other businesses, zones

Install Hanging Baskets (Supplier sourcing and implementation)

- Research supplier and watering system for Spring 2018 implementation

Ordinance and Zoning Modifications (Planning and adoption)

- Thorough review and compilation of other city examples supporting projects
- Research and creation of a Downtown Overlay District

Design Standards (Planning and adoption)

- Develop design standards criteria for adoption in 2018
- Blade sign theming
- Zoning modifications

Ambiance Lighting (Up-lighting, landscape, building and store front lighting)

- Create special codes to encourage implementation by property owners
- Identify City owned locations for lighting improvements

Storefront Improvements

- Expand and create additional incentives for coordinated improvements

Streetscape Amenities

- Source provider for themed benches, trash receptacles and other elements
- Create pleasant atmosphere through music (seasonal and event themes)

Vacant Building Representation

- Present store fronts so it looks occupied
- Create interior store front plan for better marketing/presence
- Create uniformed window decal marketing supporting downtown theme

Winter Considerations

- Snow removal from sidewalks and curbs
- Snow melt pooling in public areas then freezing causing a hazard

Building Condition

- Broken or cracked windows

Trash Considerations

- Containers not in their screening structures, or lacked structures
- Change out blue containers (assessment comment "stuck out like a sore thumb")

Strategic Funding Development and Project Support Coordination

- Develop short-term project funding needs and collaborative partners
- Develop relationships with all potential funding participants
- Prepare standard project funding request proposal used to solicit funds
- Use grant database to develop probable funding sources for requests
- Create innovative community funding programs to involve community support
- Set-up first round of low to moderate project funding roll-out
- Research and assess future potential for BID and SSD funding source

Development of "Test street patios"

- Planning for testing of street patios

New and Expanded Decorating

- Sourcing of new and expanded seasonal decorations and banners

Business Support

- How to merchandise stores and store fronts, etc.
- Storefront light after hours
- Promotion of Façade Program and other incentives
- Other supporting education bringing downtown into a new era

Development of Event and 12-month Activity Schedule

- Coordinate promotion of current events (expand as desired)
- Develop new events and attractions to match seasonal opportunities

Create Parking Strategies and Marketing Campaign (Overcome public perception)

- Revise parking fees, etc. to support increased traffic downtown

Establish Community Shuttle Program

- Reach out to community organizations to define a shuttle program
- Establish drop-off/pick-up locations
- Begin testing program to evaluate future needs

Business Develop (Developing a new vision of community interaction)

- Create "Downtown Vision" marketing campaign to prospective businesses
- Assist in Library expansion planning and fundraising
- Develop comprehensive list of new and emerging businesses

-
- Develop plan for pop-ups and small franchises
 - Develop plan for unique stores for 25 - 45 year-olds
 - Develop plan for specialty retail stores and specialty food & fine dining
 - Develop plan for entertainment venues/performing artists
 - Assess past and current barriers for new business development
 - Create approach plan for current vacant, underutilized properties and lots
 - Assess current economic develop tools
 - Research new tools to draw attention to downtown
 - Develop marketing campaign highlighting current and future potential
 - Open House Ideas:
 - Antique stores
 - CrossFit Gym
 - YMCA
 - Hotel
 - Larger, more frequent farmers market
 - Specialty gardening
 - Folk school
 - Craft stores
 - Women's retail
 - Good steak house
 - Boutique retail
 - Tack store
 - Limeade
 - Stores based on N. European heritage
 - Specialty retail and food
 - Entertainment venues
 - Public gathering spots
 - Innovative business opportunities
 - Expand events
 - Use empty buildings as business incubator sites.
 - Use pop up businesses as a good idea to keep the area "fresh"
 - Need better Restaurants/fine dining

Preparation Work for Mid-range Implementation

Initial Work Plan - Phase II - Prep planning for implementation in Years 3 - 5

Landscaping Bump Outs/Open Ares (planning)

- Incorporate downtown directories and noted streetscape amenities

Wayfinding Improvements (Design, sourcing and placement locations)

- Chose all design elements, suppliers and placement locations
- Consider hiring wayfinding expert to coordinate activities
- More parking wayfinding signs
- Entering downtown monuments
- Walking distance signs
- New light post banners
- Directory kiosks
- Business QR codes on directory or at each business store front

Create new marketing plan for Library referendum

- Generate needs awareness to City residents
- Create simple financial model to explain costs and benefits
- Promote supporters with logos and comments on marketing materials

Public Art and Culture (Allow initial efforts to test needs, reception, etc.)

- Create arts and culture plan and placement:
 - Free-standing public art / sculptures
 - Building art (murals of Cambridge history and old-time ads)
 - Create competition for ideas

Development of "Object of Interest" (Supports "need to see" from visitors)

- Develop ideas for special iconic attraction for downtown

Development of "Postage Stamp" Parks (Create areas for activities)

- Planning for small parklets
- Plan for performance activities and large yard games, etc.

Downtown Streetscape Improvements (Transforming area for 8-80 ages)

- Wider sidewalks with trees
- Back alley incorporation into downtown business activity
- Repurposing of on-street parking for permanent patios

Hwy 95 Underpass Planning (Create a gateway to downtown)

- Include multimodal access to downtown (bikers, pedestrians)
- Landscape and create monumentation as marker for downtown
- Incorporate art and lighting to make underpass a major gateway to downtown
- Create naming competition for the underpass

Business Develop (Redevelopment needs/opportunities)

- Create conceptual plan for a new downtown to start the repurposing process

Northern Lights Express (Preparation planning for long-range redevelopment)

- Continue working with BNSF and State officials to determine outcome
- Prepare concepts to incorporate station as a primary gateway to downtown

Mid-range Work Plan - 3 to 5 Years Implementation

Downtown Streetscape Improvements

- Strategic placement of wayfinding directional signage and directories
- Wider sidewalks
- Bump-outs for landscaping areas
- Creation of small parks
- Placement location of "Object of Interest"
- Back alley incorporation into street front improvements
- Biking racks and amenities
- Painted designated bike lanes
- Miniature golf idea for green space

Arts & Culture and Live Performance

- Establish downtown as the place for community and cultural activity

Long-range Work Plan - 5 to 10 Years Implementation

Hwy 95 Redesign Considerations

- Pedestrian bridge over Hwy 95
- Underpass Project:
 - Wayfinding signs, directory kiosk, downtown monument sign, banners, location markers
 - Branding on underpass structure, aesthetically appealing design, retaining walls
 - Wide sidewalk for bikes and pedestrians
 - Mass transit stop locations

Develop Long-range Plans for Downtown as the Community Center

- Library expansion
- Convention/meeting facility
- Downtown hotel
- Recreation facility
- Historical Society

Prepared by: Caroline Moe

Background:

On March 20, 2017, the Cambridge City Council adopted ordinance 639 establishing the structure for a Sister Cities Commission and appointing its membership of seven to nine members, one of which is required to be a member of the City Council. According to the ordinance members were required to be City residents or owners of a City business. One seat of the Commission was "pledged" for a representative of Cortec due to their support of the Beli Manastir sister city relationship.

The City published a press release soliciting and advertised on the City's Facebook page for membership application on April 4 with a deadline of May 9th. Under that initial solicitation, the City received two applications from people meeting the ordinance criteria for membership. The City also received one application from a person that no longer lives in within the City but who has previously worked on Cambridge's Sister City committee.

On May 26, the City issued an updated press release soliciting and advertised on the City's Facebook page for membership application with an updated deadline of June 13th. The City received two additional applicants.

Even if all four applicants meeting the ordinance criteria were appointed, the City would still be one member short of the required seven members for the Sister City Commission.

Staff would like Council to provide direction on how to proceed with the Sister City Commission. Options might include the following:

- Consider candidates that have applied and seek to find additional candidates to fill the commission.
- Continue to operate the Sister City activity with an informal committee as has been done in the past and repeal the ordinance adopted in March 2017.
- Modify the ordinance language to allow non-City residents to serve on the Sister City Commission and re-advertise.
- Evaluate of interest from the Cambridge community--does this effort mean the City should reduce its level of activity with the Sister Cities?

Recommendation

Council to provide direction to staff on Sister Cities Commission.

Application for Appointment to Sister Cities Commission

Name Vicki L. Ostrom Date 5.8.2017

Address [REDACTED]

Residence in Cambridge Area (years) 52 Home Telephone [REDACTED]

E-mail Address [REDACTED] Employer Retired T.S.D. 911

Occupation Adult Basic Education Coordinator Work Telephone _____

(**Note--Commission members must either be a resident of Cambridge or a business owner in Cambridge)

Term Length Desired (mark any and all applicable) 1 year 2 year 3 year

Education (Please indicate highest grade completed or highest degree and major course of study) B.S. Degree in Elementary Education

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.) see attached

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary.) see attached

Application Deadline Tuesday, May 9, 2017 at 4:30 pm.

Data Privacy Information

The information provided by you on this application will be used solely and exclusively for providing you with information pertaining to your application for this commission and, if selected, the information necessary to perform your duties as a member of this commission, in connection therewith, a list containing your name, address, and telephone number(s) will be distributed to appropriate staff. Participation as a commission member is strictly voluntary, and you are not required by law to furnish any of the information requested on this application; if you do not furnish this information, however, we may have trouble contacting you with information regarding your application and, if selected, with your duties on the commission. (If selected, information related to personal economic interests will be requested in accordance with the City of Cambridge Code of Ethics Policy.)

Signature Vicki L. Ostrom

City of Cambridge
Sister City Commission Application

Vicki L. Ostrom

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking.)

- Host family for ten Japanese foreign exchange students and four exchange teachers (two from Japan and two from China) from two weeks to a year (Interestingly, our hosting has spanned two generations after the daughter of our very first foreign exchange student lived with us for one year while she, like her mother, attended the Cambridge-Isanti High School.)
- Active in Japanese exchange programs through the Cambridge-Isanti High School and the City of Cambridge
- Taught at the American School in Japan in Tokyo (1981-1984) with student body population that represented 50 nations
- Cambridge ACT on Alzheimer's member (2013-present) *ACT on Alzheimer's is a volunteer-driven collaboration bringing Minnesotans together to create supportive environments for everyone touched by Alzheimer's disease and prepare Minnesota for its impact.*
- City Center Market Board member (2012-2014) *City Center Market is a full-service natural foods grocery store, committed to bringing great food, a friendly atmosphere, and a better way of life to the Cambridge community.*
- Isanti County Family Support Team Member (2012-2015)

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking.)

EXPERIENCES

- Taught ESL (English as a Second Language) in Adult Basic Education to adult learners who came to east central MN from all over the world...Peru, Venezuela, Mexico, Cameroon, Cambodia, Vietnam, Argentina, Ukraine, Russia, Honduras, and China
- Extensive travel throughout the world...Peru, Philippines, South Korea, Hong Kong, Singapore, Thailand, Canada, Sweden, and Japan
- Spent two weeks in Sweden with my aunt and cousin exploring the region (near Rattvik) where my great-grandparents lived prior to their immigration to America
- My family is especially interested in people and cultures of the world. My husband and I lived in Japan for three years teaching at international schools. Our eldest son who is Japanese joined our family through adoption. He is now engaged to a woman who is from a city in southwest China. Our other son and his wife lived and worked at the Children's Shelter of Cebu in the Philippines for a year.

LEADERSHIP QUALIFICATIONS

- Central MN (East) Adult Basic Education Teacher and Coordinator (1984-2015)
- Frequent presenter at conferences and workshops
- Walmart Teacher of the Year (1998)
- Literacy Action Network President (2009-2011) for the state of MN
- Chair of the Annual Statewide Summer Institute Training for the field of MN Adult Basic Education (2010)
- Participant in the Bremer Rural Libraries and Literacy Leadership Institute (2012)
- Instrumental in designing an adult-centered learning environment for the Cambridge-Isanti School District's new facility, the Adult Enrichment Center, and presided over its opening in September 2014
- MN Adult Basic Education Service and Achievement Award (August 2015)

Application for Appointment to Sister Cities Commission

Name Jackie Lee Pemble Date 5-9-2017

Address [REDACTED]

Residence in Cambridge Area (years) 1 (33 in ^{Isanti} County) Home Telephone [REDACTED]

E-mail Address [REDACTED] Employer Family Pathways

Occupation Sales Associate Work Telephone 763-552-3003

(**Note--Commission members must either be a resident of Cambridge or a business owner in Cambridge)

Term Length Desired (mark any and all applicable) 1 year 2 year 3 year

Education (Please indicate highest grade completed or highest degree and major course of study) Cambridge-Isanti High School diploma

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.) This would be the first board I have applied to. and I would love to become a part of.

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary). In 2005, I spent two weeks in Sweden with Anoka Ramsey Community College. Most of the time was spent in Dalarna County. I did get the chance to tour the Dalhalla Amphitheatre in Rättvik. I also spent a semester in...

Application Deadline: Tuesday, May 9, 2017 at 1:30 pm

(continue on next page)

Data Privacy Information

The information provided by you on this application will be used solely and exclusively for providing you with information pertaining to your application for this commission and, if selected, the information necessary to perform your duties as a member of this commission, in connection therewith, a list containing your name, address, and telephone number(s) will be distributed to appropriate staff. Participation as a commission member is strictly voluntary, and you are not required by law to furnish any of the information requested on this application; if you do not furnish this information, however, we may have trouble contacting you with information regarding your application and, if selected, with your duties on the commission. (If selected, information related to personal economic interests will be requested in accordance with the City of Cambridge Code of Ethics Policy.)

Signature Jackie Lee Pemble

Alnwick, England through St. Cloud State University in 2007. I received the Alnwick District scholarship for my time spent volunteering in the local primary school.

Application for Appointment to Sister Cities Commission

Name Mark Ziebarth Date 6-13-17
Address [REDACTED]
Residence in Cambridge Area (years) 28 Home Telephone [REDACTED]
E-mail Address [REDACTED] Employer C-I Public Schools
Occupation Elementary School Principal Work Telephone 763-552-8701

(**Note--Commission members must either be a resident of Cambridge or a business owner in Cambridge)

Term Length Desired (mark any and all applicable) 1 year 2 year 3 year

Education (Please indicate highest grade completed or highest degree and major course of study).
Master's Degree in Education Administration
and Sixth Year Certificate in Principalship

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.)
City Council 1993-1997,
Parks Commission, USA/Argentina Principal
Exchange

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary).
My wife and I have
traveled to our sister school in Australia and
we have hosted educators from many countries.

Application Deadline Tuesday, June 13, 2017 at 4:30 pm.

Data Privacy Information

The information provided by you on this application will be used solely and exclusively for providing you with information pertaining to your application for this commission and, if selected, the information necessary to perform your duties as a member of this commission, in connection therewith, a list containing your name, address, and telephone number(s) will be distributed to appropriate staff. Participation as a commission member is strictly voluntary, and you are not required by law to furnish any of the information requested on this application; if you do not furnish this information, however, we may have trouble contacting you with information regarding your application and, if selected, with your duties on the commission. (If selected, information related to personal economic interests will be requested in accordance with the City of Cambridge Code of Ethics Policy.)

Signature Mark Ziebarth

Mike S. 763-691-8503



300 Third Avenue Northeast
Cambridge, MN 55008
www.ci.cambridge.mn.us

(763) 689-3211
(763) 689-6801 FAX

Application for Appointment to Sister Cities Commission

Name Mike Stylski Date 6-13-17

Address [Redacted]

Residence in Cambridge Area (years) 12 Home Telephone [Redacted]

E-mail Address [Redacted] Employer SRMA INC

Occupation Ironworker/Designer Work Telephone 763 691-8500

(**Note--Commission members must either be a resident of Cambridge or a business owner in Cambridge)

Term Length Desired (mark any and all applicable) 1 year 2 year 3 year

Education (Please indicate highest grade completed or highest degree and major course of study)

H.S. # Some Specialty Courses

Civic and Other Activities (Please list past and present civic activities and organizational memberships, particularly those, which may be relevant to the appointment you are seeking. Use additional pages as necessary.)

Former Council Member / Planning Comm. Chair Pres.
Members of Helio's Masonic Lodge

Comments (Briefly describe other qualifications, experience, and other information which you would like the City to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages as necessary).

Small Business Owner That Cares About our
City & Wants To Be As Active As I Can
Be in Helping out w/ City Functions

Application Deadline Tuesday, June 13, 2017 at 4:30 pm.

Data Privacy Information

The information provided by you on this application will be used solely and exclusively for providing you with information pertaining to your application for this commission and, if selected, the information necessary to perform your duties as a member of this commission, in connection therewith, a list containing your name, address, and telephone number(s) will be distributed to appropriate staff. Participation as a commission member is strictly voluntary, and you are not required by law to furnish any of the information requested on this application; if you do not furnish this information, however, we may have trouble contacting you with information regarding your application and, if selected, with your duties on the commission. (If selected, information related to personal economic interests will be requested in accordance with the City of Cambridge Code of Ethics Policy.)

Signature [Handwritten Signature]

Prepared by: Marcia Westover

Background/Overview

The Cortec Addition preliminary and final plats had been reviewed by the Planning Commission on April 4, 2017, and reviewed and approved by Council on April 17, 2017. Since then, additional discoveries have been found and minor changes need to be made to the plat.

Upon additional title work discovery, it was found that Miksic Realty (Cortec) owns an additional 50' piece originally thought to be owned by the adjacent laundromat property. This has now been added to the amended plat. In addition, Cortec discovered that the adjacent residential property has a driveway on the Cortec property. In order to correct this, Cortec is giving this residential property the driveway land and moving the property line further to the north.

The amended preliminary and final plats are attached with this staff report. The amended areas are highlighted. I have also attached copies of the original plats for reference. These minor amendments were reviewed and approved by the Planning Commission on June 6, 2017. A preliminary plat and a final plat can be reviewed simultaneously when no new infrastructure is required.

For review: Miksic Realty (Cortec) has plans to expand their warehouse with an addition to the building on the north end of their property. Due to the complexity of the existing property lines, they have requested to plat their property.

Miksic Realty (Cortec) currently owns several separate parcels with long metes and bounds legal descriptions. Platting the property will combine all of these parcels into one lot and block. The plat will remove the existing property lines allowing an addition to the north end of their building. The plat contains 4.2 acres.

Staff is still working with Cortec on the Site Plan Review process and conditions have been added to reflect the City's needs. Conditions have been added to the Resolution.

Planning Commission Action

At their meeting on June 6, 2017, the Commission recommended approval of the Preliminary and Final Plats as amended on a 5/0 vote.

City Council Action

Motion on the attached draft resolutions, as may be modified by Council, recommending approval of the Cortec Addition Preliminary and Final Plat as amended, provided the conditions as listed are met.

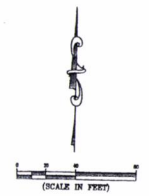
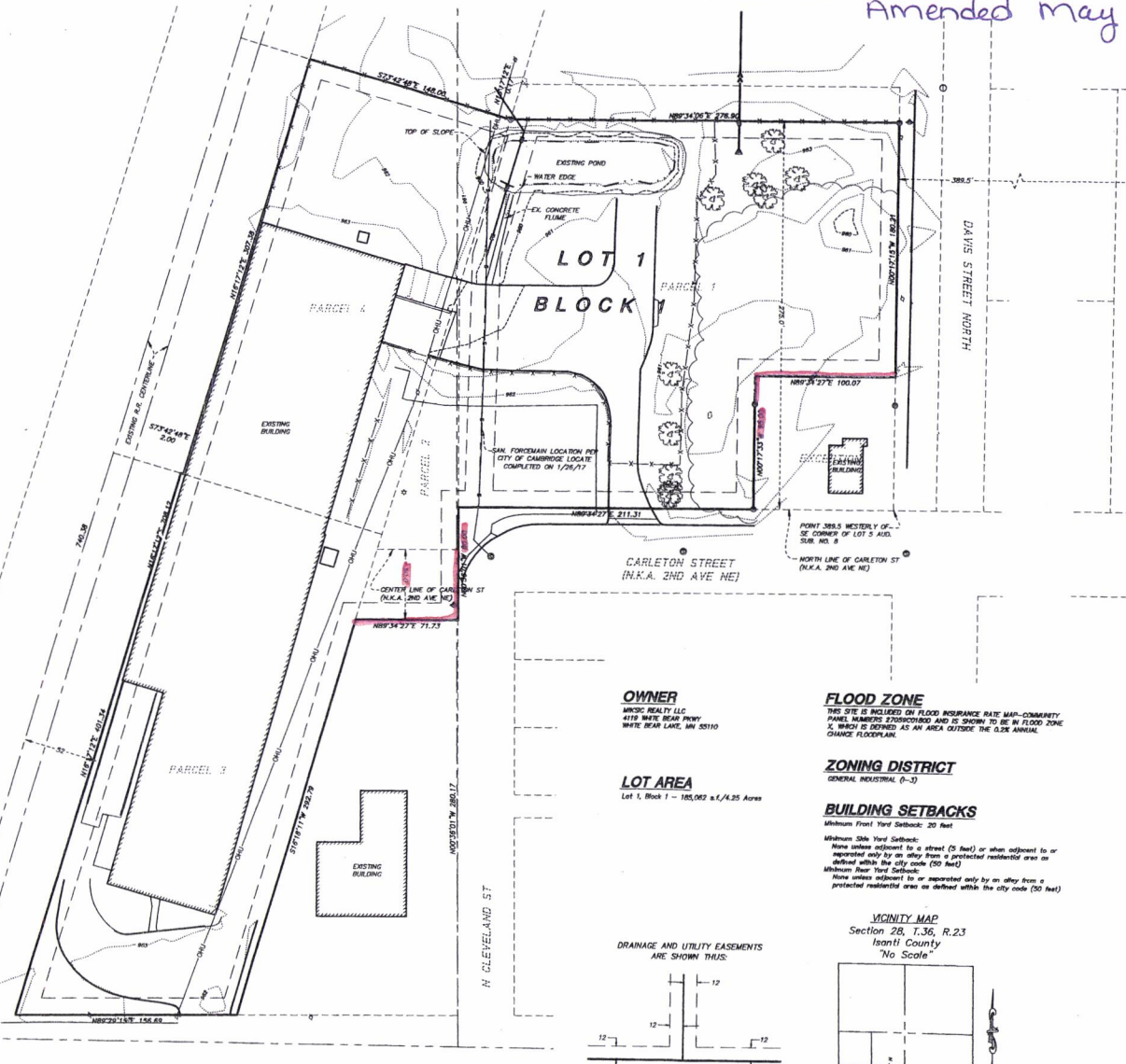
Attachments

1. Preliminary and Final Plat Amendment submittals
2. Draft Resolutions

**PRELIMINARY PLAT OF:
CORTEC ADDITION**

Amended May 26, 2017

SEC. 28, TWP. 36, RING. 23
ISANTI COUNTY



PROPOSED DESCRIPTION
Lot 1, Block 1, CORTEC ADDITION, Isanti County, Minnesota.

- LEGEND**
- DENOTES FOUND MONUMENT
 - ◆ DENOTES EXISTING HYDRANT
 - ⊗ DENOTES EXISTING CATCH BASIN
 - ⊕ DENOTES EXISTING STORM MANHOLE
 - ⊙ DENOTES EXISTING SANITARY MANHOLE
 - ⊖ DENOTES EXISTING POWER POLE
 - ⊗ DENOTES EXISTING DECIDUOUS TREE

OWNER
MNSC REALTY LLC
4178 WHITE BEAR PKWY
WHITE BEAR LAKE, MN 55110

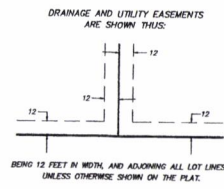
LOT AREA
Lot 1, Block 1 - 185,002 s.f./4.25 Acres

FLOOD ZONE
THIS SITE IS INCLUDED ON FLOOD INSURANCE RATE MAP-COMMUNITY PANEL NUMBER 2703030B0 AND IS SHOWN TO BE IN FLOOD ZONE X, WHICH IS DEFINED AS AN AREA OUTSIDE THE 100-YEAR CHANNELED FLOODPLAIN.

ZONING DISTRICT
GENERAL INDUSTRIAL (I-3)

BUILDING SETBACKS
Minimum Front Yard Setback: 20 feet
Minimum Side Yard Setback: None unless adjacent to a street (5 feet) or when adjacent to or separated only by an alley from a protected residential area or defined within the city code (50 feet)
Minimum Rear Yard Setback: None unless adjacent to or separated only by an alley from a protected residential area or defined within the city code (50 feet)

VICINITY MAP
Section 28, T. 36, R. 23
Isanti County
"No Scale"



PROPERTY DESCRIPTION

PARCEL 1:
That part of Lot 5, Auditor's Subdivision No. 8 in the Village of Cambridge, Isanti County, Minnesota, lying westerly of a North and South line which is parallel with and 389.5 feet west of the east boundary of said Lot 5, and lying southerly of a line drawn parallel with and distant 278 feet north of the north line of Carleton Street (formerly known as Second Avenue Northwest) as depicted on the recorded plat of Barker's Addition, as measured at right angles to said north line of Carleton Street.

DECEITING: Therefrom the following beginning at a point on the south boundary line of said Lot 5 a distance of 305.5 feet westerly from the southwest corner of said Lot 5, thence West along the south boundary of said Lot 5 a distance of 150 feet, thence North and parallel to the east line of said Lot 5 a distance of 85 feet, thence East 100 feet, thence South 85 feet to the point of beginning.

PARCEL 2:
All that part of Lot 6, Auditor's Subdivision No. 8, lying north of the centerline of Carleton Street (now known as Second Avenue) extended westerly, Isanti County, Minnesota.

PARCEL 3:
The westerly 150.0 feet of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) 300.0 foot wide Station Grounds property of Cambridge, Isanti County, Minnesota situated in the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23 described as follows:
Commencing at the Southwest corner of said Section 28, thence Easterly along the north line of said Section 28 a distance of 925.0 feet to a point on said Railroad Company's Main Trunk centerline, as now located and constructed, a distance of 43.0 feet; thence southerly at right angles to said Main Trunk centerline 50.0 feet to the point of beginning of the parcel to be described; thence continuing southerly at right angles to said Main Trunk centerline a distance of 183.0 feet to a point being 200.0 feet southerly of an measured at right angles to said Main Trunk centerline; thence southerly parallel with said Main Trunk centerline a distance of 300.0 feet, more or less, to a point on the right of way line of State Highway No. 85, also known as First Avenue East; thence east along said north right Main Trunk centerline; thence Northwesterly parallel with said Main Trunk centerline a distance of 452.0 feet, more or less, to the point of beginning.

PARCEL 4:
That part of the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23, Isanti County, Minnesota described as follows: Commencing at the Southwest corner of said Section 28; thence westerly along the Company's (formerly Great Northern Railway Company) Main Trunk centerline a distance of 433.00 feet; thence southerly 28 inches, along said main trunk centerline a distance of 433.00 feet; thence southerly at right angles 10 inches to said Main Trunk centerline; a distance of 32.00 feet to the point of beginning of the property to be described; thence continuing southerly at right angles to said Main Trunk centerline a distance of 148.00 feet; thence southerly parallel with said Main Trunk centerline, a distance of 148.00 feet; thence southerly parallel with said Main Trunk centerline, a distance of 307.38 feet to said point of beginning.

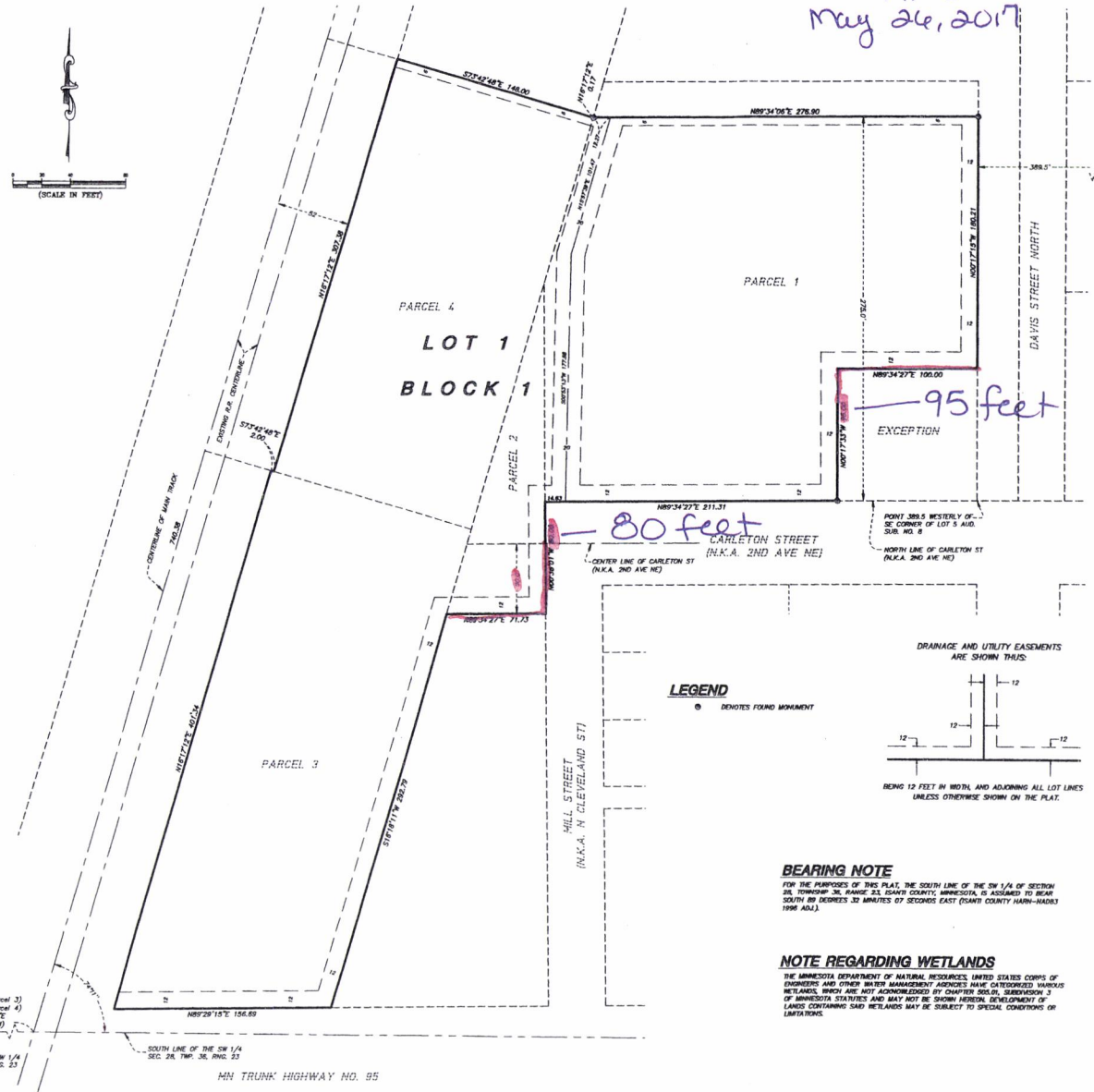
PARCEL 5:
That part of Lot 56 (S), Auditor's Subdivision No. 8 in the Village (now City) of Cambridge lying between the westerly extension of the centerline of Carleton Street as shown on the plat of Barker's Addition in Cambridge, Isanti County, Minnesota, and a line which is parallel to the extension of the centerline of Carleton Street and 500 feet south thereof. Carleton Street is now known as Second Avenue Northwest.



CORTEC ADDITION

Amended
May 26, 2017

SEC. 28, TWP. 36, RANG. 23
ISANTI COUNTY



KNOW ALL PERSONS BY THESE PRESENTS, that Mikah Realty LLC, a Minnesota limited liability company, fee owner of the following described property situated in the County of Isanti, State of Minnesota, to-wit:

PARCEL 1:
That part of Lot 5, Auditor's Subdivision No. 8 in the Village of Cambridge, Isanti County Minnesota, lying westerly of a North and South line which is parallel with and 388.5 feet east of the east boundary of said Lot 5, and lying southerly of a line drawn parallel with and distant 275 feet north of the north line of Carleton Street (formerly known as Second Avenue Northwest) as delineated on the recorded plat of Barker's Addition, as measured at right angles to said north line of Carleton Street.

EXCEPTION: Therefrom the following beginning at a point on the south boundary line of said Lot 5 a distance of 388.5 feet westerly from the southeast corner of said Lot 5, thence East along the north boundary of said Lot 5 a distance of 100 feet, thence North and parallel to the east line of said Lot 5 a distance of 95 feet, thence East 100 feet, thence South 95 feet to the point of beginning.

PARCEL 2:
All that part of Lot 6, Auditor's Subdivision No. 8, (lying north of the centerline of Carleton Street (now known as Second Avenue) extended westerly, Isanti County, Minnesota.

PARCEL 3:
The easterly 150.0 feet of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) 300.0 foot wide Station Ground property of Cambridge, Isanti County Minnesota situated in the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23 described as follows:

Commencing at the Southwest corner of said Section 28, thence Easterly along the south line of said Section 28 a distance of 825.0 feet to a point on said Burlington Northern Railroad Company's Main Trunk centerline, as now located and constructed, thence Northwesterly, deflecting at an angle of 74 degrees 12 minutes to the left, along said Main Trunk centerline a distance of 433.0 feet, thence southerly of right angles to said Main Trunk centerline 50.0 feet to the point of beginning of the parcel to be described; thence continuing southerly of right angles to said Main Trunk centerline 150.0 feet to a point being 200.0 feet southerly of an measured at right angles to said Main Trunk centerline; thence southerly parallel with said Main Trunk centerline a distance of 380.0 feet, more or less, to a point on the North right of way of State Highway No. 95, also known as First Avenue East; thence west along said north right of way line of State Highway No. 95 to a point being 50.0 feet southerly of an measured at right angles to said Main Trunk centerline; thence Northwesterly parallel with said Main Trunk centerline a distance of 407.0 feet, more or less, to the point of beginning.

PARCEL 4:
That part of the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23, Isanti County Minnesota described as follows: Commencing at the Southwest corner of said Section 28, thence westerly along the south line of said Section 28 a distance of 828.82 feet more or less to the centerline of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) Main Trunk thence deflecting left at an angle of 74 degrees 10 minutes 30 seconds, along said main trunk centerline a distance of 433.0 feet, thence southerly of right angles to said Main Trunk centerline, a distance of 55.00 feet to the point of beginning of the property to be described; thence continuing southerly of right angles to said Main Trunk centerline a distance of 148.00 feet, thence Northwesterly parallel with said Main Trunk centerline, a distance of 307.39 feet, thence Northwesterly, on a line drawn at right angles to said Main Trunk centerline, a distance of 148.00 feet, thence southerly, parallel with said Main Trunk centerline, a distance of 307.39 feet to said point of beginning.

PARCEL 5:
That part of Lot 5 (N. 93), Auditor's Subdivision No. 8 in the Village (now City) of Cambridge (lying between the westerly extension of the centerline of Carleton Street as shown on the plat of Barker's addition to Cambridge, Isanti County Minnesota, and a line which is parallel to the extension of the centerline of Carleton Street and 100 feet south thereof, Carleton Street is now known as Second Avenue Northwest.

Has caused the same to be surveyed, plotted and shown as CORTEC ADDITION, and does hereby donate and dedicate to the public for public use hereon the easements as shown on this plat for public utility and/or drainage purposes only.

In witness whereof, Mikah Realty LLC, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

Printed Name & Title _____ Signature _____

STATE OF MINNESOTA
COUNTY OF _____
The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ of Mikah Realty LLC.

SIGNATURE _____ PRINTED NAME _____ (DO NOT USE STAMP)
Notary Public, _____ County, Minnesota
My commission expires _____

I hereby certify that I have surveyed and plotted or directly supervised the surveying and plotting of the land described on this plat, that this plat is a correct representation of the boundary survey, all mathematical data and labels are correctly depicted on the plat, all monuments depicted on the plat have been or will be correctly set within one year of the date hereof and wet lands on this plat are shown and labeled and of public use are shown and labeled and that there are no wet lands, as defined in MN 5005.01, Subd. 1, or public highways to be designated other than as shown.

Kyle J. Ruddy
MN Licensed Surveyor No. 42627

STATE OF MINNESOTA
COUNTY OF _____
The foregoing Surveyor's Certificate by Kyle J. Ruddy, Minnesota License No. 42627, was acknowledged before me this _____ day of _____, 20____.

SIGNATURE _____ PRINTED NAME _____ (DO NOT USE STAMP)
Notary Public, _____ County, Minnesota
My commission expires _____

I hereby certify that this plat has been checked and recommended for approval as to compliance with Chapter 505, Minnesota Statutes this _____ day of _____, 20____.

Isanti County Surveyor
Min. License No. _____

This plat was recommended for approval this _____ day of _____, 20____.

Cambridge City Engineer

Approved by the Planning Council, City of Cambridge, Minnesota this _____ day of _____, 20____.

Chairperson _____ Secretary _____

Approved by the City Council, City of Cambridge, Minnesota this _____ day of _____, 20____, and is in compliance with the provisions of Chapter 505.01, Subdivision 2, Minnesota Statutes.

Mayor _____ City Administrator _____

I hereby certify that the taxes for the year _____ on the property described herein have been paid and that there are no delinquent taxes and transfer entered on this _____ day of _____, 20____.

Isanti County Auditor-Treasurer _____ By _____ Deputy

I hereby certify that this instrument was filed in the Office of the County Recorder for record on this _____ day of _____, 20____ of _____ block _____ and was duly recorded in the Isanti County Records as Document No. _____

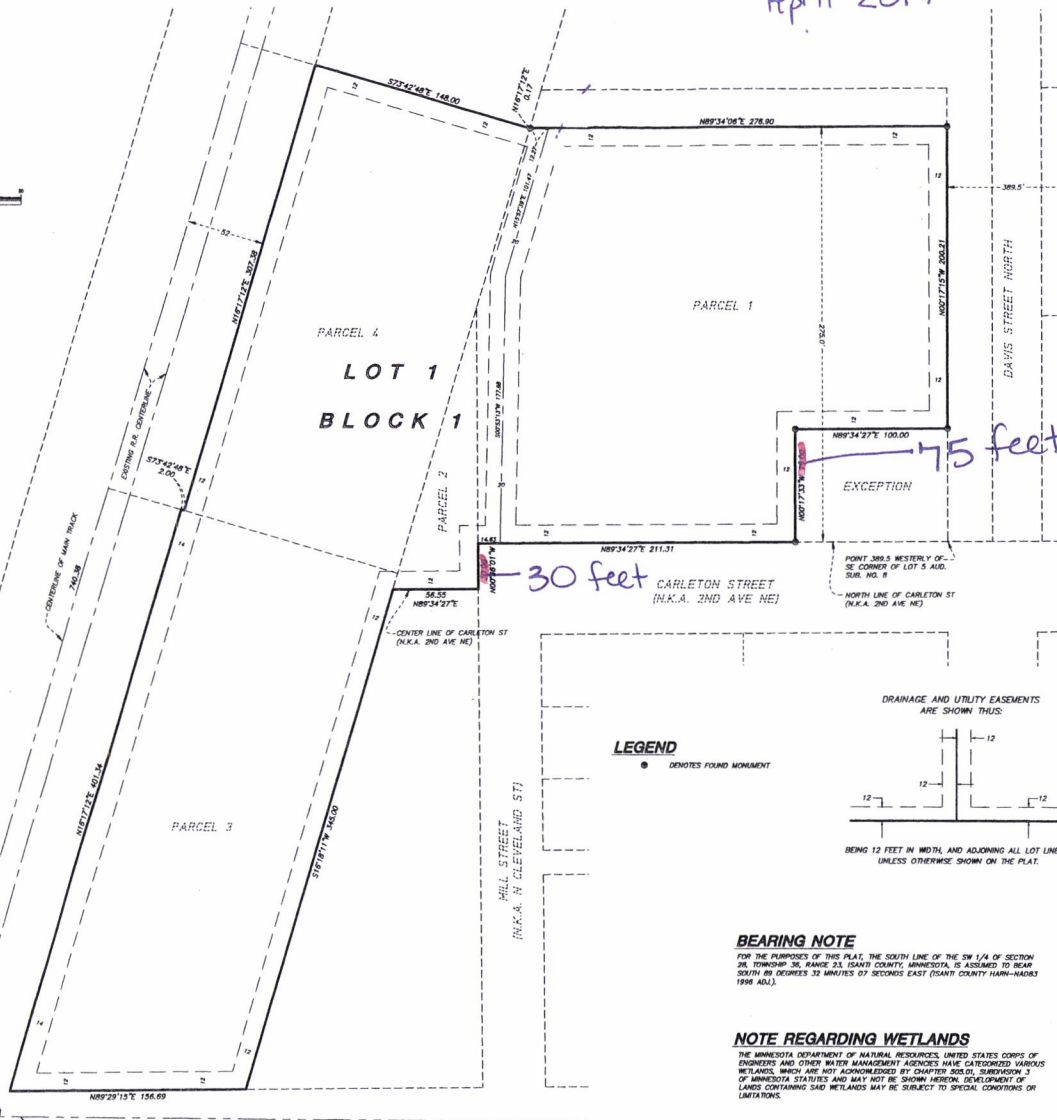
Isanti County Recorder _____



CORTEC ADDITION

April 2017

SEC. 28, TWP. 36, RANG. 23
ISANTI COUNTY



KNOW ALL PERSONS BY THESE PRESENTS: That Misilo Realty LLC, a Minnesota limited liability company, the owner of the following described property situated in the County of Isanti, State of Minnesota, to-wit:

PARCEL 1:
That part of Lot 5, Auditor's Subdivision No. 8 in the Village of Cambridge, Isanti County Minnesota, lying westerly of a North and South line parallel with and 388.5 feet west of the east boundary of said Lot 5, and lying southerly of a line drawn North and South with and distant 275 feet north of the north line of Carlton Street (formerly known as Second Avenue Northwest) as indicated on the recorded plat of Drake's Addition, as measured at right angles to said north line of Carlton Street.

EXCEPTING therefrom the following: Beginning at the north on the south boundary line of said Lot 5 a distance of 389.5 feet westerly from the southeast corner of said Lot 5, thence west along the south boundary of said Lot 5 a distance of 100 feet, thence North and parallel to the east line of said Lot 5 a distance of 75 feet, thence East 100 feet, thence South 75 feet to the point of beginning.

PARCEL 2:
All that part of Lot 8, Auditor's Subdivision No. 8, lying north of the centerline of Carlton Street (now known as Second Avenue) extended Westerly, Isanti County, Minnesota.

PARCEL 3:
The westerly 150.0 feet of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) 300.0 foot wide Station Ground property at Cambridge, Isanti County Minnesota situated in the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23 described as follows:
Commencing at the Southwest corner of said Section 28, thence Easterly along the south line of said Section 28 a distance of 229.0 feet to a point on said Railroad Company's Mohr Trunk centerline, as now located and constructed, thence Northeasterly, deflecting at an angle of 74 degrees 12 minutes to the left along said Mohr Trunk centerline a distance of 433.0 feet, thence southeasterly at right angles to said Mohr Trunk centerline 50.0 feet to the point of beginning of the parcel to be described, thence continuing southeasterly at right angles to said Mohr Trunk centerline 150.0 feet to a point being 200.0 feet southeasterly of, as measured at right angles to said Mohr Trunk centerline, thence southeasterly parallel with said Mohr Trunk centerline a distance of 360.0 feet, more or less, to a point on the North right of way line of State Highway No. 95, one corner on First Avenue East; thence west along said north right of way line of State Highway No. 95 to a point being 50.0 feet southeasterly of, as measured at right angles to said Mohr Trunk centerline, thence Northeasterly parallel with said Mohr Trunk centerline a distance of 407.0 feet, more or less, to the point of beginning.

PARCEL 4:
That part of the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23, Isanti County, Minnesota described as follows: Commencing at the Southwest corner of said Section 28, thence westerly along the south line of said Section 28 a distance of 229.0 feet more or less to the centerline of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) Mohr Trunk, thence deflecting left an angle of 74 degrees 12 minutes 30 seconds, along said Mohr Trunk centerline a distance of 433.0 feet to the point of beginning of the property to be described, thence continuing southeasterly at right angles to said Mohr Trunk centerline a distance of 140.0 feet, thence northeasterly parallel with said Mohr Trunk centerline a distance of 307.30 feet, thence southeasterly, on a line drawn at right angles to said Mohr Trunk centerline, a distance of 148.00 feet, thence northeasterly, parallel with said Mohr Trunk centerline, a distance of 307.30 feet to said point of beginning.

Has caused the same to be surveyed, plotted and known as CORTEC ADDITION and does hereby donate and dedicate to the public for public use forever the easements as shown on this plat for public utility and/or drainage purposes only.

In witness whereof, Misilo Realty LLC, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

Printed Name & Title _____ Signature _____
STATE OF MINNESOTA
COUNTY OF _____ day of _____, 20____ by _____
The foregoing instrument was acknowledged before me this _____ day of _____, 20____ by _____ of Misilo Realty, LLC.
SIGNATURE _____ PRINTED NAME _____ (DO NOT USE STAMP)

Notary Public, _____ County, Minnesota
My commission expires _____

I hereby certify that I have surveyed and plotted or directly supervised the surveying and plotting of the land described on this plat; that this plat is a correct representation of a boundary survey of mathematical data and data are correctly displayed on the plat; all monuments depicted on the plat have been or will be correctly set within one year; all water boundaries and wet lands as of the date are shown and labeled; and all public uses are shown and labeled; and that there are no wet lands, as defined in MS 505.01, Subd. 3, or public highways to be designated other than as shown.

Kyle J. Roddy
MN Licensed Surveyor No. 42627

STATE OF MINNESOTA
COUNTY OF _____ day of _____, 20____ by _____
The foregoing Surveyor's Certificate by Kyle J. Roddy, Minnesota License No. 42627, was acknowledged before me this _____ day of _____, 20____.

SIGNATURE _____ PRINTED NAME _____ (DO NOT USE STAMP)
Notary Public, _____ County, Minnesota
My commission expires _____

I hereby certify that this plat has been checked and recommended for approval as to compliance with Chapter 505, Minnesota Statutes this _____ day of _____, 20____.

Isanti County Surveyor
Min. License No. _____
This plat was recommended for approval this _____ day of _____, 20____.

Cambridge City Engineer
Approved by the Planning Council, City of Cambridge, Minnesota this _____ day of _____, 20____.

Chairperson _____ Secretary _____
Approved by the City Council, City of Cambridge, Minnesota this _____ day of _____, 20____ and in compliance with the provisions of Chapter 505.01, Subdivision 2, Minnesota Statutes.

Mayor _____ City Administrator _____
I hereby certify that the taxes for the year _____ on the property described herein have been paid and that there are no delinquent taxes and transfer entered on this _____ day of _____, 20____.

Isanti County Auditor-Treasurer _____ By _____ Deputy _____

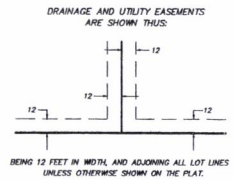
I hereby certify that this instrument was filed in the Office of the County Recorder for record on this _____ day of _____, 20____ at _____ o'clock _____ M. and was duly recorded in the Isanti County Recorder as Document No. _____.

Isanti County Recorder _____



155

LEGEND
● DENOTES FOUND MONUMENT



BEARING NOTE
FOR THE PURPOSES OF THIS PLAT, THE SOUTH LINE OF THE SW 1/4 OF SECTION 28, TOWNSHIP 36, RANGE 23, ISANTI COUNTY, MINNESOTA, IS ASSUMED TO BEAR SOUTH 89 DEGREES 32 MINUTES 00 SECONDS EAST (ISANTI COUNTY HARN-MADRY 1998 AD.).

NOTE REGARDING WETLANDS
THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES, UNITED STATES CORPS OF ENGINEERS AND OTHER WATER MANAGEMENT AGENCIES HAVE CATEGORIZED VARIOUS WETLANDS WHICH ARE NOT ACKNOWLEDGED BY CHAPTER 505.01, SUBDIVISION 3 OF MINNESOTA STATUTES AND MAY NOT BE SHOWN HEREON. DEVELOPMENT OF LANDS CONTAINING SAID WETLANDS MAY BE SUBJECT TO SPECIAL CONDITIONS OR LIMITATIONS.

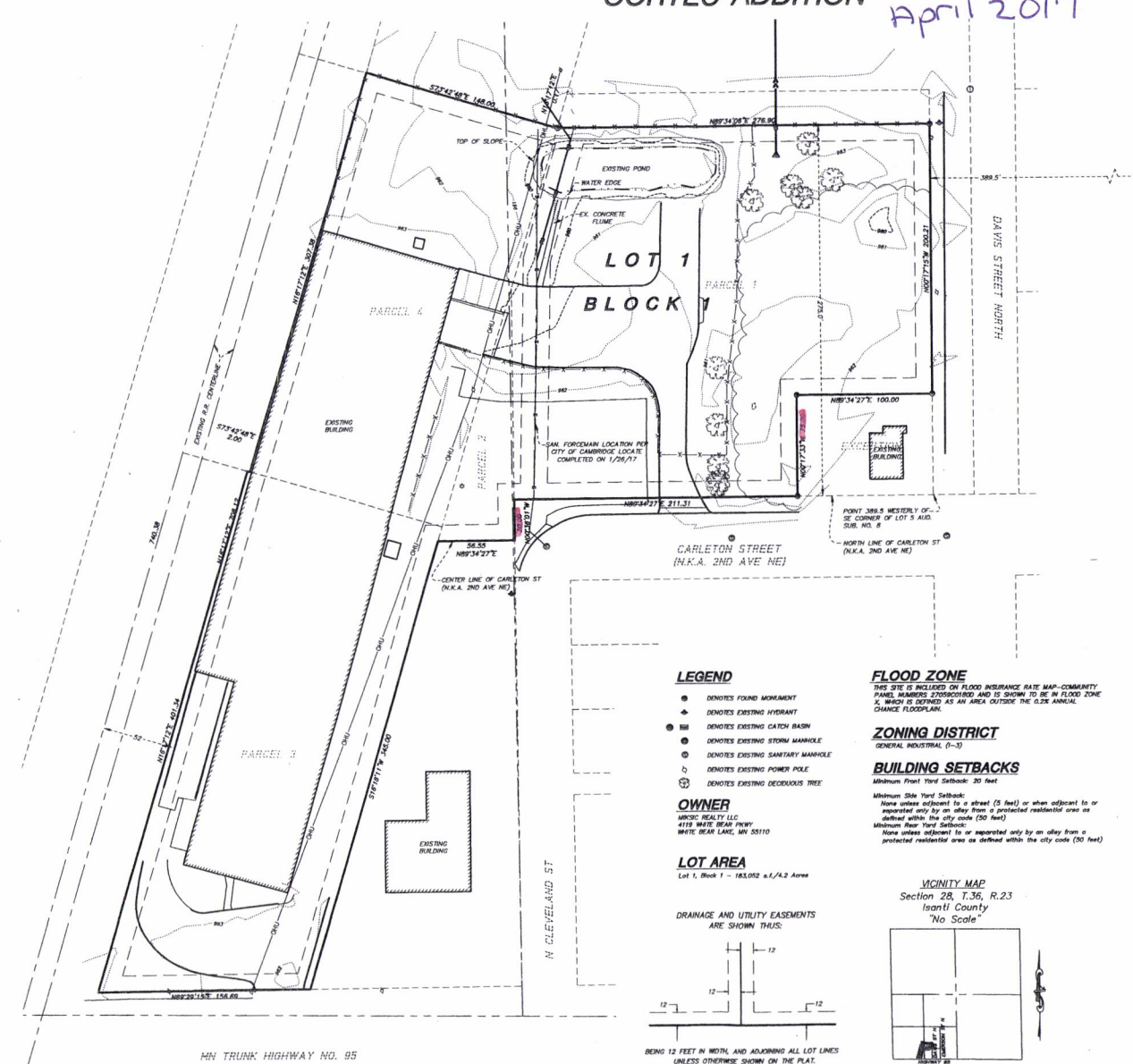
925.00 (R-Parcel 3)
929.92 (R-Parcel 4)
389.32 (W)
929.82 (W)

SOUTH LINE OF THE SW 1/4
SEC. 28, TWP. 36, RANG. 23
MN TRUNK HIGHWAY NO. 95

**PRELIMINARY PLAT OF:
CORTEC ADDITION**

April 2017

SEC. 28, TWP. 36, RING. 23
ISANTI COUNTY



PROPOSED DESCRIPTION

Lot 1, Block 1, CORTEC ADDITION, Isanti County, Minnesota.



- LEGEND**
- ◆ DENOTES FOUND MEASUREMENT
 - DENOTES EXISTING HYDRANT
 - DENOTES EXISTING CATCH BASIN
 - DENOTES EXISTING STORM MANHOLE
 - DENOTES EXISTING SANITARY MANHOLE
 - DENOTES EXISTING POWER POLE
 - DENOTES EXISTING DECIDUOUS TREE
- OWNER**
MRSIC REALTY LLC
4118 WAITE BEAR Pkwy
WAITE BEAR LAKE, MN 55110
- LOT AREA**
Lot 1, Block 1 - 163,052 s.f./A.2 Acres
- DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:**
-
- BEING 12 FEET IN WIDTH, AND ADJOINING ALL LOT LINES UNLESS OTHERWISE SHOWN ON THE PLAT.

FLOOD ZONE
THIS SITE IS INCLUDED ON FLOOD INSURANCE RATE MAP-COMMUNITY PANEL NUMBER 270502000D AND IS SHOWN TO BE IN FLOOD ZONE X, WHICH IS DEPICTED AS AN AREA OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.

ZONING DISTRICT
GENERAL INDUSTRIAL (I-3)

BUILDING SETBACKS
Minimum Front Yard Setback: 30 feet
Minimum Side Yard Setback: None unless adjacent to a street (5 feet) or when adjacent to or separated only by an alley from a protected residential area as defined within the city code (50 feet)
Minimum Rear Yard Setback: None unless adjacent to or separated only by an alley from a protected residential area as defined within the city code (50 feet)

VICINITY MAP
Section 28, T.36, R.23
Isanti County
"No Scale"

PROPERTY DESCRIPTION

PARCEL 1:
That part of Lot 5, Auditor's Subdivision No. 8 in the Village of Cambridge, Isanti County, Minnesota, (being westerly of a North and South line which is parallel with and 389.5 feet east of the east boundary of said Lot 5, and lying southerly of a line drawn parallel with and distant 275 feet north of the north line of Carlton Street (previously known as Second Avenue Northwest) as delineated on the recorded plat of Becker's Addition, as measured at right angles to said north line of Carlton Street.

EXCEPTING therefrom the following: (beginning at a point on the south boundary line of said Lot 5 a distance of 389.5 feet westerly from the southwest corner of said Lot 5, thence West along the south boundary of said Lot 5 a distance of 100 feet; thence North and parallel to the west line of said Lot 5 a distance of 75 feet; thence East 100 feet; thence South 75 feet to the point of beginning.

PARCEL 2:
All that part of Lot 6, Auditor's Subdivision No. 8, lying north of the centerline of Carlton Street (now known as Second Avenue) extended Westward, Isanti County, Minnesota.

PARCEL 3:
The westerly 150.0 feet of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) 300.0 foot wide Station Ground property at Cambridge, Isanti County, Minnesota situated in the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23 described as follows:
Commencing at the Southwest corner of said Section 28, thence Eastward along the south line of said Section 28 a distance of 830.0 feet to a point on said Burlington Company's Main Track centerline, as now located and constructed thence Northwesterly, deflecting at an angle of 74 degrees 12 minutes to the left along said Main Track centerline a distance of 433.0 feet; thence southerly at right angles to said Main Track centerline 50.0 feet to the point of beginning of the parcel to be described, thence continuing southerly at right angles to said Main Track centerline 105.0 feet to a point being 200.0 feet southerly of as measured at right angles to said Main Track centerline; thence southerly parallel with said Main Track centerline a distance of 390.0 feet, more or less, to a point on the North right of way of the State Highway No. 95, also known as First Avenue East; thence west along said north right of way line of State Highway No. 95 to a point being 50.0 feet southerly of as measured at right angles to said Main Track centerline; thence Northwesterly parallel with said Main Track centerline a distance of 407.0 feet, more or less, to the point of beginning.

PARCEL 4:
That part of the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23, Isanti County, Minnesota described as follows: Commencing at the Southwest corner of said Section 28, thence westerly along the south line of said Section 28 a distance of 828.82 feet, more or less, to the centerline of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) Main Track; thence deflecting to the right at an angle of 74 degrees 12 minutes 30 seconds, along said Main Track centerline a distance of 433.00 feet; thence southerly at right angles to said Main Track centerline, a distance of 50.00 feet to the point of beginning of the property to be described, thence continuing southerly at right angles to said Main Track centerline a distance of 148.00 feet; thence southerly parallel with said Main Track centerline, a distance of 307.38 feet; thence southerly at right angles to said Main Track centerline, a distance of 148.00 feet; thence southerly parallel with said Main Track centerline, a distance of 307.38 feet to said point of beginning.



Resolution No. R17-034

RESOLUTION APPROVING AN AMENDMENT TO THE PRELIMINARY PLAT FOR CORTEC ADDITION (410 1ST Ave E)

WHEREAS, the owner, Miksic Realty, LLC, has requested approval of an amendment to the Preliminary Plat on the following described property:

PARCEL 1:

That part of Lot 5, Auditor's Subdivision No. 8 in the Village of Cambridge, Isanti County Minnesota, lying westerly of a North and South line which is parallel with and 389.5 feet west of the east boundary of said Lot 5, and lying southerly of a line drawn parallel with and distant 275 feet north of the north line of Carlton Street (presently known as Second Avenue Northeast) as dedicated on the recorded plat of Barker's Addition, as measured at right angles to said north line of Carlton Street.

EXCEPTING therefrom the following: Beginning at a point on the south boundary line of said Lot 5 a distance of 389.5 feet westerly from the southeast corner of said Lot 5, thence West along the south boundary of said Lot 5 a distance of 100 feet; thence North and parallel to the east line of said Lot 5 a distance of 95 feet; thence East 100 feet; thence South 95 feet to the point of beginning.

PARCEL 2:

All that part of Lot 6, Auditor's Subdivision No. 8, lying north of the centerline of Carlton Street (now known as Second Avenue) extended Westerly, Isanti County, Minnesota.

PARCEL 3:

The easterly 150.0 feet of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) 300.0 foot wide Station Ground property at Cambridge, Isanti County Minnesota situated in the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23 described as follows:

Commencing at the Southwest corner of said Section 28; thence Easterly along the south line of said Section 28 a distance of 925.0 feet to a point on said Railroad Company's Main Track centerline, as now located and constructed; thence Northeasterly, deflecting at an angle of 74 degrees 12 minutes to the left, along said Main Track centerline a distance of 433.0 feet; thence southeasterly at right angles to said Main Track centerline 50.0 feet to the point of beginning of the parcel to be described; thence continuing southeasterly at right angles to said Main Track centerline 150.0 feet to a point being 200.0 feet southeasterly of, as measured at right angles to said Main Track centerline; thence southwesterly parallel with said Main Track centerline a distance of 380.0 feet, more or less, to a point on the North right of way line of State Highway No. 95, also known as First Avenue East; thence west along said north right of way line of State Highway No. 95 to a point being 50.0 feet southeasterly of as measured at right angles to said Main Track centerline; thence Northeasterly parallel with said Main Track centerline a distance of 407.0 feet, more or less, to the point of beginning.

PARCEL 4:

That part of the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23, Isanti County, Minnesota described as follows: Commencing at the Southwest corner of said Section 28; thence easterly along the south line of said Section 28 a distance of 929.92 feet more or less to the centerline of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) Main Track; thence deflecting left an angle of 74 degrees 10 minutes 39 seconds, along said main track centerline a distance of 433.00 feet; thence southeasterly at right angles to said Main Track centerline, a distance of 52.00 feet to the point of beginning of the property to be described; thence continuing southeasterly at right angles to said Main Track centerline a distance of 148.00 feet; thence northeasterly parallel with said Main Track centerline, a distance of 307.38 feet; thence northwesterly, on a line drawn at right angles to said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 307.38 feet to said point of beginning.

PARCEL 5:

That part of Lot Six (6), Auditor's Subdivision No. 8 in the Village, (now City) of Cambridge lying between the Westerly extension of the centerline of Carlton Street as shown on the plat of Barker's addition to Cambridge, Isanti County, Minnesota, and a line which is parallel to the extension of the centerline of Carlton Street and fifty (50) feet south thereof. Carlton Street is now known as Second Avenue Northeast.

WHEREAS, the Planning Commission of the city, on the 6th day of June, 2017, held a regular meeting and discussed the Cortec Addition Preliminary Plat Amendment request; and

WHEREAS, the Planning Commission recommended that the Cortec Addition Preliminary Plat Amendment be approved and brought forward to City Council for consideration, subject to the following conditions:

1. The applicant has filed a Site Plan Review application with the City for site work and an addition to be done. The Site Plan Review must be completed to the satisfaction of the City prior to the building permit being issued.
2. A copy of the recorded final plat must be submitted to the City within 5 days of recording. The final plat must be recorded prior to a Certificate of Occupancy being issued.
3. The plat shall include all drainage and utility easements required by the City as part of the Site Plan approval.
4. The applicant shall obtain necessary easements to connect applicant's stormwater pond to the City pond to the north of applicant's property.

WHEREAS, it is found that such plat is in compliance with the Cambridge Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Cambridge, Minnesota, hereby approves the Cortec Addition Preliminary Plat Amendment with the conditions as identified above.

Adopted this 19th day of June, 2017.

Marlys A. Palmer, Mayor

ATTEST: _____
Lynda J. Woulfe, City Administrator

Resolution No. R17-035

**RESOLUTION APPROVING AN AMENDMENT TO THE FINAL PLAT
FOR CORTEC ADDITION
(410 1ST Ave E)**

WHEREAS, the owner, Miksic Realty, LLC, has requested approval of an amendment to the Final Plat on the following described property:

PARCEL 1:

That part of Lot 5, Auditor's Subdivision No. 8 in the Village of Cambridge, Isanti County Minnesota, lying westerly of a North and South line which is parallel with and 389.5 feet west of the east boundary of said Lot 5, and lying southerly of a line drawn parallel with and distant 275 feet north of the north line of Carlton Street (presently known as Second Avenue Northeast) as dedicated on the recorded plat of Barker's Addition, as measured at right angles to said north line of Carlton Street.

EXCEPTING therefrom the following: Beginning at a point on the south boundary line of said Lot 5 a distance of 389.5 feet westerly from the southeast corner of said Lot 5, thence West along the south boundary of said Lot 5 a distance of 100 feet; thence North and parallel to the east line of said Lot 5 a distance of 95 feet; thence East 100 feet; thence South 95 feet to the point of beginning.

PARCEL 2:

All that part of Lot 6, Auditor's Subdivision No. 8, lying north of the centerline of Carlton Street (now known as Second Avenue) extended Westerly, Isanti County, Minnesota.

PARCEL 3:

The easterly 150.0 feet of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) 300.0 foot wide Station Ground property at Cambridge, Isanti County Minnesota situated in the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23 described as follows:

Commencing at the Southwest corner of said Section 28; thence Easterly along the south line of said Section 28 a distance of 925.0 feet to a point on said Railroad Company's Main Track centerline, as now located and constructed; thence Northeasterly, deflecting at an angle of 74 degrees 12 minutes to the left, along said Main Track centerline a distance of 433.0 feet; thence southeasterly at right angles to said Main Track centerline 50.0 feet to the point of beginning of the parcel to be described; thence continuing southeasterly at right angles to said Main Track centerline 150.0 feet to a point being 200.0 feet southeasterly of, as measured at right angles to said Main Track centerline; thence southwesterly parallel with said Main Track centerline a distance of 380.0 feet, more or less, to a point on the North right of way line of State Highway No. 95, also known as First Avenue East; thence west along said north right of way line of State Highway No. 95 to a point being 50.0 feet southeasterly of as measured at right angles to said Main Track centerline; thence Northeasterly parallel with said Main Track centerline a distance of 407.0 feet, more or less, to the point of beginning.

PARCEL 4:

That part of the Southwest Quarter of the Southwest Quarter of Section 28, Township 36, Range 23, Isanti County, Minnesota described as follows: Commencing at the Southwest corner of said Section 28; thence easterly along the south line of said Section 28 a distance of 929.92 feet more or less to the centerline of Burlington Northern Railroad Company's (formerly Great Northern Railway Company) Main Track; thence deflecting left an angle of 74 degrees 10 minutes 39 seconds, along said main track centerline a distance of 433.00 feet; thence southeasterly at right angles to said Main Track centerline, a distance of 52.00 feet to the point of beginning of the property to be described: thence continuing southeasterly at right angles to said Main Track centerline a distance of 148.00 feet; thence northeasterly parallel with said Main Track centerline, a distance of 307.38 feet; thence northwesterly, on a line drawn at right angles to said Main Track centerline, a distance of 148.00 feet; thence southwesterly, parallel with said Main Track centerline, a distance of 307.38 feet to said point of beginning.

PARCEL 5:

That part of Lot Six (6), Auditor's Subdivision No. 8 in the Village, (now City) of Cambridge lying between the Westerly extension of the centerline of Carlton Street as shown on the plat of Barker's addition to Cambridge, Isanti County, Minnesota, and a line which is parallel to the extension of the centerline of Carlton Street and fifty (50) feet south thereof. Carlton Street is now known as Second Avenue Northeast.

WHEREAS, the Planning Commission of the city, on the 6th day of June, 2017, held a regular meeting and discussed the Cortec Addition Final Plat Amendment request; and

WHEREAS, the Planning Commission recommended that the Cortec Addition Final Plat Amendment be approved and brought forward to City Council for consideration, subject to the following conditions:

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2. A copy of the recorded final plat must be submitted to the City within 5 days of recording. The final plat must be recorded prior to a Certificate of Occupancy being issued.
3. The plat shall include all drainage and utility easements required by the City as part of the Site Plan approval.
4. The applicant shall obtain necessary easements to connect applicant's stormwater pond to the City pond to the north of applicant's property.

WHEREAS, it is found that such plat is in compliance with the Cambridge Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Cambridge, Minnesota, hereby approves the Cortec Addition Final Plat Amendment with the conditions as identified above.

Adopted this 19th day of June, 2017.

Marlys A. Palmer, Mayor

ATTEST: _____
Lynda J. Woulfe, City Administrator

Prepared by: Timothy Dwyer- Chief of Police

Background:

Resident Gerald E. Anderson of 1115 Adams St S, Cambridge MN is requesting permission from the Cambridge City Council to cover up the no parking signs on 11th Ave SW from Old Main St East to Carriage Hills Drive S. This to accommodate parking for an auction which her desires to hold on his property in the near future. Exact date is dependent on City Council approval or disapproval of this parking plan.

Anderson's request is for one day only (either a Saturday or Sunday). He explained to staff that this is a one-time event and will be less than 8 hours in length. He agreed that he could cover up the signs and take the covers off at the end of the auction, so there would be no city staff time required.

Anderson was advised that only the City Council can approve deviations from city ordinance concerning special event parking. He was advised by Administrator Woulfe that the police department would present his request to Council on his behalf, but we ask that he be present to answer any questions. I had previously spoke with him and asked him to explore other possible parking options. I have been informed by Administrator Woulfe that Canadian Harvest LP (formerly Sun Opta) is not an option for parking, as there is no one on site from corporate.

I have examined the area involved and found the 11th Ave SW to be a main thorough-fare MSA street. It is wide enough to accommodate parking on both sides of the street and still allow two lanes for vehicle traffic including an emergency vehicle. This is a 30 mph zone and I do have concerns about people crossing 11th Ave between parked cars; visibility can be a safety issue. I did find that there is good 3,000 feet (over ½ mile) of parking on both sides of Cleveland St, north of 11th Ave, and there is very little traffic on Cleveland. People still need to cross 11th Ave but with no cars parked there, sight visibility would be good. I also found there to be parking on both sides of Adams St from 11th Ave to 16th Ave, although people cannot park in front of any ones driveway and I would suggest Mr. Anderson speaking with his neighbors to avoid complaints.

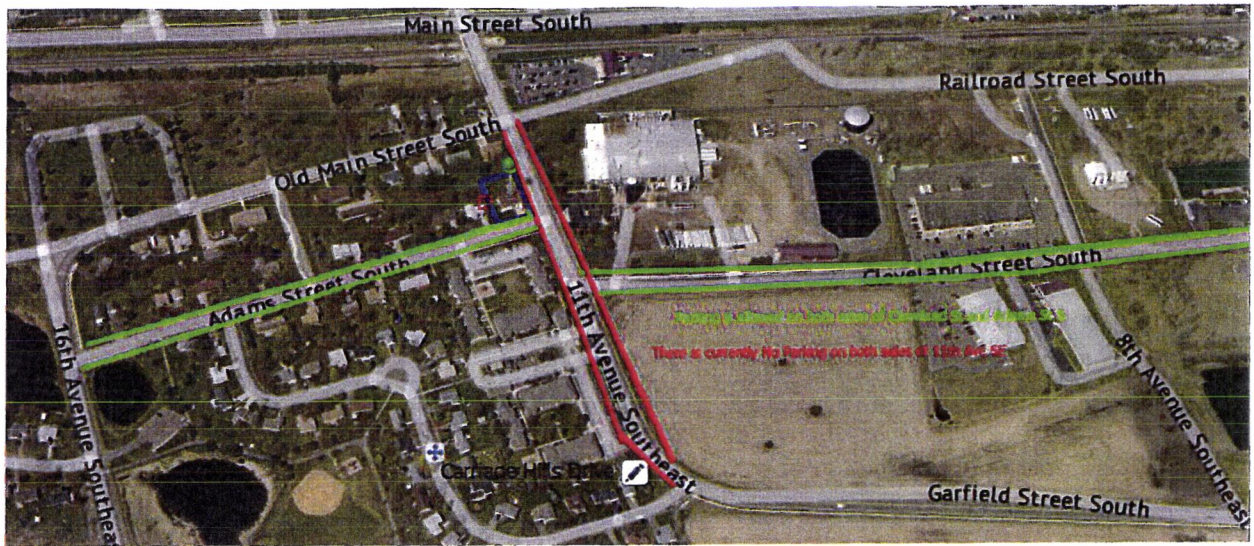
It is unknown how many people would be in attendance at this auction. Mr. Anderson will be present at the Council meeting to answer this and other questions. At this time, there was no request for Officer or Reserve presence, but if there is, the city fee schedule would apply because this is a private event.

Requested Council Action:

Gerald Anderson is requesting City Council approval of the request to cover up no parking signs on 11th Ave between Old Main St and Carriage Hills Drive S during an auction at 1115 Adams St S; Date to be determined. Staff would prefer to leave 11th Ave no parking and commence parking on Cleveland St and Adams St. Staff looks to City Council for final determination.

Cc: map attached for reference

Map of Area Surrounding 1115 Adams St S – No Parking in RED and Parking in Green



Prepared by: Lynda Woulfe, City Administrator

The 2017 Downtown Customer Appreciation Event will take place on Friday, September 15th from 4:00 – 8:00 pm. The Event's planning group is requesting the closure of:

Main Street North from Highway 95 to Second Ave. NE
Main Street South from Highway 95 to Third Avenue SE
Adams Street from Highway 95 to Third Avenue SE
Second Avenue from Birch to Buchanan St. S
Ashland Street from mid-block South of Main St to Third Ave SE
Entrances and exits to the alleys within this area

from 1:00 pm until 10:00 pm (or until clean-up is complete which depends upon the number of people they have to take down tables/chairs).

The Customer Appreciation Event is very well attended and has grown each year. Last year over 3,400 brats/hot dogs were served and it is estimated that 5,000+ were in attendance. We have not had any issues with the event. This event is covered under the City's general liability insurance.

Staff Recommendation

Approve the street closure as requested.

PURCHASE AGREEMENT

This Purchase Agreement (the "Agreement") is made and entered into this 19th day of June, 2017 by and between City of Cambridge, a Minnesota municipal corporation, hereby known as "Sellers" and the Isanti County, a Minnesota municipal corporation, ("Purchaser").

RECITALS:

A. Sellers are the fee owner of certain real property legally described as follows:

All of Tract A described below:

Tract A That part of Lot 2 of Auditor's Subdivision No. 8 of the Southeast Quarter of the Southwest Quarter of Section 28, Township 36 North, Range 23 West, according to the plat thereof on file or record in the office of the County Recorder in and for a Isanti County, Minnesota, described as follows:

Beginning at the intersection of the east line of Naples Street with the south line of Carlton Street, now vacated; thence northerly along the east line of said Naples Street for 210.5 feet, more or less to the southwest corner of the Isanti County Shop Site; thence deflect to the right an angle of 88 degrees 46 minutes and run easterly along the south line of said Shop Site for 436.5 feet; thence run southerly along the east line of said Lot 2 for 203.3 feet to the south line of said vacated Carlton Street; thence westerly along the south line of said Carlton Street to the point of beginning;

Containing 2.12 acres, more or less.

THE ABOVE DESCRIBED REAL PROPERTY IS SUBJECT TO THE RIGHTS OF EXISTING UTILITIES, IF ANY, AS PROVIDED IN MINNESOTA STATUTES §161.45, SUBDIVISION 3.

Herein after known as the "Property".

B. Sellers wishes to convey, and Purchaser wishes to purchase, the Property, together with all rights, privileges, easements, and appurtenances belonging thereto.

AGREEMENT:

In consideration of the mutual covenants and agreements herein contained and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Purchase Price and Manner of Payment.** The total purchase price ("Purchase Price") to be paid by Purchaser for the Property is Three Hundred Thousand and 00/100 Dollars (\$300,000.00), payable in full by check or wire transfer at the Closing.
2. **Closing.** The Closing shall be conducted at a mutually agreeable time and place to occur on or before June 30, 2017 (the "Closing Date"). Sellers agrees to deliver possession of the

Property to Purchaser on the Closing Date after Purchaser has paid the Purchase Price. At the Closing, the parties shall execute and deliver the following documents:

- a. A quit claim deed executed by Sellers conveying the Property to Purchaser free and clear of all encumbrances, except the following "Permitted Encumbrances":
 - (1) Building codes and laws and ordinances relating to zoning, land use and environmental matters;
 - (2) State and federal laws and regulations;
 - (3) Reservation of any minerals or mineral rights to the State of Minnesota; and
 - (4) Easements, restrictions, and covenants of record that are acceptable to Purchaser in Purchaser's sole discretion.
- b. A closing statement detailing the financial terms of the closing.
- c. All other documents reasonably necessary to transfer the Property to Purchaser free and clear of all encumbrances except the Permitted Encumbrances.

3. Costs. Sellers and Purchaser agree to the following allocations of costs:

Closing Costs. Sellers shall pay all costs of issuing the title insurance commitment. Buyer shall pay costs of Owner's Title Insurance Premium.

- a. **Closing Costs.** Purchaser shall pay all other closing costs.
- b. **Documentary Taxes.** Seller shall pay the state deed tax for the quit claim deed to be delivered by Sellers under this Agreement.
- c. **Utilities.** The Sellers shall pay any and all outstanding utilities until the date of closing. Purchaser will transfer utilities into its name on the day of closing.
- d. **Recording Costs.** Purchasers shall pay all recording costs relating to the Closing of the Property.
- e. **Attorney's Fees.** Each party will pay its own attorney's fees.

4. Title.

- a. **Quality of Title.** Sellers shall convey marketable title to the Property to Purchaser, subject to no liens, easements, encumbrances, conditions, reservations or restrictions other than the Permitted Encumbrances.
- b. **Title Evidence.** Within ten (10) days after this Agreement is fully executed by the Parties, Sellers will obtain a commitment ("Title Commitment") for an

owner's policy of insurance in the amount of the Purchase Price insuring title to the Property subject only to the Permitted Encumbrances.

- c. **Purchaser's Objections.** Within ten (10) days after receiving the Title Commitment, Purchaser shall make written objections ("Objections") to the form and/or contents of the Title Commitment. Purchaser's failure to make Objections within such time period will constitute waiver of Objections. Any matter shown on such Title Commitment and not objected to by Purchaser shall be deemed an additional "Permitted Encumbrance" hereunder. Sellers shall have ninety (90) days after receipt of the Objections to cure the Objections, during which period the Closing will be postponed as necessary. Sellers shall use its best efforts to correct any Objections. If the Objections are not cured within such 90-day period, Purchaser will, in addition to any other remedy available at law or under this Agreement, have the option to do either of the following:

- (1) Terminate this Agreement; or
- (2) Waive the Objections and proceed to close.

5. **Representations and Warranties by Sellers.** Sellers represents and warrants to Purchaser as follows:

- a. **Authority.** Sellers have the requisite power and authority to enter into, execute, and perform this Agreement.
- b. **Title to Property.** Sellers own the Property free and clear of all encumbrances except the Permitted Encumbrances.
- c. **Rights of Others to Purchase Property.** Sellers have not entered into any other contracts for the sale of the Property.
- d. **FIRPTA.** Sellers are not a "foreign person," "foreign partnership," "foreign trust" or "foreign state" as those terms are defined in § 1445 of the Internal Revenue Code.
- e. **Proceedings.** To the best knowledge of Sellers, there is no action, litigation, investigation, condemnation or proceeding of any kind pending or threatened against the Property.
- f. **Wells and Septic Systems.** Sellers represents that it is not aware of any septic systems or wells located on the Property.
- g. **Methamphetamine Production.** Pursuant to Minnesota Statutes section 152.0275, Sellers certify to Purchaser that it is not aware of any methamphetamine production that has occurred on the Property.
- h. **Blocked Persons.** Sellers have not received written notice that Sellers are:

- (1) listed on the Specifically Designated Nationals and Blocked Persons List maintained by the Office of Foreign Assets Control, Department of the Treasury (“OFAC”) pursuant to Executive Order No. 13224, 66 Fed. Reg. 49079 Sept. 25, 2001 (“Order”) and/or on any other list of terrorists or terrorist organizations maintained pursuant to any of the rules and regulations of OFAC or pursuant to any other applicable Orders (such lists are collectively referred to as the “Lists”);
- (2) a person who has been determined by competent authority to be subject to the prohibitions contained in the Order; or
- (3) owned or controlled by, or acts for or on behalf of, any person or entity who is (x) on the Lists or any other person or entity who has been determined by competent authority to be subject to the prohibitions contained in the Order; (y) a citizen of the United States who is prohibited to engage in transactions by any trade embargo, economic sanction, or other prohibition of United States law, regulation, or Executive Order of the President of the United States; or (z) an “Embargoed Person,” meaning any person, entity or government subject to trade restrictions under U.S. law, including but not limited to the International Emergency Economic Powers Act, 50 U.S.C. § 1701 et seq., the Trading with the Enemy Act, 50 U.S.C. App. 1 et seq., and any Executive Orders or regulations promulgated under such acts.

6. Representations and Warranties by Purchaser. Purchaser represents and warrants to Sellers as follows:

a. **Authority.** Purchaser has the requisite power and authority to enter into and perform this Agreement.

b. **Certain Proceedings.** Purchaser has no knowledge of any material actions, proceedings, or litigation that challenge, or may have the effect of preventing, delaying, illegalizing, or otherwise interfering with, this Agreement. To Purchaser’s knowledge, no such matters have been threatened.

c. **Certain Representations.** Sellers acknowledges that it has not relied on any oral or written statements, representations, warranties, or assurances from Purchaser or its officers, directors, employees, agents, or consultants except those contained in this Agreement.

d. Allow the City of Cambridge free storage in farthest east building through November 30, 2017.

7. **Right to Inspect.** Purchaser shall have the right to enter the Property at all reasonable times and perform such surveys, tests, and investigations as Purchaser deems advisable, all at Purchaser's sole expense. Purchaser shall keep the Property free from mechanic's liens arising from its actions. Purchaser shall be responsible for any property damage or personal injury arising from its actions and shall indemnify and hold Sellers harmless from all costs, expenses, and liabilities, including attorney's fees, relating to such actions.

8. **Control of Property.** Subject to the provisions of this Agreement, including but not limited to those provisions in Section 7 above, until the Closing Date, Sellers shall have full responsibility and the entire liability for any and all damages or injuries of any kind whatsoever to the Property, to any and all persons, whether employees or otherwise, and to any other property from and connected to the Property.

9. **Mutual Indemnification.** Sellers will indemnify and hold Purchaser harmless from all liabilities (including reasonable attorney's fees in defending against such claims) arising out of claims by third parties related to acts, omissions, or occurrences on, at, or with respect to the Property which occur prior to the Closing, unless such claims relate to acts, omissions, or occurrences by Purchaser or its agents, employees, or contractors. Purchaser will indemnify and hold Sellers harmless from all liabilities (including reasonable attorney's fees in defending against claims) arising out of claims by third parties relating to acts, omissions, or occurrences on, at, or with respect to the Property which occur on or after the Closing unless such claims relate to the intentional acts, omissions, or occurrences by Sellers.

10. **Survival.** All of the terms of this Agreement will survive and be enforceable after the Closing.

11. **Notices.** Any notices required or permitted to be given by any party to the other shall be given in writing, and shall be (i) hand delivered to any officer of the receiving party, or (ii) mailed in a sealed wrapper by United States registered or certified mail, return receipt requested, postage prepaid, or (iii) properly deposited with a nationally recognized, reputable overnight courier, properly addressed as follows:

If to Seller: City of Cambridge
 Attn: City Administrator
 300 Third Avenue NE
 Cambridge, MN 55008

With copy to: Rupp, Anderson, Squires & Waldspurger, P.A.
 Attn: Jay Squires
 333 South Seventh Street, Suite 2800
 Minneapolis MN 55402

If to Purchaser: Isanti County
 Attn: County Administrator
 555 18th Ave. SW
 Cambridge, MN 55008

Notices shall be deemed effective on the earlier of the date of receipt or in the case of such deposit in the mail or overnight courier, on the first business day following such deposit. Any party may change its address for the service of notice by giving written notice of such change to the other party.

14. Captions. The captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.

15. Entire Agreement. This written Agreement constitutes the complete agreement between the parties and supersedes any and all other oral or written agreements, negotiations, understandings, and representations between the parties regarding the Property. There are no verbal or written side agreements that change this Agreement.

16. Amendment; Waiver. No amendment of this Agreement, and no waiver of any provision of this Agreement, shall be effective unless set forth in a writing expressing the intent to so amend or waive, and the exact nature of such amendment or waiver, and signed by both parties (in the case of amendment) or the waiving party (in the case of waiver). No waiver of a right in any one instance shall operate as a waiver of any other right, nor as a waiver of such right in a later or separate instance.

17. Governing Law. This Agreement is made and executed under and in all respects is to be governed and construed under the laws of the State of Minnesota.

18. Binding Effect. This Agreement binds and benefits the parties and their respective successors and assigns.

19. Severability. The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

20. Construction. Sellers and Purchaser have reviewed and revised this Agreement. Sellers and Purchaser acknowledge that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement.

21. Remedies.

a. Default by Purchaser. If Purchaser defaults under this Agreement, Sellers shall have the right to terminate this Agreement by giving written notice to Purchaser. If Purchaser fails to cure such default within thirty (30) days of the date of such notice, this Agreement will terminate, or, at Sellers's option, Sellers may sue for specific performance of this Agreement or actual damages caused by Purchaser's default.

b. Default by Sellers. If Sellers defaults under this Agreement, Purchaser may sue for specific performance of this Agreement or actual damages caused by Sellers default.

SELLERS: CITY OF CAMBRIDGE

By: _____

Dated: _____

Its: Marlys A. Palmer, Mayor

By: _____

Dated: _____

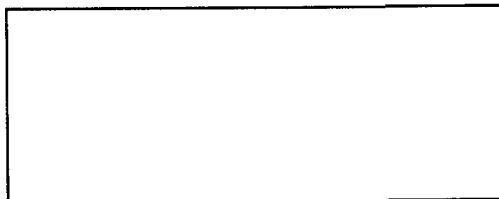
Its: Lynda J. Woulfe, City Administrator

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

On this _____ day of June, 2017 before me a notary public, the above signed individual(s), Marlys A. Palmer and Lynda J. Woulfe personally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

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

Notary Public



Notary Stamp

PURCHASERS: ISANTI COUNTY

By: _____

Dated: _____

Its: _____

By: _____

Dated: _____

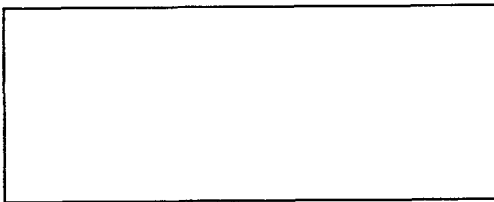
Its: Kevin VanHooser, County Administrator

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

On this _____ day of _____ June _____, 2017 before me a notary public, the above signed individual(s), _____ personally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he/she executed the same for the purposes therein contained.

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

Notary Public



Notary Stamp

7H Approve Proposal for Replacement of Re-circulation line from Police Department, City Hall to the Fire Department

June 19, 2017

Author: Stan Gustafson

Request

Staff is requesting approval to replace a re-circulation line and pump that runs through the Police Department, City Hall and to the Fire Department.

Review

The object and purpose of this project is to replace a re-circulating hot water line that runs across numerous offices to avoid the possibility of a leak. This has happen before in the Police Department which created additional damage and cost. Staff has contacted other contractors to provide bids, appointments were made and they did not show up. Contractors are busy and have limited time to provide bids along with get the project done in a timely manner.

Staff has received one quote to replace a portion of hot water re-circulation line from the pump north into the Fire Department upper south wall to the bathroom area. By doing the project this way and if in the future there was a leak this would avoid extensive damage to offices and equipment.

Staff is bringing this proposal to Council because it is not a scheduled budgeted maintenance item and we need to make sure this item is taken care before there is a leak that will cause additional damage and cost. Staff has been in contact with Administration and Finance on this project and the Finance Department will bring to the Council at a future date a budget adjustment. This pipe has no time limit as to if it will break, it is a matter of when it will break.

Quote:

T M Johnson Bros, Inc– Proposed bid replacing a portion of the hot water re-circulation line, approximately 260 feet of 1" PEX piping, ½ insulation, all necessary hangers to support pipe as per MN Plumbing Code, new circulation pump and man lift.

Quote- \$5100.00

Recommendation

Staff recommends the City Council approves the quote submitted by T M Johnson Bros. Inc, for a not to exceed amount of \$5,100.00 and authorized the Mayor and City Administrator to sign the proposal with T M Johnson Bros. Inc,.

Attachments:

Proposals from contractor

T M JOHNSON BROS. INC.

645 Emerson Street N
Cambridge, MN 55008
763-689-3141

JOB PROPOSAL

Date: 5/31/17

Proposal Submitted to: City of Cambridge

Address: 300 3rd Ave NE

City, MN Zip: Cambridge, MN 55008

Phone: 763-689-3800

JOB NAME: Re-Circulation line

Replacing portion of hot water re-circulation line from pump north to fire department and west to where it ties into main bathroom, moving the physical line out into the fire department to include:

- **Approximately 260' 1" PEX piping, insulated with ½" wall pipe insulation and continuously supported**
- **All necessary hangers to support pipe as to MN Plumbing code**
- **New B&G bronze circulation pump**
- **Man lift and all necessary materials**

We propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: \$ 5100.00

Payment to be made as follows: In full, net 10 days upon completion

All material is guaranteed to be specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviations from above specifications involving extras costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner agrees to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensations Insurance. Unless specified differently above, proposal is valid for 30 days from date on top of this page.

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature

Date

71 Approve Request for Proposal for House Removal and Addendum to Offer to Sell and Memorandum of Conditions Agreement to remove Buildings

June 19, 2017

Author: Stan Gustafson

Request:

The City Council is asked to approve the Request for Proposal for House Removal and Addendum to Offer to Sell and Memorandum of Conditions Agreement to remove Buildings that were purchase for Right of Way (ROW).

Background:

The City has purchase two homes on Highway 95 for future Right of Way (ROW). The RFP will be used to solicit potential home movers to move the homes off site to a new location or to salvage the homes and make all necessary corrections to the site.

The Addendum to offer to Sell and Memorandum of Conditions Agreement to Remove Buildings. This provides location of building site, date of removal, successful bidders responsibility, performance bond, utility disconnect, removal of buildings, footings, foundations, asphalt or concrete slabs, required fencing etc.

Delay of removing building or buildings could require a daily assessed charge, potential liquid damages and default.

All RFP's will be brought back to City Council for approval or denial at a later date.

Recommendation:

Staff recommends the City Council approve the Request for Proposal (RFP) for House Removal and Addendum to Offer to Sell and Memorandum of Conditions Agreement to remove Buildings and authorize staff to post the RFP.

Attachments:

- Request for Proposal (RFP) for House Removal
- Addendum to offer to Sell and Memorandum of Conditions Agreement to Remove Buildings

CITY OF CAMBRIDGE, MINNESOTA

REQUEST FOR PROPOSALS (RFP)

To move or salvage a home located at 627 1st Ave East and/or 105 Cypress St S Cambridge, MN 55008.

PROPOSAL

Proposals are being accepted for this house to be moved off site and/or restored on your own lot. The house will be offered for sale by sealed bid, with preference given to proposals to move and restore the house. However, in the event that no such proposals are received, proposals for salvage will be considered. The house must be moved on or before October 15, 2017.

All permits, relocation costs, insurance requirements, and restoration costs for the house are the responsibility of the successful bidder. The successful bidder, whether moving or salvaging, will be required to clean up the site including all debris and remnants of the house from the site.

The successful bidder will be responsible for leaving the site in a stable, safe condition, including repairing/restoring any areas damaged during removal/salvaging operations, and bringing in necessary dirt to fill in and level the hole left from removing the foundation & footings including planting grass seed. Sealing off City, water and sewer, any necessary street repairs required by the City, electrical and natural gas lines.

The successful bidder will furnish and erect a woven wire fence and height approved by the City of Cambridge completely enclosing the open basement. The fence shall be erected on the same day that the building is pulled away from the foundation. The fence must be kept in place until work begins on removal of the foundation & footings and whole filled.

The successful bidder will remove the building foundation, if any, including foundations walls, footing, and basement slabs; also steps, private sidewalks, on-grade concrete slabs, and concrete or asphalt driveways. The excavation remaining after removal of the buildings will be filled to the level of the surrounding grade with clean granular-type fill material. Properly sloped and compacted and prevent ponding.

HOUSE BACKGROUND AND CURRENT CONDITIONS

- The house is located at 627 1st Avenue East, Cambridge, MN 55008
- Year Built 1920
- Two story single family home or Duplex
- 1876 square feet with aluminum exterior siding
- Hot water heat heating
- Double detached Garage
- Storage Shed
- Six (6) Bedroom, one (2) bath over a full basement
- The house is being offered "as is" and without warranty of any kind. It may contain asbestos, lead paint, or other hazardous material.

HOUSE BACKGROUND AND CURRENT CONDITIONS

- The house is located at 105 Cypress St S, Cambridge, MN 55008
- Year Built 1950
- One story single family home
- 986 square feet with steel exterior siding
- Central heating
- Single detached Garage
- Storage Shed
- Two (2) Bedroom, one (1) bath over a full basement
- The house is being offered "as is" and without warranty of any kind. It may contain asbestos, lead paint, or other hazardous material.

HOUSE TOURS

Parties who are interested in viewing the house are encouraged to set up a time with the City of Cambridge Economic Development Director during the week of July 17, 2017. Please contact Stan Gustafson (763)552-3209 or sgustafson@ci.cambridge.mn.us to set up an appointment.

BIDDER'S RESPONSIBILITIES

Interested parties must accept the following key obligations:

1. The interested party must respond to this RFP by noon on Friday, August 21, 2017 at Cambridge City Hall Office (300 3rd Ave NE Cambridge, MN 55008). Proposals should be clearly marked "Request For Proposals: 627 1st Avenue East House Relocation". Proposals received after the closing time and date will be returned unopened. Faxed or emailed proposals will not be accepted.
2. Financial Viability. All interested parties will be responsible for demonstrating that they have the financial capacity to perform the project, as described. Proof of financial capacity may include a certified financial statement or letter from an approved lending institution that the bidder can fulfill the obligation as listed.
3. The interested party must procure any and all permits and approvals from any and all regulatory agencies, utilities, etc., for relocation or salvage and provide copies to the City of Cambridge.
4. The interested party must enter into a purchase agreement in a form approved by the City Attorney's Office incorporating all provisions determined reasonably necessary to allow the project to proceed, including but not limited to insurance, site cleanup requirements, acceptance of building "as is" and without warranty and an acknowledgement of the City's right to demolish the building if it not relocated by the scheduled deadline.
5. The interested party must cover all moving costs associated with relocating or removing the house. The relocation of the house must be undertaken by a qualified, licensed house moving contractor. The demolition of the house must be undertaken by a qualified contractor. Qualifications of the house moving and/or demolition contractor will be subject to City approval. Any contractors will be required to provide evidence of at least \$1,000,000.00 liability insurance and bonding. A house moving permit is required if the

house is moved to a property within city limits and meet all necessary requirements from the City's Building Official.

6. The interested party must be in a position to complete the relocation on or before October 15, 2017 (the final relocation date). In no event may the structure remain at the site after this date.

DEADLINE AND SUBMISSION REQUIREMENTS

Please provide a concise and specific proposal that addresses each of the following areas:

1. **Proposed Use:** A statement of the interested party's intention to relocate or salvage the home. The proposed relocation site is also to be submitted.
2. **Proposed Strategy For Timely Completion:** A statement of the date for removal of the structure from the property, as well as a description of the interested party's strategy to accomplish the relocation of the house in a timely and professional manner.
3. **Financial Capability:** Proof that the interested party has the financial capability to perform the responsibilities of the project, such as: current bank records indicating sufficient funds on hand, a preapproved letter for a loan in sufficient size from a bank or similar lending institution or lender reference, or other similar types of documentation.
4. **Other Factors:** A description of any other factors that the City should take into consideration.

SELECTION CRITERIA/PROCESS

City staff will review the proposals, as well as any additional information that may be requested from the applicants, and make a recommendation to the City Council based on the following criteria:

1. The City of Cambridge clearly states its preference for relocation of this home whether on an approved site within the City or relocation of the home outside of the City of Cambridge is also acceptable.
2. The City of Cambridge will consider the financial terms of the proposals, although preference will be given to relocation proposals rather than salvage proposals.
3. The City of Cambridge will consider the proposed date for removal of the structure in a timely and professional manner. The City may require additional information regarding the financial aspects of the project, details on individuals or corporations involved in the project, or other information deemed necessary for review and final selection.

AWARD

The City Council, at its sole discretion, may select the successful interested party under this RFP. The City reserves the right to reject any and all proposals. The City reserves the right, at its sole discretion, to rescind its selection of any interested party under this RFP, and any subsequent agreement implementing its selection, in the event that the City determines, in its sole judgment, that:

house removal rfp.docxf:\economic developement\stan\building removal\house removal rfp.docx

1. The City cannot reach an agreement with the selected interested party under the proposed terms and conditions for conveyance of the building to the interested party, and
2. There is any other procedural or substantive issue relating to the development of the project. It is anticipated that the City Council will select the preferred proposal at the September 18, 2017 City Council meeting.

ADDITIONAL INFORMATION

Specific questions regarding this RFP should be addressed to Stan Gustafson, Economic Development Director City of Cambridge, MN (763)552-3209 or sgustafson@ci.cambridge.mn.us from 8:00 a.m. to 4:30 p.m.

House Location: 627 1st Avenue E, Cambridge, MN 55008 Parcel: 15.072.0300 County: Isanti

Date: Month, Day Year

**ADDENDUM TO OFFER TO SELL AND MEMORANDUM OF CONDITIONS
AGREEMENT BY SUCESSFUL BIDDER TO REMOVE BUILDING**

The successful bidder (whether one or more) agree to retain the following described building (or buildings): Home, Shed and Garage located on the real estate site 627 1st Ave East, Cambridge, MN 55008 being conveyed, and expressly agree to remove the building from the site on or before October 15, 2017 of the foregoing OFFER TO SELL AND MEMORANDUM OF CONDITIONS. (That date will herein be called the "Building Removal Date.")

The successful bidder will furnish all labor and equipment, and will perform all work which is required for the removal of the building. All work will be done in accordance with these specifications and in accordance with local ordinances and regulations. In the event there is a conflict between these specifications and local ordinances and regulations, the local ordinances and regulations will govern.

The successful bidder agree to submit a performance bond in the amount of \$ _____. The performance bond must be in the form of a certified check, cashier's check, or money order made payable to the "City of Cambridge." The bond will be held on deposit by the City to assure proper completion of all work under this Agreement and will be returned following completion of the work (less deductions, if any, as described herein). A corporate surety performance bond or contract bond will also be accepted.

The successful bidder will have the municipal water service and sanitary sewer connections into the building cut off and permanently sealed in accordance with the ordinances and regulations of the government jurisdiction in which the building is located.

The successful bidder will remove from the basement any furnace, laundry tubs, appliances, ducts, pipes, wiring, wood, wallboard, columns, and debris so as to provide a clear basement area. The successful bidder will at all times keep the premises free from the accumulation of any waste materials or debris caused by the removal process. All waste will be sent to an MPCA permitted demolition landfill. A legible copy of the tipping landfill receipt will be furnished to the City representative within 10 days after the waste is moved off site.

The successful bidder will furnish and erect a woven wire, wood slat snow fence (or an approved substitute), approximately four feet in height completely enclosing the open basement. The fence shall be erected on the same day that the building is pulled away from the foundation. The fence must be kept in place until work begins on removal of the foundation and footings.

The successful bidder will notify the City representative within 24 hours following the removal of the building from the right of way.

The successful bidder will remove the building foundation, if any, including foundation walls, footings, and basement slabs; also steps, private sidewalks, on-grade concrete slabs, and concrete or asphalt driveways. The excavation remaining after removal of the building will be filled to the level of the surrounding grade with clean granular-type fill material, properly sloped and compacted to allow drainage and prevent ponding of water.

DELAY IN REMOVING BUILDINGS

The successful bidder will remove the building from the site by the Building Removal Date. Time being an essential element of this Agreement, the City will be entitled to damages if the building is not removed from the site by the Building Removal Date. Because of difficulty in making a precise determination of actual damages incurred, the successful bidder will be assessed a daily charge of \$ _____ not as a penalty but as liquidated damages to compensate for the additional damages incurred.

Liquidated damages will be assessed on a calendar day basis for each day that the building remains on the site after the Building Removal Date, and the cumulative daily charges will be deducted from the performance bond.

No liquidated damages will accrue during the period that a building remains on the site past the Building Removal Date when the delay in moving is caused by seasonal roadway load limit restrictions imposed by any governmental jurisdiction. Liquidated damages will not be waived for any other reason.

In any action involving assessment or recovery of liquidated damages, the specified daily charges will be presumed reasonable and will be in addition to any other rights and remedies provided by law or under this Agreement.

If the building has not been removed from the site by the Building Removal Date, the City may declare the successful bidder in default and give written notice demanding that the default be corrected by a time to be specified in such notice. If the successful bidder do not remove the building within the time specified, the City (without further notice to the successful bidder) may consider the building and all related property, material, and equipment remaining on the site to have been abandoned by the successful bidder for the City to dispose of by whatever means it may determine appropriate. The successful bidder will be liable to the City for any costs incurred by the City as a result of the successful bidder default together with any assessed daily charges. If the performance bond amount is not adequate to cover such costs plus assessed daily charges, the successful bidder will remain liable to the City for the excess.

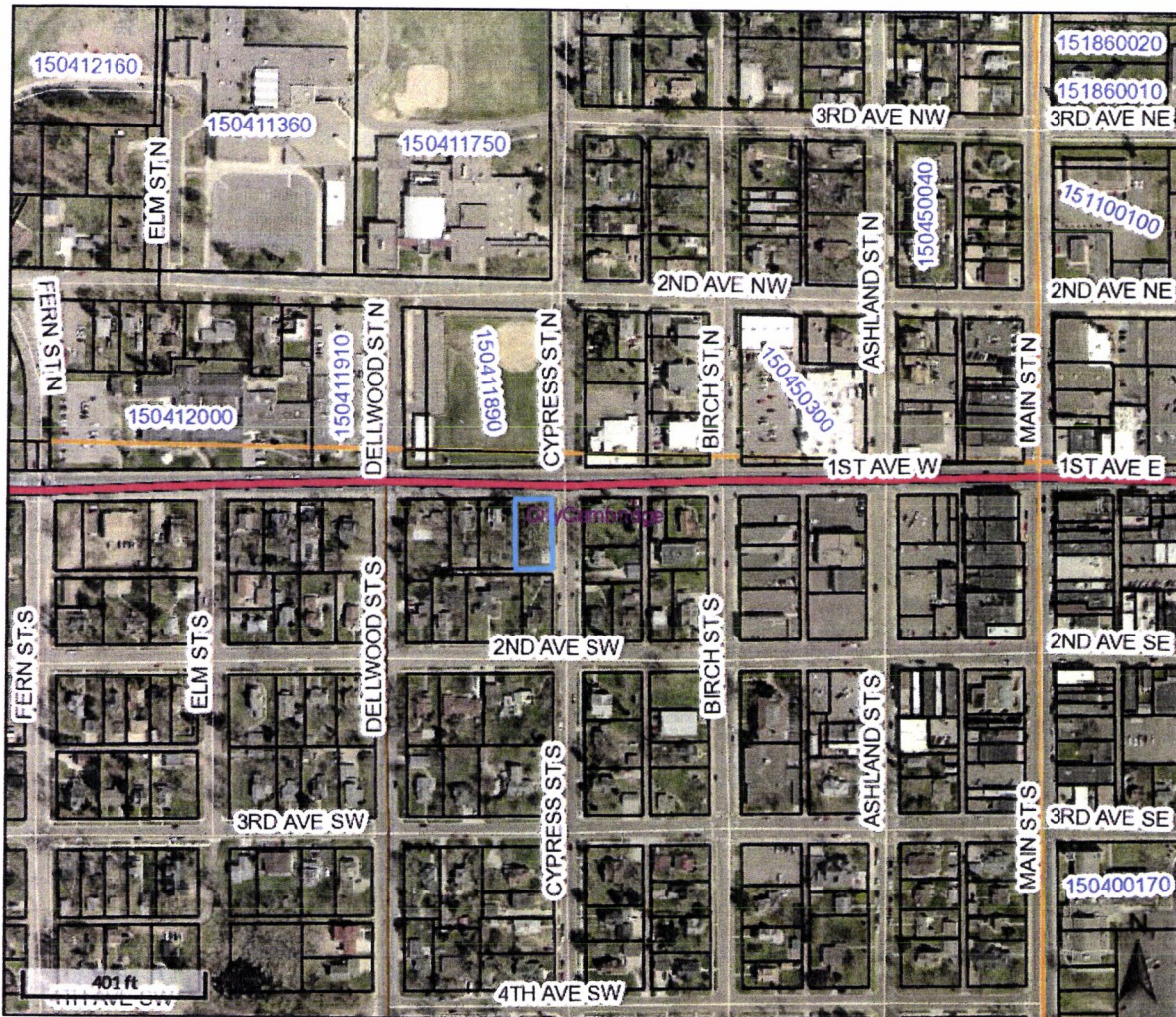
It is understood and agreed by the successful bidder that if work continues on the removal of the building after the date specified in the default notice, such work shall be deemed to have been done without the City's consent, and such work (done with or without the knowledge of the City's officers or employees) will not preclude the City from having the right to make arrangements and contracts for removal of the building by others. In such case, the successful bidder agree to indemnify and hold harmless the City, its officers and employees from any claims which arise as a consequence of the successful bidder continuing removal work after the date specified in the default notice.

If the successful bidder sell the building to a third party before it has been removed from the site, the successful bidder will continue to be responsible to the City for all of the obligations of the successful bidder contained in this Agreement. In addition, the successful bidder agree to indemnify and hold harmless the State, its officers and employees from any claims brought by the subsequent purchaser which arise as a consequence of the City exercising its right herein to dispose of the building.

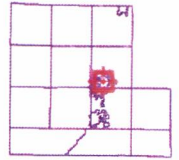
The performance bond, less any appropriate deductions, will be returned to the following person(s):

SUCCESSFUL BIDDER _____












ADDRESS: _____



Overview



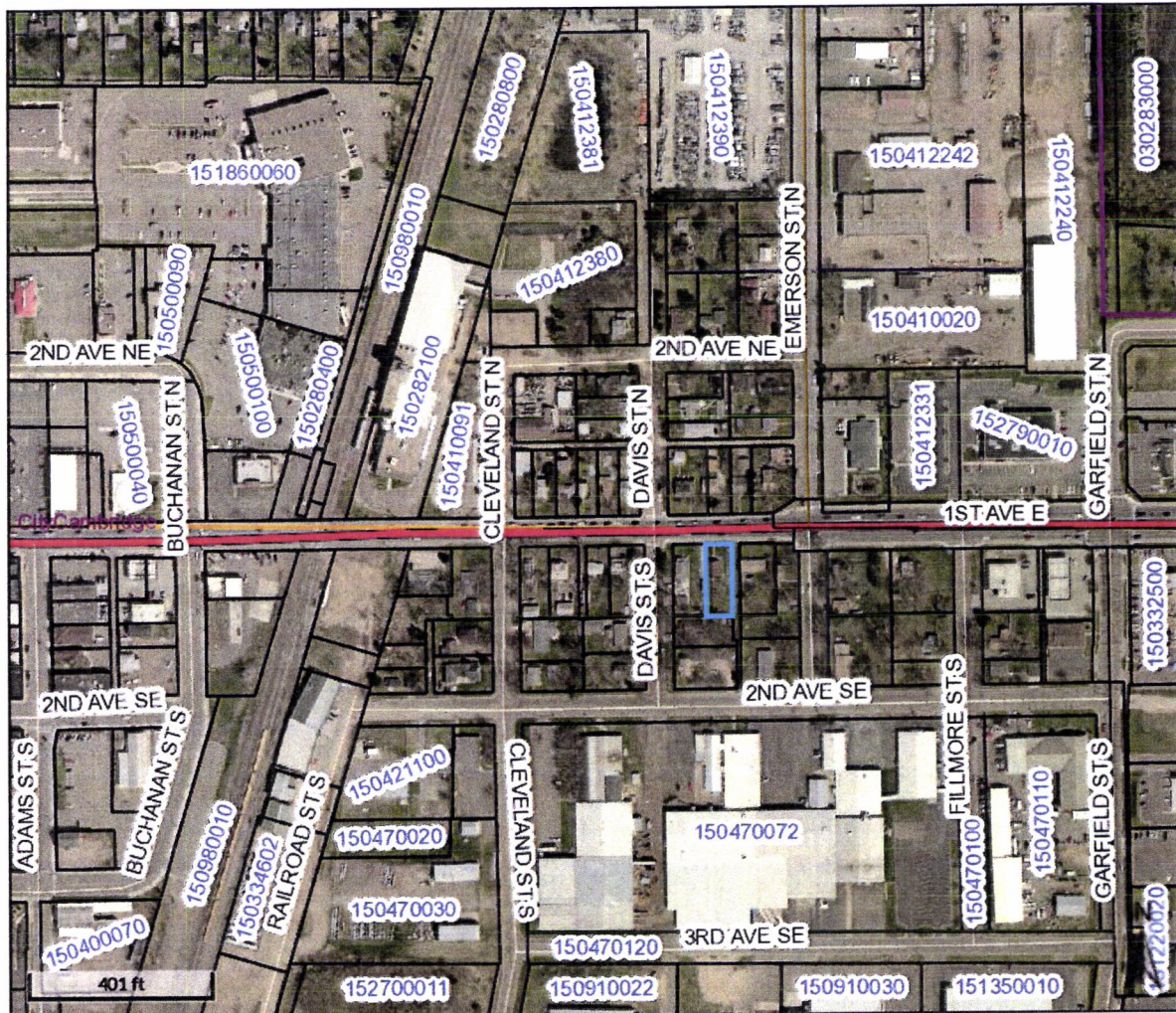
Legend

-  Corporate Limits
-  Survey Townships
-  Political Township
-  USPLS Sections
-  Parcel Number
-  Parcels
- Roads**
-  A25
-  A30
-  A40; A63; A66
-  Streams
-  Lakes

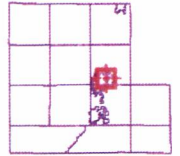
Parcel ID	150550060	Alternate ID	n/a	Owner Address	CITY OF CAMBRIDGE
Sec/Twp/Rng	32/036/023	Class	5E-Exempt Properties		300 3RD AVE NE
Property Address	105 CYPRESS ST S CAMBRIDGE	Acreage	n/a		CAMBRIDGE MN 55008
District	CAMB CITY/911				
Brief Tax Description	Block 001 of GILES BLOCK 1 LOT 7 & E/2 OF LOT 8 <i>(Note: Not to be used on legal documents)</i>				

Date created: 6/13/2017
Last Data Uploaded: 6/13/2017 12:34:08 AM












 Developed by
The Schneider Corporation



Overview



Legend

-  Corporate Limits
-  Survey Townships
-  Political Township
-  USPLS Sections
-  Parcel Number
-  Parcels
- Roads**
-  A25
-  A30
-  A40; A63; A66
-  Streams
-  Lakes

Parcel ID	150720300	Alternate ID	n/a	Owner Address	CITY OF CAMBRIDGE
Sec/Twp/Rng	33/036/023	Class	1A-Residential Homestead		300 3RD AVE NE
Property Address	627 1ST AVE E	Acreage	n/a		CAMBRIDGE MN 55008
	CAMBRIDGE				

District CAMB CITY/911
Brief Tax Description Block 005 of RASKS ADDITION
 E 55' OF LOTS 2-3-6
 (Note: Not to be used on legal documents)

Date created: 6/3/2017
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June 7, 2017

«F2»
«Store_Name»
«Site_Number» «Site_Street»
«City», «State» «Zip_code»

Dear «F2»,

The Discover Downtown Streetscape Amenities Committee has been working on its goal of beautifying downtown. One of the new programs they are working on is "Adopt a Flower Basket". The goal of the program is to create an attractive and desirable landscape which will in turn attract customers and increase foot traffic for downtown businesses.

For a one-time cost of \$150 you can "Adopt a Basket". The basket will include a plaque with your business name on it. The City will install the hanging baskets around Memorial Day and keep them up at least through Customer Appreciation Day in September. The City, or a community volunteer, will water the baskets. In future years, the cost to "Adopt a Basket" will decrease significantly because only the flowers need to be replaced annually.

The initial goal for the "Adopt a Basket" program is to line Main Street North and South with the baskets. Then stretch out to 2nd Avenue and then 3rd Avenue on both sides of Main Street.

Please consider joining other downtown businesses in sponsoring a beautiful flower basket that will enhance downtown Cambridge. Please contact Lavell Conway at 763-689-3211 by July 12 if you are interested in adopting a basket. Thank you!

Sincerely,

Lynda J. Woulfe
City Administrator

Steve Crittenden
Discover Downtown Committee

Jeremy Ellingson
Discover Downtown Committee

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