
Meeting Announcement and Agenda
Cambridge City Council, City Hall Council Chambers
Regular Meeting, Monday, August 17, 2015, 6:00 pm

Members of the audience are encouraged to follow the agenda.
Copies of the agenda are on the table outside the Council Chambers door.
When addressing the Council, please state your name and address for the official record.

AGENDA

1. Call to Order & Pledge of Allegiance
2. Citizens Forum
3. Approval of Agenda (p. 1)
4. Consent Agenda Approvals
 - A. Warrants #100204 - #100450 and ACH/Wire items totaling \$3,091,268.52 (p. 3)
 - B. Regular and Summary City Council Minutes for August 3, 2015 and Special Meeting Minutes for June 15, 2015 (p. 40)
 - C. Approve Resolution R15-045 Application for Payment #4 from R.L. Larson for 2015 Street Improvements (p. 48)
 - D. LMCIT Liability Coverage Waiver (p. 61)
 - E. Release Mortgage from the City of Cambridge to Traditional Neighborhood of Cambridge, LLC (p. 63)
 - F. Grant Agreement with the Initiative Foundation for \$4,000.00 to assist with cost related to Minnesota Design Team Visit for 2016 (p. 66)
 - G. 2015 Street Improvements-Approve Resolution R15-046 Revising 127 6th Ave. NE Assessment (p. 70)
 - H. Resolution R15-044 City of Cambridge Business Redevelopment Infrastructure Application (\$1.8 million appropriation)(p. 72)
5. Work Session
 - A. Review request for Tax Abatement for 4000 Main St S to assist with the cost of new septic system (p. 81)
6. Unfinished Business
7. New Business
 - A. Request by Tom and Sandy Maassen of 698 Elin's Lake Rd SE to change City Code §156.062 (D) (2) Vehicle Storage and Parking address)(p. 115)

- B. 2015 Street Improvements —441 Highway 95 Driveway Damage Claim (p. 139)
- C. Feral Cats (p. 142)
- D. Approve Resolution R15-047 Calling for a Public Hearing Date Related to an Economic Development Tax Abatement proposal (p. 166)
- E. Agreement between the City of Cambridge and CI School District for parking enforcement (p. 168)
- 8. Mayor’s Report
- 9. Councilmembers’ Concerns
- 10. City Attorney’s Report
- 11. City Administrator’s Report
 - A. Closed Session – This meeting is being closed under Minnesota Statutes §13D.05 to discuss a potential purchase (PIN 15.1100.030)
 - B. Closed Session – This meeting is being closed under Minnesota Statutes §13D.05 to discuss a potential land donation (PIN 15.005.1003)
- 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>
Aug 20	3:00 pm	ACT on Alzheimer’s Meeting (Grace Point Heritage Center)
Aug 24	6:00 pm	Fire Department Meeting (Training Room)
Aug 25	7:00 pm	Isanti County Parks & Rec Commission (Isanti County Govt Center)
Sept 1	3:00 pm	City Council Long Range Planning Session
Sept 1	7:00 pm	Cambridge Planning Commission
Sept 2	12:00 pm	Toward Zero Death (TZD) Committee
Sept 8	3:45 pm	EDA Meeting
Sept 8	4:00 pm	City Council
Sept 8	4:00 pm	Allina Community Engagement Council (CMC Board Room)
Sept 8	7:00 pm	Cambridge Parks, Recreational and Trails Commission

Upcoming Events

<u>Date</u>	<u>Time</u>	<u>Description</u>
Sept 18	4:00 pm	Customer Appreciation Event
Sept 19		Cambridge City Wide Garage Sales
Sept 19	9:00 am - Noon	City of Cambridge Recycle Event (Cambridge City Hall)
Sept 25	1:00 pm	Beyond the Yellow Ribbon Golf Tournament (Purple Hawk Country Club)

CAMBRIDGE CITY COUNCIL MEETING
 August 17, 2015
 BILLS LIST

Disbursement Type:	Date	Check #s	Submitted For <u>Approval</u>
Prepaid Checks	7/15/2015	100204 - 100264	171,232.58
Prepaid Checks	7/23/2015	100265 - 100327	1,282,156.33 (includes \$931,411.16 of loan payments)
Prepaid Checks	7/29/2015	100328 - 100386	162,279.55
Prepaid Checks	8/5/2015	100387-100450	915,797.81 (includes \$737,698.05 of street project payment)
Prepaid Checks			
 Total Checks			 2,531,466.27
 PAID THROUGH ACH or WIRE July 2015:			
Payroll			300612.11
Federal Payroll Tax Withholding			93538.15
State Payroll Tax Withholding			17795.02
PERA Withholdings			73249.1
Deferred Comp Premiums			4320
Liquor Store Machine Lease Payment			84.77
Self Insurance & Flex			4379.95
ECE			45680.79
Sales & Use Tax Payments to State of MN			2096
Centerpoint			2093.68
Wright Express (City wide fuel cards)			8383.12
Connexus			1769.12
Midcontinent			4547.73
Reliance Life Insurance ACH			991.89
AFLAC			260.82
 Total Paid through ACH or Wire			 <u>559,802.25</u>
 TOTAL SUBMITTED FOR APPROVAL			 <u>\$3,091,268.52</u>

Vendor	Vendor Name	Description	Net Invoice Amount
44	Absolute Portable Restrooms	Handicap Units & Regular Unit - Parks	795.00
	Total 44:		795.00
81	Adapco, Inc.	Chemicals	4,516.80
	Total 81:		4,516.80
168	All State Communications	Power Supplies Water Treatment Facility	3,448.26
	Total 168:		3,448.26
196	American Payment Centers	Drop-Off Box Rental - Utility	43.50
196	American Payment Centers	Drop-Off Box Rental - Utility	43.50
	Total 196:		87.00
201	American Planning Association	Member Dues - Marcia Westover	295.00
	Total 201:		295.00
319	Artisan Beer Company	Liquor Store Merchandise	96.00
	Total 319:		96.00
336	Aspen Equipment Co.	Quote 25-HEN-42010-14-49-v1	12,240.00
	Total 336:		12,240.00
341	Aspen Mills	Uniform Allowance - J. Van Hatten	1,543.72
341	Aspen Mills	Badges - Police Dept	1,143.05
	Total 341:		2,686.77
521	Bellboy Corporation	Liquor Store Merchandise	1,293.95
521	Bellboy Corporation	Liquor Store Merchandise	384.17
521	Bellboy Corporation	Misc Supplies - LS	19.98
	Total 521:		1,698.10
551	Chas A. Bernick Inc.	Liquor Store Merchandise	246.20
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,941.45
551	Chas A. Bernick Inc.	Liquor Store Merchandise	1,620.00
	Total 551:		4,807.65
596	Bloomquist Electric Inc	Add Outlets in Dispatch - Fire Dept	223.00
	Total 596:		223.00
718	Brothers Fire Protection Co	Fire Panel Repair - Water Plant	275.00

Vendor	Vendor Name	Description	Net Invoice Amount
718	Brothers Fire Protection Co	Security System - City Hall	15,913.00
Total 718:			16,188.00
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Bldg Dept	3.74
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - PD	891.74
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Fire Dept	3.74
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Streets	124.42
906	Cambridge Napa Auto Parts	Small Tools - Streets	349.00
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - WWTP	63.16
Total 906:			1,435.80
996	Cartridge World Cambridge	Ink Cartridges - Police Dept	134.88
Total 996:			134.88
1146	City of Isanti	Cambridge Isanti Fall Community Event	2,425.00
Total 1146:			2,425.00
1208	Coit Services	Carpet Cleaning & Floor Finish - City Hall	484.00
Total 1208:			484.00
1246	Commissioner of Transportation	Concrete Plant Inspections	965.72
Total 1246:			965.72
1321	Creative Services of New England	Badge Stickers	195.95
Total 1321:			195.95
1336	Crystal Springs Ice	Liquor Store Merchandise	270.86
Total 1336:			270.86
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	23,170.42
Total 1396:			23,170.42
1541	Diamond Vogel Paints	Traffic Paint	1,443.30
Total 1541:			1,443.30
1681	ECM Publishers, Inc.	Advertising - Liquor Store	1,193.16
Total 1681:			1,193.16
1773	Engquist Electric LLC	Electrical Permit State Surcharge Overpayment	4.00

Vendor	Vendor Name	Description	Net Invoice Amount
	Total 1773:		4.00
1938	Fire CATT, LLC	Fire Hose Testing	2,327.25
	Total 1938:		2,327.25
2028	Frito-Lay	National Night Out	112.48
	Total 2028:		112.48
2046	G & K Services, Inc.	Rug Rentals - LS	98.58
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Street Dept	118.66
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.49
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Water/Wast	113.69
2046	G & K Services, Inc.	Rug Rentals	14.43
	Total 2046:		347.85
2051	Galls, LLC	Uniform Allowance - T. Schuster	334.95
	Total 2051:		334.95
2064	Genex Electric, LLC	Electrical Permit State Surcharge Overpayment	8.00
	Total 2064:		8.00
2130	Good Ass Beer LLC	Liquor Store Merchandise	612.50
	Total 2130:		612.50
2146	Gopher State One-Call Inc.	FTP Tickets	153.03
2146	Gopher State One-Call Inc.	FTP Tickets	153.02
	Total 2146:		306.05
2166	Grainger	Electronic Timer - Water Plant	315.77
2166	Grainger	Low-Grain Dehumidifier - Plant	1,852.15
2166	Grainger	Restoration Dehumidifier - Plant	2,076.55
	Total 2166:		4,244.47
2171	Granite Electronics, Inc.	Pagers - Fire Dept	2,808.00
	Total 2171:		2,808.00
2188	Gratitude Farms	Animal Control Services	400.00
	Total 2188:		400.00
2271	Hach Company	Wastewater Lab Supplies	287.63

Vendor	Vendor Name	Description	Net Invoice Amount
2271	Hach Company	Wastewater Lab Supplies	88.30
2271	Hach Company	Wastewater Lab Supplies	197.23
Total 2271:			573.16
2416	Hirsch's Cambridge Motors	Repair & Maint Supplies - Vehicle	44.88
2416	Hirsch's Cambridge Motors	Repair & Maint Supplies - Vehicle	14.77
Total 2416:			59.65
2626	Isanti County Attorney's Office	Drug Forfeiture Case #15-001693	833.40
2626	Isanti County Attorney's Office	DUI Forfeiture Case #15-001828	247.50
Total 2626:			1,080.90
2636	Minnesota Equipment	Repair & Maint Supplies - Parks	299.42
Total 2636:			299.42
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	930.75
2796	Johnson Brothers Liquor Co	Freight Charge	22.80
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	773.80
2796	Johnson Brothers Liquor Co	Freight Charge	15.58
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	88.90
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,717.80
2796	Johnson Brothers Liquor Co	Freight Charge	48.63
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,113.32
2796	Johnson Brothers Liquor Co	Freight Charge	53.45
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,484.20
2796	Johnson Brothers Liquor Co	Freight Charge	51.67
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	87.96
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	137.16
2796	Johnson Brothers Liquor Co	Freight Charge	1.72
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	162.00-
2796	Johnson Brothers Liquor Co	Credit - Freight Chg	4.56-
Total 2796:			9,361.18
3461	McDonald Distributing Company	Liquor Store Merchandise	8,080.80
3461	McDonald Distributing Company	Liquor Store Merchandise	397.95
3461	McDonald Distributing Company	Liquor Store Merchandise	34,439.00
3461	McDonald Distributing Company	Credit Liquor Merchandise	44.35-
Total 3461:			42,873.40
3521	Menards	Misc Operating Supplies - Water	11.50
3521	Menards	Repair & Maint - Plant	19.15
3521	Menards	Misc Operating Supplies - Fire Dept	14.99
3521	Menards	Small Tools - WWTP	22.96
3521	Menards	Misc Operating Supplies - Water	28.85
3521	Menards	Misc Operating Supplies - Parks	1.99

Vendor	Vendor Name	Description	Net Invoice Amount
3521	Menards	Misc Operating Supplies - Parks	12.74
3521	Menards	Maintenance Supplies - City Hall	19.58
3521	Menards	Repair & Maint - Plant	49.76
3521	Menards	Repair & Maint - Plant	90.95
3521	Menards	Repair & Maint - Plant	33.44
Total 3521:			305.91
3722	Minnesota Office of State Treasur	Drug Forfeiture - Case #15-001693	416.70
Total 3722:			416.70
3936	Moran USA, LLC	Misc Operating Supplies - Liquor Store	59.80
3936	Moran USA, LLC	Freight Charge	15.42
3936	Moran USA, LLC	Liquor Store Merchandise	125.70
3936	Moran USA, LLC	Misc Operating Supplies - Liquor Store	60.95
3936	Moran USA, LLC	Freight Charge	51.36
Total 3936:			313.23
4066	North Central Laboratories	Lab Supplies	1,108.33
Total 4066:			1,108.33
4091	New France Wine	Liquor Store Merchandise	776.00
Total 4091:			776.00
4171	Northern Business Products, Inc.	Office Supplies - PD	107.68
4171	Northern Business Products, Inc.	Office Supplies	18.99
4171	Northern Business Products, Inc.	Copy Paper - Chronicle	16.49
4171	Northern Business Products, Inc.	Copy Paper - Chronicle	115.43
Total 4171:			258.59
4286	Ole's Window Cleaning	Window Cleaning - Liquor Store	138.94
Total 4286:			138.94
4376	Pacific Reflex Signs	Maltese Cross - Fire Dept	98.45
Total 4376:			98.45
4476	Phillips Wine & Spirits	Liquor Store Merchandise	4,139.10
4476	Phillips Wine & Spirits	Freight Charge	161.10
4476	Phillips Wine & Spirits	Liquor Store Merchandise	3,363.05
4476	Phillips Wine & Spirits	Freight Charge	74.97
4476	Phillips Wine & Spirits	Liquor Store Merchandise	44.50
Total 4476:			7,782.72

Vendor	Vendor Name	Description	Net Invoice Amount
4661	Quill Corporation	Software - Publisher 2013	98.99
Total 4661:			98.99
4681	R. L. Larson Excavating, Inc.	2015 Street Improvements - App No 4	737,698.05
Total 4681:			737,698.05
5181	Southern Wine & Spirits of Minnes	Liquor Store Merchandise	1,716.80
5181	Southern Wine & Spirits of Minnes	Freight Charge-Liquor Store	22.51
5181	Southern Wine & Spirits of Minnes	Liquor Store Merchandise	474.00
5181	Southern Wine & Spirits of Minnes	Freight Charge-Liquor Store	14.85
Total 5181:			2,228.16
5249	Staples Advantage	Office Supplies	11.98
5249	Staples Advantage	Copy Paper - Chronicle	130.32
5249	Staples Advantage	Office Supplies - Finance	15.69
5249	Staples Advantage	Office Supplies - Police Dept	23.30
Total 5249:			181.29
5251	Star	Public Notice - Ordinance 618	5.76
5251	Star	Public Notice Council Meeting Minutes	10.32
5251	Star	Request for Bids - Parking Lot Sealing	9.32
Total 5251:			25.40
5322	StressCrete Inc.	Repairs & Maint Supplies - Street Lighting	5,753.00
Total 5322:			5,753.00
5553	TKO Wines Inc	Liquor Store Merchandise	1,073.60
Total 5553:			1,073.60
5601	TR Computer Sales LLC	Computer Consulting - Finance	187.50
5601	TR Computer Sales LLC	Computer Consulting - Bldg Dept	625.00
5601	TR Computer Sales LLC	Computer Consulting - Police Dept	781.25
5601	TR Computer Sales LLC	Computer Consulting - Fire Dept	281.25
5601	TR Computer Sales LLC	Computer Consulting - EOC	62.50
5601	TR Computer Sales LLC	Computer Consulting - Street Dept	208.33
5601	TR Computer Sales LLC	Computer Consulting - Water Dept	208.33
5601	TR Computer Sales LLC	Computer Consulting - Wastewater Dept	208.34
5601	TR Computer Sales LLC	Datto S2000 Offsite, LOOK@IT Server Monitori	560.00
Total 5601:			3,122.50
5666	TruGreen Commercial	Veg Control - LS	187.02

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5666:			187.02
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	317.50
Total 5816:			317.50
5881	WatchGuard Video	Repair Unit DV10-152574 GP65950	359.00
Total 5881:			359.00
5886	Watson Co., Inc.	Credit - Operating Supplies	13.50-
5886	Watson Co., Inc.	Liquor Store Merchandise	2,593.42
5886	Watson Co., Inc.	Misc Operating Supplies - LS	151.05
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			2,736.97
5891	Wirtz Beverage Minnesota	Liquor Store Merchandise	5,323.24
5891	Wirtz Beverage Minnesota	Freight Charge	45.53
Total 5891:			5,368.77
5897	We Serve Minnesota	National Guard Employer Appreciation Dinner	15.00
Total 5897:			15.00
6001	Wine Merchants	Liquor - Merchandise	860.00
6001	Wine Merchants	Freight Charge	19.76
Total 6001:			879.76
Grand Totals:			915,797.81

Dated: 8/5/15

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/15	08/05/2015	100387	44	Absolute Portable Restrooms	101-20100	795.00
08/15	08/05/2015	100388	81	Adapco, Inc.	101-20100	4,516.80
08/15	08/05/2015	100389	168	All State Communications	704-20100	3,448.26
08/15	08/05/2015	100390	196	American Payment Centers	602-20100	87.00
08/15	08/05/2015	100391	201	American Planning Association	101-20100	295.00
08/15	08/05/2015	100392	319	Artisan	610-20100	96.00
08/15	08/05/2015	100393	336	Aspen Equipment Company	418-20100	12,240.00
08/15	08/05/2015	100394	341	Aspen Mills	101-20100	2,686.77
08/15	08/05/2015	100395	521	Bellboy Corporation	610-20100	1,698.10
08/15	08/05/2015	100397	596	Bloomquist Electric Inc	101-20100	223.00
08/15	08/05/2015	100398	718	Brothers Fire Protection Co	419-20100	16,188.00
08/15	08/05/2015	100399	906	Cambridge Napa Auto Parts	602-20100	1,435.80
08/15	08/05/2015	100400	996	Cartridge World Cambridge	101-20100	134.88
08/15	08/05/2015	100401	551	Bernick's	610-20100	4,807.65
08/15	08/05/2015	100402	1146	City of Isanti	101-20100	2,425.00
08/15	08/05/2015	100403	1208	Coit Services	101-20100	484.00
08/15	08/05/2015	100404	1246	Commissioner of Transportation	485-20100	965.72
08/15	08/05/2015	100405	1321	Creative Services of New England	101-20100	195.95
08/15	08/05/2015	100406	1336	Crystal Springs Ice	610-20100	270.86
08/15	08/05/2015	100407	1396	Dahlheimer Beverage, LLC	610-20100	23,170.42
08/15	08/05/2015	100408	1541	Diamond Vogel Paints	101-20100	1,443.30
08/15	08/05/2015	100409	1681	ECM Publishers, Inc.	610-20100	1,193.16
08/15	08/05/2015	100410	1773	Engquist Electric LLC	101-20100	4.00
08/15	08/05/2015	100411	1938	Fire CATT, LLC	101-20100	2,327.25
08/15	08/05/2015	100412	2028	Frito-Lay	101-20100	112.48
08/15	08/05/2015	100413	2046	G & K Services, Inc.	101-20100	347.85
08/15	08/05/2015	100414	2051	Galls, LLC	101-20100	334.95
08/15	08/05/2015	100415	2064	Genex Electric, LLC	101-20100	8.00
08/15	08/05/2015	100416	2130	Good Ass Beer LLC	610-20100	612.50
08/15	08/05/2015	100417	2146	Gopher State One-Call Inc.	602-20100	306.05
08/15	08/05/2015	100418	2166	Grainger	601-20100	4,244.47
08/15	08/05/2015	100419	2171	Granite Electronics, Inc.	101-20100	2,808.00
08/15	08/05/2015	100420	2188	Gratitude Farms	101-20100	400.00
08/15	08/05/2015	100421	2271	Hach Company	602-20100	573.16
08/15	08/05/2015	100422	2416	John Hirsch's Cambridge Motors	101-20100	59.65
08/15	08/05/2015	100423	2626	Isanti County Attorney's Office	209-20100	1,080.90
08/15	08/05/2015	100424	2796	Johnson Bros - St Paul	610-20100	9,361.18
08/15	08/05/2015	100425	3461	McDonald Distributing Company	610-20100	42,873.40
08/15	08/05/2015	100426	3521	Menards	602-20100	305.91
08/15	08/05/2015	100427	2636	Minnesota Equipment	101-20100	299.42
08/15	08/05/2015	100428	3722	Minnesota Office of State Treasury	209-20100	416.70
08/15	08/05/2015	100429	3936	Moran USA, LLC	610-20100	313.23
08/15	08/05/2015	100430	4091	New France Wine	610-20100	776.00
08/15	08/05/2015	100431	4066	NCL of Wisconsin, Inc.	602-20100	1,108.33
08/15	08/05/2015	100432	4171	Northern Business Products, Inc.	101-20100	258.59
08/15	08/05/2015	100433	4286	Ole's Window Cleaning	610-20100	138.94
08/15	08/05/2015	100434	4376	Pacific Reflex Signs	101-20100	98.45
08/15	08/05/2015	100435	4476	Phillips St Paul	610-20100	7,782.72
08/15	08/05/2015	100436	4661	Quill Corporation	101-20100	98.99
08/15	08/05/2015	100437	4681	R. L. Larson Excavating, Inc.	485-20100	737,698.05
08/15	08/05/2015	100438	5181	Southern Wine & Spirits of Minnesota	610-20100	2,228.16
08/15	08/05/2015	100439	5249	Staples Advantage	101-20100	181.29
08/15	08/05/2015	100440	5251	Star	101-20100	25.40
08/15	08/05/2015	100441	5322	StressCrete Inc.	101-20100	5,753.00
08/15	08/05/2015	100442	5553	TKO Wines Inc	610-20100	1,073.60
08/15	08/05/2015	100443	5601	TR Computer Sales LLC	101-20100	3,122.50
08/15	08/05/2015	100444	5666	TruGreen Processing Center	610-20100	187.02

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/15	08/05/2015	100445	5816	Viking Coca-Cola Bottling Co	610-20100	317.50
08/15	08/05/2015	100446	5881	WatchGuard Video	101-20100	359.00
08/15	08/05/2015	100447	5886	Watson Co., Inc.	610-20100	2,736.97
08/15	08/05/2015	100448	5897	We Serve Minnesota	101-20100	15.00
08/15	08/05/2015	100449	6001	Wine Merchants	610-20100	879.76
08/15	08/05/2015	100450	5891	Wirtz Beverage MN Wine & Spirits Inc	610-20100	5,368.77
Grand Totals:						<u>915,797.81</u>

Vendor	Vendor Name	Description	Net Invoice Amount
31	AAA Striping Service Co.	Yellow and White Paint 4" Solid Line	14,181.44
	Total 31:		14,181.44
306	ARC Irrigation, LLC	Lawn Applications - Sandquist Park	1,283.20
	Total 306:		1,283.20
319	Artisan Beer Company	Liquor Store Merchandise	64.00
	Total 319:		64.00
341	Aspen Mills	Uniform Allowance - T. Peetz	162.55
	Total 341:		162.55
381	Auto Value Cambridge	Repair & Maint Supplies - Parks	10.49
	Total 381:		10.49
521	Bellboy Corporation	Liquor Store Merchandise	1,486.37
521	Bellboy Corporation	Liquor Store Merchandise	167.00
	Total 521:		1,653.37
551	Chas A. Bernick Inc.	Liquor Store Merchandise	194.40
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,008.20
551	Chas A. Bernick Inc.	Liquor Store Merchandise	.00
	Total 551:		3,202.60
586	Bjorklund Companies LLC	Class 5 Gravel	99.33
	Total 586:		99.33
826	North 65 Chamber of Commerce	Chamber Cup Golf Outing Hole Sponsorship	150.00
	Total 826:		150.00
941	Cambridge Township	Dust Control Application	167.40
	Total 941:		167.40
969	Cardmember Service	HDMI Cable for FD Training Room	30.93
969	Cardmember Service	Photocells Downtown Street Lights	50.39
969	Cardmember Service	Vehicle Inspector Certification Class - D. Colliso	90.00
969	Cardmember Service	Sprinkler Repair - Sandquist Park	86.32
969	Cardmember Service	Drinking Fountain Repair - Peterson Park	237.11
969	Cardmember Service	Temporary Chip Seal Markers	922.78
969	Cardmember Service	Misc Supplies - Police Dept	9.28
969	Cardmember Service	Uniform Allowance - J. VanHatten, J. Harvey	513.23

Vendor	Vendor Name	Description	Net Invoice Amount
969	Cardmember Service	TransUnion Use Pymt	17.00
	Total 969:		1,957.04
996	Cartridge World Cambridge	Ink Cartridges	18.16
	Total 996:		18.16
1071	Central Wood Products Inc.	Rec-Step Cert Playground	1,575.00
	Total 1071:		1,575.00
1156	City of Mpls Receivables	APS Transaction Fee - June	190.80
	Total 1156:		190.80
1316	Crawford's Equipment, Inc.	Starter	333.66
	Total 1316:		333.66
1336	Crystal Springs Ice	Liquor Store Merchandise	460.70
	Total 1336:		460.70
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	13,193.22
	Total 1396:		13,193.22
1506	Deputy Registrar #90	License Tabs - 05 Dodge - Plate 619HWP	52.00
	Total 1506:		52.00
1851	Extreme Beverage LLC	Liquor Store Merchandise	171.00
	Total 1851:		171.00
1921	Ferguson Waterworks	Meters & Repairs	1,164.34
	Total 1921:		1,164.34
2046	G & K Services, Inc.	Rug Rentals - LS	98.58
2046	G & K Services, Inc.	Rug Rentals - City Hall	20.16
2046	G & K Services, Inc.	Rug Rentals - Police Dept	16.32
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Street Dept	101.14
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.49
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Water/Wast	113.69
2046	G & K Services, Inc.	Rug Rentals	17.43
	Total 2046:		369.81
2130	Good Ass Beer LLC	Liquor Store Merchandise	612.50

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2130:			612.50
2166	Grainger	Repair & Maint - Plant	253.93
Total 2166:			253.93
2184	Graphic Homes, Inc.	Escrow Refund - 1312 18th Ave	8,800.00
2184	Graphic Homes, Inc.	Escrow Refund - 1312 18th Ave	50.00-
Total 2184:			8,750.00
2341	Hawkins, Inc.	Chemicals	5,490.76
Total 2341:			5,490.76
2370	Hennepin County Medical Examin	Forensic Science Seminar - J. Harvey, S. Machi	940.00
Total 2370:			940.00
2411	Hillyard Inc.	Maintenance Supplies - City Hall	185.60
Total 2411:			185.60
2536	Independent Testing Tech. Inc.	Testing - I.T.T. Project #13-102	158.00
2536	Independent Testing Tech. Inc.	2015 Street Improvements - I.T.T. Project #15-0	1,035.00
Total 2536:			1,193.00
2636	Minnesota Equipment	Credit Misc Operating Supplies - Fire Dept	2.93-
2636	Minnesota Equipment	Repair & Maint Supplies - Parks	95.09
Total 2636:			92.16
2676	Isanti County Recorder	Document Recording - Quit Claim Deed	46.00
Total 2676:			46.00
2776	JJ Taylor Dist. of Minn.	Liquor Store Merchandise	2,149.50
2776	JJ Taylor Dist. of Minn.	Delivery Charge	3.00
Total 2776:			2,152.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,176.95
2796	Johnson Brothers Liquor Co	Freight Charge	28.88
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,684.99
2796	Johnson Brothers Liquor Co	Freight Charge	28.88
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	238.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	671.35
2796	Johnson Brothers Liquor Co	Freight Charge	22.80
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,264.82

Vendor	Vendor Name	Description	Net Invoice Amount
2796	Johnson Brothers Liquor Co	Freight Charge	11.10
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,402.55
2796	Johnson Brothers Liquor Co	Freight Charge	44.08
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	109.95
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	294.00
2796	Johnson Brothers Liquor Co	Freight Charge	7.60
Total 2796:			6,986.45
3371	Marco Inc	Copier Rental - Sharp MX2300N Copier	260.00
Total 3371:			260.00
3461	McDonald Distributing Company	Liquor Store Merchandise	419.50
Total 3461:			419.50
3521	Menards	Misc Operating Supplies - WWTP	26.98
3521	Menards	Small Tools - Parks	29.99
3521	Menards	Misc Operating Supplies - Parks	119.94
3521	Menards	Misc Operating Supplies - Streets	51.96
3521	Menards	Misc Operating Supplies - Water	14.97
3521	Menards	Misc Operating Supplies - Streets	3.80
3521	Menards	Misc Operating Supplies - Fire Dept	23.58
3521	Menards	Misc Operating Supplies - Disc Golf	43.96
3521	Menards	Misc Operating Supplies - Water	26.71
Total 3521:			341.89
3666	Minnesota Child Support Payment	Child Support Withholdings-	131.05
3666	Minnesota Child Support Payment	Child Support Withholdings	43.83
Total 3666:			174.88
3921	MN/SCIA	2015 MN/SCIA Fall Conference - J. Harvey, J.	390.00
Total 3921:			390.00
4071	NCPERS Minnesota	Group Vol Life Ins - PERA	352.00
Total 4071:			352.00
4321	O'Reilly Automotive Inc.	Repair & Maint Supplies - Street Dept	15.54
Total 4321:			15.54
4426	Paustis Wine Company	Liquor Store Merchandise	521.00
4426	Paustis Wine Company	Freight Chg	8.75
Total 4426:			529.75

Vendor	Vendor Name	Description	Net Invoice Amount
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,119.15
4476	Phillips Wine & Spirits	Freight Charge	28.88
4476	Phillips Wine & Spirits	Liquor Store Merchandise	908.40
4476	Phillips Wine & Spirits	Freight Charge	14.94
Total 4476:			2,071.37
4486	Pine Technical College	"Through the Smoke" Training - Fire Dept	450.00
Total 4486:			450.00
4661	Quill Corporation	Office Supplies - Bldg Dept	59.75
Total 4661:			59.75
4836	RJM Distributing, Inc.	Liquor Store Merchandise	224.80
Total 4836:			224.80
5116	Short, Elliot, Hendrickson Inc	CAMBR WWTF Improv CA	6,126.50
5116	Short, Elliot, Hendrickson Inc	CAMBR City Eng. Services	2,504.95
5116	Short, Elliot, Hendrickson Inc	CAMBR 2015 Streets Const	64,738.87
5116	Short, Elliot, Hendrickson Inc	CAMBR Library and Comm Ctr	801.75
Total 5116:			74,172.07
5181	Southern Wine & Spirits of Minnes	Liquor Store Merchandise	1,423.52
5181	Southern Wine & Spirits of Minnes	Freight Charge-Liquor Store	16.20
5181	Southern Wine & Spirits of Minnes	Liquor Store Merchandise	1,104.70
5181	Southern Wine & Spirits of Minnes	Freight Charge-Liquor Store	20.25
Total 5181:			2,564.67
5249	Staples Advantage	Office Supplies - Finance	34.89
5249	Staples Advantage	Office Supplies - Admin	3.90
5249	Staples Advantage	Copy Paper	16.29
5249	Staples Advantage	Office Supplies - Finance	5.39
Total 5249:			60.47
5256	Star 95 Car Wash & Detailing	Squad Car Washes	7.00
5256	Star 95 Car Wash & Detailing	Squad Car Washes	7.00
5256	Star 95 Car Wash & Detailing	Squad Car Washes	7.00
5256	Star 95 Car Wash & Detailing	Fire Dept One Star Washes	12.95
Total 5256:			33.95
5301	Steve's Tire Inc	Tire Repair	20.00
5301	Steve's Tire Inc	Tube - Wheelbarrow	19.90
5301	Steve's Tire Inc	Tire, Labor, Tube - Parks	102.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5301:			141.90
5416	TDS Media Direct, Inc.	Advertising - Liquor Store	304.00
Total 5416:			304.00
5446	The American Bottling Company	Liquor Store Merchandise	95.24
Total 5446:			95.24
5751	US Internet	Monthly Internet Fees - August	36.90
5751	US Internet	Monthly Internet Fees - August	.00
5751	US Internet	Monthly Internet Fees - August	36.85
5751	US Internet	Monthly Internet Fees - August	.00
5751	US Internet	Monthly Internet Fees - August	36.85
5751	US Internet	Monthly Internet Fees - August	36.85
Total 5751:			147.45
5801	Verizon Wireless	wireless phone service - Maintenance Dept	16.32
5801	Verizon Wireless	wireless phone service - PD	763.43
5801	Verizon Wireless	wireless phone service - Bldg Dept	30.57
5801	Verizon Wireless	wireless phone service - Planning	81.55
5801	Verizon Wireless	wireless phone service - Bldg Dept	104.96
5801	Verizon Wireless	wireless phone service - Planning	32.01
5801	Verizon Wireless	wireless phone service - WWTP	99.55
Total 5801:			1,128.39
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	289.00
Total 5816:			289.00
5831	Vinocopia	Liquor Store Merchandise	2,836.88
5831	Vinocopia	Freight Charge	63.00
Total 5831:			2,899.88
5876	Walter E. Olson & Son, Inc.	Top Soil and Fill	1,496.00
5876	Walter E. Olson & Son, Inc.	Road Grader	375.00
Total 5876:			1,871.00
5886	Watson Co., Inc.	Credit Liquor Merchandise	3.18-
5886	Watson Co., Inc.	Credit - Operating Supplies	69.24-
5886	Watson Co., Inc.	Credit Liquor Merchandise	26.41-
5886	Watson Co., Inc.	Liquor Store Merchandise	2,163.54
5886	Watson Co., Inc.	Misc Operating Supplies - LS	144.55
5886	Watson Co., Inc.	Freight Charge	6.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5886:			2,215.26
5891	Wirtz Beverage Minnesota	Liquor Store Merchandise	4,008.87
5891	Wirtz Beverage Minnesota	Freight Charge	31.24
5891	Wirtz Beverage Minnesota	Liquor Store Merchandise	100.00
5891	Wirtz Beverage Minnesota	Freight Charge	2.30
5891	Wirtz Beverage Minnesota	Liquor Store Merchandise	46.15
5891	Wirtz Beverage Minnesota	Credit Liquor Merchandise	78.45-
5891	Wirtz Beverage Minnesota	Credit Liquor Merchandise	206.33-
Total 5891:			3,903.78
Grand Totals:			162,279.55

Dated: 7/29/15

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/15	07/29/2015	100328	31	AAA Striping Service Co.	101-20100	14,181.44
07/15	07/29/2015	100329	306	ARC Irrigation, LLC	101-20100	1,283.20
07/15	07/29/2015	100330	319	Artisan	610-20100	64.00
07/15	07/29/2015	100331	341	Aspen Mills	101-20100	162.55
07/15	07/29/2015	100332	381	Auto Value Cambridge	101-20100	10.49
07/15	07/29/2015	100333	521	Bellboy Corporation	610-20100	1,653.37
07/15	07/29/2015	100334	586	Bjorklund Companies LLC	101-20100	99.33
07/15	07/29/2015	100335	941	Cambridge Township	101-20100	167.40
07/15	07/29/2015	100336	969	Cardmember Service	101-20100	1,957.04
07/15	07/29/2015	100337	996	Cartridge World Cambridge	610-20100	18.16
07/15	07/29/2015	100338	1071	Central Wood Products	101-20100	1,575.00
07/15	07/29/2015	100339	551	Bernick's	610-20100	3,202.60
07/15	07/29/2015	100340	1156	Minneapolis Finance Department	101-20100	190.80
07/15	07/29/2015	100341	1316	Crawford's Equipment, Inc.	101-20100	333.66
07/15	07/29/2015	100342	1336	Crystal Springs Ice	610-20100	460.70
07/15	07/29/2015	100343	1396	Dahlheimer Beverage, LLC	610-20100	13,193.22
07/15	07/29/2015	100344	1506	Deputy Registrar #90	101-20100	52.00
07/15	07/29/2015	100345	1851	Extreme Beverage LLC	610-20100	171.00
07/15	07/29/2015	100346	1921	Ferguson Waterworks #2516	601-20100	1,164.34
07/15	07/29/2015	100347	2046	G & K Services, Inc.	101-20100	369.81
07/15	07/29/2015	100348	2130	Good Ass Beer LLC	610-20100	612.50
07/15	07/29/2015	100349	2166	Grainger	601-20100	253.93
07/15	07/29/2015	100350	2184	Graphic Homes, Inc.	101-20100	8,750.00
07/15	07/29/2015	100351	2341	Hawkins, Inc.	602-20100	5,490.76
07/15	07/29/2015	100352	2370	Hennepin County Medical Examiner	101-20100	940.00
07/15	07/29/2015	100353	2411	Hillyard / Minneapolis	101-20100	185.60
07/15	07/29/2015	100354	2536	Independent Testing Tech. Inc.	485-20100	1,193.00
07/15	07/29/2015	100355	2676	Isanti County Recorder	101-20100	46.00
07/15	07/29/2015	100356	2776	JJ Taylor Dist. of Minn.	610-20100	2,152.50
07/15	07/29/2015	100357	2796	Johnson Bros - St Paul	610-20100	6,986.45
07/15	07/29/2015	100359	3371	Marco Inc	101-20100	260.00
07/15	07/29/2015	100360	3461	McDonald Distributing Company	610-20100	419.50
07/15	07/29/2015	100361	3521	Menards	601-20100	341.89
07/15	07/29/2015	100362	3666	Minnesota Child Support Payment	101-20100	174.88
07/15	07/29/2015	100363	2636	Minnesota Equipment	101-20100	92.16
07/15	07/29/2015	100364	3921	MN/SCIA	101-20100	390.00
07/15	07/29/2015	100365	4071	NCPERS Minnesota	101-20100	352.00
07/15	07/29/2015	100366	826	North 65 Chamber of Commerce	610-20100	150.00
07/15	07/29/2015	100367	4321	O'Reilly Auto Parts	101-20100	15.54
07/15	07/29/2015	100368	4426	Paustis Wine Company	610-20100	529.75
07/15	07/29/2015	100369	4476	Phillips St Paul	610-20100	2,071.37
07/15	07/29/2015	100370	4486	Pine Technical College	101-20100	450.00
07/15	07/29/2015	100371	4661	Quill Corporation	101-20100	59.75
07/15	07/29/2015	100372	4836	RJM Distributing, Inc.	610-20100	224.80
07/15	07/29/2015	100373	5116	Short, Elliot, Hendrickson Inc	101-20100	74,172.07
07/15	07/29/2015	100374	5181	Southern Wine & Spirits of Minnesota	610-20100	2,564.67
07/15	07/29/2015	100375	5249	Staples Advantage	101-20100	60.47
07/15	07/29/2015	100376	5256	Star 95 Car Wash & Detailing	101-20100	33.95
07/15	07/29/2015	100377	5301	Steve's Tire Inc	101-20100	141.90
07/15	07/29/2015	100378	5416	TDS Media Direct, Inc.	610-20100	304.00
07/15	07/29/2015	100379	5446	The American Bottling Company	610-20100	95.24
07/15	07/29/2015	100380	5751	US Internet	602-20100	147.45
07/15	07/29/2015	100381	5801	Verizon Wireless	602-20100	1,128.39
07/15	07/29/2015	100382	5816	Viking Coca-Cola Bottling Co	610-20100	289.00
07/15	07/29/2015	100383	5831	Vinocopia	610-20100	2,899.88
07/15	07/29/2015	100384	5876	Walter E. Olson & Son, Inc.	101-20100	1,871.00
07/15	07/29/2015	100385	5886	Watson Co., Inc.	610-20100	2,215.26

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/15	07/29/2015	100386	5891	Wirtz Beverage MN Wine & Spirits Inc	610-20100	3,903.78
Grand Totals:						<u>162,279.55</u>

Vendor	Vendor Name	Description	Net Invoice Amount
44	Absolute Portable Restrooms	Handicap Units & Regular Unit - Parks	795.00
Total 44:			795.00
126	Airgas USA, LLC	Rent Cylinder	44.75
Total 126:			44.75
168	All State Communications	Access Control Replacement	7,769.80
Total 168:			7,769.80
226	AMSOIL INC	motor oil	165.87
226	AMSOIL INC	motor oil	165.87
226	AMSOIL INC	motor oil	165.87
226	AMSOIL INC	motor oil	165.91
226	AMSOIL INC	motor oil	165.87
226	AMSOIL INC	motor oil	165.87
226	AMSOIL INC	motor oil	165.87
Total 226:			1,161.13
306	ARC Irrigation, LLC	Installation - Waste Treatment Plant	11,717.00
Total 306:			11,717.00
521	Bellboy Corporation	Liquor Store Merchandise	1,313.35
521	Bellboy Corporation	Liquor Store Merchandise	98.28
521	Bellboy Corporation	Freight Charge	68.60
Total 521:			1,480.23
534	Benjamin, Jane	Yoga Mats - Yoga Grant - Central Green Park	164.50
Total 534:			164.50
551	Chas A. Bernick Inc.	Liquor Store Merchandise	1,055.00
551	Chas A. Bernick Inc.	Liquor Store Merchandise	119.20
551	Chas A. Bernick Inc.	Liquor Store Merchandise	1,970.32
Total 551:			3,144.52
626	Bond Trust Services Corporation	GO Improvement Bonds, Series 2009A	13,109.54
626	Bond Trust Services Corporation	GO Improvement Bonds, Series 2009A	1,149.21
626	Bond Trust Services Corporation	GO Improvement Refunding Bonds, Series 201	3,272.94
626	Bond Trust Services Corporation	GO Improvement Refunding Bonds, Series 201	2,320.81
626	Bond Trust Services Corporation	GO Bonds, Series 2011A	1,586.25
626	Bond Trust Services Corporation	GO Bonds, Series 2011A	1,236.49
626	Bond Trust Services Corporation	GO Bonds, Series 2011A	2,003.16
626	Bond Trust Services Corporation	GO Bonds, Series 2011A	4,593.75
626	Bond Trust Services Corporation	GO Bonds, Series 2011A	917.07

Vendor	Vendor Name	Description	Net Invoice Amount
626	Bond Trust Services Corporation	GO Bonds, Series 2011A	2,438.63
626	Bond Trust Services Corporation	GO Bonds, Series 2011A	1,701.78
626	Bond Trust Services Corporation	GO Bonds, Series 2011A	350.78
626	Bond Trust Services Corporation	GO Bonds, Series 2011A	333.34
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	23,250.00
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	17,550.00
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	3,645.57
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	2,754.43
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	5,914.40
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	14,003.13
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	12,346.10
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	61,200.00
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	2,324.97
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	5,586.78
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	2,111.49
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	6,276.51
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	1,699.13
Total 626:			193,676.26
651	Boyer Trucks	Repair & Maint Supplies - FD	310.87
Total 651:			310.87
969	Cardmember Service	One-Day Pump Workshop - C. Edblad, E. Knud	120.00
969	Cardmember Service	Lodging for School - R. Bredeson	284.64
969	Cardmember Service	Lodging for School - J. Bergloff	234.06
969	Cardmember Service	Meals - Council Retreat	38.53
Total 969:			677.23
1171	Civic Systems LLC	Semi Annual Support Fee - 07/01/15-12/31/15	6,904.00
Total 1171:			6,904.00
1336	Crystal Springs Ice	Liquor Store Merchandise	86.88
1336	Crystal Springs Ice	Liquor Store Merchandise	485.18
1336	Crystal Springs Ice	Liquor Store Merchandise	271.64
1336	Crystal Springs Ice	Liquor Store Merchandise	362.74
Total 1336:			1,206.44
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	21,356.30
Total 1396:			21,356.30
1481	Department of Human Services	Janitor Service - Liquor Store - June	225.00
1481	Department of Human Services	June Lawn Care - Liquor Store	111.00
Total 1481:			336.00

Vendor	Vendor Name	Description	Net Invoice Amount
1646	East Central Energy	Electrical Permit State Surcharge Overpayment	4.00
1646	East Central Energy	Service - Outdoor Light Only	1,016.00
1646	East Central Energy	Service - New Service Underground	958.00
Total 1646:			1,978.00
1661	East Central Sanitation	Refuse Hauling - City Services	696.44
Total 1661:			696.44
1738	Electrical Installation & Maintenance	Cambridge Outside Lights Fire/City	8,160.23
Total 1738:			8,160.23
1764	Emergency Services Marketing	IamResponding ERRS Subscription	650.00
Total 1764:			650.00
1791	Epic Products, Inc.	Liquor Store Merchandise	499.68
Total 1791:			499.68
1891	Fastenal Company	Small Tools - Street Dept	80.80
1891	Fastenal Company	Shop Tools	71.44
Total 1891:			152.24
2011	Franklin Outdoor Advertising	August Advertising - Northbound Liquor	424.36
Total 2011:			424.36
2046	G & K Services, Inc.	Rug & Towel Rentals - LS	160.19
2046	G & K Services, Inc.	Rug Rentals - LS	98.58
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Street Dept	118.66
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.49
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Water/Wast	113.69
2046	G & K Services, Inc.	Rug Rentals	14.43
Total 2046:			508.04
2306	Hardrives, Inc.	7038 Fines	236.76
2306	Hardrives, Inc.	7038 Fines	236.76
2306	Hardrives, Inc.	7038 Fines	235.97
2306	Hardrives, Inc.	7038 Fines	317.01
Total 2306:			1,026.50
2341	Hawkins, Inc.	Chemicals	937.50
2341	Hawkins, Inc.	Chemicals	3,014.65

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2341:			3,952.15
2631	Isanti County Auditor	Election Equipment Maintenance Agreement	775.00
Total 2631:			775.00
2712	J. Becher & Associates, Inc.	Electrical Permit State Surcharge Overpayment	4.00
Total 2712:			4.00
2721	Jagusch Lawn Care	Abatement for 1212 18th Ave SE	65.00
2721	Jagusch Lawn Care	Abatement for 501 4th Ave	178.75
Total 2721:			243.75
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,786.75
2796	Johnson Brothers Liquor Co	Freight Charge	49.02
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,477.50
2796	Johnson Brothers Liquor Co	Freight Charge	53.20
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	136.00
2796	Johnson Brothers Liquor Co	Freight Charge	3.04
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	726.81
2796	Johnson Brothers Liquor Co	Freight Charge	7.60
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,372.55
2796	Johnson Brothers Liquor Co	Freight Charge	76.76
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	43.98
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	412.00
2796	Johnson Brothers Liquor Co	Freight Charge	7.60
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	6.21-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	4.14-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	10.00-
Total 2796:			8,132.46
3461	McDonald Distributing Company	Liquor Store Merchandise	11,520.70
3461	McDonald Distributing Company	Credit Liquor Merchandise	34.36-
3461	McDonald Distributing Company	Liquor Store Merchandise	16,349.30
3461	McDonald Distributing Company	Liquor Store Merchandise	385.20
3461	McDonald Distributing Company	Liquor Store Merchandise	1,536.00
3461	McDonald Distributing Company	Credit Liquor Merchandise	31.75-
Total 3461:			29,725.09
3521	Menards	Repair & Maint Supp - Parks	27.93
3521	Menards	Shop Maintenance Supplies	31.45
3521	Menards	Misc Operating Supplies - Parks	1.89
3521	Menards	Repair & Maint Supp - Parks	39.92
3521	Menards	Misc Operating Supplies - Parks	28.89
3521	Menards	Repair & Maint Supp - Parks	8.91
3521	Menards	Repair & Maint Supp - Parks	41.97

Vendor	Vendor Name	Description	Net Invoice Amount
3521	Menards	Small Tools - Streets	29.98
3521	Menards	Misc Operating Supplies - Streets	22.06
3521	Menards	Misc Operating Supplies - Parks	21.96
Total 3521:			254.96
3546	MHSRC/Range	EVOC Law Enforcement Class - J. Peck, K. Gu	792.00
Total 3546:			792.00
3659	Minnesota BCA	DMT-G Certification Course - D. Owl	285.00
Total 3659:			285.00
3801	MN Municipal Beverage Assoc	Annual Dues	2,585.00
Total 3801:			2,585.00
3888	MN Public Facilities Authority	Loan Payment on PFA Loan - 2001 Water Towe	18,933.75
3888	MN Public Facilities Authority	Loan Payment on PFA Loan - 2001 Water Towe	118,000.00
3888	MN Public Facilities Authority	Loan Payment on PFA Loan - 2013 WWTP	52,477.41
3888	MN Public Facilities Authority	Loan Payment on PFA Loan - 2013 WWTP	742,000.00
Total 3888:			931,411.16
4001	MVTL Laboratories Inc.	Testing	889.75
Total 4001:			889.75
4091	New France Wine	Liquor Store Merchandise	692.00
Total 4091:			692.00
4286	Ole's Window Cleaning	Window Cleaning - Liquor Store	138.94
Total 4286:			138.94
4336	Oslund Heating & Air	Reworking Meter Hookkup to Flush System - C	200.00
Total 4336:			200.00
4426	Paustis Wine Company	Liquor Store Merchandise	1,733.23
4426	Paustis Wine Company	Freight Chg	23.75
4426	Paustis Wine Company	Liquor Store Merchandise	120.00
4426	Paustis Wine Company	Freight Chg	2.50
Total 4426:			1,879.48
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,587.25
4476	Phillips Wine & Spirits	Freight Charge	41.04
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,651.35

Vendor	Vendor Name	Description	Net Invoice Amount
4476	Phillips Wine & Spirits	Freight Charge	26.60
Total 4476:			3,306.24
4616	Public Employees Retirement Ass	SVFP Contributions	992.00
4616	Public Employees Retirement Ass	Voluntary Contribution	9,008.00
Total 4616:			10,000.00
4626	Purchase Power	Postage Meter Refill	500.00
Total 4626:			500.00
4661	Quill Corporation	copy paper	89.97
Total 4661:			89.97
4752	Red Dog Entertainment	Refund Portion of Liquor License Transfer	2,475.00
Total 4752:			2,475.00
4956	Sandstone Distributing Company	Liquor Store Merchandise	424.75
4956	Sandstone Distributing Company	Freight Charge	5.75
Total 4956:			430.50
5181	Southern Wine & Spirits of Minnes	Liquor Store Merchandise	3,430.79
5181	Southern Wine & Spirits of Minnes	Freight Charge-Liquor Store	63.35
5181	Southern Wine & Spirits of Minnes	Liquor Store Merchandise	816.00
5181	Southern Wine & Spirits of Minnes	Freight Charge-Liquor Store	21.60
5181	Southern Wine & Spirits of Minnes	Liquor Store Merchandise	600.00
Total 5181:			4,931.74
5251	Star	Public Notice Council Meeting Minutes	14.98
Total 5251:			14.98
5301	Steve's Tire Inc	Alignment	69.95
Total 5301:			69.95
5429	Techtron Engineering Inc.	Pre-demolition Material Survey - 323 4th Ave N	650.00
Total 5429:			650.00
5446	The American Bottling Company	Liquor Store Merchandise	134.56
Total 5446:			134.56
5516	Thorpe Distributing Company	Liquor Store Merchandise	1,332.25

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5516:			1,332.25
5666	TruGreen Commercial	Lawn Service - Liquor Store	49.16
Total 5666:			49.16
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	207.50
Total 5816:			207.50
5861	Walmart Community Card	Candy 4th of July Parade	33.26
5861	Walmart Community Card	Computer Monitor/TV - PD Conference Room	619.78
5861	Walmart Community Card	Office Supplies - LS	70.38
Total 5861:			723.42
5886	Watson Co., Inc.	Credit - Operating Supplies	19.50-
5886	Watson Co., Inc.	Credit Liquor Merchandise	9.76-
5886	Watson Co., Inc.	Liquor Store Merchandise	3,894.35
5886	Watson Co., Inc.	Misc Operating Supplies - LS	239.39
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			4,110.48
5891	Wirtz Beverage Minnesota	Liquor Store Merchandise	5,476.28
5891	Wirtz Beverage Minnesota	Freight Charge	49.30
5891	Wirtz Beverage Minnesota	Liquor Store Merchandise	568.00
5891	Wirtz Beverage Minnesota	Freight Charge	6.90
5891	Wirtz Beverage Minnesota	Credit Liquor Merchandise	31.68-
Total 5891:			6,068.80
5995	WiMacTel Inc.	WiMac Tel Payphone Advantage Service	60.00
Total 5995:			60.00
6001	Wine Merchants	Liquor Store Merchandise	200.00
6001	Wine Merchants	Freight Charge	1.52
Total 6001:			201.52
Grand Totals:			1,282,156.33

Dated: 7/23/15City Treasurer: Caroline More

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/15	07/23/2015	100265	44	Absolute Portable Restrooms	101-20100	795.00
07/15	07/23/2015	100266	126	Airgas USA, LLC	101-20100	44.75
07/15	07/23/2015	100267	168	All State Communications	704-20100	7,769.80
07/15	07/23/2015	100268	226	AMSOIL INC	101-20100	1,161.13
07/15	07/23/2015	100269	306	ARC Irrigation, LLC	602-20100	11,717.00
07/15	07/23/2015	100270	521	Bellboy Corporation	610-20100	1,480.23
07/15	07/23/2015	100271	534	Jane Benjamin	101-20100	164.50
07/15	07/23/2015	100272	626	Bond Trust Services Corporation	603-20100	193,676.26
07/15	07/23/2015	100273	651	Boyer Trucks	101-20100	310.87
07/15	07/23/2015	100274	969	Cardmember Service	101-20100	677.23
07/15	07/23/2015	100275	551	Bernick's	610-20100	3,144.52
07/15	07/23/2015	100276	1171	Civic Systems LLC	101-20100	6,904.00
07/15	07/23/2015	100277	1336	Crystal Springs Ice	610-20100	1,206.44
07/15	07/23/2015	100278	1396	Dahlheimer Beverage, LLC	610-20100	21,356.30
07/15	07/23/2015	100279	1481	Department of Human Services	610-20100	336.00
07/15	07/23/2015	100280	1646	East Central Energy	101-20100	4.00
07/15	07/23/2015	100281	1646	East Central Energy	101-20100	1,974.00
07/15	07/23/2015	100282	1661	East Central Sanitation	101-20100	696.44
07/15	07/23/2015	100283	1738	Electrical Installation & Maintenance Co	602-20100	8,160.23
07/15	07/23/2015	100284	1764	Emergency Services Marketing	101-20100	650.00
07/15	07/23/2015	100285	1791	Epic Products, Inc.	610-20100	499.68
07/15	07/23/2015	100286	1891	Fastenal Company	101-20100	152.24
07/15	07/23/2015	100287	2011	Franklin Outdoor Advertising	610-20100	424.36
07/15	07/23/2015	100288	2046	G & K Services, Inc.	101-20100	508.04
07/15	07/23/2015	100289	2306	Hardrives, Inc.	101-20100	1,026.50
07/15	07/23/2015	100290	2341	Hawkins, Inc.	601-20100	3,952.15
07/15	07/23/2015	100291	2631	Isanti County Auditor-Treasurer	101-20100	775.00
07/15	07/23/2015	100292	2712	J. Becher & Associates, Inc.	101-20100	4.00
07/15	07/23/2015	100293	2721	Jagusch Lawn Care	101-20100	243.75
07/15	07/23/2015	100294	2796	Johnson Bros - St Paul	610-20100	8,132.46
07/15	07/23/2015	100296	3461	McDonald Distributing Company	610-20100	29,725.09
07/15	07/23/2015	100297	3521	Menards	101-20100	254.96
07/15	07/23/2015	100298	3546	MHSRC/Range	101-20100	792.00
07/15	07/23/2015	100299	3659	Minnesota BCA	101-20100	285.00
07/15	07/23/2015	100300	3801	MMBA	610-20100	2,585.00
07/15	07/23/2015	100301	3888	MN Public Facilities Authority	601-20100	931,411.16
07/15	07/23/2015	100302	4001	Minnesota Valley Testing Labs	602-20100	889.75
07/15	07/23/2015	100303	4091	New France Wine	610-20100	692.00
07/15	07/23/2015	100304	4286	Ole's Window Cleaning	610-20100	138.94
07/15	07/23/2015	100305	4336	Oslund Heating & Air	601-20100	200.00
07/15	07/23/2015	100306	4426	Paustis Wine Company	610-20100	1,879.48
07/15	07/23/2015	100307	4476	Phillips St Paul	610-20100	3,306.24
07/15	07/23/2015	100308	4616	Public Employees Retirement Associatio	101-20100	9,008.00
07/15	07/23/2015	100309	4616	Public Employees Retirement Associatio	101-20100	992.00
07/15	07/23/2015	100310	4626	Purchase Power	101-20100	500.00
07/15	07/23/2015	100311	4661	Quill Corporation	101-20100	89.97
07/15	07/23/2015	100312	4752	Red Dog Entertainment	101-20100	2,475.00
07/15	07/23/2015	100313	4956	Sandstone Distributing Company	610-20100	430.50
07/15	07/23/2015	100314	5181	Southern Wine & Spirits of Minnesota	610-20100	4,931.74
07/15	07/23/2015	100315	5251	Star	101-20100	14.98
07/15	07/23/2015	100316	5301	Steve's Tire Inc	101-20100	69.95
07/15	07/23/2015	100317	5429	Techtron Engineering Inc.	101-20100	650.00
07/15	07/23/2015	100319	5446	The American Bottling Company	610-20100	134.56
07/15	07/23/2015	100320	5516	Thorpe Distributing Company	610-20100	1,332.25
07/15	07/23/2015	100321	5666	TruGreen Processing Center	610-20100	49.16
07/15	07/23/2015	100322	5816	Viking Coca-Cola Bottling Co	610-20100	207.50
07/15	07/23/2015	100323	5861	Walmart Community/RFC/LLC	417-20100	723.42

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/15	07/23/2015	100324	5886	Watson Co., Inc.	610-20100	4,110.48
07/15	07/23/2015	100325	5995	WiMacTel Inc.	211-20100	60.00
07/15	07/23/2015	100326	6001	Wine Merchants	610-20100	201.52
07/15	07/23/2015	100327	5891	Wirtz Beverage MN Wine & Spirits Inc	610-20100	6,068.80
Grand Totals:						<u>1,282,156.33</u>

Vendor	Vendor Name	Description	Net Invoice Amount
154	Allied Blacktop Company	2015 Bituminous Seal Coat Program	88,604.28
Total 154:			88,604.28
165	Allina Health	Health History, Physical, Questionnaire - Parks	130.00
165	Allina Health	Health History & Physical - LS	95.00
165	Allina Health	Health History, Physical, Questionnaire - Liquor	130.00
Total 165:			355.00
306	ARC Irrigation, LLC	Lawn Applications - Water Treatment Plant	190.00
Total 306:			190.00
319	Artisan Beer Company	Liquor Store Merchandise	64.00
319	Artisan Beer Company	Credit Liquor Store Merchandise	5.32-
Total 319:			58.68
521	Bellboy Corporation	Liquor Store Merchandise	1,319.95
521	Bellboy Corporation	Liquor Store Merchandise	885.22
521	Bellboy Corporation	Freight	8.28
521	Bellboy Corporation	Liquor Store Merchandise	246.45
Total 521:			2,459.90
551	Chas A. Bernick Inc.	Liquor Store Merchandise	182.50
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,386.96
551	Chas A. Bernick Inc.	Liquor Store Merchandise	179.75
Total 551:			2,749.21
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Planning	104.36
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - PD	1,208.25
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Fire Dept	232.08
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Streets	528.63
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Parks	52.68
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - Water	16.42
906	Cambridge Napa Auto Parts	Repair & Maint Supplies - WWTP	42.65
Total 906:			2,185.07
951	Cambridge True Value	Misc Operating Supplies - PD	8.40
951	Cambridge True Value	Misc Operating Supplies - Street Dept	11.85
951	Cambridge True Value	Misc Operating Supplies - Water	19.75
951	Cambridge True Value	Misc Operating Supplies - WWTP	233.37
Total 951:			273.37
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	14,653.93
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	77.80-

Vendor	Vendor Name	Description	Net Invoice Amount
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	119.00
	Total 1396:		14,695.13
1531	Dex Media	Directory Listing - Liquor Store	153.90
	Total 1531:		153.90
1738	Electrical Installation & Maintenanc	Dystor Gas Pressure Sen - Plant	1,219.09
	Total 1738:		1,219.09
1765	Enforcement Lighting	Emergency Lights Investigator SUV	1,600.00
	Total 1765:		1,600.00
1781	Environmental Resource Assoc	PotableWatR Coliform MicrobE	282.54
	Total 1781:		282.54
1851	Extreme Beverage LLC	Liquor Store Merchandise	171.00
	Total 1851:		171.00
1891	Fastenal Company	Gloves - Street Dept	49.20
1891	Fastenal Company	Shop Gloves	46.08
	Total 1891:		95.28
1921	Ferguson Waterworks	Meters & Repairs	1,164.34
1921	Ferguson Waterworks	Meters & Repairs	1,290.10
	Total 1921:		2,454.44
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Street Dept	118.66
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.49
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Water/Wast	113.69
2046	G & K Services, Inc.	Rug Rentals	14.43
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Street Dept	101.14
2046	G & K Services, Inc.	Uniform Rental - Maintenance	2.49
2046	G & K Services, Inc.	Uniform, Rug, and Towel Rentals - Water/Wast	113.69
2046	G & K Services, Inc.	Rug Rentals	17.43
	Total 2046:		484.02
2061	Genesis Lamp Corporation	Repair & Maint Supplies - Airport	1,203.39
	Total 2061:		1,203.39
2166	Grainger	Repair & Maint - Plant	242.68

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2166:			242.68
2182	Grape Beginnings, Inc.	Liquor Store Merchandise	574.00
2182	Grape Beginnings, Inc.	Freight	25.00
Total 2182:			599.00
2271	Hach Company	Wastewater Lab Supplies	154.04
2271	Hach Company	Wastewater Lab Supplies	25.69
2271	Hach Company	Wastewater Lab Supplies	143.25
Total 2271:			322.98
2376	Henry's Waterworks Inc.	Meters and Repairs	449.81
Total 2376:			449.81
2486	IBEW Local 110	Union Dues - July	360.00
Total 2486:			360.00
2536	Independent Testing Tech. Inc.	2015 Street Improvements - I.T.T. Project #15-0	2,840.00
Total 2536:			2,840.00
2539	Indian Island Winery	Liquor Store - Merchandise	120.48
Total 2539:			120.48
2636	Minnesota Equipment	Hand Held Blower	169.95
2636	Minnesota Equipment	Repair & Maint Supplies - Parks	9.10
2636	Minnesota Equipment	Trimmer	169.96
2636	Minnesota Equipment	Repair & Maint Supplies - Parks	32.58
Total 2636:			381.59
2776	JJ Taylor Dist. of Minn.	Liquor Store Merchandise	2,314.33
2776	JJ Taylor Dist. of Minn.	Freight Chg	3.00
Total 2776:			2,317.33
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	455.50
2796	Johnson Brothers Liquor Co	Freight Charge	10.64
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,105.55
2796	Johnson Brothers Liquor Co	Freight Charge	38.26
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	52.00
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	871.00
2796	Johnson Brothers Liquor Co	Freight Charge	30.40
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,529.13
2796	Johnson Brothers Liquor Co	Freight Charge	17.65

Vendor	Vendor Name	Description	Net Invoice Amount
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,440.50
2796	Johnson Brothers Liquor Co	Freight Charge	44.08
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	153.93
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	221.35
2796	Johnson Brothers Liquor Co	Freight Charge	6.08
2796	Johnson Brothers Liquor Co	Credit - Freight Chg	.26-
Total 2796:			6,975.81
2931	Kimball Midwest	Credit Shop Maintenance Supplies	101.28-
2931	Kimball Midwest	Misc Operating Supplies	44.96
2931	Kimball Midwest	Misc Operating Supplies	44.96
2931	Kimball Midwest	Misc Operating Supplies	44.96
2931	Kimball Midwest	Misc Operating Supplies	44.97
Total 2931:			78.57
2986	Konica Minolta Business	BIZHUB 363 Copy Charge	5.93
2986	Konica Minolta Business	BIZHUB 363 Copy Charge	16.37
2986	Konica Minolta Business	BIZHUB C654 Printer/Copier - Qtrly Agreement	2,468.56
2986	Konica Minolta Business	BIZHUB 363 Monthly Ltop Agreement	110.99
2986	Konica Minolta Business	BIZHUB 363 Monthly Ltop Agreement	110.99
Total 2986:			2,712.84
3116	Law Enforcement Technology Gro	Label Printer & Labels	172.79
3116	Law Enforcement Technology Gro	Stripe Reader	666.15
Total 3116:			838.94
3176	LELS	Union Dues - July	517.00
Total 3176:			517.00
3521	Menards	Misc Operating Supplies - Parks	15.37
3521	Menards	Misc Operating Supplies - Streets	131.92
3521	Menards	Repair & Maint Supp - Street Dept	42.82
3521	Menards	Repair & Maint Supp - WWTP	3.97
3521	Menards	Repair & Maint Supp - Parks	110.84
3521	Menards	Repair & Maint - Airport	30.78
3521	Menards	Misc Operating Supplies - Parks	16.51
3521	Menards	Small Tools - WWTP	86.65
3521	Menards	Repair & Maint Supp - Street Dept	50.19
3521	Menards	Small Tools - Water	19.94
3521	Menards	Small Tools - WWTP	21.56
3521	Menards	Misc Operating Supplies - Parks	289.00
3521	Menards	Small Tools - Parks	40.92
Total 3521:			860.47
3542	Metro Payroll Inc.	eKlock Enterprise	50.00

Vendor	Vendor Name	Description	Net Invoice Amount
3542	Metro Payroll Inc.	Setup Fee - Clock Installation & Training	800.00
	Total 3542:		850.00
3666	Minnesota Child Support Payment	Child Support Withholdings	131.05
3666	Minnesota Child Support Payment	Child Support Withholdings	43.83
	Total 3666:		174.88
3676	MCSI Minnesota Computer	Contract base rate chg and overage charge - To	12.40
	Total 3676:		12.40
3780	Northern Vineyards Winery	Liquor Store Merchandise	39.00
	Total 3780:		39.00
3829	MN Dept of Labor and Industry	2nd Qtr Surcharge	4,435.92
3829	MN Dept of Labor and Industry	2nd Qtr Surcharge	177.44-
	Total 3829:		4,258.48
4001	MVTL Laboratories Inc.	Testing	86.00
	Total 4001:		86.00
4091	New France Wine	Liquor Store Merchandise	520.00
	Total 4091:		520.00
4171	Northern Business Products, Inc.	Name Plate - M. Larson	33.85
	Total 4171:		33.85
4321	O'Reilly Automotive Inc.	Misc Operating Supplies - PD	3.69
	Total 4321:		3.69
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	182.50-
4476	Phillips Wine & Spirits	Credit - Freight Chg	3.04-
4476	Phillips Wine & Spirits	Liquor Store Merchandise	496.95
4476	Phillips Wine & Spirits	Freight Charge	18.24
4476	Phillips Wine & Spirits	Liquor Store Merchandise	892.80
4476	Phillips Wine & Spirits	Freight Charge	21.27
4476	Phillips Wine & Spirits	Liquor Store Merchandise	44.50
	Total 4476:		1,288.22
4636	Pyrotechnic Display Inc	Fireworks Display	10,000.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4636:			10,000.00
4701	Railroad Management Company II	Rent - 6 inch sewer pipeline encroachmentt	1,131.02
Total 4701:			1,131.02
4836	RJM Distributing, Inc.	Liquor Store Merchandise	133.88
Total 4836:			133.88
4919	Rupp, Anderson, Squires, &	May Legal Expense	3,248.41
Total 4919:			3,248.41
5181	Southern Wine & Spirits of Minnes	Liquor Store Merchandise	1,907.90
5181	Southern Wine & Spirits of Minnes	Freight Charge-Liquor Store	26.10
5181	Southern Wine & Spirits of Minnes	Liquor Store Merchandise	40.00
5181	Southern Wine & Spirits of Minnes	Freight Charge-Liquor Store	1.35
5181	Southern Wine & Spirits of Minnes	Liquor Store Merchandise	288.50
5181	Southern Wine & Spirits of Minnes	Freight Charge-Liquor Store	9.45
Total 5181:			2,273.30
5421	TDS Metrocom	Phone Service - Airport	53.59
Total 5421:			53.59
5461	The Leader	Employee Recognition	96.94
5461	The Leader	City Apparel	424.80
Total 5461:			521.74
5601	TR Computer Sales LLC	Computer - Admin	1,393.98
Total 5601:			1,393.98
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	245.75
Total 5816:			245.75
5831	Vinocopia	Liquor Store Merchandise	488.25
5831	Vinocopia	Freight Charge	30.00
Total 5831:			518.25
5886	Watson Co., Inc.	Credit - Operating Supplies	13.50-
5886	Watson Co., Inc.	Misc Operating Supplies - LS	13.89
5886	Watson Co., Inc.	Liquor Store Merchandise	2,099.76
5886	Watson Co., Inc.	Misc Operating Supplies - LS	172.45
5886	Watson Co., Inc.	Freight Charge	6.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5886:			2,278.60
5891	Wirtz Beverage Minnesota	Liquor Store Merchandise	2,480.32
5891	Wirtz Beverage Minnesota	Freight Charge	21.08
5891	Wirtz Beverage Minnesota	Liquor Store Merchandise	40.00
5891	Wirtz Beverage Minnesota	Freight Charge	1.15
5891	Wirtz Beverage Minnesota	Liquor Store Merchandise	33.62
5891	Wirtz Beverage Minnesota	Freight Charge	1.15
Total 5891:			2,577.32
6001	Wine Merchants	Liquor Store Merchandise	99.00
6001	Wine Merchants	Freight Charge	1.52
Total 6001:			100.52
6071	Zee Medical Service	First Aid Kit Supplies	38.35
6071	Zee Medical Service	First Aid Kit Supplies	30.80
6071	Zee Medical Service	First Aid Kit Supplies	468.65
6071	Zee Medical Service	First Aid Kit Supplies	16.05
6071	Zee Medical Service	First Aid Kit Supplies	84.05
Total 6071:			637.90
Grand Totals:			171,232.58

Dated: 7/17/15

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/15	07/15/2015	100204	154	Allied Blacktop Company	443-20100	88,604.28
07/15	07/15/2015	100205	165	Allina Health	101-20100	355.00
07/15	07/15/2015	100206	306	ARC Irrigation, LLC	601-20100	190.00
07/15	07/15/2015	100207	319	Artisan	610-20100	58.68
07/15	07/15/2015	100208	521	Bellboy Corporation	610-20100	2,459.90
07/15	07/15/2015	100209	906	Cambridge Napa Auto Parts	601-20100	2,185.07
07/15	07/15/2015	100210	951	Cambridge True Value	602-20100	273.37
07/15	07/15/2015	100211	551	Bernick's	610-20100	2,749.21
07/15	07/15/2015	100212	1396	Dahlheimer Beverage, LLC	610-20100	14,695.13
07/15	07/15/2015	100213	1531	Dex Media	610-20100	153.90
07/15	07/15/2015	100214	1738	Electrical Installation & Maintenance Co	602-20100	1,219.09
07/15	07/15/2015	100215	1765	Enforcement Lighting	417-20100	1,600.00
07/15	07/15/2015	100216	1781	Environmental Resource Assoc	601-20100	282.54
07/15	07/15/2015	100217	1851	Extreme Beverage LLC	610-20100	171.00
07/15	07/15/2015	100218	1891	Fastenal Company	101-20100	95.28
07/15	07/15/2015	100219	1921	Ferguson Waterworks #2516	601-20100	2,454.44
07/15	07/15/2015	100220	2046	G & K Services, Inc.	101-20100	484.02
07/15	07/15/2015	100221	2061	Genesis Lamp Corporation	211-20100	1,203.39
07/15	07/15/2015	100222	2166	Grainger	602-20100	242.68
07/15	07/15/2015	100223	2182	Grape Beginnings, Inc.	610-20100	599.00
07/15	07/15/2015	100224	2271	Hach Company	602-20100	322.98
07/15	07/15/2015	100225	2376	Henry's Waterworks Inc.	601-20100	449.81
07/15	07/15/2015	100226	2486	IBEW Local 110	101-20100	360.00
07/15	07/15/2015	100227	2536	Independent Testing Tech. Inc.	485-20100	2,840.00
07/15	07/15/2015	100228	2539	Indian Island Winery	610-20100	120.48
07/15	07/15/2015	100229	2776	JJ Taylor Dist. of Minn.	610-20100	2,317.33
07/15	07/15/2015	100230	2796	Johnson Bros - St Paul	610-20100	6,975.81
07/15	07/15/2015	100231	2931	Kimball Midwest	602-20100	78.57
07/15	07/15/2015	100232	2986	Konica Minolta Business	101-20100	2,712.84
07/15	07/15/2015	100234	3116	Law Enforcement Technology Group LL	101-20100	838.94
07/15	07/15/2015	100235	3176	LELS	101-20100	517.00
07/15	07/15/2015	100236	3676	MCSI Minnesota Computer	101-20100	12.40
07/15	07/15/2015	100238	3521	Menards	101-20100	860.47
07/15	07/15/2015	100239	3542	Metro Payroll Inc.	419-20100	850.00
07/15	07/15/2015	100240	3666	Minnesota Child Support Payment	101-20100	174.88
07/15	07/15/2015	100241	2636	Minnesota Equipment	101-20100	381.59
07/15	07/15/2015	100242	3829	MN Dept of Labor and Industry	101-20100	4,258.48
07/15	07/15/2015	100243	4001	Minnesota Valley Testing Labs	602-20100	86.00
07/15	07/15/2015	100244	4091	New France Wine	610-20100	520.00
07/15	07/15/2015	100245	4171	Northern Business Products, Inc.	101-20100	33.85
07/15	07/15/2015	100246	3780	Northern Vineyards Winery	610-20100	39.00
07/15	07/15/2015	100247	4321	O'Reilly Auto Parts	101-20100	3.69
07/15	07/15/2015	100248	4476	Phillips St Paul	610-20100	1,288.22
07/15	07/15/2015	100250	4636	Pyrotechnic Display Inc	101-20100	10,000.00
07/15	07/15/2015	100251	4701	Railroad Management Company III, LLC	602-20100	1,131.02
07/15	07/15/2015	100252	4836	RJM Distributing, Inc.	610-20100	133.88
07/15	07/15/2015	100253	4919	Rupp, Anderson, Squires, &	101-20100	3,248.41
07/15	07/15/2015	100254	5181	Southern Wine & Spirits of Minnesota	610-20100	2,273.30
07/15	07/15/2015	100255	5421	TDS	211-20100	53.59
07/15	07/15/2015	100256	5461	The Leader	101-20100	521.74
07/15	07/15/2015	100257	5601	TR Computer Sales LLC	419-20100	1,393.98
07/15	07/15/2015	100258	5816	Viking Coca-Cola Bottling Co	610-20100	245.75
07/15	07/15/2015	100259	5831	Vinocopia	610-20100	518.25
07/15	07/15/2015	100261	5886	Watson Co., Inc.	610-20100	2,278.60
07/15	07/15/2015	100262	6001	Wine Merchants	610-20100	100.52
07/15	07/15/2015	100263	5891	Wirtz Beverage MN Wine & Spirits Inc	610-20100	2,577.32
07/15	07/15/2015	100264	6071	Zee Medical Service	602-20100	637.90

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
Grand Totals:						171,232.58

**Cambridge City Council Special Meeting Minutes
Monday, June 15, 2015**

A special meeting of the Cambridge City Council was held on Monday, June 15, 2015 at 3:00 pm at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge.

Members Present: Mayor Marlys Palmer; Council Members, Lisa Iverson, Tiffany Kafer, Joe Morin, and Howard Lewis. All present, no absences.

Staff Present: City Administrator Woulfe, Finance Director Caroline Moe

Call to Order

Palmer called the meeting to order at 3:07 pm.

Council Security

Woulfe stated that security is a difficult issue for public meetings and there are definite pros and cons of having a licensed patrol officer present at the meeting but there are no guarantees that the presence of a licensed peace officer present will prevent violence or the loss of life.

Woulfe noted that with the install of the security system at City Hall, panic buttons became available for front desk staff and City Council Chambers. The button when pressed will activate an emergency call to the contracted alarm company which will immediately call Isanti County Dispatch. Dispatch in turn will send an officer on a code response and call Chief Dwyer. (This system was tested at the meeting and the response time between when the button was pushed and Isanti County Dispatched sent out the call for service was less than one minute.)

Woulfe presented four options for a patrol officer at Council meetings:

1. Hiring a part-time officer for this purpose
(Cost estimate: \$225.00 per month or \$2,700 per year plus equipment costs of up to \$1,000. This is based on 8 hours per month)
2. Assign a patrol officer to attend the meeting on overtime
(Cost estimate: \$420 per month or \$5,040 per year based on 8 hours per month)
3. Use a patrol officer already working on Monday evening and take them off community patrol (Cost: none, except you take this officer off the streets so they can't respond to regular police calls. This would inconvenience the community.)

This also does not guarantee an officer at the meeting, because if there is a high risk call that needs back-up, the officer will have to leave the meeting to back up the other officer on duty. If this is known in the community, a person with a negative intent simply places a bogus 911 call to draw the officer out of the Council meeting. They are then free to come in and do what they want.

4. Assign the Police Chief to attend the meetings. (Cost: None. The Chief could flex his work schedule and stay home later one morning or leave early one day, but does lose time for him to accomplish his administrative duties which can have a compounding effect on the workload of the sergeants.)

Councilmembers discussed the pros and cons of police presence at Council meetings. Lewis moved, seconded by Iverson, to table this issue until June 2016. The motion carried with Kafer voting nay.

Local Option Sales Tax and/or Referendum Questions

2016 Election – Municipal Primary

Due to the limited time available this item was moved to the July 20 City Council Long Range Planning Session.

City Council Meeting Procedures

Kafer stated that when she attended Isanti County Board meetings as a reporter, the County would put times on their agenda items so people could know how long the meeting would last and when they had to come to present their items. Kafer felt the City Council could greatly benefit from a time schedule. Palmer stated she is adamantly opposed to a time schedule and indicated that when Woulfe first came on as City Administrator she recommended the same thing. The issue was dropped at this time.

2016 Budget and Long Range Plan Update

Moe reviewed the proposed 2016 budget and long range plan update. Moe state the following items were left out of the 2016 budget based upon the Council's desire for a one percent levy increase:

Shift comp plan funding to excess 2015 building permit revenues	\$40,000
Shift flyover pictures funding to excess 2015 building permit revenues	\$30,000
Delay funding additional pavement management requests	\$100,000
Delay old MNDOT facility rehab for Police Dept	\$20,000
Remove funding for replacement of police squad	\$49,000
Remove funding for replacement of fire command vehicle (City's share)	\$21,000
Change funding mix of replacement for Crosswind Sweeper to reflect \$50K paid for by Stormwater Fund—Stormwater funds will need to be increased in the future	\$50,000
Other line item changes in all departments	\$40,000
Total to close	\$350,000

Councilmembers reviewed the long range plan capital requests and the tax levy summary which provided proposed levy information through 2025. Moe also shared the potential impact of levy increases on a residential property, small business, and large business as follows:

	Levy	Additional \$ generated	Expected annual impact on \$150,000 residential home	Expected annual impact on Small Business owner	Expected annual impact on Large business owner
2015 Levy	\$ 4,907,148	\$ -	\$0	\$0	\$0
add 1/2%	\$ 4,931,684	\$ 24,536	\$7	\$8	\$523
add 1%	\$ 4,956,219	\$ 49,071	\$14	\$16	\$1,046
add 1 1/2%	\$ 4,980,755	\$ 73,607	\$20	\$24	\$1,569
add 2%	\$ 5,005,291	\$ 98,143	\$27	\$32	\$2,092
add 2 1/2 %	\$ 5,029,827	\$ 122,679	\$34	\$40	\$2,615
add 3%	\$ 5,054,362	\$ 147,214	\$41	\$48	\$3,138
add 3 1/2 %	\$ 5,078,898	\$ 171,750	\$47	\$56	\$3,661
add 4%	\$ 5,103,434	\$ 196,286	\$54	\$64	\$4,185
add 4 1/2 %	\$ 5,127,970	\$ 220,822	\$61	\$72	\$4,708
add 5%	\$ 5,152,505	\$ 245,357	\$68	\$80	\$5,231

Councilmembers generally concurred with the following items:

Shift comp plan funding to excess 2015 building permit revenues	\$40,000
Shift flyover pictures funding to excess 2015 building permit revenues	\$30,000
Delay funding additional pavement management requests	\$100,000
Delay old MNDOT facility rehab for Police Dept	\$20,000
Remove funding for replacement of police squad	\$49,000
Remove funding for replacement of fire command vehicle (City's share)	\$21,000

Councilmembers indicated they may be open to a higher levy increase but wanted staff to present the one percent options and agreed to more discussion at the July 20 retreat.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

SUMMARY PUBLICATION OF THE PROCEEDINGS OF THE CAMBRIDGE CITY COUNCIL

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

Regular City Council Meeting August 3, 2015

Members Present: Mayor Marlys Palmer, Council Members Joe Morn, Lisa Iverson, Tiffany Kafer, and Howard Lewis

- Meeting was called to order at 3:00 pm. Agenda and Consent agenda were approved.
- Approved Ordinance 614 Amending the 2015 Fee Schedule.
- Approved the SSTS Agreement with Linwood Township and Mike Jungbauer.
- Approved the street closure request for the Customer Appreciation Event.
- Appointed Iverson and Kafer to attend the 2015 fall screening visit from the Minnesota Design Team.
- Committee reports were heard.
- Council directed staff to reconvene Highway 95 Corridor Task Force.
- Palmer and Kafer will work on planning concerts in the new City Park amphitheater for 2016.
- Adjourned at 4:21 pm.

DRAFT

**Cambridge City Council Meeting Minutes
Monday, August 3, 2015**

A regular meeting of the Cambridge City Council was held on Monday, August 3, 2015, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Mayor Marlys Palmer; Council Members, Lisa Iverson, Tiffany Kafer, Joe Morin, and Howard Lewis. All present, no absences.

Staff Present: City Administrator Woulfe, Finance Director Moe, Public Works-Utilities Director Schwab and Economic Development Director Gustafson

Call to Order & Pledge of Allegiance

Palmer called the meeting to order at 3:00 pm. Tyler Thomas from Cambridge Boy Scout Troop 492 led the public in the Pledge of Allegiance.

Approval of the Agenda

Woulfe added 7C under New Business Minnesota Design Team Visit Council Appointee, Lewis added "Article Regarding Cambridge on Social Media" under Council Concerns. Kafer moved, seconded by Iverson, to approve the agenda as amended. Motion carried unanimously.

Consent Agenda

Morin moved, seconded by Kafer to approve consent agenda Items A through E:

- A. Regular, Special, and Summary Council Meeting Minutes for July 20, 2015
- B. Draft financial statements for June 2015
- C. Approve Resolution R15-043 Inter-fund Transfers
- D. Approve Out-Of-State Travel for Linda Gerlach
- E. Approve contract for Parking Lot Resealing-Northbound Liquor

Upon call of the roll, Lewis, Kafer, Palmer, Iverson, and Morin voted aye, no nays. Motion carried unanimously.

Work Session

There were no Work Session agenda items.

Unfinished Business

There was no Unfinished Business.

New Business

***Approve Ordinance 614 – Amending 2015 Fee Schedule
Sub-surface Sewage Treatment System Contract***

Gustafson explained staff is working with a buyer of the commercial property located at 4000 Main Street South as the Sub-surface Sewage Treatment System (SSTS) currently on the property has failed and a new system must be installed. Gustafson reported the City of Cambridge currently has a Mutual Aid Agreement with Isanti County which primarily covers

residential SSTS, but Isanti County staff do not have the required certifications to perform the design review or inspect such a large system.

Gustafson reviewed the Ordinance amendment which read "contract fees actually charged plus \$50 administration fee" rather than a specific dollar amount to allow options related to the complexity of design and size.

Gustafson explained staff sought out contractors that are currently certified to perform this work and there were two contractors in our immediate area for which staff received bids. Gustafson reviewed the bids and reported that Linwood Township had a lower cost.

Morin confirmed Isanti County does not have the appropriate certifications to perform the plan review and inspections.

Morin moved, seconded by Iverson to approve Ordinance 614 Amending the 2015 Fee Schedule as presented. Motion carried unanimously.

Morin moved, seconded by Iverson to approve the SSTS review and inspection agreement with Linwood Township/Mike Jungbauer. Motion carried unanimously.

Customer Appreciation Event – Street Closure Request

Woulfe explained the 2015 Downtown Customer Appreciation Event will take place on Friday, September 18th from 4:00 – 8:00 pm and 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.

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

Kafer asked if there is a reason why the event crosses over Highway 95 to the north. Woulfe explained there are businesses on that block that contribute to the event and noted there have never been issues with pedestrians crossing Highway 95.

Iverson moved, seconded by Kafer to approve the street closure request as presented in the staff report. Motion carried unanimously.

Minnesota Design Team Visit Council Appointee

Gustafson stated he received an email from the Minnesota Design Team and they are looking at a 2016 visit. Gustafson reported they are going to do a preliminary screening visit in August or September and staff is looking to having one or two councilmembers attend the screening.

After a brief discussion Council felt that two members should attend the screen visit and the entire Council will be a part of the visit in 2016.

Morin moved, seconded by Iverson, to approve Iverson and Kafer as the Council representatives for the screening visit in the fall of 2015 and the entire Council to attend the Minnesota Design Team Visit in the spring of 2016. Motion carried unanimously.

Mayor's Report

Palmer provided an update on meetings attended and upcoming meetings and events. Palmer announced the Community Garden will be having their community picnic at 5:30 pm, Tuesday, August 11, 2015 with a rain out date of August 12th at the same time and asked Council to RSVP. Woulfe noted there might be a quorum of Council present at this social event, but no official City business would be conducted.

Councilmembers' Concerns

Article Regarding Cambridge on Social Media

Lewis stated a citizen requested he write a letter defending the City of Cambridge regarding the false information that was published through social media ranking Cambridge as the worst city to reside in Minnesota. Lewis stated the article was seen by over 20,000 people and he was pleased to defend Cambridge.

Committee Reports

Reports were heard from the following committees:

- Allina Community Engagement Council
- Aquatics Center Task Force
- Cambridge Action Community Team (ACT on Alzheimer's)
- Cambridge Downtown Task Force
- Cambridge Fire Department
- Cambridge Public Library Task Force
- Isanti County Initiative on Collaboration, Leadership, and Efficiency (ICICLE)
- Toward Zero Death (TZD)
- Isanti County EDA
- East Central Regional Development Commission
- Heartland Express Transportation Advisory Committee (TAC)

City Attorney's Report

There was no Attorney's Report.

City Administrator's Report

Highway 95 Corridor Task Force

Woulfe asked since the City received \$1.8 million in appropriations to work on a preliminary environmental study for Highway 95, did the Council want to reconvene the Highway 95 Corridor Task Force. After a brief discussion, it was the consensus of the Council to direct staff to bring back recommendations for the task force. Palmer encouraged staff to reach out to past members to see if they are interested in serving again.

Concerts for City Park Amphitheater

Woulfe asked if there were two Council members that would like to do research and apply for grants along with plan dates and bands to host concerts in the new amphitheater at City Park. Kafer showed interest in this project. Lewis asked if it would be appropriate to have Iverson work on this since she is on the Parks Commission. Iverson stated whichever Councilmembers showed interest she would support. Palmer stated she was also interested. Lewis offered to be an alternate. Palmer indicated she and Kafer would work on this project with Iverson being an alternate and Lewis being a second alternate.

Adjournment of Council Meeting

Being no further business before the City Council, Kafer moved, seconded by Iverson, to adjourn the regular meeting at 4:21 pm. Motion carried unanimously.

Marlys A. Palmer, Mayor

ATTEST:

Lynda Woulfe, City Administrator

BACKGROUND

RL Larson Excavating is submitting Pay Request #4 for work completed through July 31, 2015, on the 2015 Street Improvements. City Engineer, Short Elliott Hendrickson, has reviewed the pay request and is recommending payment in the amount of \$737,698.05.

The Council awarded this contract to RL Larson Excavating at its April 6th, 2015, meeting and construction began earlier this spring.

COUNCIL ACTION

Staff recommends to Council to authorize partial payment request No. 4 to RL Larson Excavating for \$737,698.05.

ATTACHMENTS

Resolution R15-045 Authorizing Partial Payment to RL Larson Excavating for the 2015 Street Improvements.

Resolution R15-045

**RESOLUTION ACCEPTING WORK AND AUTHORIZING
PARTIAL PAYMENT TO RL LARSON EXCAVATING
(2015 STREET IMPROVEMENT PROEJCT)**

WHEREAS, pursuant to a written contract signed with the City of Cambridge, RL Larson Excavating has satisfactorily completed a portion of the 2015 Street Improvements Project in accordance with such contract and;

WHEREAS, City Engineer, S.E.H., has reviewed the work through July 31, 2015, and recommends payment in the amount of \$737,698.05 (Partial Payment #4);

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

BE IT FURTHER RESOLVED that the City Administrator is hereby directed to authorize payment on such contract in the amount of \$737,698.05.

Adopted by the Cambridge City Council this 17th day of August, 2015.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator



Application for Payment
(Unit Price Contract)
No. 4

Eng. Project No.: CAMBR 130188

Location: Cambridge, MN

Contractor RL Larson Excavating

Contract Date April 6, 2015

2255 12th Street SE

St. Cloud, MN 56304-9705 56304

Contract Amount \$ 3,396,065.01

Contract for 2015 Street Improvements

Application Date 8/3/15

For Period Ending 7/31/15

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2021.501	MOBILIZATION	LS	1	1	\$197,000.00	\$197,000.00
2031.501	FIELD OFFICE, TYPE D	EACH	1	0.35	\$6,000.00	\$2,100.00
2101.501	CLEARING	ACRE	0.4	0.4	\$6,000.00	\$2,400.00
2101.502	CLEARING	TREE	132	88	\$120.00	\$10,560.00
2101.506	GRUBBING	ACRE	0.4	0.4	\$6,000.00	\$2,400.00
2101.507	GRUBBING	TREE	132	66	\$90.00	\$5,940.00
2104.501	REMOVE CONCRETE CURB & GUTTER	LF	12692	11112	\$2.00	\$22,224.00
2104.501	REMOVE UNDERGROUND WIRE	LF	800	540	\$4.73	\$2,554.20
2104.501	REMOVE WATER MAIN	LF	6531	5721	\$2.00	\$11,442.00
2104.501	REMOVE SEWER PIPE (STORM)	LF	3177	2809	\$8.00	\$22,472.00
2104.501	REMOVE SEWER PIPE (SANITARY)	LF	1014	1018	\$3.00	\$3,054.00
2104.503	REMOVE CONCRETE SIDEWALK	SF	32486	30630.6	\$1.00	\$30,630.60
2104.503	REMOVE CONCRETE STEPS	SF	37	6	\$25.00	\$150.00
2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	1261	979.33	\$7.50	\$7,344.98
2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	1271	414.44	\$4.50	\$1,864.98
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	2346	765	\$4.50	\$3,442.50
2104.509	REMOVE MANHOLE (SANITARY)	EACH	21	16	\$300.00	\$4,800.00
2104.509	REMOVE MANHOLE OR CATCH BASIN (STORM)	EACH	36	25	\$300.00	\$7,500.00
2104.509	REMOVE GATE VALVE & BOX	EACH	28	28	\$200.00	\$5,600.00
2104.509	REMOVE LIGHT FOUNDATION	EACH	4	2	\$300.00	\$600.00
2104.509	REMOVE LIGHTING UNIT	EACH	4	4	\$190.00	\$760.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	1011	685	\$3.15	\$2,157.75
2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	1756	1136	\$1.70	\$1,931.20
2104.521	SALVAGE CHAIN LINK FENCE	LF	891	525	\$3.15	\$1,653.75
2104.521	SALVAGE WOOD RAIL FENCE	LF	107	0	\$4.20	
2104.521	SALVAGE LANDSCAPE BLOCK EDGING	LF	49	0	\$5.25	
2104.523	SALVAGE STEEL POST	EACH	2	2	\$50.00	\$100.00
2104.523	SALVAGE HYDRANT	EACH	7	7	\$300.00	\$2,100.00
2104.523	SALVAGE STORM CASTING	EACH	37	35	\$75.00	\$2,625.00
2104.523	SALVAGE SANITARY CASTING	EACH	21	19	\$75.00	\$1,425.00
2104.523	SALVAGE SIGN TYPE SPECIAL (STREET NAME SIGN)	EACH	8	8	\$37.00	\$296.00
2104.523	SALVAGE SIGN TYPE C	EACH	64	69	\$32.00	\$2,208.00
2104.523	SALVAGE YARD LIGHT	EACH	2	0	\$375.00	
2104.523	SALVAGE LIGHTING UNIT	EACH	4	4	\$187.00	\$748.00
2104.525	ABANDON WATERMAIN	EACH	1	0	\$1,000.00	
2104.525	ABANDON SANITARY MH	EACH	2	2	\$800.00	\$1,600.00
2104.602	REMOVE BENCH	EACH	2	2	\$50.00	\$100.00
2104.603	REMOVE CONCRETE TUNNEL (7' H X 8' W)	LF	24	26.6	\$100.00	\$2,660.00
2104.603	RELOCATE SPRINKLER SYSTEM	LF	831	275	\$4.35	\$1,196.25
2104.604	SALVAGE LANDSCAPE ROCKWOOD MULCH	SY	270	0	\$5.25	
2104.618	SALVAGE BLOCK RETAINING WALL	SF	151	83.5	\$3.15	\$263.03
2104.618	SALVAGE BRICK PAVERS	SF	370	485	\$1.25	\$606.25
2105.501	COMMON EXCAVATION (P)	CY	11592	11592	\$12.00	\$139,104.00
2105.507	SUBGRADE EXCAVATION	CY	2975	325	\$2.00	\$650.00
2105.607	UNCLASSIFIED EXCAVATION (SEDIMENT REMOVAL) (LV)	CY	125	95	\$25.00	\$2,375.00
2123.501	COMMON LABORERS	HOUR	96	13	\$80.00	\$1,040.00
2123.514	3 CU YD FRONT END LOADER	HOUR	24	10	\$150.00	\$1,500.00
2123.61	3 CU YD BACKHOE	HOUR	24	7	\$150.00	\$1,050.00
2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	54	32	\$110.00	\$3,520.00
2130.501	WATER	MGAL	155	105	\$20.00	\$2,100.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2211.503	AGGREGATE BASE (CV) CLASS 5 (P) (STREETS & DRIVEWAYS)	CY	4578	4578	\$24.00	\$109,872.00
2211.503	AGGREGATE BASE (CV) CLASS 5 (SUBGRADE EXCAVATION)	CY	2975	325	\$0.01	\$3.25
2211.607	AGGREGATE BASE PLACED (CV) , SALV. BIT. & AGG. (P)	CY	4059	4059	\$10.50	\$42,619.50
2215.501	FULL DEPTH RECLAMATION (P)	SY	25642	25642	\$0.80	\$20,513.60
2331.603	SAWED & SEALED JOINT	LF	6393	0	\$2.49	
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1838	350	\$2.50	\$875.00
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B) (DRIVEWAY)	TON	939	498.9	\$62.20	\$31,031.58
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B) (TRAIL)	TON	26	0	\$96.00	
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	3845	693.17	\$62.10	\$43,045.86
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (4,C)	TON	160	104.57	\$82.10	\$8,585.20
2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (3,B)	TON	2991	2958.55	\$61.10	\$180,767.41
2360.501	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (4,B)	TON	100	62.18	\$70.10	\$4,358.82
2360.505	TYPE SP 9.5 MIXTURE FOR PATCHING	TON	28	34.27	\$90.50	\$3,101.44
2411.618	MODULAR BLOCK RETAINING WALL	SF	1876	1311	\$22.50	\$29,497.50
2451.607	CRUSHED ROCK PIPE FOUNDATION (CV)	CY	150	0	\$20.00	
2503.511	8" PVC PIPE SEWER - SDR 26	LF	21	18	\$31.00	\$558.00
2503.541	12" RCP SEWER DES 3006 CL 5	LF	904	885	\$30.00	\$26,550.00
2503.541	15" RCP SEWER DES 3006 CL 5	LF	1116	1113	\$33.00	\$36,729.00
2503.541	18" RCP SEWER DES 3006 CL 5	LF	725	697	\$36.00	\$25,092.00
2503.541	21" RCP SEWER DES 3006 CL 3	LF	360	365	\$39.00	\$14,235.00
2503.541	24" RCP SEWER DES 3006 CL 3	LF	650	648	\$39.00	\$25,272.00
2503.541	30" RCP SEWER DES 3006 CL 3	LF	1370	1372	\$51.00	\$69,972.00
2503.541	36" RCP SEWER DES 3006 CL 3	LF	81	35	\$68.00	\$2,380.00
2503.602	CONNECT TO EXISTING STORM SEWER PIPE	EACH	9	8	\$925.00	\$7,400.00
2503.602	CONNECT TO EXISTING STORM SEWER STRUCTURE	EACH	2	2	\$1,500.00	\$3,000.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	57	44	\$300.00	\$13,200.00
2503.602	CONNECT TO EXISTING SANITARY SEWER OR MANHOLE	EACH	10	10	\$1,260.00	\$12,600.00
2503.602	8"X4" PVC WYE	EACH	26	26	\$650.00	\$16,900.00
2503.602	8"X6" PVC WYE	EACH	7	3	\$680.00	\$2,040.00
2503.602	21"X4" PVC WYE	EACH	16	14	\$2,140.00	\$29,960.00
2503.602	21"X6" PVC WYE	EACH	5	4	\$1,580.00	\$6,320.00
2503.602	4" CLEANOUT ASSEMBLY	EACH	2	2	\$450.00	\$900.00
2503.603	1.5" PVC SEWER (FORCE MAIN) - SDR 26	LF	145	75	\$26.00	\$1,950.00
2503.603	8" PVC PIPE SEWER - SDR 35	LF	3277	2751	\$28.00	\$77,028.00
2503.603	21" PVC PIPE SEWER - SDR 35	LF	2265	2257	\$53.00	\$119,621.00
2503.603	6" PVC SANITARY SEWER RISER PIPE - SDR 26	LF	61	5	\$18.25	\$91.25
2503.603	4" PVC SANITARY SEWER RISER PIPE - SDR 26	LF	253	47.5	\$16.50	\$783.75
2503.603	6" PVC SANITARY SEWER SERVICE PIPE - SDR 26	LF	473	333	\$13.00	\$4,329.00
2503.603	4" PVC SANITARY SEWER SERVICE PIPE - SDR 26	LF	1644	1336	\$10.00	\$13,360.00
2503.603	FILL AND ABANDON PVC PIPE	LF	667	667	\$4.20	\$2,801.40
2504.601	TEMPORARY WATER SERVICE	LS	1	1	\$25,000.00	\$25,000.00
2504.602	LOWER EXISTING WATERMAIN	EACH	1	0	\$3,620.00	
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	20	18	\$920.00	\$16,560.00
2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	56	46	\$230.00	\$10,580.00
2504.602	6" GATE VALVE & BOX	EACH	22	18	\$1,280.00	\$23,040.00
2504.602	8" GATE VALVE & BOX	EACH	18	18	\$2,100.00	\$37,800.00
2504.602	12" BUTTERFLY VALVE & BOX	EACH	15	12	\$1,965.00	\$23,580.00
2504.602	FURNISH & INSTALL HYDRANT	EACH	15	15	\$3,760.00	\$56,400.00
2504.602	ADJUST GATE VALVE BOX	EACH	2	2	\$200.00	\$400.00
2504.602	RELOCATE HYDRANT	EACH	1	0	\$900.00	
2504.602	1" CORPORATION STOP	EACH	51	49	\$760.00	\$37,240.00
2504.602	2" CORPORATION STOP	EACH	10	4	\$995.00	\$3,980.00
2504.602	1" CURB STOP & BOX	EACH	51	49	\$340.00	\$16,660.00
2504.602	2" CURB STOP & BOX	EACH	10	4	\$670.00	\$2,680.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2504.603	6" WATER MAIN DUCTILE IRON CL. 52	LF	616	482.5	\$35.50	\$17,128.75
2504.603	8" WATER MAIN DUCTILE IRON CL. 52	LF	2754	2778	\$36.00	\$100,008.00
2504.603	12" WATER MAIN DUCTILE IRON CL 50	LF	3597	3346.5	\$46.00	\$153,939.00
2504.603	1" TYPE K COPPER PIPE	LF	1574	1533	\$6.00	\$9,198.00
2504.603	2" TYPE K COPPER PIPE	LF	353	100	\$16.00	\$1,600.00
2504.604	4" INSULATION	SY	773	900.86	\$30.00	\$27,025.80
2504.608	DUCTILE IRON FITTINGS, EPOXY COATED	LB	11352	5280	\$0.01	\$52.80
2506.501	CONST DRAINAGE STRUCTURE DES. 48-4020 - MH	LF	140	130	\$254.00	\$33,020.00
2506.501	CONST DRAINAGE STRUCTURE DES. 60-4020 - MH	LF	43	36	\$325.00	\$11,700.00
2506.501	CONST DRAINAGE STRUCTURE DES. 72-4020 - MH	LF	46	39	\$390.00	\$15,210.00
2506.501	CONST DRAINAGE STRUCTURE DES. 84-4020 - MH	LF	7	5.69	\$610.00	\$3,470.90
2506.501	CONST DRAINAGE STRUCTURE, DES. SPEC. TYPE X	LF	84	74.92	\$256.00	\$19,179.52
2506.503	RECONSTRUCT DRAINAGE STRUCTURE	LF	13	4.5	\$150.00	\$675.00
2506.503	RECONSTRUCT SANITARY MANHOLE	LF	10	6	\$180.00	\$1,080.00
2506.521	INSTALL CASTING	EACH	1	1	\$500.00	\$500.00
2506.602	CONSTRUCT STANDARD SANITARY MANHOLE (0'-8')	EACH	19	19	\$2,100.00	\$39,900.00
2506.602	ADJUST FRAME & RING CASTING (W/ NEOPRENE SLEEVE)	EACH	4	3	\$500.00	\$1,500.00
2506.602	ADJUST CATCH BASIN CASTING	EACH	7	4	\$400.00	\$1,600.00
2506.602	CASTING ASSEMBLY, R-3250-1 W/ NEOPRENE SLEEVE	EACH	52	52	\$750.00	\$39,000.00
2506.602	CASTING ASSEMBLY, R-2573 W/ NEOPRENE SLEEVE	EACH	3	2	\$750.00	\$1,500.00
2506.602	CASTING ASSEMBLY, R-1733 (STORM) W/ NEOPRENE SLEEVE	EACH	3	3	\$500.00	\$1,500.00
2506.602	CASTING ASSEMBLY, R-1733 (SANITARY) W/ NEOPRENE SLEEVE	EACH	21	21	\$625.00	\$13,125.00
2506.602	CASTING ASSEMBLY, FORD COVER	EACH	22	10	\$120.00	\$1,200.00
2506.603	MINOR STRUCTURE REPAIR	LF	10	0	\$150.00	

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2506.603	EXTRA DEPTH SANITARY MANHOLE	LF	61	42.06	\$50.00	\$2,103.00
2506.603	CONSTRUCT OUTSIDE DROP	LF	12	11.7	\$290.00	\$3,393.00
2511.501	RANDOM RIPRAP CL III	CY	58	58	\$90.00	\$5,220.00
2511.515	GEOTEXTILE FILTER TYPE IV	SY	138	24	\$3.00	\$72.00
2521.501	5" CONCRETE WALK	SF	31220	31926.7	\$3.40	\$108,550.78
2521.501	5" CONCRETE WALK - EXPOSED AGGREGATE	SF	83	32	\$4.50	\$144.00
2521.501	5" CONCRETE WALK - SPECIAL (STEP)	SF	53	21.3	\$31.00	\$660.30
2521.501	6" CONCRETE WALK	SF	2867	1657.8	\$4.30	\$7,128.54
2531.501	CONCRETE CURB & GUTTER DESIGN B612	LF	1977	1781	\$11.50	\$20,481.50
2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	10932	10669	\$9.20	\$98,154.80
2531.501	CONCRETE CURB & GUTTER TYPE SPECIAL (VALLEY GUTTER)	LF	979	675	\$11.00	\$7,425.00
2531.507	6" CONCRETE DRIVEWAY PAVEMENT (HIGH EARLY)	SY	1400	1124.19	\$41.50	\$46,653.89
2531.507	8" CONCRETE DRIVEWAY PAVEMENT (HIGH EARLY)	SY	416	617.39	\$50.00	\$30,869.50
2531.618	TRUNCATED DOMES	SF	500	377	\$25.00	\$9,425.00
2540.602	RELOCATE WASTE RECEPTACLE	EACH	3	1	\$150.00	\$150.00
2540.604	INSTALL LANDSCAPE ROCK/WOOD MULCH	SY	270	0	\$8.00	
2540.618	INSTALL BLOCK RETAINING WALL	SF	24	0	\$42.00	
2545.515	LIGHT FOUNDATION DESIGN E MODIFIED	EACH	8	8	\$751.00	\$6,008.00
2545.523	1.5" NON-METALLIC CONDUIT	LF	700	800	\$4.00	\$3,200.00
2545.531	UNDERGROUND WIRE 1 COND NO 6	LF	2180	2180	\$1.05	\$2,289.00
2545.531	UNDERGROUND WIRE 1 COND NO 8	LF	761	761	\$0.80	\$608.80
2545.531	UNDERGROUND WIRE 1 COND NO 12	LF	404	404	\$0.60	\$242.40
2545.602	INSTALL ORNAMENTAL LIGHT	EACH	4	4	\$1,150.00	\$4,600.00
2545.602	INSTALL YARD LIGHT	EACH	2	0	\$430.00	
2545.602	INSTALL LIGHTING UNIT	EACH	5	5	\$430.00	\$2,150.00
2557.517	VEHICULAR GATE DOUBLE	EACH	1	1	\$1,270.00	\$1,270.00
2557.603	INSTALL CHAIN LINK FENCE	LF	87	0	\$10.50	
2557.603	INSTALL WOOD RAIL FENCE	LF	107	0	\$12.60	

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2557.603	6' CHAIN LINK FENCE	LF	110	0	\$20.00	
2557.603	INSTALL LANDSCAPE BLOCK EDGING	LF	49	0	\$20.00	
2563.601	TRAFFIC CONTROL	LS	1	1	\$5,500.00	\$5,500.00
2564.531	SIGN PANELS TYPE C	SF	178	53.5	\$22.00	\$1,177.00
2564.536	INSTALL SIGN PANEL TYPE C	EACH	89	28	\$52.00	\$1,456.00
2564.602	INSTALL SIGN TYPE SPECIAL (STREET NAME SIGN)	EACH	8	3	\$120.00	\$360.00
2564.602	FURNISH SIGN POSTS	EACH	22	4	\$100.00	\$400.00
2565.601	TRAFFIC CONTROL INTERCONNECTION	LS	1	1	\$4,600.00	\$4,600.00
2571.501	CONIFEROUS TREE 6' HT B&B	TREE	49	9	\$285.00	\$2,565.00
2571.502	DECIDUOUS TREE 2.5" CAL B&B	TREE	56	19	\$390.00	\$7,410.00
2571.504	CONIFEROUS SHRUB 2' HT CONT	SHRB	64	0	\$55.00	
2571.505	DECIDUOUS SHRUB NO 2 CONT	SHRB	33	20	\$55.00	\$1,100.00
2573.502	SILT FENCE, TYPE PREASSEMBLED	LF	2696	1229	\$2.40	\$2,949.60
2573.53	STORM DRAIN INLET PROTECTION	EACH	71	71	\$100.00	\$7,100.00
2573.533	SEDIMENT CONTROL LOG TYPE STRAW	LF	92	30	\$4.00	\$120.00
2573.535	STABILIZED CONSTRUCTION EXIT	LS	1	0	\$500.00	
2574.525	ORGANIC TOPSOIL BORROW (LV)	CY	4132	0	\$0.01	
2575.505	SODDING TYPE MINERAL	SY	11026	9600	\$4.75	\$45,600.00
2575.523	EROSION CONTROL BLANKETS CATEGORY 1	SY	4770	11436	\$1.70	\$19,441.20
2575.523	EROSION CONTROL BLANKETS CATEGORY 3	SY	7977	3000	\$1.80	\$5,400.00
2575.605	SEEDING MIXTURE 22-111	ACRE	2.7	2.98	\$1,680.00	\$5,006.40
2575.605	SEEDING MIXTURE 25-121	ACRE	2.7	2.52	\$1,680.00	\$4,233.60
2582.501	PAVEMENT MESSAGE (THRU ARROW) - EPOXY	EACH	4	0	\$126.00	
2582.501	PAVEMENT MESSAGE (HANDICAPPED SYMBOL) - EPOXY	EACH	5	0	\$126.00	
2582.502	4" SOLID LINE WHITE - EPOXY	LF	3483	0	\$2.30	
2582.502	4" SOLID LINE YELLOW - EPOXY	LF	340	0	\$10.50	
2582.502	4" BROKEN SOLID LINE YELLOW - EPOXY	LF	1587	0	\$0.25	
2582.502	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	647	0	\$2.10	

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2582.503	ZEBRA CROSSWALK MARKING - EPOXY	SF	2070	0	\$4.50	
TOTAL BASE BID						\$2,727,443.10
BID ALTERNATE A - SCHOOL PARKING LOT						
2101.502	CLEARING	TREE	1	1	\$150.00	\$150.00
2101.507	GRUBBING	TREE	1	1	\$150.00	\$150.00
2102.501	PAVEMENT MARKING REMOVAL	SF	600	0	\$4.20	
2104.501	REMOVE CONCRETE CURB & GUTTER	LF	495	562.5	\$2.00	\$1,125.00
2104.501	REMOVE CHAIN LINK FENCE	LF	300	279	\$3.15	\$878.85
2104.501	REMOVE SWING GATE	EACH	2	2	\$105.00	\$210.00
2104.503	REMOVE CONCRETE SIDEWALK	SF	520	776	\$1.00	\$776.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	1260	1260	\$4.50	\$5,670.00
2104.509	REMOVE BENCH	EACH	2	2	\$100.00	\$200.00
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	50	78	\$3.15	\$245.70
2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	350	457	\$1.70	\$776.90
2104.523	SALVAGE SIGN TYPE C	EACH	3	3	\$31.00	\$93.00
2104.604	REMOVE AG-LIME MATERIAL	SY	965	0	\$2.70	
2105.501	COMMON EXCAVATION (P)	CY	400	400	\$13.00	\$5,200.00
2211.503	AGGREGATE BASE (CV) CLASS 5 (P) (STREETS & DRIVEWAYS)	CY	525	525	\$28.00	\$14,700.00
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	290	344.15	\$69.00	\$23,746.35
2503.541	6" PERF PE PIPE DRAIN	LF	80	0	\$20.00	
2503.541	15" RCP SEWER DES 3006 CL 5	LF	26	26	\$38.00	\$988.00
2506.501	CONST DRAINAGE STRUCTURE DES. 48-4020 - MH	LF	6	5.5	\$385.00	\$2,117.50
2506.602	CASTING ASSEMBLY, R-2501, TYPE C GRATE W/NEOPRENE SLEEVE	EACH	1	0	\$750.00	
2521.501	5" CONCRETE WALK	SF	3535	3473	\$3.40	\$11,808.20
2531.501	CONCRETE CURB & GUTTER DESIGN B612	LF	400	400	\$12.00	\$4,800.00
2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	310	383	\$9.40	\$3,600.20
2531.501	CONCRETE CURB & GUTTER DESIGN D412	LF	188	185	\$9.10	\$1,683.50

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2531.507	8" CONCRETE DRIVEWAY PAVEMENT	SY	70	36	\$50.00	\$1,800.00
2531.618	TRUNCATED DOMES	SF	24	40	\$26.00	\$1,040.00
2557.603	6' CHAIN LINK FENCE	LF	255	250	\$28.00	\$7,000.00
2564.531	SIGN PANELS TYPE C	SF	24	0	\$22.00	
2573.502	SILT FENCE, TYPE PREASSEMBLED	LF	260	0	\$2.40	
2573.53	STORM DRAIN INLET PROTECTION	EACH	1	1	\$300.00	\$300.00
2575.505	SODDING TYPE MINERAL	SY	1100	0	\$4.75	
2582.501	PAVEMENT MESSAGE (THRU ARROW) - EPOXY	EACH	11	0	\$126.00	
2582.501	PAVEMENT MESSAGE (HANDICAPPED SYMBOL) - EPOXY	EACH	4	0	\$126.00	
2582.502	4" SOLID LINE WHITE - EPOXY	LF	270	0	\$2.35	
2582.502	4" SOLID LINE YELLOW - EPOXY	LF	1280	0	\$2.35	
2582.502	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	310	0	\$2.10	
2582.503	ZEBRA CROSSWALK MARKING - EPOXY	SF	2100	0	\$4.55	
TOTAL BID ALTERNATE A						\$89,059.20
CHANGE ORDER 1 - DRAINAGE IMPROVMENTS						
	MOBILIZATION	LS	1	1	\$4,500.00	\$4,500.00
	SITE GRADING	LS	1	1	\$27,000.00	\$27,000.00
2102.501	PAVEMENT MARKING REMOVAL	SF	100	0	\$6.00	
2104.501	REMOVE CONCRETE CURB & GUTTER	LF	405	435	\$4.50	\$1,957.50
2104.501	REMOVE CHAIN LINK FENCE	LF	150	312	\$4.00	\$1,248.00
2104.501	REMOVE SEWER PIPE	LF	36	0	\$19.00	
2104.503	REMOVE CONCRETE SIDEWALK	SF	2395	3738	\$1.80	\$6,728.40
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	485	569	\$7.50	\$4,267.50
2104.507	REMOVE AGGREGATE	CY	8	8	\$42.00	\$336.00
2104.509	REMOVE CONCRETE PIPE APRON	EACH	1	1	\$100.00	\$100.00
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	115	117	\$4.50	\$526.50
2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	600	754	\$2.40	\$1,809.60
2503.603	REMOVE TRENCH DRAIN	EACH	1	1	\$800.00	\$800.00
2104.523	SALVAGE STEEL POST	EACH	3	3	\$100.00	\$300.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
2211.503	AGGREGATE BASE (CV) CLASS 5	CY	215	272	\$35.00	\$9,520.00
2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	115	91.52	\$108.00	\$9,884.16
2301.602	NO 4 REIN REBAR (EPOXY COAT)	EACH	10	10	\$35.00	\$350.00
2503.541	12" RCP SEWER DES 3006 CL 5	LF	242	242	\$38.00	\$9,196.00
2503.541	15" RCP SEWER DES 3006 CL 5	LF	145	145	\$42.00	\$6,090.00
2503.541	18" RCP SEWER DES 3006 CL 5	LF	226	226	\$44.00	\$9,944.00
2506.501	CONST DRAINAGE STRUCTURE DES. 48-4020 - MH	LF	19	18	\$411.00	\$7,398.00
2506.602	CASTING ASSEMBLY, R-2501, TYPE C GRATE W/NEOPRENE SLEEVE	EACH	1	1	\$725.00	\$725.00
2506.602	CASTING ASSEMBLY, R-3067, TYPE C GRATE W/NEOPRENE SLEEVE	EACH	2	2	\$820.00	\$1,640.00
2506.602	CASTING ASSEMBLY, R-1642, TYPE C GRATE W/NEOPRENE SLEEVE	EACH	1	1	\$710.00	\$710.00
2506.602	CONNECT TO EX. STRUCTURE	EACH	1	1	\$2,000.00	\$2,000.00
2506.602	CONNECT TO EX. STORM SEWER	EACH	2	2	\$1,500.00	\$3,000.00
2521.501	4" CONCRETE WALK	SF	3090	4410	\$4.90	\$21,609.00
2531.501	CONCRETE CURB & GUTTER DESIGN B612	LF	455	484	\$15.00	\$7,260.00
2554.602	INSTALL POST INTO CONCRETE	EACH	3	0	\$325.00	
2557.501	WIRE FENCE DESIGN 72-9322	LF	150	0	\$20.50	
2573.502	SILT FENCE, TYPE PREASSEMBLED	LF	585	0	\$2.80	
2573.53	STORM DRAIN INLET PROTECTION	EACH	6	3	\$200.00	\$600.00
2574.525	SELECT TOPSOIL BORROW	CY	75	75	\$40.00	\$3,000.00
2575.505	SODDING TYPE MINERAL	SY	650	0	\$5.60	
2582.501	PAVEMENT MESSAGE (HANDICAPPED SYMBOL) - EPOXY	EACH	1	0	\$150.00	
2582.502	4" SOLID LINE YELLOW - EPOXY	LF	175	0	\$10.50	
TOTAL CHANGE ORDER 1						\$142,499.66
Total Amount Earned						\$2,959,001.96

Application for Payment (continued)

Total Contract Amount	\$ <u>3,396,065.01</u>	Total Amount Earned	\$ <u>2,959,001.96</u>
		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No.	_____	Percent Complete	_____
Contract Change Order No.	_____	Percent Complete	_____
Contract Change Order No.	_____	Percent Complete	_____
Less Previous Applications:		GROSS AMOUNT DUE	\$ <u>2,959,001.96</u>
1: <u>503,071.60</u>	6: _____	LESS <u>5</u> % RETAINAGE	\$ <u>147,950.10</u>
2: <u>723,832.51</u>	7: _____	AMOUNT DUE TO DATE	\$ <u>2,811,051.86</u>
3: <u>846,449.70</u>	8: _____	LESS PREVIOUS APPLICATIONS	\$ <u>2,073,353.81</u>
4: _____	9: _____	AMOUNT DUE THIS APPLICATION	\$ <u>737,698.05</u>
5: _____	10: _____		

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2015 Street Improvements, Cambridge, MN, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date 8-4, 2015 RL Larson Excavating
(Contractor)

COUNTY OF ISANTI)
STATE OF MINNESOTA) SS By Randy Kirschman
(Name and Title)

Before me on this 4 day of Aug, 2015, personally appeared Randy Kirschman known to be, who being duly sworn did depose and say that he is the PROJECT MANAGER (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires
1-31-2020



[Signature]
(Notary Public)

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

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

Short Elliott Hendrickson Inc.

TOOD M. BLANK - PRINCIPAL By TOOD M. BLANK
Date 8/4/15

City of Cambridge

By _____
Date _____

Agenda item 4D

8/17/15 City Council Staff Report LMCIT Liability Coverage – Waiver Form

Background:

The City is currently insured through the League of Minnesota Cities Insurance Trust (LMCIT). This coverage includes, but is not limited to, property, liability, auto, theft, liquor liability and airport coverage. Staff recently completed the renewal application form, which will be for the policy year October 1, 2015 through September 30, 2016.

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

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

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

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

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

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

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

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

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

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

Council Action

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

August 17, 2015

Author: Stan Gustafson

Request

The City Council is requested to approve a Mortgage Satisfaction from the City of Cambridge to Traditional Neighborhoods of Cambridge, LLC.

BACKGROUND INFORMATION

On March 31, 2015 purchased or closed on the property from Traditional Neighborhoods of Cambridge, LLC. One item that still needs to take place is the Mortgage Satisfaction from the City of Cambridge to Traditional Neighborhoods of Cambridge, LLC. The attached Mortgage Satisfaction was drafted by Attorney Jay Squires and will need to be signed by both the Mayor and City Administrator.

The mortgage was not only on the properties the City purchased but on all the undeveloped properties within that development area.

The City of Cambridge purchased the parcels on March 31, 2015 for \$580,000.00 less \$190,000.00 plus accrued interest for assessments on the properties.

PROPOSED ACTION

Staff recommends to City Council approve the attached Mortgage Satisfaction to Traditional Neighborhoods of Cambridge, LLC. City Council authorizes the Mayor and City Administrator to sign the necessary Documents.

Attachments:

- Mortgage Satisfaction

(Top 3 inches reserved for recording data)

**MORTGAGE SATISFACTION
by Business Entity**

**Minnesota Uniform Conveyancing Blanks
Form 20.5.2 (2011)**

DATE: _____
(month/day/year)

THAT CERTAIN MORTGAGE owned by the undersigned, a Municipal Corporation under the laws
of Minnesota, dated January 5, 2005, executed by Traditional
(month/day/year)

Neighborhood of Cambridge, LLC
(insert name of mortgagor)

as mortgagor, to The City of Cambridge
(insert name of mortgagee)

as mortgagee, and recorded on January 11, 2005, as Document Number 344947 (or in Book _____)
(month/day/year)

of _____ Page _____), in the Office of the County Recorder Registrar of Titles of Isanti
(check the applicable boxes)

County, Minnesota, is with the indebtedness thereby secured, fully paid and satisfied.

City of Cambridge
(name)

By: _____
(signature) Marlys Palmer

Its: Mayor
(type of authority)

By: _____
(signature) Lynda Woulfe

Its: City Administrator
(type of authority)

State of Minnesota, County of _____

This instrument was acknowledged before me on _____, by Marlys Palmer
(month/day/year) (name of authorized signer)

_____ as Mayor
(type of authority)

and by Lynda Woulfe
(name of authorized signer)

as City Administrator of the City of Cambridge
(type of authority) (name of party on behalf of whom the instrument was executed)

(Stamp)

(signature of notarial officer)

Title (and Rank): _____

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

THIS INSTRUMENT WAS DRAFTED BY:
(insert name and address)

Jay T. Squires
Rupp, Anderson, Squires & Waldspurger, P.A.
527 Marquette Avenue South, Suite 1200
Minneapolis, MN 55402

4F

Approve Grant Agreement with the Initiative Foundation to assist with cost related to the 2016 Minnesota Design Team Visit

August 17, 2015

Author: Stan Gustafson

Request

City Council is asked to approve the Initiative Foundation Grant agreement for the project entitled "Livable Community Project" for \$4,000.00 for cost related to the 2016 Minnesota Design Team Visit.

Background

Staff has been working on several application for the planned MN Design Team Visit for the spring of 2016. This application to the Initiative Foundation was for financial assistance to help with the cost of their visit. Staff budgeted 10,019.25 to cover all cost related to this visit, \$4,000.00 coming from the Initiative Foundations and the remaining coming from the City of Cambridge in the form of cash and in-kind support.

Staff Recommendation

Staff is recommending the City Council approve the Grant Agreement with the Initiative Foundation and authorize the Mayor and City Administrator to sign the necessary documents.

Attachments:

- Grant Agreement

(320) 632-9255
405 First Street SE
Little Falls, MN 56345



ifound.org

July 22, 2015

Lynda Woulfe
City of Cambridge
300 3rd Avenue NE
Cambridge, MN 55008

RE: IF15-5115

Dear Ms. Woulfe,

Congratulations! This letter is to advise you that your application for the project entitled "*Livable Community Project*" has been approved in the amount of \$4,000. Two original copies of the Grant Agreement are enclosed. This agreement explains the conditions of the award as well as the reporting requirements. Please read the grant agreement carefully.

Please forward one original signed grant agreement to the Initiative Foundation at 405 First St. SE, Little Falls, MN and retain the other original for your records. The Foundation will make full payment of this grant within 45 days upon receipt of signed Grant Agreement.

It is important to remember that any written or video materials resulting from this grant shall contain the following: "This project was funded in part by the Initiative Foundation, a regional foundation." Thank you - this helps all of us in future fundraising efforts.

A final Financial Report and Grantee Progress Report will be due within 30 days following the end of your grant period. You can find and submit these reports online through your My Account page. We are looking forward to working with you on this project. Please feel free to contact us at any time if you have questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Frank'.

Dan Frank
Sr. Program Manager for Community & Economic Development

Enclosures: Grant Agreement (2)

cc: Stan Gustafson



Powering Possible

INITIATIVE FOUNDATION

405 First Street SE
Little Falls, MN 56345
www.ifound.org
(320) 632-9255

GRANT AGREEMENT

GRANT NUMBER: IF15-5115

GRANTEE: City of Cambridge

PROJECT TITLE: "Livable Community Project"

GRANT AMOUNT: \$4,000

GRANT PERIOD: August 1, 2016 to August 31, 2017

The Initiative Foundation (Foundation) and the Grantee are entering into this Agreement to establish the terms of a grant by the Foundation specific to the project noted above.

RESPONSIBILITIES OF THE INITIATIVE FOUNDATION

The Foundation will make an initial payment of the grant amount within 30 days upon receipt of this signed Grant Agreement. The Foundation reserves the right to discontinue, modify or withhold any amount of this grant if it determines, in its sole discretion, such action is necessary. The Foundation reserves the right to distribute any written, video or digital materials resulting from this effort.

RESPONSIBILITIES OF THE GRANTEE

- A. The Grantee hereby confirms and agrees that it is currently exempt from Federal income tax pursuant to Internal Revenue Code Section 501(c)(3) or is a local unit of government, and that it has not received any revocation or suspension notice from the IRS. The Grantee also agrees to notify the Foundation of any change in exempt status during the grant period.
- B. The Grantee hereby agrees to carry out this project and to use the grant funds only for the designated purpose as described in the grant application submitted to the Foundation. The Grantee agrees to obtain consent of the Foundation when activities deviate substantially from said grant application. The Grantee further agrees not to use the funds for any purpose prohibited by law.
- C. The Grantee hereby agrees to notify the Foundation about any of the following:
 - Any change in key personnel of the project or organization;
 - Any change in address or phone number;
 - Any development that significantly affects the operation of the project or the organization.
- D. The Grantee hereby agrees to maintain its books and records to show and separately account for the funds received under this grant, to maintain records of expenditures adequate to identify the purposes for which grant funds have been expended for this project, and to retain such records for three years.

- E. The Grantee hereby agrees to permit the Foundation, at its request, access to the Grantee files and records related to this grant, and make available relevant financial audits, verifications, and investigations.
- F. The Grantee hereby agrees to repay to the Foundation any portion of the grant which remains unused or is not used for the purposes specified within the grant application. Such payment is to be remitted along with the Grantee's final reports, all due 30 days after the grant period ends.
- G. The Grantee hereby agrees to provide the Foundation with a copy of any final plan, written reports, or digital materials resulting from this grant and such materials shall contain the following statement: **"This project was funded in part by the Initiative Foundation, a regional foundation."**
- H. The Grantee hereby agrees to defend and hold harmless the Foundation and its officers and employees from and against any claim, including the expense of investigation and defense of such claim, arising out of or in any way connected with this project, grant or expenditure of grant funds.
- I. The Grantee hereby agrees to comply with the reporting requirements and is bound by its terms as stated in this Grant Agreement. Failure to do so may result in repayment to the Foundation by the Grantee for all or part of the grant and jeopardize future grant funding.
- J. The Grantee hereby agrees to submit the following information:

- 1) Financial Report form and Grantee Progress Report form are due within 30 days after August 31, 2017, which is the end of the grant period.
- 2) Other information supported by project funds, e.g. final documents such as survey results, comprehensive plan, housing study, etc.

Thank you for all you are doing to build community in central Minnesota. The responsibilities and obligations outlined in this grant agreement are intended to hold ourselves and our grantees to the highest standards of accountability for greatest impact to our donors, constituents and to the children, families, and communities that we serve. Without strong partners like you, our work would be impossible.

Initiative Foundation

City of Cambridge

Don Hickman

 Don Hickman
 VP for Community & Economic Development

 Lynda Woulfe
 City Administrator

Date: 7/21/2015

Date: _____

4G - City Council Staff Report **August 17, 2015**
2015 Street Improvements - Revise 127- 6th Ave NE Assessment

BACKGROUND

On October 20, 2014, the City Council adopted the assessments for the 2015 Street Improvements, including the \$5,850.00 assessment to the property at 127 6th Avenue NE, PIN 150510130. This assessment was based on a single family residential home.

There was a single family residential home on this property until it was recently removed because it was in substandard condition. The City has since determined that this property is not buildable because the width is well below the minimum lot width requirement. The existing lot is approximately 30-feet wide and the minimum width required is 70-feet. Staff was not aware of this when the 2015 Street Improvement assessments were determined.

Therefore, staff recommends that the assessment for this property be revised from \$5,850.00 to \$0.00.

COUNCIL ACTION

1. Motion to adopt Resolution Revising 127 6th Ave. NE Assessment for the 2015 Street Improvements.

ATTACHMENTS

1. Resolution Revising 127 6th Ave. NE Assessment for the 2015 Street Improvements.

Resolution No. R15-046
Resolution Revising 127 6th Ave. NE Assessment
for the 2015 Street Improvements

WHEREAS, pursuant to proper notice duly given as required by law, the Council met on October 20, 2014 and adopted the assessment to the property at 127 6th Avenue NE, PIN 150510130, of \$5,850.00 for the 2015 Street Improvements; and

WHEREAS, it has since been determined by the City that due to substandard width this property is not buildable;

NOW THEREFORE, BE IT RESOLVED by the City Council of Cambridge Minnesota that the assessment to the property at 127 6th Avenue NE, PIN 150510130, be revised from \$5,850.00 to \$0.00.

Adopted by the Cambridge City Council this 17th day of August, 2015.

Mayor Marlys A. Palmer

ATTEST:

City Administrator Lynda J. Woulfe

Drafted by: Lynda J. Woulfe, City Administrator

Background

During the 2015 legislative session, the City was successful in obtaining \$1.8 million to fund the preliminary engineering, environmental review, and some preliminary right of way acquisition for Highway 95 improvements. In order to obtain this money, the State is requiring the City to submit the attached Department of Economic Development (DEED) Business Redevelopment Infrastructure Application and pass the required resolution.

Recommended Action

Approve application and resolution as presented.

Attachments

Business Development Public Infrastructure Application
Resolution R15-044

Resolution R15-044

City of Cambridge Business Development Infrastructure Application

BE IT RESOLVED that the City of Cambridge (Applicant) act as the legal sponsor for project(s) contained in the Business Development Infrastructure Application to be submitted on August 18, 2015 and that Mayor Marlys A. Palmer and Lynda J. Woulfe, City Administrator, are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of City of Cambridge, Minnesota.

BE IT FURTHER RESOLVED that the City of Cambridge has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure matching funds, adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Cambridge has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of Cambridge may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that it will comply with all applicable laws and regulations as stated in all contract agreements.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of Cambridge, is not required to meet the local match requirement.

BE IT FURTHER RESOLVED that City of Cambridge will the repay the grant if milestones are not realized by the completion date identified in the Application.

City of Cambridge certifies that it will comply with all applicable laws, regulations, and rules of the Business Development Infrastructure Application as it applies to the City's project.

NOW, THEREFORE BE IT RESOLVED that Mayor Marlys A. Palmer and Lynda J. Woulfe, City Administrator, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

Adopted this 17th day of August, 2016 by the Cambridge City Council.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Business Development Public Infrastructure Application Cover Sheet

The Cover Sheet must be completed by all applicants requesting financial assistance.

Project Name: Trunk Highway 95 Corridor Improvements

House District: 32A
Congressional District: 8

Applicant: City of Cambridge, MN
Project Contact Person: Lynda J. Woulfe
Title: City Administrator
Address: 300 3rd Ave. NE
City: Cambridge, MN Zip: 55008
Phone: 763-552-3216 Fax: 763-689-6801
E-Mail Address: lwoulfe@ci.cambridge.mn.us

Minnesota Tax Identification Number: 8021026
Federal Tax Identification Number: 41-6005029

Name of responsible entity who is responsible for submission of payment request forms to DEED
(Complete only if different from above)

Mailing Address: _____

Contact Person: _____
Person Completing Application
or Project Director: _____
Telephone Number: _____
Email: _____

Check all of the activities listed below that relate to your Project

- New Industrial Park Development
- Business Expansion
- Innovative BDPI Project-as defined in Program Concept

Legislation stated:
Notwithstanding any law to the contrary, of the amount appropriated in fiscal year 2016, \$1,800,000 is for a grant to the city of Cambridge to fund ongoing development and improvement of Trunk Highway 95 within the city of Cambridge, including economic development, land acquisition and enhancements, safety improvements, design, engineering, environmental studies, corridor mappings, right-of-way acquisitions, and associated improvements. Notwithstanding Minnesota Statutes, section 116J.431, subdivision 1, a local match is not required for this project. This is a onetime appropriation and any unspent funds do not lapse.

Business Development Public Infrastructure (BDPI) Application

Project Summary

Ongoing development and improvement of Trunk Highway 95 (TH 95) within the city of Cambridge, including economic development, land acquisition and enhancements, safety improvements, design, engineering, environmental studies, corridor mappings, right-of-way acquisitions, and associated improvements.

The City has invested over \$35 million in the past 15 years improving alternate transportation routes to help alleviate traffic congestion on TH 95. TH 95 was recently widened to four lanes with left turn lanes from Emerson Street to County Road 2. This greatly improved traffic operations and a majority of the City's economic growth has been where TH 95 had been widened.

In order to spur redevelopment along the remaining TH 95 corridor, it must be widened to four lanes. The City is working with a local business on a project along TH 95 that would result in \$70 million in construction costs for Phase I and II along with the retention of 410 employees (266 FTEs). These positions include professional administration, plant engineering, health care services, and support positions. However, in order to make this project a reality improvements to Highway 95 must be made. This project is still in the negotiation stages so details are not available for public release.

- Provide maps showing city boundaries, the location of the proposed development, the location of the proposed public infrastructure improvements, including types of improvements, etc.;

See Appendix A

Provide Evidence of Community Support/Permitting

See Appendix B Highway 95 Corridor Study.

Project Financial Information

The City will utilize the \$1.8 million State of Minnesota appropriation for preliminary engineering, environmental review, and right of way acquisition.

Increase in Tax Base

Unknown at this time. The increase in tax base will happen when Highway 95 has been widened to four lanes to accommodate additional economic development and redevelopment along this corridor.

Additional Required Program Information

- **Resolutions:** See Attachment.
- **Declaration:** See Attachment.

BDPI Project Budget

Project Activities	DEED	City/County	Other	Total
Preliminary Engineering & Environmental Review	\$400,000			
Right of Way Acquisition	\$1,400,000			
Total Costs	\$1,800,000			

Timetable-please feel free to include any additional activities you deem necessary.

Activity	Start mm/yy	Finish mm/yy
Preliminary Engineering	08/15	08/16
Easements Acquired	08/16	10/16
Declaration for public property	10/16	10/16

Attachment I to Grant Agreement

**State of Minnesota
Greater Minnesota Business Development Public Infrastructure Program
General Obligation Bond Financed
DECLARATION**

The State of Minnesota has the following interest in the real property located in the County of Isanti, State of Minnesota that is legally described in **Exhibit A** attached and all facilities situated thereon (collectively referred to as the “Restricted Property”):

(Check the appropriate box.)

a fee simple title,

a lease, or

an easement,

and as owner of such fee title, lease or easement, does hereby declare that such interest in the Restricted Property is hereby made subject to the following restrictions and encumbrances:

- A. The Restricted Property is bond financed property within the meaning of Minn. Stat. § 16A.695 that exists as of the effective date of the grant agreement identified in paragraph B below, is subject to the encumbrance created and requirements imposed by such statutory provision, and cannot be sold, mortgaged, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget, or its successor, which approval must be evidenced by a written statement signed by said commissioner and attached to DEED, mortgage, encumbrance or instrument used to sell or otherwise dispose of the Restricted Property; and
- B. The Restricted Property is subject to all of the terms, conditions, provisions, and limitations contained in the Highway 95 Redevelopment Project between the City of Cambridge and the Minnesota Department of Employment and Economic Development (DEED), dated August 17, 2015 (the “G.O. Grant Agreement”).

The Restricted Property shall remain subject to this State of Minnesota General Obligation Bond Financed Declaration for as long as the G.O. Grant Agreement is in force and effect; at which time it shall be released therefrom by way of a written release in recordable form signed by both the Commissioner of Minnesota Department of Employment and Economic Development and the Commissioner of Minnesota of Management and Budget, or their successors, and such written release is recorded in the real estate records relating to the Restricted Property. This Declaration may not be terminated, amended, or in any way modified without the specific written consent of the Commissioner of Minnesota of Management and Budget, or its successor.

PUBLIC ENTITY:

City of Cambridge,
a statutory city

By: _____

Its: _____

Dated: _____, 2____

And: _____

Its: _____

Executed on the ____ day of _____, 2____

STATE OF MINNESOTA)

) ss.

COUNTY OF _____)

This Department of Employment and Economic Development Declaration was executed and acknowledged before me on the ____ day of _____, 2____, by _____ the _____, and _____, the _____ of _____, a _____, on behalf of said _____.

Notary Public

This Declaration was drafted by:

Office of Attorney General
Suite 300
400 Sibley Street
St. Paul, MN 55101-1996

Attachment II

LEGAL DESCRIPTION

(only the public land in which the infrastructure is located)

MN DOT R/W PLAT 30-8/9/10

**15.041.2310 .05 AC 15.041.2331 .06 AC 15.041.2260 .03 AC 15.041.2250 .04 AC
15.041.2240 .20 AC 15.041.2330 .06 AC 03.068.0030 EASEMENT ONLY 15.072.0330 .05
AC 15.072.0360 .05 AC 15.072.0430 .09 AC 15.100.0010 EASEMENT ONLY 15.100.0020
EASEMENT ONLY 15.033.1100 EASEMENT ONLY 15.033.1300 EASEMENT ONLY
15.090.0061 EASEMENT ONLY 15.090.0050 DID NOT BUY R/W
RIGHT OF WAY PLAT 30-8; 30-9 & 30-10 - HIGHWAY #95 THRU CAMB 03.027.1400 .48
AC 03.027.1401 .64 AC 03.027.1200 .30 AC 03.027.0200 .19 AC 15.034.0500 .04 AC
15.034.0700 .01 AC 15.034.0600 DID NOT BUY R/W 15.124.0010 .02 AC 15.124.0020 .02
AC 15.034.0100 .44 AC 15.034.0200 .05 AC 15.034.0300 .11 AC 03.049.0030 .11 AC
03.028.6100 .17 AC 03.028.6300 EASEMENT ONLY 03.028.6200 .30 AC 03.028.6400 .39
AC 03.028.6700 .22 AC 03.028.4000 EASEMENT ONLY 15.044.0120 .01 AC**

Parcel ID 15.032.0200

PT GOVT LOT 1, Sec 32/Twp 036/Range 023

**Attachment III to Grant Agreement
SOURCE AND USE OF FUNDS FOR THE PROJECT**

Source of Funds

Use of Funds

Identify Source of Funds	Amount
State GO Funds	
BDPI/Program Grant	<u>\$1,800,000.00</u>
Other State Funds	
None	\$ 0
	\$
	\$
Sub-Total	<u>\$ 0</u>
Matching Funds	
	\$0
	\$
Sub Total	<u>\$ 0</u>
Other Public Entity Funds	
	\$ 0
	\$
Sub-Total	<u>\$ 0</u>
Loans	
	\$ 0
	\$
Sub-Total	<u>\$ 0</u>
Other Funds	
	0
	\$
	\$
Sub-Total	<u>\$</u>
Prepaid Project Expenses	
	0
	\$
	\$
Sub-Total	<u>\$</u>
TOTAL FUNDS	<u>\$1,800,000.00</u>

Identify Items	Amount
Ownership Acquisition and Other Items Paid for with Program Grant Funds	
Purchase of Ownership Interest	<u>\$1,400,000.00</u>
Preliminary Engineering & Environmental Review	\$ 400,000.00
	\$
	\$
Sub Total	<u>\$1,800,000.00</u>
Items Paid for with Non- Program Grant Funds	
	\$ 0
	\$
	\$
Sub Total	<u>\$ 0</u>
TOTAL PROJECT COSTS	<u>\$1,800,000.00</u>

August 17, 2015

Author: Stan Gustafson

Request:

The City Council is asked to discuss a Tax Abatement application received by staff from Scott Frayn of Main & 65 LLC (former westroms corner) requesting Tax Abatement to assist with the cost of installing an onsite Sewage Treatment System on the property located at 4000 Main St S, Cambridge, MN.

BACKGROUND

Staff has been working with the Banker, Broker and buyer of the former Westroms Corner Gas, Convenient and Restaurant site since January 2015. This site has been vacant since 2011 and is deteriorating from non-use inside and out. The bank and the buyer had a variety of testing done to the property to make sure it would satisfied the buyers need. Include in these test was a Phase 1 & 2 Environmental study done and both studies came out clear. The Bank also had a variety of test done to the tanks to make sure the tanks conformed and all pipes were dealt with appropriately. The buyer also did a variety if test to make sure other items were in working condition

Also required was the septic system test that was needed to determine if it was in compliance as well. It was found that the septic system failed the test and that a new design and plan was needed. A new plan and design was created by Septic Check and the cost associated with this is \$158, 365.00.

Staff met with the potential buyer, banker and broker to talk about options available to assist with the high cost of the new system. The City does not have a revolving loan fund or grant to assist with such a project. Staff continued to call a number of other possible organization that could assist including ECRDC, DEED, MPCA, USDA and Initiative Foundation. The only potential loan could come from the Initiative Foundation all other parties had nothing that was available or did not fit the program guidelines.

Initially Mr Frayn had a conversation with the City Engineer on the availability of city water and sewer brought to this location. To bring city water and sewer to this area would cost approximately \$3 to \$4 million dollars which is far too costly for any number of reasons.

Planned improvements to the property are as follows, septic installation, carwash renovation including recycling unit and equipment, necessary clean up and painting to the interior convenient store and restaurant, all new LED lighting under canopies, signage, new pumps, tank monitoring system and asphalt repair.

Staff has received an application for Tax Abatement for assistance to help with the cost of installing a new onsite sewage treatment system at the above address. The property owner also filled out an application to Isanti County for assistance as well. Staff met with Isanti County committee that reviews the Tax Abatement application prepared for them to discuss the project, the property owner as well attend a portion of the meeting. The conclusion of that meeting was they were planning on also discussing this at their work session which is on August 17. They asked city staff to provide them with an update or feedback of the City Council work session meeting also on August 17.

Once Staff received the Tax Abatement application both the Economic Development Director and Finance Director went through the application and scoring sheet established at the time the policy was approved. The conclusion was an overall project desirability score of moderate.

The conclusion from staff to provide this type and amount of assistance was the fact we as a city could not offer City services at a reasonable cost.

- Business has been close since 2011
- Deterioration of the current sight (blight)
- Failed septic system and a new system was needed
- No City infrastructure available within reason

The property taxes over the past several years have been declining and with the recent purchase and the plan of renovation will stop the decline and these property value will start again to increase.

2011-\$901600.
2012-\$887,900
2013-\$890,100
2014 \$839,000 later reduced to \$610,200
2015- \$521,700
2016- \$511,900

At closing the bank provided an additional \$80,000.00 to the buyer to help with the cost of these repairs. The request of \$40,000 each or a total of \$80,000.00 from both the City and Isanti County to assist with this type expense.

Terms of assistance and items for an agreement would be as follows:

- The assistance provided would be focused on the installation of a new onsite sewage treat system
- City would offer a "Pay As You Go" Tax Abatement of up to a maximum of \$40,000.00 or a maximum of 9 Years whichever occurs first
- Tax Abatement would only be for the increase increment portion of the City portion of the tax, this would not affect the current tax flow coming to the city or less property values continue to decline

- In the agreement a tax base or market value would be determined as a benchmark
- Property owner would agree not to detached from the City of Cambridge
- Goal for the property is an increase in property taxes
- Owner assumes and increase in property value of \$700,000.00 and Ehlers are assuming an increase to \$800,000.00
- Value of property is be determined by the county assessor

Since the next steps of the project get costly and if the project is not desired by the City Council to proceed with Tax Abatement now would be the time to bring the project to a halt.

This project will have various items for approval from EDA recommendation to the City Council and City Council public hearing which will all be handled simultaneously.

- Working with Ehlers for any final document
- Jay Squires to draft the Contract for Private development
- Hold a public hearing on Sept 8 and seek approval of Tax Abatement

Prior to the City Council meeting on Sept 8, 2015 the EDA will hold a meeting at 3:45 PM at City Hall to hear the proposal and make their recommendation to City Council

PROPOSED ACTION/RECOMMENDATION

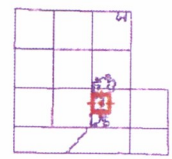
Staff is recommending the City Council approve to move forward with the proposal by Scott Frayn, Main & 65 LLC to seek Tax Abatement on the property located at 4000 Main St South, Cambridge, MN.

Attachments:










- Map of 4000 Main St S
- Analysis from Ehlers
- Tax Abatement Application and score sheet
- Property Tax Statement
- Onsite Sewage Treatment System estimate
- City Tax Abatement Policy



Overview




Legend

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

Parcel ID	151360010	Alternate ID	n/a	Owner Address	MAIN & 65 LLC
Sec/Twp/Rng	8-35-23	Class	3A-Commercial/Industrial/Public Utility		4000 MAIN ST S
Property Address	4000 MAIN ST S CAMBRIDGE	Acreeage	2.5		CAMBRIDGE MN 55008
District	CAMB CITY/911				
Brief Tax Description	Lot 001 Block 001 of JOHNSON'S SOUTH ADDITION <i>(Note: Not to be used on legal documents)</i>				

Date created: 8/11/2015
Last Data Upload: 8/11/2015 5:15:19 AM

 Developed by
The Schneider Corporation

Memo

To: Stan Gustafson, City of Cambridge
From: Mark Ruff and Nick Anhut, Ehlers
Date: August 10, 2015
Subject: Financial and "But For" Analysis for Cambridge Fuels Proposal

The City has received a request for tax abatement assistance for a commercial project located at 4000 Main Street South. The development will include an owner-operated gas station, car wash, and convenience store with a restaurant space for lease.

This memo is intended to discuss the following:

- Amount of Abatement available
- Our review of the underlying economics of the development and its "need" for assistance

Abatement Available

Three years ago, the property was valued at \$890,000 but has dropped to \$533,000 for taxes payable in 2016. Assuming the property were to increase to \$800,000 in assessed value for taxes payable in 2017, the development would be expected to generate approximately \$10,900 per year in tax abatement revenues from all three jurisdictions attributable to the increase from today's assessed value of \$533,000. This revenue assumes maximum participation from the City, County and School District. The total property taxes are shown in the chart below.

WHAT IS EXCLUDED FROM ABATEMENT?	
Total Property Taxes	41,991
less State-wide Taxes	(8,134)
less Fiscal Disp. Adj.	0
less Market Value Taxes	(1,173)
Less Small Taxing Jurisdiction Taxes	(38)
less Base Value Taxes	(21,751)
Annual Gross Maximum Tax Abatement	10,896

The developer has requested \$40,000 in tax abatement from the City, and an additional \$40,000 from the County. Assuming no participation from the School District, the annual abatement amount is projected at \$8,347: \$4,796 available from City tax receipts and \$3,550 from the County's. Assuming these levels, the City share would be paid out over 8.5 years. The detailed abatement cash flow projection is attached to this memo.

With pay-as-you-go assistance, the developer is responsible for paying all of the costs associated with the improvements up-front. No City bonds or direct loans would be involved in the transaction. The developer will finance the costs, pay its annual property taxes and receive a

www.ehlers-inc.com



Minnesota
Offices also in Wisconsin and Illinois

phone 651-697-8500
fax 651-697-8555
toll free 800-552-1171

3060 Centre Pointe Drive
Roseville, MN 55113-1122

semi-annual remittance from the taxes received by the City and County attributable to the increase in assessed value. If the development's property taxes decrease, no abatement is available and the developer takes the loss. The City or County would not be obligated to pay more than the original amount approved.

Economics of the Request

The developer has indicated that it has already purchased the site and plans to acquire equipment to fully furnish the development and begin operation in the fall 2015. We have recreated the developer's financial projections to show returns both with and without the abatement assistance. The total project costs are \$959,365. The total abatement request would be 8.34% of total project costs, at a \$80,000 level of assistance. Without the abatement, the developer has indicated its equity contribution at \$200,000, or 20.85% of total costs.

SOURCES		
	Amount	Pct.
Developer Financing - Conventional Mortgage	428,000	44.61%
Developer Financing - Equipment Financing	268,865	28.03%
Fuel Supplier Contribution	62,500	6.51%
DEVELOPER EQUITY	200,000	20.85%
Subtotal	959,365	100.00%
TOTAL SOURCES	959,365	100.00%

USES		
	Amount	% of Cost
ACQUISITION COSTS	959,365	100.00%
Land/Buildings	535,000	55.77%
Equipment / Repairs & Replacement	424,365	44.23%
Developer Fee	0	0.00%
TOTAL USES	959,365	

Without assistance, total cash flow after debt service payments are projected at \$22,095, or a mid-level 11% first year return on equity. The developer's projected cash flows show annual debt coverage above traditional underwriting standards of 120-140%. Abatement revenues related to the increase in assessed values would not be available until Pay 2017. For purposes of comparison, keeping net operating income the same as above, the returns *with assistance* are shown in 2017 at \$30,441 or above a healthy 15%.

Debt Coverage and Return Projects with Assistance			
	Year	2016	2017
CITY ABATEMENT PAYMENTS - \$40,000		0	4,796
COUNTY ABATEMENT PAYMENTS - \$40,000		0	3,550
Developer Financing - Conventional Mortgage		52,905	52,905
CASH FLOW AFTER FINANCING		22,095	30,441
NET CASH TO DEVELOPER		22,095	30,441
RETURN ON INVES.-CASH ON CASH (ANNUAL)		11.05%	15.22%
CASH ON COST RETURN		8.53%	9.48%
ANNUAL DEBT COVERAGE		141.76%	157.54%
Abatement Years			1



**City of Cambridge
Cambridge Fuels Abatement**

10-year operating Proforma

Revenue Inflation	0.00%
Inflation on Expenses	0.00%
Vacancy Rate	0.00%

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Income	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11
Fuel Revenue	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Convenience Store Revenue	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000
Car Wash Revenue	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Restaurant Rent	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000
	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
Total Commercial Income	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000
Effective Gross income	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000	3,609,000

	Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Expenses	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	
Fuel Cost of Goods Sold	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000
Convenience Store Cost of Goods Sold	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000	385,000
Car Wash Cost of Goods Sold	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000
Operating Expenses	285,000	285,000	285,000	285,000	285,000	285,000	285,000	285,000	285,000	285,000	285,000	285,000
TOTAL EXPENSES	3,534,000	3,534,000	3,534,000	3,534,000	3,534,000	3,534,000	3,534,000	3,534,000	3,534,000	3,534,000	3,534,000	3,534,000
CITY ABATEMENT PAYMENTS - \$40,000	0	4,796	4,796	4,796	4,796	4,796	4,796	4,796	4,796	4,796	1,632	0
COUNTY ABATEMENT PAYMENTS - \$40,000	0	3,550	3,550	3,550	3,550	3,550	3,550	3,550	3,550	3,550	3,550	3,550
Developer Financing - Conventional Mortgage	52,905	52,905	52,905	52,905	52,905	52,905	52,905	52,905	52,905	52,905	52,905	52,905
CASH FLOW AFTER FINANCING	22,095	30,441	30,441	30,441	30,441	30,441	30,441	30,441	30,441	30,441	27,277	25,645
NET CASH TO DEVELOPER	22,095	30,441	30,441	30,441	30,441	30,441	30,441	30,441	30,441	30,441	27,277	25,645
RETURN ON INVES.-CASH ON CASH (ANNUAL)	11.05%	15.22%	15.22%	15.22%	15.22%	15.22%	15.22%	15.22%	15.22%	15.22%	13.64%	12.82%
CASH ON COST RETURN	8.53%	9.48%	9.48%	9.48%	9.48%	9.48%	9.48%	9.48%	9.48%	9.48%	9.12%	8.93%
ANNUAL DEBT COVERAGE	141.76%	157.54%	157.54%	157.54%	157.54%	157.54%	157.54%	157.54%	157.54%	157.54%	151.56%	148.47%
Abatement Years		1	2	3	4	5	6	7	8	9	10	



Cambridge Fuels Tax Abatement

City of Cambridge

City and County Participate - 10 years

ASSUMPTIONS AND RATES

DistrictType:	Abatement	Current Total Local Tax Rate:	204.276%	Pay 2015
First Year Construction or Inflation on Value	2015	Current CityTax Rate	89.819%	Pay 2015
Inflation Rate - Every Year:	0.00%	Current County Tax Rate	66.485%	Pay 2015
Interest Rate	0.00%	Current School District No. District 911 Tax Rate	47.737%	Pay 2015
Present Value Date:	1-Aug-15	Current Other Tax Rate	0.235%	Pay 2015
First Period Ending	1-Feb-16	State-wide Tax Rate (Comm./Ind. only used for total taxes)	50.8400%	Pay 2015
Cashflow Assumes First Abatement	2017	Market Value Tax Rate (Used for total taxes)	0.14657%	Pay 2015
Assumes Last Year of Abatement	2026	PROPERTY TAX CLASSES AND CLASS RATES:		
Fiscal Disparities Election [Inside, Outside or NA]	NA	Exempt Class Rate (Exempt)	0.00%	
Incremental or Total Fiscal Disparities		Commercial Industrial Preferred Class Rate (C/I Pref.)		
Fiscal Disparities Contribution Ratio		First	\$150,000	1.50%
Fiscal Disparities Metro-Wide Tax Rate		Over	\$150,000	2.00%
Term of City Abatement	10	Commercial Industrial Class Rate (C/I)		2.00%
Term of County Abatement	10	Rental Housing Class Rate (Rental)		1.25%
Term of School District Abatement	0	Affordable Rental Housing Class Rate (Aff. Rental)		0.75%
District 911		Non-Homestead Residential (Non-H Res.)		1.25%
Total Years of Abatement:	10	Homestead Residential Class Rate (Hmstd. Res.)		
		First	\$500,000	1.00%
		Over	\$500,000	1.25%
		Agricultural Non-Homestead		1.00%

BASE VALUE INFORMATION (Original Tax Capacity)

Map #	PID	Owner	Address	Land Market Value	Building Market Value	Total Market Value	Percentage Of Value Used for District	Original Market Value	Tax Year Original Market Value	Property Tax Class	Current Original Tax Capacity	Class After Conversion	After Conversion Orig. Tax Cap.	Area/Phase
	15-142-0010			21,100	0	21,100	100%	21,100	Pay 2016	C/I	422	C/I	422	1
	15-136-0010			108,900	403,000	511,900	100%	511,900	Pay 2016	C/I	10,238	C/I	10,238	1
						533,000					10,660		10,660	



Cambridge Fuels Tax Abatement
 City of Cambridge
 City and County Participate - 10 years

PROJECT INFORMATION (Project Tax Capacity)												
Area/Phase	New Use	Estimated Market Value Per Sq. Ft./Unit	Taxable Market Value Per Sq. Ft./Unit	Sq. Ft./Units	Market Value	Property Tax Class	Project Tax Capacity	Percentage Completed 2015	Percentage Completed 2016	Percentage Completed 2017	Percentage Completed 2018	First Year Full Taxes Payable
1	Commercial	800,000	800,000	1	800,000	C/1	16,000	100%	100%	100%	100%	2017
TOTAL					800,000		16,000					
Subtotal Residential				0	0		0					
Subtotal Commercial/Ind.				1	800,000		16,000					

Note:

1. Market values are based upon estimates from developer.

TAX CALCULATIONS									
New Use	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	State-wide Property Taxes	Market Value Taxes	Total Taxes	Taxes Per Sq. Ft./Unit
Commercial	16,000	0	16,000	32,684	0	8,134	1,173	41,991	41,991.10
TOTAL	16,000	0	16,000	32,684	0	8,134	1,173	41,991	

Note:

1. Taxes and abatement will vary significantly from year to year depending upon values, rates, state law, fiscal disparities and other factors which cannot be predicted.

WHAT IS EXCLUDED FROM ABATEMENT?	
Total Property Taxes	41,991
less State-wide Taxes	(8,134)
less Fiscal Disp. Adj.	0
less Market Value Taxes	(1,173)
Less Small Taxing Jurisdiction Taxes	(38)
less Base Value Taxes	(21,751)
Annual Gross Maximum Tax Abatement	10,896

08



**Cambridge Fuels Tax Abatement
City of Cambridge
City and County Participate - 10 years**

Project Tax Capacity	Original Tax Capacity	Fiscal Disparities -	Captured Tax Capacity	Combined City, County, & School Tax Rate	Maximum Annual Gross Tax Abatement	Semi Annual Gross Tax Abatement	City Abatement w/ Tax Rate	County Abatement w/ Tax Rate	School Abatement w/ Tax Rate	Semi Annual Net Tax Abatement	Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
						-	-	-	-	-				02/01/16
						-	-	-	-	-				08/01/16
						-	-	-	-	-				02/01/17
16,000	(10,660)	-	5,340	204%	10,896	5,448	2,398	1,775	-	4,173	4,173	0.5	2017	08/01/17
						5,448	2,398	1,775	-	4,173	8,347	1	2017	02/01/18
16,000	(10,660)	-	5,340	204%	10,896	5,448	2,398	1,775	-	4,173	12,520	1.5	2018	08/01/18
						5,448	2,398	1,775	-	4,173	16,693	2	2018	02/01/19
16,000	(10,660)	-	5,340	204%	10,896	5,448	2,398	1,775	-	4,173	20,867	2.5	2019	08/01/19
						5,448	2,398	1,775	-	4,173	25,040	3	2019	02/01/20
16,000	(10,660)	-	5,340	204%	10,896	5,448	2,398	1,775	-	4,173	29,213	3.5	2020	08/01/20
						5,448	2,398	1,775	-	4,173	33,387	4	2020	02/01/21
16,000	(10,660)	-	5,340	204%	10,896	5,448	2,398	1,775	-	4,173	37,560	4.5	2021	08/01/21
						5,448	2,398	1,775	-	4,173	41,733	5	2021	02/01/22
16,000	(10,660)	-	5,340	204%	10,896	5,448	2,398	1,775	-	4,173	45,907	5.5	2022	08/01/22
						5,448	2,398	1,775	-	4,173	50,080	6	2022	02/01/23
16,000	(10,660)	-	5,340	204%	10,896	5,448	2,398	1,775	-	4,173	54,253	6.5	2023	08/01/23
						5,448	2,398	1,775	-	4,173	58,426	7	2023	02/01/24
16,000	(10,660)	-	5,340	204%	10,896	5,448	2,398	1,775	-	4,173	62,600	7.5	2024	08/01/24
						5,448	2,398	1,775	-	4,173	66,773	8	2024	02/01/25
16,000	(10,660)	-	5,340	204%	10,896	5,448	2,398	1,775	-	4,173	70,946	8.5	2025	08/01/25
						5,448	2,398	1,775	-	4,173	75,120	9	2025	02/01/26
16,000	(10,660)	-	5,340	204%	10,896	5,448	2,398	1,775	-	4,173	79,293	9.5	2026	08/01/26
						5,448	2,398	1,775	-	4,173	83,466	10	2026	02/01/27
Total						108,958	47,963	35,503	-	83,466				
	Present Value From 08/01/2015		Present Value Rate	0.00%		108,958	47,963	35,503	-	83,466				

06



APPLICATION FOR TAX ABATEMENT

APPLICANT INFORMATION

Primary Contact Scott Frayn
Name of Corporation/Partnership Cambridge Fuels, Inc
Address 4000 Main Street South
Address Cambridge, MN 55008
Phone 312-203-9590 Fax Not available
Email scottfrayn@gmail.com

Brief description of the corporation/partnership's business, including history, principal product or service:

Cambridge Fuels, Inc is wholly owned by Scott Frayn.
Scott Frayn will own and operate the gas station, convenience store and car wash, and will rent the restaurant space.

Brief description of the proposed project:

The subject property has been vacant since 2011 and is in need of extensive repairs. The proposed project consists of renovating the property in order to be able to have it open for business.

PROFESSIONAL ASSISTANCE PROVIDED BY:

Attorney's Name
Address
Phone Fax
Email

Accountant's Name
Address
Phone Fax
Email



Contractor's Name Christopher J. Heinze
Address 855 Rice Street, Suite 100, St. Paul, MN 55117
Phone (651) 289-6163 **Fax** (651) 487-0662
Email chris@libbylawoffice.com

Engineer's
Name Not available
Address _____
Phone _____ **Fax** _____
Email _____

Architect's Name Not available
Address _____
Phone _____ **Fax** _____
Email _____

PROJECT INFORMATION

Project Address 4000 Main Street South, Cambridge, MN 55008
Parcel Identification Number(s) (PINs) 15-142-0010 and 15-136-0010
Zoning classification B-2, Highway Business District

The project will be (please check all that apply):

- Industrial / Manufacturing Expansion Industrial/Manu. New Construction
- Industrial Redevelopment/Rehabilitation
- Commercial Development Commercial Rehab/Redevelopment
- Office/research facility that conforms to Business Park zoning standards
- Other _____

In addition to the City of Cambridge, applicant is requesting Tax Abatement from:

- Isanti County School District 911 (please check all that apply)

Total Amount of Tax Abatement Requested: \$ 80,000

City Portion	\$ _____	Total: \$ <u>40,000</u>
County Portion	\$ _____	Total: \$ <u>40,000</u>
ISD Portion	\$ _____	Total: \$ _____

Over how many years?: 3

Current market value of land and/or buildings? \$400,000

Current real estate taxes? \$26,310

Estimated market value of land and buildings after all improvements made \$600,000

Estimated real estate taxes after improvements? Unknown

Construction start date? August 15, 2015 Completion Date: October 15, 2015

If a phased project, please provide percentage of completion for each year:

Year 1 _____
Year 2 _____

The project will be (check the one that applies): Owner Occupied or Leased Space

PUBLIC PURPOSE

It is the policy of the City of Cambridge that the use of Tax Abatement should result in a benefit to the public. Please indicate how this project serves a public purpose:

Job Creation / Retention
Number of existing jobs: 0
Number of jobs created: 20-35 (depending on restaurant)
Average hourly rate of all jobs created/reated: \$13.00/hour

New industrial development that will result in additional private investment.
Number of jobs created: _____
Average hourly rate of all jobs created/reated: _____

Commercial development, redevelopment, or rehabilitation that will result in additional private investment.
Number of jobs created: _____
Average hourly rate of all jobs created/reated: _____

- Enhancement and/or diversification of the City of Cambridge's economic base.
- The project contributes to the fulfillment of the City's Economic Development Strategic Plan.
- Removal of blight.
- Rehabilitation of a high profile or priority site.
- Significantly increase the City's tax base.

SOURCES AND USES

Sources	Name	Amount
Bank Loan	Please see the "Sources and Uses" table in the	\$
Other Private Funds	provided "Business Plan"	\$
Owner Cash Equity		\$
Federal Grant/Loan		\$
State Grant/Loan		\$
EDA Loan		\$
Tax Abatement		\$
ID Bonds		\$
Total		\$

Uses	Amount
Land Acquisition	\$ Please see the "Sources and Uses" table in the
Site Development	provided "Business Plan"
Construction	\$
Machinery and Equipment	\$
Architectural and Engineering Fees	\$
Legal Fees	\$
Construction Interest	\$
Debt Service Reserve	\$
Contingencies	\$
Total	\$

ADDITIONAL DOCUMENTATION AND CHECKLIST

Applicants will also be required to provide the following documentation:

- Site plan
- Construction plans

- Written business plan, including a description of the business, ownership, management, date established, products and services, and future plans
- Financial Statements for Past Two Years
 - Profit & Loss Statement
 - Balance Sheet
- Current Financial Statements
 - Profit & Loss Statement to date
 - Balance Sheet to date
- Two Year Financial Projections
- Personal Financial Statements of all Major Shareholders
 - Profit & Loss
 - Current Tax Return
- Letter of commitment from applicant pledging to complete the proposed project
- Letter of commitment from the other sources of financing, stating terms and conditions of their participation in the project
- Non-refundable application deposit of \$3,000.00
- Construction Plans and Itemized Project Construction Statement
- Attach the following documentation as Exhibits
 - Exhibit A – Corporation/Partnership Description
 - Exhibit B – Description of Project
 - Exhibit C – List of Shareholders/Partners
 - Exhibit D – Project Analysis
 - Exhibit E – List of Prospective Lessees
 - Exhibit F – Legal Description and PID Number(s)

Note: All major shareholders will be required to sign personal guarantees and a minimum assessment agreement if up front financing of the project is required.

The undersigned certifies that all information provided in this application is true and correct to the best of the undersigned's knowledge. The undersigned authorizes the City of Cambridge to check credit references, verify financial and other information, and share this information with other political subdivisions as needed. The undersigned also agrees to provide any additional information as may be requested by the City after the filing of this application.

Scott Fayer

Applicant's Signature

July 13, 2014

Date

DESCRIPTION OF THE BUSINESS

The business will own and operate the gas station, convenience store and car wash located at 4000 Main Street South, located in Cambridge, Minnesota. The restaurant will most likely be leased to a restaurant operator.

OWNERSHIP

Scott Frayn is the sole owner.

MANAGEMENT

Scott Frayn represents all management positions.

DATE ESTABLISHED

Cambridge Fuel, Inc was established in May, 2015 for the sole purpose of purchasing and operating the gas station.

PRODUCTS AND SERVICES

Products and services offered include the sale of gasoline fuel, diesel fuel, convenience store products, car washes, food sales from the restaurant and truck parking.

FUTURE PLANS

Scott Frayn will own and operate the property for the foreseeable future.

FINANCIAL STATEMENT FOR PAST TWO YEARS

The property has been vacant, so there are no historical financial statements.

CURRENT FINANCIALS STATEMENT

The property is vacant, so there is not a current financial statement.

TWO YEAR FINANCIAL PROJECTIONS

	Income Statement	
	Year 1	Year 2
Fuel Revenue	\$3,000,000	\$3,300,000
Convenience Store Revenue	\$550,000	\$605,000
Car Wash Revenue	\$35,000	\$38,500
Restaurant Rent	<u>\$24,000</u>	<u>\$24,000</u>
TOTAL REVENUE	\$3,609,000	\$3,967,500
Fuel Cost of Goods Sold	\$2,850,000	\$3,135,000
Convenience Store Cost of Goods Sold	\$385,000	\$423,500
Car Wash Cost of Goods Sold	\$14,000	\$15,400
Operating Expenses	<u>\$285,000</u>	<u>\$293,550</u>
TOTAL COSTS	\$3,534,000	\$3,867,450
NET INCOME	\$75,000	\$100,050
LOAN PAYMENTS	\$46,831	\$46,831
CASH FLOW	\$22,095	\$53,219

SOURCES AND USES OF FINANCING

The following table portrays sources and uses of financing with the proposed tax abatement and without it.

	WITH NO TAX ABATEMENT	WITH TAX ABATEMENT
	SOURCES AND USES	SOURCES AND USES
	SOURCES	SOURCES
Mortgage	\$428,000	\$428,000
Equipment Financing	\$268,865	\$188,865
Scott Frayn Personal Cash	\$200,000	\$200,000
Fuel Supplier Contribution	\$62,500	\$62,500
Tax Abatement	\$0	\$80,000
TOTAL SOURCES	\$959,365	\$959,365
	USES	USES
Real Estae Purchase	\$535,000	\$535,000
Septic System	\$158,365	\$158,365
Fuel Pump Replacement	\$154,000	\$154,000
Water Recycler Installation	\$20,000	\$20,000
Car Wash Equipment	\$6,000	\$6,000
Tank Monitoring System	\$20,000	\$20,000
Asphalt Repair	\$10,000	\$10,000
LED Sign Replacement	\$32,000	\$32,000
LED Lighting	\$16,000	\$16,000
Interior Repairs (ceiling, walls, etc)	\$8,000	\$8,000
TOTAL USES	\$959,365	\$959,365
	Income Statement	Income Statement
Fuel Revenue	\$3,000,000	\$3,000,000
Convenience Store Revenue	\$550,000	\$550,000
Car Wash Revenue	\$35,000	\$35,000
Restaurant Rent	<u>\$24,000</u>	<u>\$24,000</u>
TOTAL REVENUE	\$3,609,000	\$3,609,000
Fuel Cost of Goods Sold	\$2,850,000	\$2,850,000
Convenience Store Cost of Goods Sold	\$385,000	\$385,000
Car Wash Cost of Goods Sold	\$14,000	\$14,000
Operating Expenses	<u>\$285,000</u>	<u>\$285,000</u>
TOTAL COSTS	\$3,534,000	\$3,534,000
NET INCOME	\$75,000	\$75,000
LOAN PAYMENTS	\$52,905	\$46,831
CASH FLOW	\$22,095	\$28,169
Total Return on Equity	11.05%	14.08%

PERSONAL FINANCIAL STATEMENTS OF ALL MAJOR SHAREHOLDERS

The Exhibit section of this business plan includes Scott Frayn's personal tax return. Scott Frayn does not own any other business or sources of income other than what is portrayed on his personal tax return.

LETTER OF COMMITMENT FROM APPLICANT PLEDGING TO COMPLETE THE PROPOSED PROJECT

The following page portrays the letter of commitment from Scott Frayn to complete the proposed project.

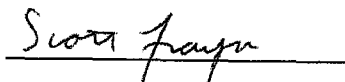
July 13, 2015

Mr. Stan Gustafson
Economic Development Director
City of Cambridge
300 Third Avenue NE
Cambridge, MN 55008

Dear Mr. Gustafson,

This letter is a commitment from Scott Frayn to complete the proposed project. Scott Frayn is fully committed to the project; he is investing 100% of his available resources, including all personal savings accounts, retirement accounts and mutual funds. Scott Frayn is committed to the project and will see it through to completion.

Sincerely,

A handwritten signature in cursive script that reads "Scott Frayn". The signature is written in black ink and is positioned above a solid horizontal line.

Scott Frayn

Owner
4000 Main Street South
Cambridge, MN 55448

**LETTER OF COMMITMENT FROM THE OTHER SOURCES OF FINANCING,
STATING TERMS AND CONDITIONS OF THEIR PARTICIPATION IN THE
PROJECT**

With the exception of my lender, Royal Credit Union, there are no other participants contributing financing to the project.

NON-REFUNDABLE APPLICATION DEPOSIT OF \$3,000.00

Please see attached check.

ITEMIZED PROJECT CONSTRUCTION STATEMENT

The following is a list of construction items and their costs.

Real Estae Purchase	\$535,000
Septic System	\$158,365
Fuel Pump Replacement	\$154,000
Water Recycler Installation	\$20,000
Car Wash Equipment	\$6,000
Tank Monitoring System	\$20,000
Asphalt Repair	\$10,000
LED Sign Replacement	\$32,000
LED Lighting	\$16,000
Interior Repairs (ceiling, walls, etc)	\$8,000
TOTAL USES	\$959,365

EXHIBITS

EXHIBIT A – CORPORATION/PARTNERSHIP DESCRIPTION

There are two entities that are involved with the property, both of which are wholly owned by Scott Frayn; one entity represents the operations on the site and one entity represents ownership for the real estate on the site.

Cambridge Fuel, Inc: This corporation is fully owned by Scott Frayn and it operates the gas station, convenience store, car wash and restaurant. It also owns the furniture fixtures and equipment on-site.

Main & 65, LLC: This limited liability company is fully owned by Scott Frayn and it legally owns the real estate located at 4000 Main Street South, Cambridge, MN 55008.

EXHIBIT B – DESCRIPTION OF PROJECT

The project entails re-opening the gas station, convenience store, restaurant and car wash. The property has been vacant for more than 4 years. There are a variety of repairs that will be conducted, including septic system replacement, water recycler installation, car wash equipment repair, fuel dispenser repair/replacement, tank monitoring system replacement, asphalt repair, LED sign replacement, installation of LED lighting under the canopy and interior repairs, including replacement ceiling tiles and painting.

EXHIBIT C – LIST OF SHAREHOLDERS/PARTNERS

Scott Frayn is the sole shareholder and partner in the project.

EXHIBIT D – PROJECT ANALYSIS

Project analysis is provided throughout the business plan, including the sources and uses of cash and the income statement.

EXHIBIT E – LIST OF PROSPECTIVE LESSEES

The subject will be fully owner occupied, with the exception of the restaurant space. The restaurant space is expected to rent for approximately \$2,000 per month on a net lease basis.

EXHIBIT F – LEGAL DESCRIPTION AND PID NUMBER(S)

PARCEL A LEGAL DESCRIPTION: Outlot A of REARRANGEMENT OF Outlot A OF JOHNSON'S SOUTH ADDITION, Isanti County, Minnesota.

PARCEL B LEGAL DESCRIPTION: Lot One (1), Block One (1), JOHNSON'S SOUTH ADDITION, Isanti County, Minnesota.

PARCEL A PID NUMBER: 15-142-0010

PARCEL B PID NUMBER: 15-136-0010

EXHIBIT G – PERSONAL FINANCIAL STATEMENTS OF ALL MAJOR SHAREHOLDERS

The following pages consist of Scott Frayn's personal tax return. Scott Frayn does not own any other business or sources of income other than what is portrayed on his personal tax return.

Scott Frayn's Balance Sheet and Tax Return

BALANCE SHEET AS OF JULY 13TH, 2015	
ASSETS	
Cambridge Gas Station Real Estate	\$400,000
Cambridge Gas Station Equipment	\$135,000
Scott Frayn Personal Cash	\$30,000
DEBTS	
TOTAL ASSETS	\$565,000
Gas Station Mortgage	\$428,000
Auto Loan	\$9,500
TOTAL DEBT	\$437,500
NET WORTH	\$127,500

TAX ABATEMENT APPLICATION REVIEW WORKSHEET

TO BE COMPLETED BY CITY STAFF

1. The project meets the criteria set forth in Section V of the Tax Abatement Policy.

- + a) Meets at least one of the objectives in Section III.
- b) Demonstrates need for Tax Abatement with the project analysis.
- c) Consistent with all city plans and ordinances.
- d) Serves at least one public purpose as defined in Section V (a).

2. Ratio of Private to All Public Investment in Project:

\$ 200,000 Private Investment
 \$ 40,000 Public Investment
5:1 Ratio Private: Public Financing

Points: 5

5:1	5
4:1	4
3:1	3
2:1	2
2:1	1

Less than

3. Job Creation in the City of Cambridge:

20-35 Number of new jobs as a result of the project.
0 Number of existing/retained jobs.
20 Total

Points: 4

25+	5
<u>20+</u>	4
15+	3
10+	2
10	1

Less than

4. Ratio of Public Investment to Job Creation:

\$ 40,000 Public Investment
20-35 Number of new jobs created/retained
 \$ 2,000.00 of Public Investment per new job
 20 jobs ÷ \$40,000 = \$2000 per Job

Points: 5

\$8,000 or less	5
\$10,000 or less	4
\$12,000 or less	3
\$15,000 or less	2
Over \$15,000	1

5. Wage Level of new jobs created/retained

Minimum hourly wage
 Of jobs created/retained: \$13.00 20-35 jobs

Points: 2

Over \$21/hour	5
\$18-21/hour	4
\$14-17/hour	3
<u>\$10-13/hour</u>	<u>2</u>
Under \$10/hour	1

6. Project size:

The project will result in the construction of
 Square feet 20-40

Points: 0

40,000+	5
30,000+	4
20,000+	3
10,000+	2
10,000 or less	1

City of Cambridge
 Tax Abatement Policy
 Final December 2008



7. Market Value/Tax Base Generation:

The project will result in a per square foot estimated market value (land and building) of no new construction

<u>Industrial</u>	<u>Commercial</u>	
\$80/sf+	\$110/sf+	5
\$70/sf+	\$100/sf+	4
\$60/sf+	\$90/sf+	3
\$50/sf+	\$80/sf+	2
\$40/sf+	\$70/sf+	1

Points: 0

8. Type of Project:

- 100% Owner Occupied
- Mix Owner Occupied & Investment
- Investment Property

Points: 5

- 5
- 4
- 3

9. Use:

- Industrial or Office Park Project
- Commercial Project
- Historic Significant Rehabilitation

Points: 4

- 5
- 4
- 5

10. Likelihood that the project will result in unsubsidized, spin-off development.

	Points: <u>1</u>	
<input type="checkbox"/> High		5
<input type="checkbox"/> Moderate		3
<input checked="" type="checkbox"/> Low		1

Sub-Total Points: 3 / moderate of a possible 45 points.

11. Bonus Points

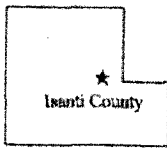
- The project will be 100% *Pay-as-you-go* Tax Abatement
- The project contributes to the goals of Opportunity Community
 - Product promotes sensible use of the development area OR
 - Project utilizes significant energy efficient design &/or materials in construction.

Bonus Points: 5
3 points
2 points

Total Points: <u>31</u>	
Overall project desirability:	High 45-38 points Moderate 37-29 points Low 28-20 points Not Eligible 19-0 points

City of Cambridge
Tax Abatement Policy
Final December 2008





Isanti County
 Chad Struss, Auditor-Treasurer
 555 18th Ave. S.W.
 Cambridge, MN 55008-9918
 763-689-1781
 www.co.isanti.mn.us

Bill #: 627753
 Owner Name: CENTRAL BANK

Property ID Number: 15.136.0010

Taxpayer: CENTRAL BANK
 PO BOX 188
 OSCEOLA WI 54020-0188

2015 Property Tax Statement			
VALUES AND CLASSIFICATION			
Taxes Payable Year:		2014	2015
Step 1	Estimated Market Value:	610,200	521,700
	Improvements Excluded:		
	Homestead Exclusion:	0	0
	New Improvements/ Expired Exclusions:		
	Taxable Market Value:	610,200	521,700
Property Classification:		Comm/Ind	Comm/Ind
PROPOSED TAX			
Step 2	<i>Did not include special assessments or referenda approved by the voters at the November election. Proposed taxes set in November 2014.</i>		\$25,614.00
PROPERTY TAX STATEMENT			
Step 3	First half taxes due:	5/15/2015	12,735.00
	Second half taxes due:	10/15/2015	12,735.00
	Total Taxes Due in 2015:		25,470.00

**\$\$\$
REFUNDS?**

You may be eligible for one or even two refunds to reduce your property tax. Read the back of this statement to find out how to apply.

Property Description:
 Acres: 2.5
 JOHNSON'S SOUTH ADDITION Lot 001 Block 001
 Section 08 Township 035 Range 023

Tax Detail for Your Property:				
Taxes Payable Year:		2014	2015	
1. Use this amount on Form M1PR to see if you are eligible for a property tax refund. File by August 15. If this box is checked, you owe delinquent taxes and are not eligible. <input type="checkbox"/>			0.00	
2. Use these amounts on Form M1PR to see if you are eligible for a special refund.		0.00		
Tax and Credits	3. Property taxes before credits	29,594.00	25,470.00	
	4. Credits that reduce property taxes	A. Agricultural market value credits	0.00	
		B. Other Credits	0.00	
5. Property taxes after credits	29,594.00	25,470.00		
Property Tax by Jurisdiction	6. County ISANTI COUNTY	7,647.01	6,438.32	
	7. City or Town CITY OF CAMBRIDGE	10,543.78	8,698.07	
	8. State General Tax	5,974.41	4,923.35	
	9. School District SD 0911 CAMBRIDGE-ISANTI	A. Other local levies	2,200.90	2,801.10
		B. Voter approved levies	3,199.54	2,586.43
	10. Special Taxing Districts	A. Special Taxing Districts	28.36	22.73
		B. Tax Increment Financing	0.00	0.00
		C.		
		D.		
	11. Non-school voter approved referenda levies	0.00	0.00	
12. Total property tax before special assessments	29,594.00	25,470.00		
13. Special assessments	Principal: 0.00 Interest: 0.00	0.00	0.00	
14. YOUR TOTAL PROPERTY TAX AND SPECIAL ASSESSMENTS		29,594.00	25,470.00	

PAYABLE 2015 2nd HALF PAYMENT STUB

TO AVOID PENALTY PAY ON OR BEFORE: 10/15/2015

Property ID#: 15.136.0010



SECOND 1/2 TAX AMOUNT DUE: 12,735.00

PENALTY:

Bill #: 627753

Taxpayer: CENTRAL BANK
 PO BOX 188
 OSCEOLA WI 54020-0188

Make checks payable to and remit to:

Isanti County Auditor-Treasurer
 555 18th Ave. S.W.
 Cambridge, MN 55008-9918



Pay your Property Tax Online at: <http://mn-isanti.manatron.com>

Your cancelled check is proof of payment. Please write your Property ID # on your check. Postdated checks are not held. Only official U.S. Postmark determines payment mail date. No receipt sent unless requested and is void until check is honored.



Septic Check

EXPERT SERVICE, LASTING VALUE

A Division of WEX Companies, Inc.

6074 Keystone Road Milaca MN 56353
1-888-983-2447

Estimate

Date	Estimate #
6/29/2015	2413

Name / Address

Central Bank
Kerry Koller
2104 Hasting Ave.
Newport, MN 55055

Ship To

4000 S Main St
Cambridge, MN 55008

Description		Cost	Qty	Total
ESTIMATE FOR RESTAURANT AND C STORE SYSTEM. UPDATED 6-29-15 Septic system installation per design for Cambridge C Store: Install new 1600 gallon Wieser Concrete septic tank, Update risers on existing septic tanks with 24" ultra rib riser and insulated plastic lids, install 4" foam insulation over all tanks, install SMART TREAT aerobic treatment system, (4) Salcor UV lights and aluminum hatch retro fit, confined space entry into tanks, tank pumping and cleaning, complete soil correction on existing mound site, haul in 700 yards washed sewer sand, 120 yards washed sewer rock, 72 yards black dirt cover material, all pipe and fittings, machine time and labor, final grading, seeding, and mulching of disturbed areas.		152,500.00		152,500.00
Electrical Allowance: May require asphalt removal to trench new conduit to building. Owner to provide: Permitting expenses, asphalt patching if required, access to site to stockpile materials during construction.		5,865.00		5,865.00
<p>A 1-1/2% service charge will be applied to balances due after 30 days.</p> <p>We accept VISA, Mastercard and Discover Credit Card payments up to \$3,000.</p>				<p>Subtotal \$158,365.00</p> <p>Sales Tax (0.00) \$0.00</p> <p>Total \$158,365.00</p>
www.SepticCheck.com	Phone #	320-983-2447	Fax #	320-983-2151

Tax Abatement Business Subsidy Policy

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I. Policy purpose *(For the purposes of this document, the term "City" shall include the Cambridge City Council.)*

The purpose of this policy is to establish the City of Cambridge position relating to the use of Tax Abatement for private development above and beyond the requirements and limitations set forth by State Law. This policy shall be used as a guide in the processing and review of applications requesting Tax Abatement assistance. The fundamental purpose of providing Tax Abatement in Cambridge is to encourage desirable development or redevelopment that is in the public interest.

The City of Cambridge is granted the power to utilize Tax Abatement by Minnesota Statutes, Sections 469.1812 to 469.1815 (the "Minnesota Tax Abatement Act"), as amended. It is the intent of the City to provide the minimum amount of Tax Abatement, as well as other incentives, at the shortest term required for the project to proceed. Preference is given to projects in which the total amount of Tax Abatement request includes participation from the county. The City reserves the right to approve or reject projects on a case by case basis, taking into consideration established policies, project criteria, and demand on city services in relation to the potential benefits from the project. Meeting policy criteria is no guarantee the award of Tax Abatement to the project. Approval or denial of one project is not intended to set precedent for approval or denial of another project.

II. Difference between Tax Abatement and Tax Increment Financing

The primary difference between Tax Abatement and Tax Increment Financing (TIF) is the way in which the dollars are awarded to the project. When TIF is awarded to a project by the city, the other taxing jurisdictions (the school district and the county) are required to contribute their portion of the increased taxes to the project. Conversely, when Tax Abatement is requested, each political subdivision has the option of granting its portion of the new increased taxes and/or current taxes to the project. Subsequently, the dollars generated for the project with Tax Abatement are generally less than the dollars generated with TIF.

III. Objectives of Tax Abatement

As a matter of adopted policy, the City will consider using Tax Abatement to assist private development projects to achieve one or more of the following objectives which are found to be in the public interest:

- To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits as defined in the City's Business Subsidy Policy.
- To enhance and diversify the City of Cambridge's economic base.
- To encourage additional unsubsidized private development in the area, either directly or indirectly through "spin off" development.
- To facilitate the development process and to achieve development on sites that would not be developed without Tax Abatement assistance.

- To remove blight and/or encourage redevelopment of commercial and industrial areas in the city that result in high quality redevelopment and private redevelopment and private reinvestment.
- To offset increased costs of redevelopment (i.e. contaminated site cleanup) over and above the costs normally incurred in development.
- To create opportunities for affordable housing.
- To contribute to the implementation of other public policies, as adopted by the city from time to time, such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/ or operating costs of local government.
- To invest in public infrastructure.
- To significantly increase the City of Cambridge's tax base.

IV. Policies for the Use of Tax Abatement

- A. Generally, Tax Abatement assistance will be provided to the developer upon receipt of taxes by the city referred to as the *pay-as-you-go* method. Requests for up front financing may be considered on a case-by-case basis.
- B. Any developer receiving Tax Abatement assistance shall provide a minimum of ten percent (10%) owner cash equity investment in the project.
- C. Tax Abatement will not be used in circumstances where land and/ or property price is in excess of fair market value.
- D. Developer shall be able to demonstrate a market demand for a proposed project.
- E. Tax Abatement will not be utilized in cases where it would create an unfair and significant competitive financial advantage over other projects in the area.
- F. Tax Abatement shall not be used for projects that would place extraordinary demands on city services or for projects that would generate significant environmental impacts.
- G. The developer must provide adequate financial guarantees to ensure completion of the project, including, but not limited to: letters of credit, personal guaranties, and etcetera.
- H. The developer shall adequately demonstrate, to the City's sole satisfaction, an ability to complete the proposed project based on past development

experience, general reputation, and credit line history, among other factors, including the size and scope of the proposed project.

- I. For the purposes of underwriting the proposal, the developer shall provide any requested market, financial, environmental, construction plans or other data requested by the City or its consultants.
- J. Tax Abatement proposals shall not be used to support speculative office projects. Speculative projects are defined as those projects which have pre-leasing agreements or letters of intent for less than 50% of the available space.

In addition, leasable office projects must meet the following guidelines:

1. Evidence of the 50% occupancy must be reported to the Director of Economic Development six months following an issued Certificate of Occupancy.
 2. Of the occupants certified at the six month period, 50% of the jobs must be considered "new" jobs to the City of Cambridge, meaning jobs not located in the City at any time prior to occupying space in the project.
 3. Business retention jobs will be considered on a one-for-one match to job creation only in cases where job loss is specific and demonstrable in accordance with the MN Business Subsidy Law. Evidence may include documentation that the company will have to close involuntarily, or the company has received an attractive offer to move to another state or community.
- K. All Tax Abatement proposals shall optimize the private development potential of a site.

V. Project Qualifications

All Tax Abatement projects considered by the City of Cambridge must meet the following requirements:

- A. The project shall meet at least one of the objectives set forth in Section III of this document and the use of Tax Abatement will be limited to:
 - Industrial development, expansion, redevelopment, or rehabilitation; or
 - Commercial development, redevelopment, or rehabilitation; or
 - Research and development facilities that satisfy Business Park zoning requirements; or
 - Office facilities with a minimum new construction of 5,000 square feet; or

- Residential development and redevelopment *may* be eligible for Tax Abatement under a separate set of policies and only with the recommendation of the EDA; or
 - Restoration and Rehabilitation of Historic buildings within the Downtown District. Preservation would focus on the architectural design and construction of existing historic buildings, materials and retention of a property's original form would be most favorable.
- B. The developer shall demonstrate that the project is not financially feasible without the use of Tax Abatement. Evaluation of the project's financial feasibility without Tax Abatement shall be provided by the City's financial advisor on all requests of over \$25,000 total public investment.
- C. The project shall comply with all provisions set forth in the Minnesota Tax Abatement Law, State Statutes 469.1812 to 469.1815, as amended and.
- D. The project must be consistent with the City's Comprehensive Plan, Land Use Plan, and Zoning Ordinances.
- E. Notwithstanding the above the City may consider the use of Tax Abatement assistance for projects that may not meet the established criteria but which it considers is in the public's interest and in which it estimates the public benefits to equal or exceed the cost.

VI. Subsidy Agreement and Reporting Requirements

All developers/businesses receiving Tax Abatement assistance from the City of Cambridge shall be subject to the provisions and requirements set forth by the City's Business Subsidy Policy as amended and attached as Section XI of this document, and Minnesota State Statute 116J.993 (the "Minnesota Business Subsidy Law").

VII. Application Process for Tax Abatement

1. Applicant submits the completed application along with a nonrefundable \$3,000 application deposit. The application deposit will be used toward the cost of services provided in the evaluation of financial feasibility and preparation of legal documents and agreements. Projects that demand professional services in excess of the initial deposit shall be required to reimburse the City for the additional expenses.
2. City staff reviews the application and completes the Application Review Worksheet.
3. Results of the Worksheet are submitted to the appropriate governing authorities (EDA) for recommendation to the City Council of approval or denial of the request.

4. If preliminary approval is granted, all necessary notices, resolutions and agreements are prepared by City staff and/ or consultants.
5. Public hearing(s) on the proposed request are held.
6. The City Council grants final approval or denial of the request.

**Request by Tom and Sandy Maassen of 698 Elin's Lake Rd SE
to change City Code §156.062 (D) (2) Vehicle Storage & Parking**

Author: Carri Levitski

Background

Property owners and residents Tom and Sandy Maassen of 698 Elin's Lake Rd SE were sent a letter on July 29, 2015 regarding their fifth-wheel camper being parked on an unapproved surface per City Code §156.062 (D) (2). Currently, the camper is parked on a rock surface and according to the section:

All vehicles parked or stored outdoors shall be on poured bituminous or concrete surface, or on a continuous brick paver parking pad or other hard surface as approved by the Zoning Administrator, or on the same material as that of the established driveway. A pervious surface may be allowed if approved by the Zoning Administrator. A site plan identifying the surface material and location along with the product manufacturers specifications for use and installation or engineered drawings showing how the system will work will be required. It must have similar structural characteristics to asphalt or concrete. Other materials, including decorative landscape rock, gravel, sand, bare soil, crushed rock, or any crushed material shall be prohibited for use as a driveway or parking surface unless the existing driveway is already constructed of one of these.

Staff received a call from Mr. Maassen on July 30th and he and his wife inquired as to how to get the language changed to include rock as a hard surface. Attached is their formal request.

In 2014 there were many discussions regarding this topic and on June 16, 2014, the consensus of the Council was to leave the City Codes for code enforcement as-is. Since there are two new Council Members, staff felt it appropriate to bring back for current City Council discussion.

Staff conducted a survey of surrounding communities and here are the results for impervious parking:

Isanti – “all vehicles and units with motors shall be parked or stored on an impervious surface”; “a screening fence must be provided when the unit is visible from the adjacent properties and/or the street when located in the side or rear yard...when a screening fence is used, the entire length of the unit, 50% of the height of the unit, and at least three sides of the unit must be screened at ground view from any neighboring property or the right-of-way...”

North Branch – “...all vehicles, campers, and boats shall not be stored in the front yard excluding the driveway. Vehicles, campers, and boats are allowed to be stored in the side yard if they are kept on a paved or gravel pad. Storage on grass in the side yard is not allowed. Vehicles, campers, boats and trailers are allowed to be stored in the rear yard on grass provided the area around them is maintained.”

Princeton – Does not regulate any type of parking for recreational, sport, automobile, or commercial vehicles.

**Request by Tom and Sandy Maassen of 698 Elin's Lake Rd SE
to change City Code §156.062 (D) (2) Vehicle Storage & Parking**

Mora – “Off street parking facilities utilized for recreational vehicles, including but not limited to RVs, campers and boats, shall have an improved, durable surface”

Staff has concern that by lessening the restrictions, it could result in complaints from many citizens that have invested money over the last ten years to improve their surfaces, such as pouring bituminous or concrete pads. By allowing citizens to park on gravel or rock instead of a hard surface as it currently states, the City might be opening up the door to interpretation. What looks good to one individual, could be considered a blight to their neighbor which becomes difficult to enforce. On the flip side there are many Cambridge residents that recreate and have recreational or sport vehicles. If all vehicles are allowed to be kept on a rock or gravel pad, the pad should be maintained at all times and kept free from weeds and not allowed to spill onto the street which can cause storm sewer issues.

City Council Action:

Direct staff to either draft an ordinance for language change or leave the current language as-is and continue enforcing per City Code.

Attachments

1. Email request from the Maassen's to have the City Code Changed
2. Pictures of their property
3. Excerpt of Council Minutes from January 6, 2014, February 18, 2014, and May 5, 2014.
4. Excerpt of Planning Commission minutes from June 3, 2014
5. Excerpt of Council Minutes from June 16, 2014

Carri Levitski


From: thomas Maassen <thommaassen@yahoo.com>
Sent: Thursday, July 30, 2015 5:58 PM
To: Carri Levitski
Subject: Vehicle Storage & Parking

We received a notice about our 5th wheel trailer parked on a rock surface. It is not on grass and has no weeds growing under or around it, it is not an eye sore. We try to keep it neat. We even planted shrubs around it to make it look nicer. We would like to have rock included as a hard surface to park our 5th wheel. We would like to request a hearing to change this ordinance. Thank You

Tom & Sandy Maassen
698 Elins Lk. Rd. S.E.
Cambridge Mn 55008
Cell 651-245-9697
thommaassen@yahoo.com

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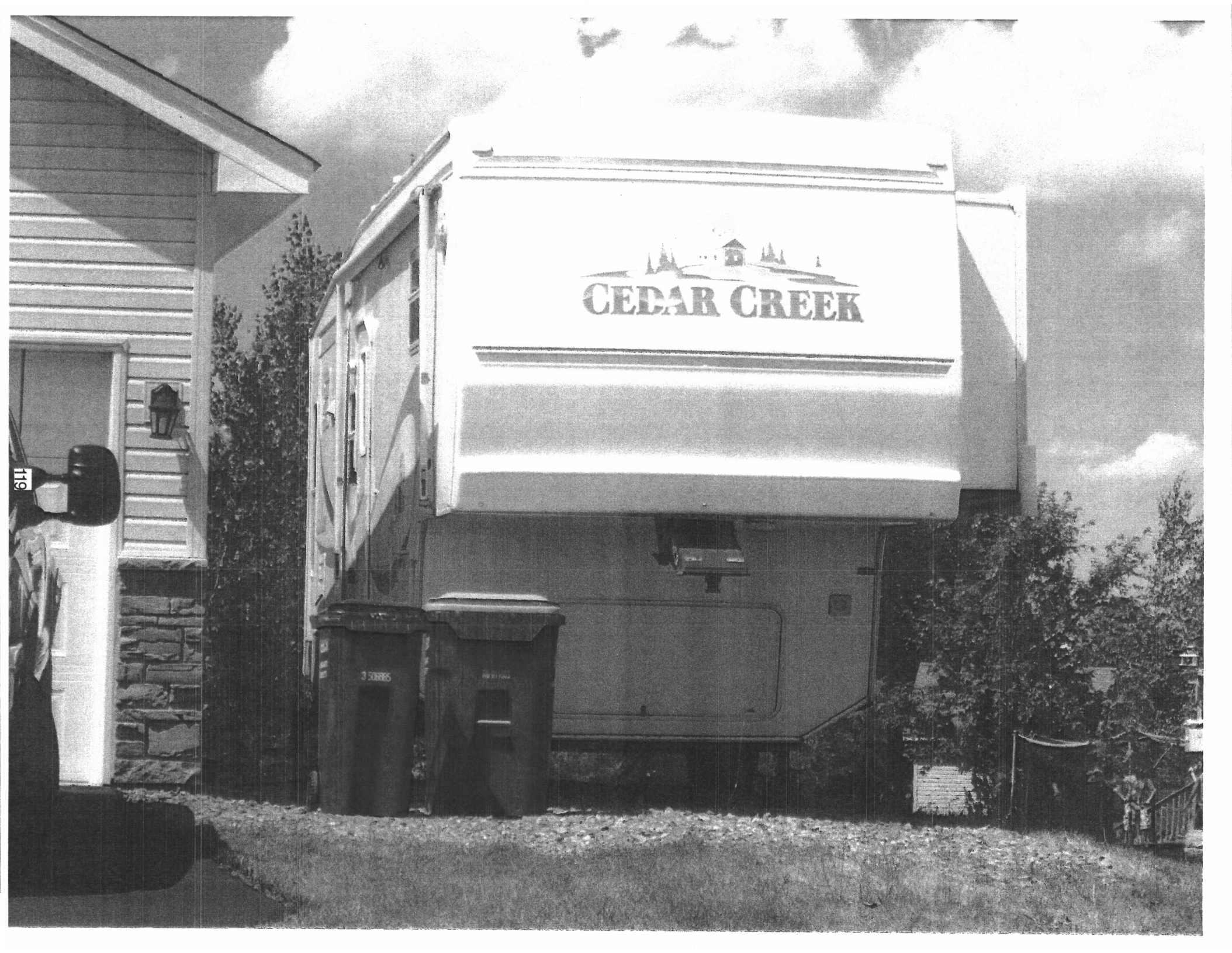



CEDAR CREEK

119

3 50886

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120

Anderson. Woulfe explained Mr. Soderquist and Mr. Anderson have reached their nine-year term limits and are not able to reapply for a term of one year. Woulfe reported the School District Representative seat which is currently held by Cathy Lund-Ziebarth is up for appointment since Ms. Lund-Ziebarth has hit her term limit. Woulfe stated the Youth Representative seat currently held by Colton Wendorf is an annual appointment and since Mr. Wendorf has not been on the Commission for an entire year, recommends the Council reappoint Mr. Wendorf.

Lewis moved, seconded by Bustrom to reappoint Colton Wendorf to the Youth representative which is an annual term. Motion passed unanimously.

Woulfe stated this year staff has received three applications in addition to Mark Ziebarth's who has been appointed by District #911 as the school district representative. Woulfe reported the applicants are Karla Filibeck, Jennifer Fuhol, and Thea Lowman.

Lewis moved, seconded by Bustrom to confirm Mark Ziebarth's recommendation to the Parks, Trails, and Recreation Commission with a term ending January 31, 2017. Motion passed unanimously.

Lewis moved, seconded by Caulk to appoint Karla Filibeck and Thea Lowman to the Parks, Trails, and Recreation Commission with terms ending January 31, 2017. Motion passed unanimously.

Lewis moved, seconded by Iverson, to take a break from 5:20 pm to 5:30 pm. Motion passed unanimously.

Code Enforcement Discussion

EXCERPT FROM
CITY COUNCIL MTG
1/6/14

Lewis handed out a written statement. Palmer reminded Lewis this information must be given to staff prior to meetings to allow staff to prepare for the meeting and allow the Council to read the information prior to the Council meeting. Caulk stated he felt this item should have been a part of the packet. Council discussed whether to allow the statement.

Woulfe suggested allowing Planner Westover to give the staff report.

Westover stated code enforcement concerns started to peak in the early 2000's and the City started to address a myriad of questions and issues arising from code enforcement violations. Westover stated citizens and business groups were complaining the city was starting to look trashy and the zoning code was amended in 2003 staff hired in 2005 to address the rising code enforcement issues.

Westover stated code enforcement covers a large list of items, including but not limited to, public nuisances such as junk/debris, parking, inoperable vehicles, long grass/weeds, and exterior housing maintenance. Woulfe stated according to the League of Minnesota Cities, nuisance conditions can greatly impact a community's general livability and suggests a well-written and enforced city nuisance program is the best option a community has in maintaining a high quality of life. Westover stated cities can avoid greater long-term costs when conditions are addressed in their infancy. Westover reported enforcement of ordinances and the abatement of nuisances have been credited with

increased property values, community pride, and creating a more attractive destination to visitors, potential residents, and businesses.

Westover stated nuisance conditions are often associated with criminal activity and social concerns which can breed more nuisance activities. Westover explained the "broken window" theory suggests that a broken window left unrepaired leads to others being broken and sends the signal that nobody cares. Westover noted this theory applies not only to broken windows, but also abandoned cars, parking issues, and other blight.

Westover reported the intent of this staff report is to discuss code enforcement issues as a whole and to specifically address residential parking regulations. Westover stated the City Council has had significant discussions in the past regarding parking regulations. Westover reported in 2006 and 2007, the City Council discussed the issue of oversized vehicles, recreational vehicles, parking surfaces, and impervious surface coverage and the City Code was amended at that time to reflect the discussions and changes as provided by numerous meetings with the Planning Commission and the City Council. Westover stated the discussion was to allow a certain number of vehicles, whether a recreational vehicle, sport vehicle, or passenger vehicle, to be stored outdoors if they are on an improved, impervious surface. Westover explained the language at the time read, "All vehicles parked or stored outdoors shall be on an improved surface equivalent to or better than that of the established driveway."

Westover stated in 2010, a violation of parking on a crushed concrete surface was brought before District Court and a settlement conference was held with Judge Hunter P. Anderson. Westover reported Judge Anderson couldn't make a decision based on his determination that the language in the city code was ambiguous. Westover stated Judge Anderson said there is no standard defined in the code to base a decision on what is "equivalent to or better than." Westover stated he requested the City Council discuss and re-define the language. Westover stated the Council again discussed the parking regulations and further refined the language to read, "All vehicles parked or stored outdoors shall be on a bituminous or concrete surface or of the same material as that of the established driveway" which is how the city code currently reads regarding parking surfaces. Westover noted the property owner was required to remove the crushed concrete and install an impervious surface.

Westover stated the impervious parking regulations that Cambridge has is a quality standard to help preserve property values and to protect homeowner's investments. Westover stated while many owners maintain their properties there are owners who do not and there are residents who desire a city where no outdoor parking or storage is allowed, while other residents feel that it is their property and they should be able to do whatever they want. Westover stated one person may find their rusty car a charming collector antique while another may find it an eyesore. Westover stated the struggle is to find a balance for the betterment of the community as a whole while still maintaining the rights of each citizen.

Westover stated the current code balances the parking issues Cambridge faces and the code allows residents to have their passenger vehicles, sport vehicles, recreational vehicles, and commercial vehicles and they are required to be parked on an impervious surface. Westover explained this was found to be a way to balance the overall concerns with the issues that gravel or crushed materials can

bring. Westover explained gravel or crushed materials bring forth several concerns with maintenance as these types of materials are hard to maintain. Westover explained grass can grow up through these types of materials making it another area to maintain and the edges can become worn, the rocks or crushed materials can spill out onto the yard or onto the street. Westover noted if these materials do spill out into the street, it can clog the storm sewer drains. Westover presented Council example pictures.

Westover stated in addition, parking on grass is another concern. Westover explained vehicles parked on grass in back yards are not operable, otherwise they would be parked on the driveway to be used and the grass beneath tends to become neglected and sod can erode detracting from curb appeal and reduce property values.

Westover stated the current code also addresses the amount of impervious surface allowed for residential lots which is limited to 30% coverage which includes any structures and impervious driveways. Westover explained impervious surfaces are limited in order to prevent excess run off into the storm sewer and eventually into the lakes and rivers. Westover stated when rain falls on impervious surfaces, it runs over the surface at a rapid rate into the storm drains which can cause flooding and water quality problems. Westover explained to balance the city code and address the parking concerns, vehicles are allowed to be parked on impervious surfaces preventing the maintenance issues that come with other parking surfaces while limiting the amount of impervious surface to protect our waters.

Westover stated Cambridge is a growing city and has several large employers. Westover reminded Council that Cambridge is the county seat and the largest city in the county therefore, preservation and maintenance of properties can be a top priority.

Westover stated zoning ordinances adopted and enforced affect the future layout and landscape of a city for many years to come and the decisions made determine what a community will look like dozens of years from now. Westover stated many property owners have already come into compliance with the current code and spent considerable amount of money on parking improvements. Westover explained the concern will be how these property owners will feel if the parking regulations are lessened and if the regulations are lessened now, and potentially made more restrictive again in the future again, how could the residents feel at that point.

Westover reported City staff met with the City of Oakdale's City Administrator, Craig Waldron, and their Building Department staff to discuss their code enforcement procedures. Westover stated their code enforcement is proactive now in the sense they write up any violation as they see them. Westover stated they are becoming stricter with their ordinance and do not foresee ever lessening their regulations. Westover reported they also take complaints, and accept anonymous complaints. Westover stated in order to avoid citizens coming in with a list of numerous violations, they enacted an ordinance that says the violation must be within 200' of the complainant's property. Westover stated the majority of Oakdale's properties are required to park on an impervious surface; however, they have identified a few older neighborhoods where they allow class 5 gravel parking surfaces. Westover stated their advice was to think about how the City wants to deal with the ordinance and

potential changes politically. Westover stated code enforcement is one of the most difficult issues a city faces.

Westover stated staff also discussed the personality of the code enforcement staff person and they said the personality of the person in this position makes the most impact. Westover stated the person must have emotional connection with people and have the emotional intelligence along with the technical capacity. Westover stated code enforcement is very hands on and a lot of time is spent dealing with citizens. Westover reported Oakdale's code enforcement position is a uniformed Community Service Officer but is full time in the Building Department.

Westover reviewed peer cities vehicle parking regulations for Isanti, Princeton, North Branch, Forest Lake, and Oakdale.

Westover stated Council reviewed and approved the administrative citation process for code enforcement in January 2011. Westover stated the administrative citation process is a more efficient way to handle code enforcement cases and each case is dealt with administratively by staff and if needed the Administrative Hearing Judge. Westover explained it is a prompt way to secure compliance and impose fines to those that do not comply. Westover reported before administrative citations were implemented, unresolved cases went through a very lengthy criminal process through the district court system and it would take more than a year to complete one unresolved case, meanwhile, the violation remained on the property. Westover stated the administrative citation process typically takes care of the concerns within two months, based on the worst case scenario and the "accelerated" abatement process for items such as tall grass, junk, garbage, and graffiti are handled much faster. Westover stated the property owner is given 5 days to remove the violation. If the violation is not removed, staff has the City's contracted company remove the violation.

Westover reported in July 2013, the Planning Commission and City Council reviewed and approved the amended zoning code in its entirety and was passed unanimously by all and is currently being implemented.

Westover noted in 2013 there were 31 cases fined and sent to finance.

Lewis read the following into record:

"Respect for the Cambridge City Council is very important. If the City Council passes an ordinance that is ignored, it makes us look ineffective at best. I counted over 25 violations of parking regulations on just a few streets in Goldenwood. As I have driven, walked, and biked around Cambridge, I estimate that there might be two hundred current violations of the parking ordinance. That is because the citizens of the City determine community standards and not the government and people that don't live in the City. These violations occur even after the Cambridge Quarterly Report has been mailed to every home clearly outlining the restrictive parking regulations.

Cambridge is not an island. From our Planner's report, we can see that cities around us do not have the restrictive parking regulations Cambridge has. You can add Pine City to the list of cities that don't require the same restrictive parking regulations Cambridge does (along with North Branch, Princeton,

and Isanti). Also, most citizens don't know where the city border ends and the Townships begin. We are all together in East Central Minnesota. It is well understood and discussed by Township residents that they have more freedom with their private property than do City residents. This does not reflect well on the City of Cambridge to attract residents. Add to that the water/sewer charges and higher City taxes and we are at a disadvantage without restricting our citizens freedom. It is vital that we expand our tax base to lower taxes for all our citizens'.

One person's standard may not be another person's standard. It was commented that when businesses look at Cambridge for a possible location site, it is important for the city to look good. When Mills Fleet Farm looked over Cambridge and the surrounding area they wanted to see recreational vehicles and boats parked on residential property. A Victoria Secret franchise might not want that.

Code compliance in Cambridge has traditionally been by citizen complaint and that also is the City policy. However, by accepting anonymous complaints, the City can't determine if a complaint is from a citizen of the City or not. Also, that complaint may not be valid or possibly a complaint by someone that is harassing a neighbor. Another problem is that I was personally asked by the code enforcement officer if there were any ordinance violations that I would like to tell him about. He commented to me that my little trailer was parked on the grass. That investigation by the code enforcement official was clearly in violation of the City Council policy to only enforce real property ordinance violation complaints that come from neighbors. City employees must be accountable to the people for their job performance. Code enforcement is ultimately the responsibility of the City Administrator and she should have accurate information.

Maintaining the community standard is very important and establishing the credibility of the City Council is just as important. City staff can not force the citizens of Cambridge to meet staff vision of proper standards. And, it is obvious that the citizens don't agree with the restrictive parking regulations the City has tried to impose on the people for over a decade by simply not obeying the ordinance in hundreds of cases. In addition, Cambridge is in competition with the surrounding area for population and the City needs a good reputation. Cambridge must have a reputation of serving the people's needs and assisting the people to live a happy life by providing help and by allowing them as much freedom as possible with their private property. The Cambridge City Council must recognize our greater community standards traditional to East Central Minnesota. We must not appear to have our heads in the sand and our thumbs in our ears.

I recommend that City staff outline a program of code enforcement like that seen on the attached page from the City of Oakdale web site and also relax the restrictive parking ordinance to come into line with the regulations in Princeton, North Branch, and the Townships. As practiced in Oakdale and other cities, complaints must be recorded with name and address. As we have already heard, Oakdale guidelines are, "It is the city's policy that the person making a complaint needs to live within 200 feet of the property he/she is complaining about – or be able to see it from their property." The form requires name, address, and phone number. The Oakdale form tells the complaining person that the complaint will be confidential and that the city will communicate back to them the results. Anonymous complaints can be taken but they don't have to be acted on.

Before we consider hiring more staff at great additional cost to help with code enforcement of community standards, it is important to know what community standards are that the residents of Cambridge expect. By implementing a similar program as shown on the Oakdale web site, we can simplify the bureaucratic procedures as outlines in this packet to make the entire process easier to understand and easier to operate. That efficiency should reduce staff time and create a more welcoming and friendly quality of life in Cambridge.”

Woulfe stated the City has sound, solid language that addresses the basic things that is very similar to other communities. Woulfe stated one of the reasons why there are so many code violations in the city is because staff has been told to be reactive not proactive. Woulfe stated Council has also instructed staff to cite a violation if they see it around the vicinity of other code violations. Woulfe stated if the City switches to a proactive approach, they can work with the community to make sure those standards are uniformly followed. Woulfe stated in order to be uniform they need an additional staff person. Woulfe stated staff is working on a positive proactive code enforcement program to address the property owners in a friendlier way beginning with the first letter. Woulfe stated there has been a lot of time and effort put into these regulations that started with the Planning Commission and the Downtown Action Committee. Woulfe stated staff is looking for direction on what changes the Council wants to the nuisance ordinances.

Iverson stated if the City goes to proactive system, they don't have to worry about who makes complaints because staff will be proactive and have a program in place which takes anonymous complaints out of the equation. Iverson stated she felt Council needs to decide the standard. Iverson stated she has concern with class 5 and the mess it makes on the streets and in the storm sewer. Iverson stated she felt there needs to be a happy medium.

Bustrom stated his personal issue is he doesn't have room next to his garage to meet the setback requirements and drainage is an issue with impervious surface. Bustrom stated he is in favor of making the City look good and thought if they allowed a class five style surface, they could implement requirements for distance from the street and require a border around the surface. Bustrom stated even if they change the surface requirements, he feels they still need the staff to enforce the code requirements.

Discussion ensued between staff and Council and the consensus of the Council was to take chapters 92 and 97 and make notes for changes and bring back to the Council in a month for a solid discussion on possible changes. Woulfe encouraged Council to read the memo on the League of Minnesota Cities website that discusses code enforcement. Woulfe stated she strongly feels once the Council has made changes to the two chapters, they need to support staff's enforcement of the code they adopt.

Palmer reminded Council that comments need to be given to staff prior to the meeting. Lewis asked staff to E-mail all City Council the following city's parking regulations: North Branch, Pine City, and Princeton.

Iverson stated she would welcome staff's thoughts on sections of the code.

Lewis asked if staff could research Isanti County's parking regulations. Woulfe discouraged comparing the City to the County and stated there is a much larger distance between neighbors' properties in many instances so regulations are more relaxed in Isanti County.

Committee Reports

Reports were heard from the following committees: ACT on Alzheimer's, Airport Advisory Board, Community Education Advisory Council, Cambridge Fire Department, Cambridge Parks, Trails and Rec. Commission, East Central Regional Development Commission, Isanti County EDA, Library Task Force, North Highway 65 Corridor Coalition, Teen Center Committee, and Toward Zero Death Committee

Mayor's Report

Palmer provided an update on meetings attended and upcoming events.

Council Concerns

Resident's Feeding Deer

Palmer stated they are happy that someone from the DNR approached the City on this. Palmer directed staff to get an article prepared for the paper.

Lewis stated with his discussion with the DNR they indicated there are three main concerns with feeding deer in a residential neighborhood. 1) chronic waste disease, 2) car accidents, and 3) garden pests.

Bumper Stickers

Palmer stated Council and some staff received a holiday card and bumper sticker from Councilmember Lewis. Palmer thanked Lewis for the thought and stated while she was very happy to receive it, but noticed the slogan was incorrect. Palmer stated staff and Council worked tireless hours with the Community Development Alliance to develop the branding and slogan as Cambridge, Minnesota's Opportunity Community. Palmer stated if Lewis is going to continue to make bumper stickers he needs to use the correct branding and slogan. Lewis stated he ran out of room and acknowledged the correct branding needed to be used on items related to the City of Cambridge.

City Attorney's Report

None.

City Administrator's Report

Woulfe stated WQPM in Princeton approached her and asked to have a live in-studio interview for the radio station Tuesday mornings after Council meetings. Council directed staff to put this as an item on the next Council meeting agenda.

Closed Session

Woulfe stated this meeting is being closed under Minnesota Statutes, Section 13D.03 to consider strategies related to labor negotiations under the Public Employment Labor Relations Act, Minnesota

**Cambridge City Council Meeting Minutes
Tuesday, February 18, 2014**

A regular meeting of the Cambridge City Council was held on Tuesday, February 18, 2014, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Mayor Marlys Palmer; Council Members Corey Bustrom, Chris Caulk, Lisa Iverson, and Howard Lewis

Members Absent: None

Staff Present: City Administrator Woulfe, Engineer Blank, Planner Westover, Economic Development Director Gustafson, and Public Works Director Wegwerth

Call to Order & Pledge of Allegiance

Palmer called the meeting to order at 6:02 pm and led the public in the Pledge of Allegiance.

Citizens Forum

No one appeared to address the City Council during the Citizens' Forum.

Approval of the Agenda

Lewis added "CC Ludwig Leadership Award" and "Joint Legislative Conference" under Council Concerns. Iverson moved, seconded by Bustrom, to approve the agenda as amended. Motion passed unanimously.

Consent Agenda

Iverson moved, seconded by Caulk, to approve consent agenda items A through F:

- A. Approve Warrants 95376 - 95606 and ACH/Wire items totaling \$4,934,560.95
- B. Approve February 3, 2014 Council minutes
- C. Approve February 3, 2014 Council meeting minute summary
- D. Resolution R14-007 Application for Payment #6 from Robert L. Carr Company for Wastewater Treatment Facility Improvements
- E. Ordinance No. 598, Resolution R14-006, Resolution R14-007 for a final plat of JJE Commercial Plat 3 moved to March 3, or March 17, 2014
- F. SunOpta Wastewater Permit for 2014-2015

Upon call of the roll: Bustrom, Caulk, Palmer, Lewis, and Iverson voted aye, no nays. Motion passed unanimously.

*Excerpt From
City Council Mtg
2/18/14*

Unfinished Business

Discuss Chapter 92 and Chapter 97 of the City Code

Westover stated Council members have had time to review the information and a discussion can take place on code enforcement. Westover noted that attached to the staff report was a

position statement from Councilmember Lewis, pie charts highlighting nuisance categories/complaints reported, and copies of the City Code pertaining to the discussion.

Caulk stated he doesn't believe the code needs to be changed and feels discussion should ensue regarding the new Code Enforcement position and the discretion that position should have. Caulk reminded the Council that there have been many property owners that have spent a large amount of money bringing their properties up to the current code.

Iverson stated she talked to many people and was surprised at how many expressed their opinion to leave the ordinance the way it stands and would also like to discuss the Code Enforcement Officer position.

Palmer stated she believes reviewing the City Code is good; however, she felt the Council should not make a change to the current parking regulations.

Lewis asked how many of the anonymous complaints are from non-residents. Westover reported in her years as the Code Enforcement Officer, of all the complaints she received, there was only one that was not by a property owner which was someone biking in town that had an issue with sign interference. Lewis stated he doesn't feel it is the government's business as to what a resident does on their private property. Lewis stated he feels Council should empower citizens to make their own judgments. Lewis stated he doesn't feel the ordinance should be changed but policy should be changed.

Bustrom stated he felt that anonymous complaints are okay because some people fear retaliation. Bustrom stated he feels having a Code Enforcement Officer will hold everyone to the same standards. Lewis stated as a tax paying citizen, he isn't willing to pay the salary of a Code Enforcement Officer which would require people to adhere to the City Code.

Discussion ensued regarding sidewalk snow removal. Bustrom asked if residents struggle with the 24 hour timeframe they have to clear the sidewalk after a snowstorm. Bustrom added 36 hours might be more realistic. Woulfe stated an issue residents have had is the amount of snowfall with little reprieve between. Woulfe explained if it snows on Monday, they have 24 hours to clear the sidewalk. However, if it snows again on Wednesday, does the 24 hour removal period start all over again -- the intent of the current code is unclear. Woulfe noted if the intent of Council is to continue enforcing this portion of the City Code, staff would like a better way to give people an appropriate amount of time when it snows consecutively.

Caulk confirmed the next *Chronicle* will be mailed the first part of March and suggested staff develop a survey for residents to take using Survey Monkey and get feedback directly from residents.

Lewis moved to direct City Department Heads and the City Administrator to develop a citizen survey to be included in the Quarterly Report to measure satisfaction of the citizens and to request constructive ideas. Motion failed for lack of a second.

Discussion ensued regarding whether the survey should be in general or focus on code enforcement. Staff's recommendation was to focus the survey on code enforcement and include a text box at the end asking for other suggestions from residents. Lewis stated he felt

there would not be a lot of feedback. Caulk suggested adding a question such as "How is your City Council doing?"

Woulfe summarized direction from Council which included staff developing a survey to be included in the March issue of *The Chronicle* regarding Chapters 92 and 97 of the City Code including parking, impervious surface, blight, sidewalks, and housing code and have the ability to return the survey through City Hall or Survey Monkey and to include background information regarding hiring a Code Enforcement Officer.

New Business

2014 Street Improvements – Approve Plans and Specifications and Authorize Advertisement for Bids
Resolution R14-011 Approving Plans and Specifications and Authorizing Advertisement for Bids for the 2014 Street Improvements
Resolution R14-012 Restricting Parking on Garfield St S for the 2014 Street Improvements

Blank explained pursuant to City Council authorization on October 21, 2013, Short, Elliott, Hendrickson (SEH) has completed the plans and specifications for the 2014 Street Improvement project. Blank reviewed the streets that will be affected by the project which included:

1. S. Cleveland Street from TH 95 to 2nd Ave. SE
2. S. Davis Street from TH 95 to 2nd Ave. SE
3. S. Emerson Street from TH 95 to 2nd Ave. SE
4. S. Fillmore Street from TH 95 to 2nd Ave. SE
5. S. Garfield Street from TH 95 to 8th Ave. SE
6. 2nd Avenue SE from S. Railroad St. to S. Garfield St.
7. N. Cleveland Street from TH 95 to 2nd Ave. NE
8. N. Davis Street from TH 95 to 3rd Ave. NE
9. 2nd Avenue NE from N. Cleveland St. to N. Emerson St.
10. 4th Avenue NE from N. Main St. to BNSF RR
11. 5th Avenue NE from N. Main St. to BNSF RR
12. Calhoun Place NE from 4th Ave. NE to N. Main St.
13. Alleys between N. Cleveland Street, N. Emerson Street, TH 95, and 2nd Avenue NE

Blank stated the proposed improvements include replacing existing and installing new utilities (sanitary sewer, water main and storm sewer), reconstructing streets and alleys, milling and overlaying streets, installing some concrete sidewalks and installing some additional street lighting. Blank reported the improvements are included in and are consistent with the City's current Capital Improvement Plan.

Blank stated since there is no parking currently allowed on S. Garfield Street, MnDOT requires a No Parking Resolution from the City that supports this designation. Blank reported if approved, bids are anticipated to be opened on March 27, 2014 which is dependent upon MnDOT plan review and approval.

Excerpt From
City Council Mtg
5/5/14

Lewis moved, seconded by Caulk, to break from 4:50 pm to 5:00 pm. Motion passed unanimously.

Results of Code Enforcement Survey from Cambridge Chronicle

Woulfe presented the Council with the survey results that were included in the staff report.

Palmer asked Council if anyone received calls after the survey went out. Council confirmed whether they received calls and what their calls entailed. Lewis felt the questions should have been worded differently. Lewis stated after the survey results, he feels the policy should be modified to require a name and address.

Caulk stated he feels the Code Enforcement Officer should be in the Police Department and is on the fence about hiring a full-time employee for the purpose of seeking violations within the community.

Woulfe explained the position for code enforcement position was on a lower pay grade than a patrol officer and noted code enforcement would not be a priority if a patrol officer was assigned the task. Woulfe stated a patrol officer would have a different skill set than what they would need in a Code Enforcement Officer.

Caulk felt code enforcement isn't a black and white approach and takes some discretion. Caulk compared code enforcement violations, specifically parking, to an officer issuing a speeding ticket. Caulk stated there are some violations which are blatant and need to be addressed and there are other violations where a trailer may be parked neat and orderly on a lot without it being an eye sore.

Bustrom stated he feels a problem with not having a systematic code enforcement approach is it does not hold all citizens to the same standards. Bustrom stated if the City performs a systematic approach, it takes the burden off the resident to contact the City and make a complaint against their neighbor and fear retaliation. Bustrom stated whether the Council changes the policy to a systematic approach or maintains a complaint only approach, they need to hire an employee.

Iverson stated she does not like the idea of "head hunting". Iverson stated she has neighbors that have current violations and it doesn't bother her where they park their vehicles so long as it is maintained. Iverson stated on the flip side of that is there are other properties that she has driven by in the City that look awful. Iverson asked if staff was supportive of hiring a part-time Code Enforcement Officer.

Woulfe explained the Community Development Department is overtasked and overwhelmed with the amount of work they are trying to juggle. Woulfe stated she envisioned the Code Enforcement Officer performing other tasks to assist the City Planner such as issuing sign permits, fireworks licenses, and peddler and transient licenses. Iverson suggested instead of hiring a Code Enforcement person to perform Community Development duties, hire a Community Development person to perform Code Enforcement.

Woulfe stated Council will need to make a decision on whether they want to change the ordinance and direct staff to make those changes. Council discussed the code requirements, specifically to vehicle parking and outdoor storage. Discussion was also held on the role of the position.

Council directed staff to bring this topic to the Planning Commission for their recommendations and if they feel the ordinance needs to be changed or tweaked and to develop a program for Code Enforcement along with a position description for the ideal person they would like to hire.

Approve Hire of Sarah Maho (\$9.26 per hour) for Northbound Liquor Clerk contingent upon successful completion of employment testing

Woulfe stated at the last Council meeting, Council approved Shane Weibel and Michael Lawrence for hire. Woulfe reported Mr. Lawrence has withdrawn himself from consideration.

Woulfe stated the next candidate is Sarah Maho and staff is recommending hiring her at the rate of \$9.26 per hour contingent upon her successful completion of the pre-employment testing.

Iverson moved, seconded by Lewis, to hire Sarah Maho at the rate of \$9.26 per hour contingent upon her successful completion of pre-employment testing. Motion carried unanimously.

Mayor's Report

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

Council Concerns

There were no Council concerns.

Committee Reports

Reports were heard from the following committees: Allina Community Engagement Council, Community Education Advisory Council, Cambridge Municipal Airport Advisory Board, Cambridge Fire Department, Cambridge Public Library Task Force, Cambridge Parks, Trails, and Recreation Commission, Cambridge Planning Commission, Isanti County Initiative on Collaboration, Leadership, and Efficiency (ICICLE), North Highway 65 Corridor Coalition, Toward Zero Death, Cambridge Isanti Bike Walk Trail Advisory Committee, Isanti County EDA, East Central Regional Development Commission, and ARCC College Advisory Committee – Cambridge Campus.

City Administrator's Report

Woulfe announced there will be a special council meeting on May 19, 2014, at 3:00 pm at the Isanti County Government Center. The Council will have a joint meeting with the Isanti County Commissioners and it will be held in the second floor conference room.

Caulk moved, seconded by Bustrom, to temporarily adjourn the Council meeting at 6:13 pm and to reconvene the Council meeting after the adjournment of the EDA meeting.

Code Enforcement Survey Results Discussion

Westover stated City Council directed staff to create a survey for residents to take and distribute in the City's newsletter. Westover stated the results of the survey were included in the Commission's packet and Council has directed the Planning Commission to discuss the topic of code enforcement. Westover stated Council has been discussing code enforcement for a long time and last summer at their long range planning session they talked about hiring a code enforcement staff person to relieve Community Development staff as they are over tasked. Westover stated Council discussed hiring someone so they have been talking about code enforcement and the possibility of an ordinance change on vehicle parking surfaces and systematic versus complaint approach. Westover explained currently code enforcement is enforced on a complaint only basis and looking at surrounding neighbors to see if they have similar violations and a systematic approach would be a proactive approach where the code enforcement officer goes street by street to make enforcement fair. Westover stated Council is having a hard time deciding on direction so they wanted the Planning Commission to discuss the survey results. Westover reviewed the survey results.

Klossner stated whatever the City Council decides to do it appears that half the people that responded to this survey is going to be upset by the decision. Klossner noted that only 140 people out of 8,000 people responded which is a small percentage of the population. Klossner stated he wonders how the actual majority of the Citizen's in town would feel. Klossner stated he felt people that responded to the survey took the time to respond because this was an issue they really cared about. Klossner noted if someone didn't care about this topic, they wouldn't have taken the time respond. Klossner stated he sees merit in both complaint driven and systematic approaches. Klossner questioned hiring someone that would drive around the City all day everyday looking for violations.

Erickson stated what he read was a very biased level towards the aesthetics and people cared about aesthetic quality of the City. Erickson stated where there was more of a 50/50 split was how the City should go about taking care of the violations. Erickson stated everyone seems to want to have properties looking neat and orderly. Erickson stated he felt people would fear submitting a complaint if they can't do it anonymously in fear of retaliation. Westover and Basta confirmed that complaint data is deemed private according to State Statute.

Basta stated she worked in zoning and solid waste for over 25 years and generally an individual doesn't want someone coming on their property to tell them what to do and don't want the regulations. Basta continued to state once their neighbor is doing something they don't approve, they would call the zoning department and would request staff enforce the codes.

Bustrom gave history on where the topic started. Bustrom stated in City Council's long range planning session last year they discussed staffing and the feedback received from the City Administrator is that staffing levels are thin for the amount of work the Community Development Department has to do. Bustrom explained the Community

Development staff is heavily burdened by the amount of complaints and the amount of time it takes to deal with violations solely on a complaint basis which is taking away from the ability to do their day to day tasks. Bustrom stated with that in mind, the City Administrator asked to hire a staff person to perform code enforcement duties along with other job duties within the Community Development Department. Bustrom stated the discussion then went to how should the City deal with code enforcement and whether or not it should remain a complaint only system or should the City hold everyone equally accountable. Bustrom stated the consensus of Council seemed to be to staff the position but the question now is what should this position look like and should some of the codes be changed such as parking surfaces and wood piles. Bustrom stated he feels the question now is should the City enforce the codes as they are or should the codes be changed to be either more/less restrictive and then decide how to staff for that position because the existing staff can't handle the workload the way it is now.

Westover stated when she was first hired she was hired solely for code enforcement and minor planning duties and since then the City has lost two full-time positions in the Community Development Department so this brought on restructuring within the department. Westover stated there are multiple people performing code enforcement duties which causes confusion and creates an inefficient way of performing this job. Westover stated recently the Public Works director has announced his retirement in the next ten months and she will be taking over the Parks Commission duties as well. Westover stated there are several duties this position could perform in addition to code enforcement. Westover stated it was brought up by a Council member that maybe it isn't a code enforcement person they hire but a community development staff person that would perform code enforcement duties.

Godfrey stated he tends to look at the big picture and in looking at all the comments in the survey results a lot of people kept coming back to the subject that downtown businesses are empty and although residents may not support an additional staff person, they might be supportive if that person was also tasked with bringing in businesses that raised the property values of everyone. Godfrey felt the concentration should be making the City stronger and appearance is a part of that process. Godfrey stated he would be in favor of adding a position if their focus was primarily on Community Development and not just on Code Enforcement.

Basta stated she feels the City should hire a full-time person that should be called a Compliance Technician which sounds gentler than Code Enforcement and that person should not be in the Police Department. Basta stated the process still could be complaint driven but felt if that person responds to complaints they should also write up a violation should they see one. Basta feels code enforcement is a full-time position in itself.

Struss stated he feels that even on a complaint driven system that would be almost a full-time position so if you add on them seeing a complaint and dealing with that complaint that would be more than one FTE (full-time equivalent). Basta stated she

feels that it would be best to try and treat everyone the same. Struss stated seeing a violation and enforcing that violation is very different than looking for a violation.

Erickson stated having a lot of time management experience and analysis on time management he felt it is highly inefficient to split this job between staff members because every time you switch hats you lose time. Erickson stated staff should figure out how to at least get to a half FTE. Erickson continued that if staff does two half FTE jobs but if they are .15 times 8 then they are over one FTE and no matter what the current process is, it is extremely inefficient. Erickson stated he isn't saying the City should go out and hire a bunch more people but staff should look at what the needs are and go to Council with what they need to do this kind of work otherwise staff is just going to work poorly and be run into the ground.

Bustrom stated the Council budgeted this year to staff a position but they haven't gotten to that point and now the funding has gone for something else. Bustrom stated Council was able to add a position this year with a zero percent levy increase so a position could still be added next year since it is already a part of the budget.

Westover stated there is also going to be additional staff changes in the near future with the Building Inspector retiring in December and the Public Works Director retiring spring of 2015.

Westover asked the Commission if they felt the parking surface requirements should change. Godfrey stated until staff resolves the issue of enforcement, changing the requirements is not going to help the issue. Godfrey stated first Council should decide what the position looks like then revisit whether or not the current codes should be changed.

Bustrom stated the Administrator felt it should be dealt with opposite because a staff person is needed regardless; so before they create the position, administration needs to know what the enforcement process will look like. Bustrom stated Council wants to know if the Planning Commission feels any of the current codes should be changed.

Basta confirmed the biggest issue is whether or not parking should be on an impervious surface. Bustrom stated currently the surface requirement is equal to or greater than that of your established driveway with the provision that a resident could have a continuous brick paver system. Bustrom stated residents are requesting they are able to park on grass or crushed gravel/rock. Bustrom stated the City has required people to invest a lot of money into improving their surfaces and now with Council considering going backwards with the requirements residents that have paid the money to improve their surfaces would be very upset.

Klossner stated it is all personal preference and that some people think crushed rock/gravel looks fine and to others it isn't aesthetically pleasing. Klossner stated maintenance is an issue as well. Klossner stated it all comes down to whatever the Council decides to do, it will probably upset half the population.

Bustrom stated he doesn't know if he feels strongly one way or the other but he feels that everyone should be treated the same and enforcement should be consistent.

Erickson asked how other communities handle code enforcement. Bustrom and Westover stated staff has performed this research and every community is different. Westover stated staff went to the City of Oakdale to see what they did and staff at Oakdale stressed whatever the City decides, they should not go backwards in their Ordinances because that would only create more issues. Erickson stated staff should relay the message of not going backwards.

Klossner stated he felt it wasn't so much a boat or a trailer parked on grass as much as it is maintenance. Klossner continued that if someone is taking care of their property and it looks neat and orderly it isn't an issue even for the pickiest neighbor. Klossner continued to state as soon as someone has those vehicles does not maintain the surface that is more of the issue. Klossner stated there is no practical way to enforce a property based on someone that takes care of their stuff versus someone that doesn't take care of their items.

Basta asked if the Council as a whole wants this ordinance changed. Westover stated they have not come to a consensus yet which is why they are wanting the Planning Commission's recommendations.

Basta stated she doesn't feel the City should take the position that every time there is a complaint changes need to be made to the Ordinance to make it easier. Basta stated the time has already been spent on this topic in the past by staff, Commission and Council and feels it needs to stay the way it is. Klossner commented it has been less than five years that the Planning Commission, staff and Council has made the change to the current code requirements. Basta reiterated she feels the changes should be complaint driven. Klossner stated there should be a practical reason for changes. Bustrom stated he thought the current code requirements were ridiculous as well but after he met with the building inspector and was educated on how lots are designed a specific way and the impervious surfaces are for drainage, he changed his mind.

Bustrom stated his personal feeling is to leave the codes the way they are and to support staff in getting the help they need to be able to do their jobs effectively and efficiently. Bustrom stated staff has come to Council and explained they are overtasked and need help and he worries they are going to burn out and lose the staff they have because they are not getting the support they need and are running very thin. Basta stated staff cannot do a good job if they have so many fires burning. Erickson stated staff going in so many different directions and it is highly inefficient.

Klossner stated he feels if they hired someone, that person after they have been here for a certain time would be in a position to come back and give suggestions for what codes work and what codes don't work and could give advice to Council and the Commission on whether or not the ordinance needs to be changed.

Struss asked if Council discussed clearing the snow from the sidewalks. Struss stated it is very frustrating when a resident is walking outside and they get to a section of sidewalk that isn't cleared. Struss stated he would be very interested in Council looking at the cost for the City to clear all the sidewalks. Commission discussed the clearing of snow and what it would take in order to clear the snow as opposed to enforcing the current codes. Commission was interested in seeing the comparison of what the cost of the equipment is for the City to remove snow on sidewalks and how that could impact taxes.

Westover confirmed no action needed to be taken and this topic was for the Commission to discuss so Council could read their comments in the minutes for advisement.

OTHER BUSINESS / MISCELLANEOUS

City Council Update


Westover updated the Commission on the previous City Council meetings.

Parks, Trails, and Recreation Update

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


ADJOURNMENT

Bustrom moved, seconded by Basta to adjourn the meeting at 8:24 pm. The motion carried unanimously.


Jim Godfrey
Cambridge Planning Commission Chair

John D. Klassmer
- ER

ATTEST:


Marcia Westover
City Planner

Excerpt From Council
Minutes From 6/16/14
CIM Council Mtg

Westover stated the Planning Commission recommended to deny the request and to not allow the keeping of chickens in the City. Westover noted they recommended looking into allowing the sale of chickens in commercial districts.

Council discussed the keeping of chickens. Bustron stated Cambridge is a shopping hub for a large area and felt that Tractor Supply should be able to sell chickens. After discussion, it was the consensus of the Council that the City would not be supportive in the keeping of chickens in residential areas, but directed staff to research to allow businesses to humanely sell baby chicks.

Planning Commission Discussion on Code Enforcement Ordinances

Westover stated on June 3, 2014, the Planning Commission reviewed the results of the Code Enforcement Survey that was completed by residents. Westover highlighted the draft minutes of that meeting.

Lewis asked if the Planning Commission had access to other cities' requirements and noted Cambridge is the most restrictive of all the surrounding areas. Iverson stated she felt the Planning Commission has been a part of this process over the years and felt they have done their best and given Council their best advice.

Bustron stated he felt the consensus of the Planning Commission is that they have all been a part of the process which wasn't very long ago and have spent a considerable amount of time discussing the current requirements. They don't want to discuss it again and feel it should be left as-is.

Lewis stated it might be more ecologically friendly to have recreational vehicles parked on grass rather than an impervious surface.

Palmer, Bustron and Iverson felt the ordinance should remain the same. Lewis stated it would be a good idea to look at Brainerd's ordinance.

Council and staff discussed the need for additional staff in the Community Development Department. Woulfe noted this discussion would continue at the next long-range planning session in July.

The consensus of the Council was to leave the City Codes for code enforcement as-is.

Eagle Scout Project for Peterson Park (Jacob Pasch)

Pasch stated he is a recent graduate of Cambridge Isanti High School, is a member of Boy Scout Troup 417, and is looking at doing an Eagle Scout Project. Pasch stated he is interested in building a 10 x 20 foot pavilion at Peterson Park.

Pasch stated in order to get his Eagle Scout he has to finish his badges before he turns 18 in August. Pasch reviewed the criteria for his badges.

2015 Street Improvements - 441 Highway 95 Driveway Damage Claim

BACKGROUND

As part of the 2015 street improvement project, highway 95 was closed to traffic at Cypress Street in June for two weeks. During this time, the Contractor placed road closed barricades on Highway 95 just east of the driveway to 441 Highway 95. On July 29, the property owner, Kristine Yerigan, contacted City staff and claimed that her tenants stated the Contractor had caused damage to the driveway and it is difficult to use with their car. She stated that the Contractor cracked the driveway and requested that the concrete driveway apron be removed and replaced. This would cost approximately \$1,500. Pictures of the driveway are attached.

City staff reviewed this on site with the Contractor and with the house tenants. The Contractor indicated the cracks are quite old and they did not cause them. These cracks are jagged, wide, and the concrete is discolored inside the crack all indicating they have been there for much more than two months. The blacktop pavement was also settled in front of the driveway approximately three-inches, and this was causing a plastic spoiler on the bottom of a car to scrape. City staff had the contractor patch in the settled area with blacktop so it is now smooth and passable.

City Engineer Blank set up a site meeting at 8:00 am Tuesday, August 11, 2015 to review this driveway with the property owner, the tenants, and the Contractor. The property owner did not respond to the invitation, and did not attend the site meeting. At this meeting, the tenants were there and said the problem is resolved. They also stated to the Contractor that the driveway cracks were there before and this project did not cause them.

COUNCIL ACTION

1. Direction to staff if any further action should be taken by the City regarding this driveway claim.

ATTACHMENTS

1. Pictures of 441 Highway 95 driveway.





Drafted by: Lynda J. Woulfe, City Administrator

Background

Barb Nenn has requested to address City Council with respect to feral or wild cats (cats that are not licensed and roam freely around Cambridge with no apparent owner). Feral/wild cats continue to be an issue from an animal control perspective and are a concern to the community.

Here is some background for your information. Our current animal control contract does not cover cats and states:

2. Contractor's Duties. Contractor shall, upon request of the members of the Police Department or the City Administrator's office, take all reasonable and necessary steps to catch and take into custody any dog determined to be in violation of any City Ordinance or Minnesota State Statute. No cats will be captured or impounded by this Contractor. ... All impounds will be done in an efficient, workmanlike, and humane manner and the Contractor agrees to use snares or other humane means to capture the dogs.

If you recall, it was very difficult to even find a contractor for animal control services so going out for new RFPs for animal control to include cats would not be advised because we may end up with no animal control officer at all.

One of the largest problems in dealing with the feral/wild cats is the requirement of state statute to keep any animal seized for a period of five business days prior to disposal. Specifically the statute states "All animals seized by public authority must be held in an establishment for redemption by the owner for at least five regular business days of the establishment or for a longer time specified by municipal ordinance. Therefore, when dealing with feral/wild cats you will have the cost of capture, retrieval, five to seven days of boarding (if the cat is picked up on a Saturday/Sunday you can't count that as a business day), and then the disposal cost. Currently, we do not have a place that will board cats but I estimate that the cost for each feral cat would be approximately \$150.00.

In 2014, the City's spent \$5,380 on animal control and in 2015 the budget for animal control is \$12,000 with year to date (YTD) expenditures of \$3,400.00.

Attachments

Cambridge City Code Chapter 95 animals

Humane Society – Outdoor Cats Frequently Asked Questions

Excerpt from LMC Animal Control Memo on cats

CHAPTER 95: ANIMALS

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§ 95.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Agricultural retail store. A store that primarily sells items for the practice of farming, growing crops, and the rearing of animals to provide food and other products.

Animal. Any mammal, reptile, amphibian, fish, bird (including all fowl and poultry) or other member commonly accepted as a part of the animal kingdom. Animals shall be classified as follows:

(1) ***Domestic Animals.*** Those animals commonly accepted as domesticated household pets. Unless otherwise defined, domestic animals shall include dogs, cats, caged birds, gerbils, hamsters, ferrets, guinea pigs, domesticated rabbits, fish, non-poisonous, non-venomous and non-constricting reptiles or amphibians, and other similar animals.

(2) ***Hatchling.*** A recently hatched or young chicken also known as chick.

(3) ***Farm Animals.*** Those animals commonly associated with a farm or performing work in an agricultural setting. Unless otherwise defined, farm animals shall include members of the equestrian family (horses, mules), bovine family (cows, bulls), sheep, poultry (chickens,

turkeys), fowl (ducks, geese), swine (including Vietnamese pot-bellied pigs), goats, bees, and other animals associated with a farm, ranch, or stable.

(4) **Non-Domestic Animals.** These animals commonly considered to be naturally wild and not naturally trained or domesticated, or which are commonly considered to be inherently dangerous to the health, safety, and welfare of people. Unless otherwise defined, non-domestic animals shall include:

- (a) Any member of the large cat family (family felidae) including lions, tigers, cougars, bobcats, leopards and jaguars, but excluding commonly accepted domesticated house cats.
- (b) Any naturally wild member of the canine family (family canidae) including wolves, foxes, coyotes, dingoes, and jackals, but excluding commonly accepted domesticated dogs.
- (c) Any crossbreeds such as the crossbreed between a wolf and a dog, unless the crossbreed is commonly accepted as a domesticated house pet.
- (d) Any member or relative of the rodent family including any skunk (whether or not descended), raccoon, or squirrel, but excluding those members otherwise defined or commonly accepted as domesticated pets.
- (e) Any poisonous, venomous, constricting, or inherently dangerous member of the reptile or amphibian families including rattlesnakes, boa constrictors, pit vipers, crocodiles and alligators.
- (f) Any other animal which is not explicitly listed above but which can be reasonably defined by the terms of this section, including but not limited to bears, deer, monkeys and game fish.

At Large. Off the premises of the owner, or property owner who has given consent and not under the custody and control of the owner or other person, either by leash, cord, chain, or otherwise physically restrained or confined.

Cat. Both the male and female of the felidae species commonly accepted as domesticated household pets.

Dog. Both the male and female of the canine species, commonly accepted as domesticated household pets, and other domesticated animals of a dog kind.

Owner. Any person or persons, firm, association or corporation owning, keeping, or harboring an animal.

Property Owner. The owner or other person or entity with authority to give consent to use of a premises.

Release Permit. A permit issued by the Animal Control Officer or other person in charge of the

pound for the release of any animal that has been taken to the pound. A release permit may be obtained upon payment of a fee to the City Clerk-Administrator in accordance with the regular license requirement if the animal is unlicensed, payment of a release fee, and any maintenance costs incurred in capturing and impounding the animal. The release fee shall be as established by Council resolution or ordinance.

Kennel. Any structure or premises on which five or more dogs over four months of age are housed, groomed, bred, boarded, trained, or sold.

§ 95.02 DOMESTIC ANIMALS.

(A) *Running at large prohibited.* It shall be unlawful for the domestic animal of any person, to run at large. A person, who owns, harbors, or keeps a domestic animal which runs at large shall be guilty of a misdemeanor. Dogs or cats on a leash and accompanied by a responsible person, shall be permitted in streets or on public land unless the city has posted an area with signs reading "Dogs or Cats Prohibited." Dogs shall not be required to be on a leash in areas designated by the city as a Dog Park. Police dogs while in service, training or other official law enforcement function and under voice control of their handlers shall not be considered to be at large.

(B) *License required.*

(1) All dogs, cats, and ferrets over the age of six months kept, harbored, or maintained by their owners in the city, shall be licensed and registered with the city. Dog, cat, and ferret licenses shall be issued by the City upon payment of the license fee as established by resolution or ordinance of the City Council. The owner shall state, at the time application is made for the license and upon forms provided, his or her name and address and also the name, breed, color, age, and sex of each ferret, dog, or cat owned or kept by him or her. No license shall be granted for a ferret, dog, or cat that has not been vaccinated against distemper (if available for ferrets) and rabies, as evidenced by a certificate by a veterinarian qualified to practice in the state in which the animal is vaccinated. A copy of the vaccination certificate shall be kept on file with the application.

(2) It shall be the duty of each owner subject to this section to pay to the City the license fee.

(3) Upon payment of the license fee, the City shall issue to the owner a license certificate and metallic tag for each animal licensed. The tag shall have stamped on it the year for which it is issued and the number corresponding with the number on the certificate. Every owner shall be required to provide each dog and cat with a collar to which the license tag must be affixed, and shall see that the collar and tag are constantly worn. In case an animal tag is lost or destroyed, a duplicate shall be issued by the City. A charge shall be made for each duplicate tag in an amount established by resolution of the City Council. Tags shall not be transferable from one animal to another and no refunds shall be made on any license fee or tag because of death of an animal or the owner's leaving the city before the expiration of the license period.

(4) The licensing provisions of this division (B) shall not apply to dogs or cats whose owners are non-residents temporarily within the city, nor to dogs or cats brought into the city for the

purpose of participating in any dog or cat show, nor shall this provision apply to "seeing eye" dogs properly trained to assist blind persons for the purpose of aiding them in going from place to place.

(5) The funds received by the City from all animal licenses and metallic tags fees shall first be used to defray any costs incidental to the enforcement of this chapter; including, but not restricted to, the costs of licenses, metallic tags, and impounding and maintenance of the dogs and cats.

(C) *Cats.* Cats shall be included as controlled by this division insofar as running-at-large, pickup, impounding, boarding, licensing and proof of anti-rabies vaccine is concerned. All other provisions of this section shall also apply to cats unless otherwise provided.

(D) *Vaccination.*

(1) All dogs and cats kept harbored, maintained, or transported within the city shall be vaccinated at least once every three years by a licensed veterinarian for:

- (a) Rabies - with a live modified vaccine; and
- (b) Distemper (if available for the domestic animal).

(2) A certificate of vaccination must be kept on which is stated the date of vaccination, owner's name and address, the animal's name (if applicable), sex, description and weight, the type of vaccine, and the veterinarian's signature. Upon demand made by the City, the Animal Control Officer or a police officer, the owner shall present for examination the required certificate(s) of vaccination for the animal(s). In cases where certificates are not presented, the owner or keeper of the animal(s) shall have seven days in which to present the certificate(s) to the City Administrator or officer. Failure to do so shall be deemed a violation of this section.

(F) *Limitation on Number of Dogs and Cats.* The combined total of dogs and cats shall not exceed six (6) animals over four months of age per residence within the City. No more than four (4) of the animals may be dogs. Any dogs or cats kept, maintained, or harbored in violation of this limitation are subject to impoundment as provided in § 95.05. This limitation shall not apply to property permitted for use as a kennel pursuant to Chapter 156.

§ 95.03 NON-DOMESTIC ANIMALS.

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

§ 95.04 FARM ANIMALS.

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

(C) *Commercial.* Hatchlings may be sold by agricultural related retail stores in the B-1, B-1A, B-2, and BT Business Districts. Hatchlings may only be sold from February 1 to April 20 each year. The agricultural related retail store that sells the hatchlings must notify the purchaser that hatchlings and chickens are not permitted in the residential districts of the City of Cambridge. All agricultural related retail stores who sell hatchlings must comply with all Minnesota Administrative Rules Chapter 1721: Animal Health, and with the Minnesota Board of Animal Health.

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

(2) The hatchlings must not be color dyed.

§ 95.05 IMPOUNDING.

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

(B) *Biting animals.* Any animal that has not been inoculated by a live modified rabies vaccine and which has bitten any person, wherein the skin has been punctured or the services of a doctor are required, shall be confined in the city pound for a period of not less than ten days, at the expense of the owner. The animal may be released at the end of the time if healthy and free from symptoms of rabies, and by the payment of all costs by the owner. However, if the owner of the animal shall elect immediately upon receipt of notice of need for the confinement by the officer to voluntarily and immediately confine the animal for the required period of time in a veterinary hospital of the owner's choosing, not outside of the county in which this city is located, and provide immediate proof of confinement in the manner as may be required, the owner may do so. If, however, the animal has been inoculated with a live modified rabies vaccine and the owner has proof of the vaccination by a certificate from a licensed veterinarian, the owner may confine the dog or other animal to the owner's property.

(C) *Reclaiming.* All animals conveyed to the pound shall be kept, with humane treatment and

sufficient food and water for their comfort, at least five regular business days, unless the animal is a dangerous animal as defined under § 95.11 in which case it shall be kept for seven regular business days or the times specified in § 95.11, and except if the animal is a cruelly-treated animal in which case it shall be kept for ten regular business days, unless sooner reclaimed by their owners or keepers as provided by this section. In case the owner or keeper shall desire to reclaim the animal from the pound, the following shall be required, unless otherwise provided for in this code or established from time to time by resolution of the City Council:

(1) Payment of the release fee established by City Council resolution or ordinance and receipt of a release permit.

(2) Payment of maintenance costs, as provided by the pound, per day or any part of day while animal is in the pound; and

(3) If a dog is unlicensed, payment of a regular license fee and valid certificate of vaccination for rabies and distemper shots is required.

(D) *Unclaimed animals.* At the expiration of the times established in division (C) of this section, if the animal has not been reclaimed in accordance with the provisions of this section, the officer appointed to enforce this section may let any person claim the animal by complying with all provisions in this section, or the officer may sell the animal to the University of Minnesota, or cause the animal to be destroyed in a proper and humane manner and shall properly dispose of the remains thereof. Any money collected under this section shall be payable to the City Clerk-Administrator.

§ 95.06 KENNELS.

Refer to Chapter 156 Zoning Code.

§ 95.07 NUISANCES.

(A) *Habitual barking.* It shall be unlawful for any person to keep or harbor a dog which habitually barks or cries. Habitual barking shall be defined as barking for repeated intervals of at least five minutes with less than one minute of interruption. The barking must also be audible off of the owner's or caretaker's premises.

(B) *Damage to property.* It shall be unlawful for any person's dog or other animal to damage any lawn, garden, or other property, whether or not the owner has knowledge of the damage.

(C) *Cleaning up litter.* The owner of any animal or person having the custody or control of any animal shall be responsible for cleaning up any feces of the animal and disposing of the feces in a sanitary manner whether on their own property, on the property of others or on public property.

(D) *Warrant required.* The Animal Control Officer or police officer shall not enter the property of the owner of an animal described in this section unless the officer has first obtained the permission of the owner to do so or has obtained a warrant issued by a court of competent jurisdiction to search for and seize the animal.

(E) *Other.* Any animals kept contrary to this section are subject to impoundment as provided in § 95.05.

§ 95.08 SEIZURE OF ANIMALS.

Any police officer or Animal Control Officer may enter upon private property and seize any animal with the permission of the owner of the property, if that person is also the owner of the animal, provided that the following exist:

- (A) There is an identified complainant other than the police officer or Animal Control Officer making a contemporaneous complaint about the animal;
- (B) The officer reasonably believes that the animal meets either the barking dog criteria set out in § 95.07(A); the criteria for cruelty set out in § 95.13; or the criteria for an at large animal set out in § 95.02(A);
- (C) The officer can demonstrate that there has been at least one previous complaint of a barking dog; inhumane treatment of the animal; or that the animal was at large at this address on a prior date;
- (D) The officer has made a reasonable attempt to contact the owner of the animal and the property to be entered and those attempts have either failed or have been ignored;
- (E) The Animal Control Officer or police officer shall not enter the property of the owner of an animal described in this section unless the officer has first obtained the permission of the owner to do so or has obtained a warrant issued by a court of competent jurisdiction to search for and seize the animal. If the officer has the permission of the owner, a property manager, landlord, innkeeper, or other authorized person to enter the property or has obtained a pass key from a property manager, landlord, innkeeper, or other authorized person to have that key shall not be considered unauthorized entry, and a warrant to search for and seize the animal need not be obtained; and
- (F) Written notice of the seizure is left in a conspicuous place if personal contact with the owner of the animal is not possible.

§ 95.09 ANIMALS PRESENTING A DANGER TO HEALTH AND SAFETY OF CITY.

If, in the reasonable belief of any person or the Animal Control Officer or police officer, an animal presents an immediate danger to the health and safety of any person, or the animal is threatening imminent harm to any person, or the animal is in the process of attacking any person, the person or officer may destroy the animal in a proper and humane manner whether or not the animal is on the property of its owner. Otherwise, the person or officer may apprehend the animal and deliver it to the pound for confinement under § 95.05. If the animal is destroyed, the owner or keeper of the animal destroyed shall be liable to the city for the cost of maintaining and disposing of the animal, plus the costs of any veterinarian examination. If the animal is found not to be a danger to the health and safety of the city, it may be released to the owner or keeper in accordance with § 95.05(C).

§ 95.10 DISEASED ANIMALS.

(A) *Running at large.* No person shall keep or allow to be kept on his or her premises, or on premises occupied by them, nor permit to run at large in the city, any animal which is diseased so as to be a danger to the health and safety of the city, even though the animal be properly licensed under this section, and a warrant to search for and seize the animal is not required.

(B) *Confinement.* Any animal reasonably suspected of being diseased and presenting a threat to the health and safety of the public, may be apprehended and confined in the pound by any person, the Animal Control Officer or a police officer. The officer shall have a qualified veterinarian examine the animal. If the animal is found to be diseased in a manner so as to be a danger to the health and safety of the city, the officer shall cause the animal to be painlessly killed and shall properly dispose of the remains. The owner or keeper of the animal killed under this section shall be liable to the city for the cost of maintaining and disposing of the animal, plus the costs of any veterinarian examinations.

(C) *Release.* If the animal, upon examination, is not found to be diseased the animal shall be released to the owner or keeper free of charge.

§ 95.11 DANGEROUS ANIMALS.

A) *Attack by an animal.* It shall be unlawful for any person's animal to inflict or attempt to inflict bodily injury to any person or other animal whether or not the owner is present. This section shall not apply if the threat, injury, or damage was sustained by a person:

(1) who was committing, at the time, a willful trespass or other tort upon the premises occupied by the owner of the animal;

(2) who was provoking, tormenting, abusing, or assaulting the animal or who can be shown to have repeatedly, in the past, provoked, tormented, abused, or assaulted the animal; or

(3) who was committing or attempting to commit a crime.

(B) *Destruction of dangerous animal.* The Animal Control Officer shall have the authority to order the destruction of dangerous animals in accordance with the terms established by this chapter.

(C) *Definitions.* For the purpose of this division, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

(1) *Dangerous Animal.* An animal which has:

(a) Caused bodily injury or disfigurement to any person on public or private property;

(b) Engaged in any attack on any person under circumstances which would indicate danger to personal safety;

(c) Exhibited unusually aggressive behavior, such as an attack on another

animal;

- (d) Bitten one or more persons on two or more occasions; or
- (e) Been found to be potentially dangerous and/or the owner has personal knowledge of the same, the animal aggressively bites, attacks, or endangers the safety of humans or domestic animals.

(2) **Potentially Dangerous Animal.** An animal which has:

- (a) Bitten a human or a domestic animal on public or private property;
- (b) When unprovoked, chased or approached a person upon the streets, sidewalks, or any public property in an apparent attitude of attack; or
- (c) Has engaged in unprovoked attacks causing injury or otherwise threatening the safety of humans or domestic animals.

(3) **Proper Enclosure.** Securely confined indoors or in a securely locked pen or structure suitable to prevent the animal from escaping and to provide protection for the animal from the elements. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the animal to exit of its own volition, or any house or structure in which windows are open or in which door or window screens are the only barriers which prevent the animal from exiting. The enclosure shall not allow the egress of the animal in any manner without human assistance. A pen or kennel shall meet the following minimum specifications:

- (a) Have a minimum overall floor size of 32 square feet.
- (b) Sidewalls shall have a minimum height of five feet and be constructed of 11-gauge or heavier wire. Openings in the wire shall not exceed two inches, support posts shall be 1 1/4-inch or larger steel pipe buried in the ground 18 inches or more. When a concrete floor is not provided, the sidewalls shall be buried a minimum of 18 inches in the ground.
- (c) A cover over the entire pen or kennel shall be provided. The cover shall be constructed of the same gauge wire or heavier as the sidewalls and shall also have no openings in the wire greater than two inches.
- (d) An entrance/exit gate shall be provided and be constructed of the same material as the sidewalls and shall also have no openings in the wire greater than two inches. The gate shall be equipped with a device capable of being locked and shall be locked at all times when the animal is in the pen or kennel.

(4) **Unprovoked.** The condition in which the animal is not purposely excited, stimulated, agitated or disturbed. It shall be a rebuttable presumption that any attack on a child twelve (12) years of age or younger shall be considered to be unprovoked unless the child is engaged in the commission of a crime or illegal activity, including activities classified as "cruelty to animals" as defined in M.S. § 343.

(D) **Designation as potentially dangerous animal.** The Animal Control Officer shall designate any animal as a potentially dangerous animal upon receiving evidence that the potentially dangerous

animal has, when unprovoked, then bitten, attacked, or threatened the safety of a person or a domestic animal as stated in division (C)(2). When an animal is declared potentially dangerous, the Animal Control Officer shall cause one owner of the potentially dangerous animal to be notified in writing that the animal is potentially dangerous.

(E) *Evidence justifying designation.* The Animal Control Officer shall have the authority to designate any animal as a dangerous animal upon receiving evidence of the following:

(1) That the animal has, when unprovoked, bitten, attacked, or threatened the safety of a person or domestic animal as stated in division (C)(1).

(2) That the animal has been declared potentially dangerous and the animal has then bitten, attacked, or threatened the safety of a person or domestic animal as stated in division (C)(1).

(F) *Authority to order destruction.* The Animal Control Officer, upon finding that an animal is dangerous hereunder, is authorized to order, as part of the disposition of the case, that the animal be destroyed based on a written order containing one or more of the following findings of fact:

(1) The animal is dangerous as demonstrated by a vicious attack, an unprovoked attack, an attack without warning or multiple attacks; or

(2) The owner of the animal has demonstrated an inability or unwillingness to control the animal in order to prevent injury to persons or other animals.

(G) *Procedure.* The Animal Control Officer, after having determined that an animal is dangerous, may proceed in the following manner: The Animal Control Officer shall cause one owner of the animal to be notified in writing or in person that the animal is dangerous and may order the animal seized or make orders as deemed proper. This owner shall be notified as to dates, times, places and parties bitten, and shall be given 14 days to appeal this order by requesting a hearing before the City Council for a review of this determination.

(1) If no appeal is filed, the Animal Control Officer shall obtain an order or warrant authorizing the seizure and the destruction of the animal from a court of competent jurisdiction, unless the animal is already in custody or the owner consents to the seizure and destruction of the animal.

(2) If an owner requests a hearing for determination as to the dangerous nature of the animal, the hearing shall be held before the City Council, which shall set a date for hearing not more than three weeks after demand for the hearing. The records of the Animal Control or City Clerk-Administrator's office shall be admissible for consideration by the Animal Control Officer without further foundation. After considering all evidence pertaining to the temperament of the animal, the City Council shall make an order as it deems proper. The City Council may order that the Animal Control Officer take the animal into custody for destruction, if the animal is not currently in custody. If the animal is ordered into custody for destruction, the owner shall immediately make the animal available to the Animal Control Officer. If the owner does not immediately make the animal available, the Animal Control Officer shall obtain an order or warrant

authorizing the seizure and the destruction of the animal from a court of competent jurisdiction.

(3) No person shall harbor an animal after it has been found by to be dangerous and ordered into custody for destruction.

(H) *Stopping an attack.* If any police officer or Animal Control Officer is witness to an attack by an animal upon a person or another animal, the officer may take whatever means the officer deems appropriate to bring the attack to an end and prevent further injury to the victim.

(I) *Notification of new address.* The owner of an animal which has been identified as dangerous or potentially dangerous shall notify the Animal Control Officer in writing if the animal is to be relocated from its current address or given or sold to another person. The notification shall be given in writing at least 14 days prior to the relocation or transfer of ownership. The notification shall include the current owner's name and address, the relocation address, and the name of the new owner, if any.

§ 95.12 DANGEROUS ANIMAL REQUIREMENTS.

(A) *Requirements.* If the City Council does not order the destruction of an animal that has been declared dangerous, the City Council may, as an alternative, order any or all of the following:

(1) That the owner provide and maintain a proper enclosure for the dangerous animal as specified in § 95.11(C)(3);

(2) Post the front and the rear of the premises with clearly visible warning signs, including a warning symbol to inform children, that there is a dangerous animal on the property as specified in M.S. § 347.51 as may be amended from time to time;

(3) Provide and show proof annually of public liability insurance in the minimum amount of \$300,000;

(4) If the animal is a dog the city will enforce Minn. Stat. §347/50 to 347,.56 as required by Minn. Stat. §347.565.

(5) All animals deemed dangerous by the Animal Control Officer shall be registered with the county in which this city is located within 14 days after the date the animal was so deemed and provide satisfactory proof thereof to the Animal Control Officer.

(6) If the animal is a dog, the dog must be licensed and up to date on rabies vaccination. If the animal is a cat or ferret, it must be up to date with rabies vaccination.

(B) *Seizure.* As authorized by M.S. § 347.54, as it may be amended from time to time, the Animal Control Officer shall immediately seize any dangerous animal if the owner does not meet each of the above requirements within 14 days after the date notice is sent to the owner that the animal is dangerous. Seizure may be appealed to district court by serving a summons and petition upon the city and filing it with the district court.

(C) *Reclaiming animals.* A dangerous animal seized under § 95.12(B), may be reclaimed by the owner of the animal upon payment of impounding and boarding fees and presenting proof to animal control that each of the requirements under § 95.12(B), is fulfilled. An animal not reclaimed under this section within 14 days may be disposed of as provided under § 95.11(F), and the owner is liable to the city for costs incurred in confining and impounding the animal.

(D) *Subsequent offenses.* If an owner of an animal has subsequently violated the provisions under § 95.11 with the same animal, the animal must be seized by animal control. The owner may request a hearing as defined in § 95.11(F). If the owner is found to have violated the provisions for which the animal was seized, the Animal Control Officer shall order the animal destroyed in a proper and humane manner and the owner shall pay the costs of confining the animal. If the person is found not to have violated the provisions for which the animal was seized, the owner may reclaim the animal under the provisions of § 95.12(C). If the animal is not yet reclaimed by the owner within 14 days after the date the owner is notified that the animal may be reclaimed, the animal may be disposed of as provided under § 95.11(F) and the owner is liable to the animal control for the costs incurred in confining, impounding and disposing of the animal.

§ 95.13 BASIC CARE.

All animals shall receive from their owners or keepers kind treatment, housing in the winter, and sufficient food and water for their comfort. Any person not treating their pet in a humane manner will be subject to the penalties provided in this section.

§ 95.14 BREEDING MORATORIUM.

Every female dog or female cat in heat shall be confined in a building or other enclosure in a manner that it cannot come in contact with another dog or cat except for planned breeding. Upon capture and failure to reclaim the animal, every dog or cat shall be neutered or spayed prior to being transferred to a new owner.

§ 95.15 ENFORCING OFFICER.

The Council is hereby authorized to appoint an animal control officer(s) to enforce the provisions of this section. In the officer's duty of enforcing the provisions of this section, he or she may from time to time, with the consent of the City Council, designate assistants.

§ 95.16 POUND.

Every year the Council shall designate an official pound to which animals found in violation of this chapter shall be taken for safe treatment, and if necessary, for destruction.

§ 95.17 INTERFERENCE WITH OFFICERS.

No person shall in any manner molest, hinder, or interfere with any person authorized by the City Council to capture dogs, cats or other animals and convey them to the pound while engaged in that

operation. Nor shall any unauthorized person break open the pound, or attempt to do so, or take or attempt to take from any agent any animal taken up by him or her in compliance with this chapter, or in any other manner to interfere with or hinder the officer in the discharge of his or her duties under this chapter.

§ 95.18 TRAPPING.

(A) *Purpose.* This section is intended to protect the citizens from injury from hazardous devices and to protect domesticated animals and pets from damage and destruction that may result from unregulated trapping.

(B) *Definitions.* For the purposes of this section, the following definitions apply unless the context clearly indicates or requires a different meaning.

Leg Hold. A device made of steel, metal, or other rigid material, consisting of two jaws that lie horizontally to form a circle or circular shape when the trap is set, or trap that is similar to the above in design and that is intended to catch and secure an animal by the leg.

Live Trap. A trap designed to capture animals alive without causing injury to the animal.

Trap. A device used for the purpose of catching, capturing, snaring, holding, or killing animals.

Trapping. The placing or setting of traps with the intent to catch, capture, snare, hold or kill animals.

(C) *Trapping prohibited.* It shall be unlawful to engage in trapping within the city except as provided in division (D).

(D) *Exceptions.* The provisions of this section do not apply to:

(1) Live trapping for the purpose of releasing the animal into the wild. Live traps must be tended at least once every 24 hours.

(2) The trapping of harmful rodents or pests such as rats, mice, gophers, moles and squirrels on private property or within one's own private building or on public property by employees or agents of the governmental unit that owns the property. Any effective trap except leg-hold traps may be used so long as the traps are set and tended in a way that does not constitute a danger to persons or to domestic or wild animals that are not pests or nuisances.

(3) Employees or agents of governmental units or agencies who, using live traps in the course of their duties, are required to trap animals or birds for humane or other authorized purposes.

(4) Scientists in their work of identifying and studying wildlife, animals and birds so long as the animals and birds are returned to their natural environment without harm.

§ 95.99 PENALTY.

(A) *Separate offenses.* Each day a violation of this chapter is committed or permitted to continue shall constitute a separate offense and shall be punishable under this section.

(B) *Misdemeanor.* Unless otherwise provided, violation of this chapter shall constitute a misdemeanor punishable as provided in § 10.99.

(C) *Petty misdemeanor.* Violations of §§ 95.02, 95.07, 95.13 and 95.14 are petty misdemeanors punishable as provided in § 10.99.

Cats roam outside in most neighborhoods in the United States. Some are pets whose owners let (or put) outside, but many are community cats. Community cats may be feral or one-time pets who are stray, lost or abandoned.

The more we understand outdoor cats and the complicated issues related to them, the more effectively we can help them, reduce cat overpopulation, and protect wildlife.

What is an outdoor cat?

How is a stray cat different from a feral cat?

Why are there feral cats?

Where do community (feral and stray) cats live?

Why are outdoor cats considered problems?

If my cats have been spayed or neutered, why shouldn't I let them outside?

How can the cat-overpopulation problem be solved?

What is Trap-Neuter-Return (TNR)?

How does TNR eliminate common problems associated with community cats?

Do people take care of community (feral and stray) cats? How?

Why can't animal shelters care for feral cats?

Would it be better if feral cats were euthanized?

Won't removing community (feral and stray) cats from an area eliminate the problems they cause?

Why don't feeding bans work to eliminate community (feral and stray) cats?

What can I do to help outdoor cats?

What is an "outdoor cat"?

The cats you see outside may be cats whose owners let them outdoors, or they may be community cats, feral or stray cats who live outdoors. Although these community cats aren't owned, they may be fed by one or more caring person.

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How is a stray cat different from a feral cat?

A stray cat is a pet who has been lost or abandoned, is used to contact with people, and is tame enough to be adopted. A feral cat is the offspring of stray or feral cats and is not accustomed to human contact. Feral cats are usually too fearful to be handled or adopted.

Stray cats may be reunited with their families or adopted into new homes, but feral cats will find it difficult or impossible to adapt to living as pets in close contact with people. But that doesn't mean there aren't many things you can do to improve feral cats' health and quality of life.

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Why are there feral cats?

If they don't have early contact with people, the kittens of stray or feral cats will become feral, too fearful to be handled or adopted. Since a female cat can become pregnant as early as five months of age, the number of feral cats in a neighborhood can rapidly increase if cats aren't spayed or neutered.

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Where do community (feral and stray) cats live?

Community cats typically live in a colony—a group of related cats. The colony occupies and defends a specific territory where food (a restaurant dumpster or a person who feeds them) and shelter (beneath a porch, in an abandoned building, etc.) are available. Although feral cats may be seen by people who feed them, strangers may not realize that feral cats are living nearby because they rarely see them. Stray cats tend to be much more visible and may vocalize; they may approach people in search of food or shelter. Stray cats may join a colony or defend a territory of their own.

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Why do people consider outdoor cats a problem?

Nuisance behaviors, such as urinating and defecating in someone's yard or garden, digging in someone's yard or garden, jumping on someone's car, and upsetting an owned cat, are the greatest concerns that the general public has about outdoor cats.

Overpopulation is a serious concern, as well. In the United States, approximately 2 percent of the 30 to 40 million community (feral and stray) cats have been spayed or neutered. These cats produce around 80 percent of the kittens born in the U.S. each year. Although 85 percent of the estimated 75 to 80 million pet cats in the U.S. are already spayed or neutered, many have kittens before they are spayed or neutered. Those kittens, especially if they are allowed outdoors, add to the number of outdoor cats and the problems associated with them.

Shelters in a community with a large population of outdoor cats who aren't spayed or neutered may experience these problems:

- More cats entering shelters as a result of trapping feral kittens young enough to be socialized (tamed) and feral adults
- A rise in euthanasia rates for all cats because adult feral cats can't be adopted
- Euthanasia of adoptable cats when cage space runs out
- Costs associated with trapping and/or caring for and euthanizing feral cats

In addition, shelters receive many nuisance complaints about outdoor cats, including:

- Frequent, loud noises that are part of the fighting and mating behavior of unneutered/unspayed cats
- Strong, foul odors left by unneutered male cats spraying urine to mark their territory
- Flea infestations
- Visible suffering from dying kittens and injured adults
- The death of wild animals who are cats' prey

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If my cats have been spayed or neutered, why shouldn't I let them out?

It's not a good idea to let your cat outside unless you have a safe enclosure or are walking him or her on a harness and leash. Even pet cats who are spayed or neutered may cause conflicts between neighbors and injure or kill wildlife.

When outside, cats face dangers such as injury or death from being hit by a car, being harmed by another animal or person and diseases and parasites.

Approximately 65 percent of the estimated 80 million pet cats in the U.S. are kept indoors, and more owners are realizing that indoor cats are safer and can lead happy lives indoors. But millions of pet cats are still allowed outside, usually without the visible collars and identification that would help reunite them with their owners should the cats be picked up by a neighbor or animal control.

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How can the cat-overpopulation problem be solved?

Spaying or neutering community (feral and stray) cats using trap-neuter-return (TNR) will reduce their numbers. Spaying or neutering pet cats before they reproduce will reduce their numbers and help stop pet overpopulation.

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What is "trap-neuter-return" (TNR)?

TNR is a nonlethal strategy for reducing the number of community cats (feral and stray) and improving the quality of life for

cats, wildlife, and people. At its most basic, TNR involves

Humanely trapping community cats

Spaying or neutering them

Vaccinating them against rabies

Surgically removing the tip of one ear (a "tipped" ear is the universally-recognized sign of a cat who has been spayed or neutered)

Returning the cats to their home

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How does TNR solve common complaints associated with feral cats?

When feral cats are trapped, neutered and returned to their territory, they no longer reproduce

The cessation of sexual activity eliminates the noise associated with mating behavior and dramatically reduces fighting and the noise it causes

Neutered feral cats also roam much less and become less visible and less prone to injury from cars

Foul odors are greatly reduced as well because neutered male cats no longer produce testosterone which, when they are unaltered, mixes with their urine and causes the strong, pungent smell of their spraying

When the colony is then monitored by a caretaker who removes and/or TNRs any newly arrived cats, the population stabilizes and gradually declines over time.

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Do people take care of community (feral and stray) cats? How?

Many people see a cat who seems homeless and start feeding the cat. Ideally, the person quickly does more to help the cat:

If the cat is tame, the first step is to try to find the cat's owner. If the owner can't be found, step two is to try to find a permanent home for the cat through a shelter, rescue, or other means.

If the cat is feral, unapproachable, and wary after several days of feeding, it's best to find out if there are any groups doing TNR in the community so at least the cat will be spayed or neutered. The HSUS's map of feral cat organizations is a good place to start looking. If there are no local groups, step two is to consult one of the many resources that provide information about TNR.

Once a cat or colony of cats has been TNR-ed, it's ideal if a dedicated caretaker provides food, water and shelter; monitors the cats for sickness or injury; and TNRs new feral cats who arrive. Ideally, kittens young enough to be socialized (tamed) and new tame cats who arrive are removed from the colony for possible adoption.

Many dedicated caretakers pay for TNR themselves to help improve the lives of cats and reduce their numbers. Without TNR and a dedicated caretaker trapping new cats who show up, the population of the colony could increase.

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Why can't animal shelters rescue feral cats?

Animal shelters already care for and try to find homes for untold thousands of lost, injured, and abandoned cats, in addition to pet cats whose owners are unable or unwilling to keep them.

Many animal shelters don't have the staff or money to do TNR. However, shelters that receive calls of complaint or concern from the public may attempt to humanely trap and remove feral cats. Or they may provide information and loan traps to citizens interested in humanely trapping feral cats. If there is a local group helping feral cats, the shelter may refer callers to that group.

Because feral cats are so scared of people and usually cannot be adopted, those who are brought to a shelter, especially cats who cannot be identified as members of a known TNR-ed colony, are likely to be euthanized either right away or after a holding period. It's a complicated situation: While it's difficult to accurately identify a feral cat without observing him or her during a holding period, safely caring for a feral cat in a typical shelter cage is terribly stressful for the cat. In addition, if cage space is limited at the shelter, an adoptable cat may have to be euthanized to make room to hold a feral cat.

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Would it be better if feral cats were euthanized?

Opinions vary on this. Some people feel sorry for feral cats because they are fending for themselves. Others are annoyed by the cats' behaviors and want them removed. But the majority of people don't feel that feral cats should be euthanized.

Even if the shelter had enough people and money to remove and euthanize the feral cats in a community, other cats would move into the vacated territory to take advantage of the food sources and shelter. The new cats would continue to reproduce and complaint calls would continue. Euthanasia alone won't rid an area of feral cats, and killing animals to control their numbers is increasingly unpopular with the general public.

A better approach is TNR and a dedicated caretaker. Spayed or neutered feral cats are healthier because they no longer have kittens or fight over mates, and their nuisance behaviors are greatly reduced or eliminated. If the colony has a dedicated caretaker, he or she provides food, water, and shelter and watches over the cats' health and removes any newcomers for TNR (if feral) or adoption (if tame).

TNR improves the quality of life for existing colonies, prevents the birth of more cats and reduces the number of cats over time. It also may be more economical than euthanasia; many groups have calculated that the costs associated with TNR are considerably less than those associated with removal, shelter care and euthanasia of feral cats.

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Won't removing community (stray and feral) cats from an area eliminate the problems they cause?

There are many reasons cat problems are rarely solved by trapping and removing a colony. Community (feral and stray) cats live at a certain location because it offers food and shelter. If a colony is removed, cats from surrounding colonies may move in to take advantage of the newly available food and shelter. The cycle of reproduction and nuisance behavior begins all over again.

If all the cats in a colony are not trapped, then the ones left behind will tend to have larger litters of kittens. The kittens are more likely to survive because there are fewer cats competing for food. The colony's population will continue to increase until it reaches the number that can be supported by the available food and shelter.

Here are some of the other factors that usually make trap and removal ineffective:

- No cooperation from the cats' caretakers, who are the only people who really know the cats' numbers and patterns and can control whether or not the cats are hungry enough to enter a baited trap
- No volunteers to trap cats, who face an uncertain fate or death upon capture
- Not enough or no animal control staff and money available to accomplish this task
- No strategy for the difficult task of catching all the cats in a colony
- No one watching out for pet cats who are lost or abandoned, aren't spayed or neutered and quickly and repopulate a vacated territory

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Why don't feeding bans eliminate community (feral and stray) cats?

The logic behind bans against feeding feral cats is that if there is no food available, the cats will go away. This rarely happens.

First, cats are territorial animals who can survive for weeks without food and will not easily or quickly abandon their territory. As they grow hungrier and more desperate, they tend to venture closer to homes and businesses in search of food. Despite the effort to starve them out, the cats will also continue to reproduce, resulting in the deaths of many kittens.

Second, feeding bans are nearly impossible to enforce. A person who is determined to feed the cats will usually succeed without being detected. Repeated experience has shown that people who care about the cats will go to great lengths, risking their homes, jobs and even their liberty to feed starving animals. In addition, there may be more than one feeder and other sources of food, including dumpsters, garbage cans and other animals.

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What can I do to help feral cats?

If you want to know how you can help community (feral and stray) cats, go to our list of things you can do.

If you're interested in TNR or becoming a cat caretaker, find a community cat group or individuals who are practicing TNR or caretaking in your area to learn more.

If you have been letting your cats outside, make them safe, happy indoor cats who only go out when supervised, on a harness and leash, or in a safe enclosure.

If you know people who let their cats outside, explain to them why it's safer to keep cats inside.

If you would like specific details about your community's ordinances, please visit your city's or county's website and look for information about municipal codes. You can also request a copy of animal control ordinances from the city or county clerk.

For tips on how to get ordinances and laws changed, check out our Lobbying 101 for Cats Guide.

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RELEVANT LINKS:

Minn. Stat. § 347.55.

Section IV, *Animal regulation – general information.*

“Outdoor Cats: Frequently Asked Questions,” Humane Society of the United States (Jan. 8, 2015).

“Outdoor Cats: Frequently Asked Questions,” Humane Society of the United States (Jan. 8, 2015).

16. Penalties

A violation of the dangerous dog laws may be a misdemeanor or gross misdemeanor, depending on the situation.

VI. Regulation of cats

In addition to the general requirements already discussed earlier in this memo, cities may impose requirements for care of cats by ordinance.

Often the most problematic cats in the city are feral cats. Feral cats are from the offspring of lost or abandoned pet cats or other feral cats who are not spayed or neutered. These cats were never pets and do not have owners. (In comparison, stray cats are pet cats that have wandered off or gotten loose.) Feral cats are not tame like pet cats and can be difficult to handle.

Feral cats can threaten the health, safety, and general welfare of the city. Some of the more common concerns include:

- Noise from fighting or mating cats.
- Foul odors from cats marking their territory.
- Flea infestations.
- Multiplying numbers of feral cats.
- Visible suffering and death of kittens and cats.

Cities may take action to deal with feral cats.

A. Feral cat trapping programs

If cities choose to take action on the feral cat issue, it is often done by adopting a program. A “Trap-Neuter-Return” program is recommended by the Humane Society of the United States (HSUS). At a minimum, this program includes spaying or neutering, giving rabies vaccinations, and surgically ear-tipping. (Ear-tipping is the universally recognized sign of a cat that has gone through this sort of program).

The positive results from this program include:

- Reduced mating-related fighting and other related noises.
- Neutered or spayed feral cats roam much less and are less visible and less prone to injury from cars.
- Reduced foul odors (neutered male cats are no longer able to produce the stinky spray used to mark territory).
- Reduced reproduction activity leads to fewer feral cats being born, resulting in a lower population over time.

RELEVANT LINKS:

“Outdoor Cats: Frequently Asked Questions,” Humane Society of the United States (Jan. 8, 2015).

“Outdoor Cats: Frequently Asked Questions,” Humane Society of the United States (Jan. 8, 2015).

Section III-B, *Disposition of animals*.

Some cities will have city employees trap cats. Other cities will enlist the assistance of the residents in trapping cats. Cities may provide the traps for residents to pick up. Cities can accept feral cats that were trapped by residents and brought to designated spots, such as the animal control authority.

B. Feeding bans

Sometimes cities will impose “feeding bans” that prohibit residents from feeding feral cats with the idea that if the cats are not fed, they will go away. While this seems like it would work, it often does not. One reason relates to enforcement. Feeding of feral cats is not easily observed behavior so it is not easy to enforce a ban. Further, some people do not like to see animals suffering and will feed the cats despite the ban. Even if people are not intentionally feeding them, feral cats can still find food from other sources like dumpsters and garbage cans.

Feral cats can often survive for weeks without food and, since they are territorial animals, they will not quickly or easily leave their territory to look for new food sources. Instead, they tend to move closer to human activities as they grow hungrier and more desperate. Malnutrition makes them more likely to succumb to parasites, like fleas, that can spread into houses, garages, and businesses.

Finally, malnourished cats are likely to continue to reproduce, resulting in malnourished kittens, causing this cycle to continue.

C. Disposition

Some cities will choose to dispose of feral cats that have been captured instead of spaying or neutering and returning them. If the city chooses this method, it should dispose of these cats in a humane manner.

VII. Regulation of other animals

While dogs and cats are perhaps the most commonly regulated animals in cities, there are many other types of animals that the city may want to consider regulating. This section discusses some of these other animals.

A. Other pet animals

Other common pet animals that the city may consider regulating include birds, fish, rodents, reptiles, and amphibians. Generally, cities do not regulate these types of pets but may do so based on the health, safety, and welfare of the community. If the city would like to regulate these types of animals, it is very important to work with the city attorney.

Incidents Involving ACO and Stray Cats
1/01/2011-1/28/2013

ICR	Reported Date	# of Cats Pick Up	Live Trap	Recovered by Owner
11000567	1/18/2011	1	X	N
11000785	1/26/2011	3	X	N
11000959	1/31/2011	1		N
11001410	2/15/2011	1	X	N
11002081	3/9/2011	1	X	N
11002486	3/22/2011	1	X	N
11003423	4/19/2011	1	X	N
11003582	4/25/2011	1	X	N
11004125	5/12/2011	1	X	N
11004877	6/2/2011	1		N
11005323	6/16/2011	1		N
11005445	6/21/2011	3	X	N
11006090	7/12/2011	1		N
11006179	7/15/2011	4	X	N
11006323	7/20/2011	6		N
11006412	7/23/2011	1	X	N
11006502	7/27/2011	1	X	N
11006732	8/2/2011	1		Taken to Vet by someone else
11007136	8/12/2011	1	X	N
11007751	9/1/2011	4		No ACO paperwork
11008612	9/24/2011	1	X	No ACO paperwork (Cat bit officer)
11009200	10/12/2011	1		N
11009414	10/18/2011	1		N
11009458	10/19/2011	3		N
11009696	10/26/2011	1		N
11010690	11/23/2011	1	X	N
11011281	12/9/2011	1		N
12001103	2/3/2012	1		N
12001282	2/9/2012	1		N
12001646	2/21/2012	1	X	N
12002045	3/5/2012	1		N
12002253	3/13/2012	1		N
12002278	3/14/2012	1	X	N
12003279	4/12/2012	1		N
12003678	4/25/2012	1	X	N
12004592	5/22/2012	1		N
12004905	6/1/2012	1		N
12004952	6/2/2012	1		N
12005781	6/27/2012	6		N
12005807	6/28/2012	1		N
12006202	7/10/2012	1		N
12006287	7/12/2012	1		N
12006780	7/24/2012	1		N

Incidents Involving ACO and Stray Cats
1/01/2011-1/28/2013

12007636	8/22/2012	1	X	N
12008818	9/24/2012	1		N
12008849	9/21/2012	1		N
12009663	10/16/2012	1		N
12009672	10/16/2012	1		N
12009706	10/17/2012	1	X	Trap was empty upon arrival of ACO
12009876	10/22/2012	1		Y
12011298	12/3/2012	1	X	N
12011366	12/5/2012	1		N
13000315	1/11/2013	1	X	N
13000578	1/19/2013	1		City Hall
# of Stray Cats Seized		76		

7D

Approve Resolution 015-047 Setting
Public hearing related to Economic
Development Tax Abatement
Proposal September 8, 2015

August 17, 2015

Author: Stan Gustafson

Background

The Community Development Department is working with a land owner to establish an Economic Development Tax Abatement Project in Cambridge. Tax Abatement is needed to assist with the cost of installing a commercial onsite sewage treat system unit within the City.

A public hearing is required as a part of this process and City Council is being asked to schedule the public hearing for September 8, 2017 at approximately 4:00 pm.

Type of Public Hearing	Recommended Date	Recommended Time
Tax Abatement to assist with onsite sewage treat system	September 8, 2015	Approximately 4:00 pm

City Council Action

Approve Resolution # R15-047 Setting September 8, 2015 as the public hearing date on the Proposed Tax Abatement to assist with costly onsite sewage treatment system at 4000 Main St S, Cambridge, MN, and the adoption of the Tax Abatement and Contract for Private Development Plan.

Attachments

1. Resolution R15-047

**CITY OF CAMBRIDGE
ISANTI COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. R15-047

**RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY COUNCIL
ON THE PROPOSED TAX ABATEMENT FOR 4000 MAIN ST SOUTH,
CAMBRIDGE, MN (PID 15.136.0010) TO ASSIT WITH COSTLY ONSITE
SEWAGE TREATMENT SYSTEM. THE PROPOSED TAX ABATEMENT
THEREIN AND THE ADOPTION OF THE TAX ABATEMENT CONTRACT
FOR PRIVATE DEVELOPMENT AGREEMENT THEREFOR.**

BE IT RESOLVED by the City Council (the "Council") for the City of Cambridge, Minnesota (the "City"), as follows:

Section 1. Public Hearing. This Council shall meet on September 8, 2015, at approximately 4:00 P.M., to hold a public hearing on a proposed Tax Abatement for the property located at 4000 Main St S, Cambridge, MN (PID) 15.136.0010 of up to a maximum of nine (9) years and/or up to a maximum of \$40,000.00 whichever would occur first and Contract for Private Development and the proposed adoption of the Tax Abatement and Contract for Private Development Agreement therefor, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 to 469.134, and Sections 469.174 to 469.1794, inclusive, as amended, in an effort to encourage the development and redevelopment of certain designated areas within the City; and

Section 2. Notice of Public Hearing, Filing of a Tax Abatement and Contract for Private Development. City staff is authorized and directed to work with Ehlers and Attorney Squires to prepare the Tax Abatement Contract for Private Development Agreement and to forward documents to the appropriate taxing jurisdictions including Isanti County. The City Administrator is authorized and directed to cause notice of the hearing, together with an appropriate map as required by law, to be published at least once in the official newspaper of the City not later than 10, nor more than 30, days prior to September 8, 2018, and to place a copy of the Tax Abatement Contract for Private Development Agreement on file in the City Administrator's office at City Hall and to make such copy available for inspection by the public.

Dated: August 26, 2015

Adopted:

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

7E – Agreement between the City of Cambridge and CI School District August 17, 2015

Prepared by: Todd Blank and Lynda Woulfe

BACKGROUND

Over the past year, the City and School District have been working together to improve traffic flow and safety at the Elementary and Intermediate School area. One action from this has been to clarify the traffic sign language on N. Elm Street north of 2nd Avenue NW. This street is used by school buses, school staff, and the public, and it is congested during school start and end periods. This area is being posted “No Student Pick Up or Drop Off” so that students do not mingle with bus traffic.

In order to be effective, there needs to be education and enforcement done with this signage. School staff and the City Police Department would like to be able to work together on this. Since some of the N. Elm Street area is school property, there needs to be an agreement for the City to conduct enforcement.

The School District is drafting an agreement that would allow our police department to enforce these issues on their property. The proposed agreement will be a handout at Monday’s meeting since it is not finished and Jay has not had an opportunity to review it as of yet. However, the intent of the agreement will be to enforce parking and other traffic violations that may occur on School property through the Cambridge Police Department Administrative Citation process.