
Cambridge City Council - City Hall Council Chambers
Regular Meeting, Tuesday, February 19, 2019
AMENDED Meeting Announcement and Agenda
6:00 pm

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

1. Call to Order & Pledge of Allegiance

2. Citizens Forum

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

3. Approval of Agenda (p. 1)

4. Consent Agenda Approvals

- A. Regular and Summary City Council Meeting Minutes for February 4, 2019 (p.5)
- B. Warrants #112553 - #112766 and ACH/Wire items totaling \$4,043,192.61 (p. 12)
- C. Approve Development Contract for Parkwood Townhomes Phase 2 (p. 46)
- D. Approve Stormwater Maintenance Agreement for Parkwood Townhomes Phase 2 (p. 60)
- E. Approve Utility Inspection Agreement for Parkwood Townhomes Phase 2 (p. 65)
- F. Resolution R19-009 Pay Application #2 Reliable Tree Service—Airport Project (p. 67)
- G. Resolution R19-010 Pay Application #2 Vinco—Airport Project (p. 71)
- H. Resolution R19-011 Approve 2018 General Fund Budget Amendments (p. 75)
- I. Resolution R19-012 Approve 2019 General Fund Budget Amendments (p. 90)
- J. Resolution R19-013 Approve 2018 Inter-fund Transfers (p. 104)

5. Work Session

- A. Creation of a Jaycees Chapter in Cambridge – Jenal Brant

6. Unfinished Business

- A. Approve contracts for Summer 2019 Concerts and Family Activities as follows: (p. 106)
 - 1. Brass Barn Polka Band, Thursday, June 27, 2019 - \$1,350.00
 - 2. Whitesidewalls, Thursday, July 11, 2019 - \$1,800.00
 - 3. Free Fallin', Thursday, July 18, 2019 - \$2,000.00
 - 4. Boogie Wonderland, Thursday, July 25, 2019 - \$1,700.00
 - 5. Chad Filley & Mel Winberg, Thursday, August 1, 2019 - \$1,000.00
 - 6. Science Story Tellers, Tuesday, June 18, 2019 - \$400.00
 - 7. Mike Lynch Star Watch Party, Friday, July 26, 2019 - \$500.00
- B. Resolution R19-017 2012A Bond Call
- C. Resolution R19-018 Certify Delinquent Charges to Property Tax Roll

7. New Business

- A. 9th Avenue SE Street Improvements (p. 124)
 - 1. Resolution R19-014 Awarding 9th Ave SE Street Improvement Project Contract to Alliance Building Corporation, Inc. (p. 125)
 - 2. Approve Construction Services Contract with SEH (p. 126)
- B. Resolution R19-015 Approving an Interim Use Permit for Local Pawn (p. 127)
- C. Resolution R19-016 Approving a Preliminary Plat for Cambridge Isanti Schools (p. 132)
- D. Ordinance 686 Fireworks (p. 141)
- E. Ordinance 687 Fee Schedule Amendment (p. 148)

8. Mayor's Report

9. Council Concerns

10. City Attorney's Report

11. City Administrator's Report

12. Adjourn

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

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

Upcoming Meetings

<u>Date</u>	<u>Time</u>	<u>Description</u>
Feb. 20	7:45am	Downtown Executive Committee
Feb. 25	6:00pm	Cambridge Fire Department (Fire Dept. Training Room)
Feb. 25	7:00pm	ECRDC (Mora)
Feb. 26	7:00pm	Isanti Co. Parks & Rec. Commission (Isanti Co. Gov't Center)
Feb. 28	7:00pm	North Highway 65 Corridor Coalition
Mar. 5	7:00pm	Planning Commission
Mar. 6	3:00pm	Allina Community Engagement Council (Foundation Room- CMC)
Mar. 6	12:00pm	Toward Zero Death (TZD)

Upcoming Events

<u>Date</u>	<u>Time</u>	<u>Description</u>
Feb. 20	Noon	Cambridge State of the City Address at Cambridge Lutheran Church

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**Cambridge City Council Meeting Minutes
Monday, February 4, 2019**

A regular meeting of the Cambridge City Council was held on Monday, February 4, 2019, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

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

Staff Present: City Administrator Woulfe, Utilities/Public Works Director Schwab, Utilities/Public Works Assistant Director Milz and Emergency Management Director/Deputy Fire Chief Pennings.

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

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

Consent Agenda

Iverson requested that Consent Agenda Item A be removed for discussion. Iverson moved, seconded by Palmer, to approve consent agenda Items B-E:

- B. Draft December 2018 Financial Statements
- C. Resolution R19-007 Accepting restricted donations for Fire Department
- D. Resolution R19-008 Approve Inter-fund Transfers
- E. Accept soil boring proposal from Braun Intertec for new water tower construction

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

A. Regular and Summary City Council Meeting Minutes for January 22, 2019

Iverson noted corrections needed to be made to the minutes to substitute Shogren's name for Morin's name on the roll call vote for the consent agenda approval in the January 22, 2019 minutes. Shogren moved, seconded by Iverson to approve the minutes as corrected.

Work Session

Water Quality Fluoridation Award

Schwab reported the Minnesota Department of Health has announced that the City of Cambridge has been awarded a Water Fluoridation Quality Award from the U.S. Centers for Disease Control and Prevention (CDC) for the year 2017. Schwab stated that fluoridation is the adjustment of fluoride in drinking water to a level that is effective for preventing tooth decay. Schwab reported the award recognized those communities that achieved excellence in community water fluoridation by maintaining a consistent level of fluoride in drinking water throughout 2017.

Schwab reported this is the 6th straight year that the Cambridge Water Utility has received this award. Godfrey presented the Water Fluoridation Quality Award to the Public Works Department.

There was no unfinished business.

New Business

Request from Cambridge Isanti School District - Water Tower Lettering

Schwab reported on 1/22/19 staff received a request from Cambridge Isanti Schools requesting that the lettering on the new water tower include, "Home of the Bluejackets". Schwab presented St. Michael Albertville as an example for Council.

Solberg addressed council with his request to have the sports team represented on the new water tower and thanked public works and public safety for all they do for the schools and programs.

Schwab reported contacting SEH for a cost estimate and stated the cost for a logo upgrade is nominal, if the proposed new logo is included in the bidding documents before the contract is finalized. Schwab reported a one-color text logo would be approximately \$3K-\$5k, whereas a multicolored more detailed logo might be \$6-8k per side and up.

Iverson moved, seconded by Conley, to approve the request to include "Home of the Bluejackets" under the City of Cambridge lettering on the new 750,000 gallon water tower. Motion carried unanimously.

Airport Advisory Commission Appointments

Schwab reported at the December 17th City Council meeting, Council unanimously approved Airport Commission Ordinance Number 683. Schwab stated at the same meeting Councilmember Godfrey moved and Councilmember Morin seconded to Appoint Marvin Timm with a term expiration of January of 2020, Gary Bye with a term expiration of January 2021, Kurt Daudt as ex-officio to the new Airport Commission. Schwab reported Councilmember Iverson will be the Council Representative on the Commission. Schwab explained Council also advised Staff to solicit applications for the four remaining positions, stating three of the four members are required to reside in the City of Cambridge and one within Isanti County.

Schwab reported that staff solicited applications for the remaining positions on the Airport Advisory Commission and received five applications:

- Greg Regnier – City of Cambridge Resident
- Steven Wegwerth – City of Cambridge Resident
- David Morell – City of Cambridge Resident
- Brandon Grell – Isanti County Resident
- Kent Shutte – Isanti County Resident

Shogren moved, seconded by Iverson, to appoint as follows for the Airport Advisory Commission vacancies:

- Greg Regnier and Steven Wegwerth for the terms expiring in 2022;
- David Morell to the term expiring in 2021 and
- Brandon Grell to the term expiring in 2020. Motion carried unanimously.

Schwab requested the Council schedule a joint meeting between the Council and Airport Advisory Commission as an orientation session for the new airport commission members and council. Schwab noted that during the interviews for the airport engineers, it was discussed how the Engineer could inform the new Airport Advisory Commission members about the Airport's layout plan, capital improvements, airport operations, and airport goals. Schwab noted this type of meeting should set the stage for the long-term success of the Commission.

Councilmembers stated they preferred to keep Council meetings to Mondays. Palmer moved, seconded by Conley, to schedule a joint meeting with the new Airport Advisory Commission on Monday, March 4, 2019 at 6:00 pm. Motion carried unanimously.

Airport Environmental Assessment and Land Acquisition

Milz reported in October 2018, Council approved an updated CIP for the Cambridge Municipal Airport that included funding to purchase a piece of property on the south east border of the airport. Milz explained the City possesses an Avigation Easement that covers a portion of this property that has been difficult to enforce for many years. Milz stated in the early 2000's obstruction lighting was installed to mark the obstructing trees; however, the trees are now taller than the lights and the FAA has disallowed night landings on runway 34 due to safety concerns. Milz explained the airport aims to own the property with the purpose of removing the trees within the Avigation Easement.

Milz presented two contracts for professional services from Short Elliot Hendrickson Inc. (SEH). Milz explained one contract is for an Environmental Assessment of the property located at 2680 25th Avenue. The environmental assessment is an FAA requirement because the property covers more than three acres. Milz explained, the second contract is to complete the groundwork for the potential property acquisition.

Milz stated both contracts total \$102,300.00. Milz stressed that these contracts do not include the purchasing the property, however, these actions are necessary to qualify for FAA and State of Minnesota Funding for the property acquisition. Milz explained these projects are eligible for a 90% Federal and 5% State funding, leaving the City of Cambridge responsible for 5% totaling \$5,115.00.

Conley moved, seconded by Iverson, to approve proposed both SEH contracts (Airport Environmental Assessment and Land Acquisition) as presented. Motion carried unanimously.

Airport Engineering Services Contract

Schwab reported the Federal Aviation Administration (FAA) requires that Municipal Airports periodically solicit for Airport Engineering and Architectural Services. Schwab explained staff completed the preliminary work as follows:

January 9, 2019	RFQ Submission Due
January 16, 2019	Firm Interviews
January 28, 2019	Professional Services Agreement Finalized
February 4, 2019	Firm Selection Submitted to City Council for Final Approval

At the submittal date of January 9, 2019 staff received RFQs from the following firms:

1. Bollig Inc., 1700 Technology Drive NE, Suite 124, Willmar, MN 56201
2. Bolton & Menk, 7533 Sunwood Drive NW, Suite 206, Ramsey, MN 55303-5119
3. Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196

Schwab reported staff reviewed the RFQs and used a grading system to assign a point value to each RFQ. Schwab explained staff determined all RFQs submitted met the minimum required point value and interviews were scheduled.

Schwab stated Administrator Woulfe, Airport Manager Milz, and Public Works/Utilities Director Schwab conducted firm interviews on January 16 at Cambridge City Hall and unanimously agreed to recommend that SEH continue as the Airport Engineer effective February 4, 2019.

Shogren moved, seconded by Conley, to approve SEH to provide Engineering and Architectural services and approve the included Master Agreement for Professional Aviation Services. Motion carried unanimously.

Ordinance 684 Massage Therapy

Woulfe stated that Jason Harvey has been participating in the State's Human Trafficking Coalition and after discussing with colleagues about the difficulties that other communities have had with questionable massage places, he requested the City draft an ordinance to regulate massage therapy within the City. Todd Schuster and I researched what several other cities in Minnesota have adopted Ordinance 684 based upon with those models.

Woulfe noted the intent of the ordinance is to ensure all massage businesses and therapists are legitimate enterprises and not a cover for human trafficking or prostitution. Woulfe stressed that she believes our current massage therapy businesses are absolutely legitimate businesses but it is important to keep an eye towards the future. Recently, problems have popped up in cities that don't have this type of ordinance in place and then are frustrated about their lack of ability to regulate and enforce against suspected criminal activity.

Woulfe noted the proposed ordinance has been posted on the City's official bulletin board and on the City's website for more than ten days as is required by State law. Woulfe stated existing massage

businesses were notified of the proposed ordinance by letter. The letter invited their comments and informed them of the Council's consideration of this ordinance.

Godfrey invited public input. Carollynn Thomas, owner of Butterfly's Massage, 211 Cleveland Street South, addressed Council questioning if her business would be subject to enterprise licensing and if she needs to hold both a personal and enterprise license for her practice. Woulfe responded to Thomas stating as the business owner, Thomas would be responsible for the enterprise license only and if she hired employees, they would need the massage license.

Woulfe reported paragraph A of section §116.004, as follows, had raised concerns amongst practitioners who feared ten licenses were too few:

(A) Therapeutic massage enterprise license. It shall be unlawful for any person or entity to own, operate, engage in, or carry on, within the city, any type of massage services to the public for consideration without first having obtained a therapeutic massage enterprise license from the city pursuant to this section. ***The City Council shall issue therapeutic massage enterprise licenses in such a manner that the number of therapeutic massage enterprise licenses shall not exceed ten.*** Existing licenses shall remain in effect until through attrition the maximum number of licenses is met. The City Council is not required to issue the full number of therapeutic massage enterprise licenses that it has available.

Woulfe explained that an enterprise license is defined as an establishment whose sole function is massage therapy and employs multiple staff who practice massage within the business. Woulfe explained that Chiropractors, Podiatrists, Solo Practitioners, Hair Salons, etc. who offer massage in addition to primary services are not considered an enterprise nor require enterprise licenses. Woulfe cited that many larger cities have adopted the maximum and opined that a city of our size is unlikely to exceed it as well.

Woulfe stated on page 14, paragraph K of Ordinance 684, the following lines need to be removed prior to adoption:

Therapeutic massage enterprises located within Northtown Mall, 398 Northtown Drive, Cambridge, shall coincide with mall hours of operations. Support activities such as cleaning, maintenance and bookkeeping are allowed outside of business hours.

Iverson moved, seconded by Shogren, to approve Ordinance 684 Massage Therapy Regulation with removal of sentence on page 14. Motion carried unanimously.

Ordinance 687 Licenses, Fees and Permits for 2019

Woulfe reported the changes made are license fees based on the new Ordinance 684 Massage Therapy. Woulfe recommended tabling the approval of this ordinance, since it appeared the correct changes didn't get into the ordinance. Palmer moved, seconded by Conley, to table the approval of Ordinance 687 Licenses, Fees and Permits for 2019 until the February 19, 2019 City Council Meeting. Motion carried unanimously.

Committee Reports

Committee reports from the following committees were heard:

- A. Airport Advisory Board (no meeting – no materials)
- B. Allina Community Engagement Council
- C. Community Education Advisory Council and C-I Communications Task Force
- D. Cambridge Action Community Team (ACT on Alzheimer's)
- E. Cambridge Downtown Executive Committee
- F. Cambridge Fire Department
- G. Isanti County EDA
- H. Isanti County Initiative on Collaboration, Leadership, and Efficiency (ICICLE)
- I. NLX
- J. North Highway 65 Corridor Coalition
- K. North Highway 65 Chamber of Commerce
- L. Toward Zero Death (TZD)
- M. Cambridge Sister City Commission

Mayor's Report

Godfrey reported there were conflicts in attending the second half of the visioning session currently scheduled for February 16. Godfrey suggested February 22 as an alternative date. Council agreed to schedule the second session for Friday, February 22, 2019 from 4-8:00 pm.

Godfrey clarified due dates for the City Administrator Review with Council.

Godfrey reported that he would like to nominate Tish Carlson for a seat on the East Central Regional Development Commission board as the Isanti County municipal representative. The Council concurred.

There were no Council Concerns or City Attorney's Report

City Administrator's Report

Woulfe reported she's attending a meeting at the State Capital on Tuesday, February 5, 2019 at 2:30 pm with Representative Johnson.

Adjournment of Council Meeting

Being no further business before the City Council, Shogren moved, seconded by Iverson, to adjourn the regular meeting at 4:42 pm. Motion carried unanimously.

James A. Godfrey, 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
February 4, 2019**

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

- Meeting called to order at 3:31 pm.
- Approved Agenda and Consent Agenda.
- Godfrey presented the 2017 Water Fluoridation Award to Public Works Department.
- Approved request to include “Home of the Bluejackets” under the City of Cambridge in the new water tower logo.
- Appointed Greg Regnier and Steven Wegwerth (until 2022), David Morell (until 2021) and Brandon Grell (until 2020) to the Airport Advisory Commission.
- Scheduled a joint meeting with the new Airport Advisory Commission and City Council on Monday, March 4, 2019 at 6:00 pm.
- Approved two contracts with SEH for Airport Environmental Assessment and Land Acquisition.
- Appointed SEH to provide Engineering and Architectural services and approve the Master Agreement for Professional Aviation Services.
- Approved Ordinance 684 Massage Therapy.
- Adjourned at 4:42 pm.

CAMBRIDGE CITY COUNCIL MEETING
 February 19, 2019
BILLS LIST

Disbursement Type:	Date	Check #s	Submitted For <u>Approval</u>
Prepaid Checks	1/16/2019	112553 - 112610	2,454,346.21 *
Prepaid Checks	1/23/2019	112611 - 112669	159,353.87
Prepaid Checks	1/30/2019	112670 - 112712	418,029.83
Prepaid Checks	2/6/2019	112713 - 112766	232,166.41
Cashier's check for land purchase related to new water tower access			263,418.00
Total Checks			3,527,314.32
 PAID THROUGH ACH or WIRE January 2019:			
Payroll			229,874.43
Federal Payroll Tax Withholding			68,286.11
State Payroll Tax Withholding			14,380.25
PERA Withholdings			59,017.33
Deferred Comp Premiums			3,505.00
Self Insurance & Flex & Select Account Admin Fee			5,522.47
ECE			55,892.03
Sales & Use Tax Payments to State of MN			57,000.00
Centerpoint			6,248.63
Wright Express (City wide fuel cards)			6,792.78
Connexus			1158.6
Midcontinent			6,074.82
Reliance Life Insurance ACH			1,076.48
AFLAC			1,049.36
Total Paid through ACH or Wire			515,878.29
 TOTAL SUBMITTED FOR APPROVAL			 \$4,043,192.61

*Bond payments represented \$2,292,281.26 of this amount. Majority of bond principal payments for the year are in this amount.

Vendor	Vendor Name	Description	Net Invoice Amount
44	Absolute Portable Restrooms	Handicap Unit - Ice Rink	90.00
Total 44:			90.00
319	Artisan Beer Company	Liquor Store Merchandise	130.40
Total 319:			130.40
341	Aspen Mills	Uniform Allowance - T. Hagen	940.49
Total 341:			940.49
521	Bellboy Corporation	Liquor Store Merchandise	2,213.60
521	Bellboy Corporation	Liquor Store Merchandise	101.45
Total 521:			2,315.05
551	Chas A. Bernick Inc.	Credit Liquor Merchandise	48.80
551	Chas A. Bernick Inc.	Liquor Store Merchandise	369.78
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,282.25
Total 551:			3,603.23
626	Bond Trust Services Corporation	GO Improvement Refunding Bonds, Series 201	59,361.70
626	Bond Trust Services Corporation	GO Improvement Refunding Bonds, Series 201	934.95
626	Bond Trust Services Corporation	GO Improvement Refunding Bonds, Series 201	718.80
626	Bond Trust Services Corporation	GO Improvement Refunding Bonds, Series 201	45,638.30
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	405,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	12,050.00
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	215,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	11,250.00
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	2,306.96
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	45,569.62
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	1,743.04
626	Bond Trust Services Corporation	GO Bonds, Series 2012A	34,430.38
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	95,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	10,328.13
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	44,975.00
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	9,146.03
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	420,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	86,695.16
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	4,138.70
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	39,230.77
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	4,649.65
626	Bond Trust Services Corporation	GO Bonds, Series 2014A	44,074.07
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	120,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	15,500.00
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	115,000.00
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	13,075.00
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	9,758.96
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	9,401.99

Vendor	Vendor Name	Description	Net Invoice Amount
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	84,305.14
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	73,113.86
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	4,391.36
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	5,727.15
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	37,935.86
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	44,536.80
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	4,949.68
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	5,445.86
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	42,759.00
626	Bond Trust Services Corporation	GO Bonds, Series 2016A	42,349.34
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	39,564.17
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	11,347.08
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	4,016.67
626	Bond Trust Services Corporation	GO Bonds, Series 2018A	14,962.08
626	Bond Trust Services Corporation	Paying Agent Fees - GO Bonds, Series 2012A	475.00
626	Bond Trust Services Corporation	Paying Agent Fees - GO Bonds, Series 2014A	475.00
626	Bond Trust Services Corporation	Paying Agent Fees - GO Bonds, Series 2016A	475.00
626	Bond Trust Services Corporation	Paying Agent Fees - GO Bonds, Series 2018A	475.00
Total 626:			2,292,281.26
651	Boyer Trucks	Repair & Maint Supplies - Streets	327.64
651	Boyer Trucks	Repair & Maint Supplies - Streets	263.98
Total 651:			591.62
797	C & L Distributing	Liquor Store Merchandise	81.00
Total 797:			81.00
906	NAPA Central MN	Repair & Maint Supplies - PD	122.03
906	NAPA Central MN	Repair & Maint Supplies - Streets	592.44
906	NAPA Central MN	Repair & Maint Supplies - Parks	104.21
906	NAPA Central MN	Repair & Maint Supplies - Water	266.45
906	NAPA Central MN	Repair & Maint Supplies - Wastewater	239.45
Total 906:			1,324.58
970	Cargill, Incorporated	Deicer Salt Ice Cntrl	12,109.01
970	Cargill, Incorporated	Deicer Salt Ice Cntrl	1,699.37
Total 970:			13,808.38
1040	Center for Education	Subscription Public Employment Law Report	159.00
Total 1040:			159.00
1140	Cintas Corporation	Rug Rentals - Liquor Store	78.34
1140	Cintas Corporation	Rug Rentals - City Hall	16.56
1140	Cintas Corporation	Rug Rentals - Police Dept	17.04
1140	Cintas Corporation	Rug Rentals - Liquor Store	78.34

Vendor	Vendor Name	Description	Net Invoice Amount
1140	Cintas Corporation	Rug Rentals - Street Dept	14.43
1140	Cintas Corporation	Uniform Rental - Maintenance	3.03
1140	Cintas Corporation	Uniform Rental - Parks	5.56
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	99.51
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	121.42
1140	Cintas Corporation	Uniform Rental - Parks	6.72
Total 1140:			440.95
1316	Crawford's Equipment, Inc.	Equipment Rental - Downtown Decorations	460.00
Total 1316:			460.00
1341	Crysteel Truck Equipment	Small Tools & Equipment - Streets	2,865.00
Total 1341:			2,865.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	17,627.59
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	97.20-
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	274.90-
Total 1396:			17,255.49
1481	Department of Human Services	Cleaning & Lawn Care - Northbound Liquor	394.00
Total 1481:			394.00
1531	DexYP	Directory Listing - Liquor Store	174.00
Total 1531:			174.00
1681	ECM Publishers, Inc.	Advertising - Liquor Store	1,968.40
Total 1681:			1,968.40
1906	Federated Co-ops, Inc.	Chain Saw Blades - Street Dept	77.85
Total 1906:			77.85
1922	Ferrellgas	Propane - Ice Rink	140.02
Total 1922:			140.02
2146	Gopher State One-Call Inc.	Annual Facility Operator Fee	25.00
2146	Gopher State One-Call Inc.	Annual Facility Operator Fee	25.00
Total 2146:			50.00
2171	Granite Electronics, Inc.	Misc Operating Supplies - Fire Dept	215.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2171:			215.00
2255	H & J Leasing	Grant Funds	2,702.50
2255	H & J Leasing	Loan Funds	11,005.78
Total 2255:			13,708.28
2341	Hawkins, Inc.	Chemicals - Water	2,187.22
Total 2341:			2,187.22
2636	Minnesota Equipment	Repair & Maint Supplies - Streets	119.32
2636	Minnesota Equipment	Repair & Maint Supplies - Streets	80.04
Total 2636:			199.36
2676	Isanti County Recorder	Document A480416-A480421 Affidavit	276.00
Total 2676:			276.00
2776	JJ Taylor Dist. of Minn.	Liquor Store Merchandise	867.65
2776	JJ Taylor Dist. of Minn.	Delivery Charge	3.00
Total 2776:			870.65
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	10,674.49
2796	Johnson Brothers Liquor Co	Freight Charge	175.03
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,939.65
2796	Johnson Brothers Liquor Co	Freight Charge	107.72
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	73.80
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	589.58
2796	Johnson Brothers Liquor Co	Freight Charge	7.78
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	114.70
2796	Johnson Brothers Liquor Co	Freight Charge	4.65
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	5,442.38
2796	Johnson Brothers Liquor Co	Freight Charge	164.30
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	182.00
2796	Johnson Brothers Liquor Co	Freight Charge	6.20
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	39.50-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	46.27-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	.26-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	101.50-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.55-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	52.60-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.55-
Total 2796:			22,239.05
3086	Landworks Construction, Inc.	Snow Removal - City Streets	2,565.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3086:			2,565.00
3461	McDonald Distributing Company	Credit Liquor Merchandise	45.00-
3461	McDonald Distributing Company	Liquor Store Merchandise	5,502.75
3461	McDonald Distributing Company	Liquor Store Merchandise	12,826.46
3461	McDonald Distributing Company	Credit Liquor Merchandise	848.65-
3461	McDonald Distributing Company	Credit Liquor Merchandise	248.00-
3461	McDonald Distributing Company	Liquor Store Merchandise	324.00
3461	McDonald Distributing Company	Liquor Store Merchandise	136.00
3461	McDonald Distributing Company	Liquor Store Merchandise	10,326.35
3461	McDonald Distributing Company	Credit Liquor Merchandise	336.00-
Total 3461:			27,637.91
3521	Menards	Small Tools - City Hall	8.98
3521	Menards	Misc Operating Supplies - Parks	21.13
3521	Menards	Repair & Maint Supplies - Street Lighting	52.91
3521	Menards	Small Tools - City Hall	19.99
3521	Menards	Repair & Maint - Water Plant	13.24
3521	Menards	Repair & Maint Supplies - Ice Rink	27.22
3521	Menards	Misc Operating Supplies - Water	35.00
3521	Menards	Repair & Maint Supplies - Ice Rink	17.64
3521	Menards	Misc Operating Supplies - Shop	60.11
3521	Menards	Misc Operating Supplies - Water	14.68
3521	Menards	Misc Operating Supplies - Parks	56.47
3521	Menards	Misc Operating Supplies - Streets	3.97
Total 3521:			331.34
4001	MVTL Laboratories Inc.	Testing - Water	121.50
Total 4001:			121.50
4091	New France Wine	Liquor Store Merchandise	584.00
4091	New France Wine	Freight Charge	8.00
Total 4091:			592.00
4177	Northern Hollow Winery LLC	Liquor Store Merchandise	225.12
Total 4177:			225.12
4426	Paustis Wine Company	Liquor Store Merchandise	2,478.83
4426	Paustis Wine Company	Freight Charge	35.00
Total 4426:			2,513.83
4476	Phillips Wine & Spirits	Liquor Store Merchandise	4,929.40
4476	Phillips Wine & Spirits	Freight Charge	88.35
4476	Phillips Wine & Spirits	Liquor Store Merchandise	4,832.75

Vendor	Vendor Name	Description	Net Invoice Amount
4476	Phillips Wine & Spirits	Freight Charge	173.60
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	229.15-
4476	Phillips Wine & Spirits	Credit Freight Charge	3.10-
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	40.00-
4476	Phillips Wine & Spirits	Credit Freight Charge	1.55-
Total 4476:			9,750.30
4799	Replenishment Solutions, Inc.	Liquor Store Merchandise	36.00
Total 4799:			36.00
5116	Short, Elliot, Hendrickson Inc	CAMBR City Eng. Services	2,540.25
5116	Short, Elliot, Hendrickson Inc	CAMBR 9th Ave SE Report & Plan	6,528.15
5116	Short, Elliot, Hendrickson Inc	CAMBR 750K West Water Tower	4,625.00
Total 5116:			13,693.40
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,043.08
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	23.80
5181	Southern Glazer's of MN	Liquor Store Merchandise	24.05
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	1.40
5181	Southern Glazer's of MN	Liquor Store Merchandise	388.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	7.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	1.40
Total 5181:			2,488.73
5251	Star	Advertising Liquor Store	637.00
Total 5251:			637.00
5301	Steve's Tire Inc	Repairs and Maint Labor - PD	35.00
Total 5301:			35.00
5336	Sunshine Printing	Envelopes - Police Dept	67.35
Total 5336:			67.35
5421	TDS Metrocom	Phone Service - Airport	56.11
Total 5421:			56.11
5491	The Wine Company	Liquor Store Merchandise	1,598.00
5491	The Wine Company	Freight charge	65.00
Total 5491:			1,663.00
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	473.80

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5516:			473.80
5694	ULINE	Office Supplies - PD	105.62
Total 5694:			105.62
5743	U.S. Bank Equipment Finance	Ricoh MPC2004EX-RS Copier	87.00
Total 5743:			87.00
5801	Verizon Wireless	wireless phone service - PD	1,035.19
5801	Verizon Wireless	wireless phone service - Fire Dept	70.02
Total 5801:			1,105.21
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	245.60
5816	Viking Coca-Cola Bottling Co	Credit Liquor Merchandise	41.95-
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	316.80
Total 5816:			520.45
5818	Viking Electric Supply, Inc.	Repair and Maint Supplies - Street Lighting	237.12
Total 5818:			237.12
5831	Vinocopia	Liquor Store Merchandise	748.25
5831	Vinocopia	Freight Charge	16.50
Total 5831:			764.75
5886	Watson Co., Inc.	Misc Operating Supplies - LS	13.89
5886	Watson Co., Inc.	Credit Operating Supplies - LS	13.50-
5886	Watson Co., Inc.	Credit Operating Supplies - LS	13.50-
5886	Watson Co., Inc.	Liquor Store Merchandise	3,181.67
5886	Watson Co., Inc.	Misc Operating Supplies - LS	257.62
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			3,432.18
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	3,874.98
5891	Breakthru Beverage Minnesota	Freight Charge	61.59
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,028.14
5891	Breakthru Beverage Minnesota	Freight Charge	18.40
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	55.95
5891	Breakthru Beverage Minnesota	Freight Charge	3.45
Total 5891:			5,042.51
5995	WiMacTel Inc.	WiMac Tel Payphone Advantage Service	60.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5995:			60.00
6001	Wine Merchants	Liquor Store Merchandise	1,236.00
6001	Wine Merchants	Freight Charge	21.70
Total 6001:			1,257.70
Grand Totals:			2,454,346.21

Dated: 1/14/19

City Treasurer: Caroline M...

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/19	01/16/2019	112553	44	Absolute Portable Restrooms	101-20100	90.00
01/19	01/16/2019	112554	319	Artisan	610-20100	130.40
01/19	01/16/2019	112555	341	Aspen Mills	101-20100	940.49
01/19	01/16/2019	112556	521	Bellboy Corporation	610-20100	2,315.05
01/19	01/16/2019	112557	626	Bond Trust Services Corporation	328-20100	2,292,281.26
01/19	01/16/2019	112558	651	Boyer Trucks	101-20100	591.62
01/19	01/16/2019	112559	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	5,042.51
01/19	01/16/2019	112560	797	C & L Distributing	610-20100	81.00
01/19	01/16/2019	112561	5516	Capitol Beverage Sales L.P.	610-20100	473.80
01/19	01/16/2019	112562	970	Cargill, Incorporated	101-20100	13,808.38
01/19	01/16/2019	112563	1040	CEEL	101-20100	159.00
01/19	01/16/2019	112564	551	Bernick's	610-20100	3,603.23
01/19	01/16/2019	112565	1140	Cintas Corporation	101-20100	440.95
01/19	01/16/2019	112566	1316	Crawford's Equipment, Inc.	101-20100	460.00
01/19	01/16/2019	112567	1341	Crysteel Truck Equipment	101-20100	2,865.00
01/19	01/16/2019	112568	1396	Dahlheimer Beverage, LLC	610-20100	17,255.49
01/19	01/16/2019	112569	1481	Department of Human Services	610-20100	394.00
01/19	01/16/2019	112570	1531	DexYP	610-20100	174.00
01/19	01/16/2019	112571	1681	ECM Publishers, Inc.	610-20100	1,988.40
01/19	01/16/2019	112572	1906	Federated Co-ops, Inc.	101-20100	77.85
01/19	01/16/2019	112573	1922	Ferrellgas	101-20100	140.02
01/19	01/16/2019	112574	2146	Gopher State One Call	602-20100	50.00
01/19	01/16/2019	112575	2171	Granite Electronics, Inc.	101-20100	215.00
01/19	01/16/2019	112576	2255	H & J Leasing	215-20100	13,708.28
01/19	01/16/2019	112577	2341	Hawkins, Inc.	601-20100	2,187.22
01/19	01/16/2019	112578	2676	Isanti County Recorder	211-20100	276.00
01/19	01/16/2019	112579	2776	JJ Taylor Dist. of Minn.	610-20100	870.85
01/19	01/16/2019	112580	2796	Johnson Bros - St Paul	610-20100	22,239.05
01/19	01/16/2019	112582	3086	Landworks Construction, Inc.	101-20100	2,565.00
01/19	01/16/2019	112583	3461	McDonald Distributing Company	610-20100	27,637.91
01/19	01/16/2019	112584	3521	Menards	101-20100	331.34
01/19	01/16/2019	112585	2636	Minnesota Equipment	101-20100	199.36
01/19	01/16/2019	112586	4001	Minnesota Valley Testing Labs	601-20100	121.50
01/19	01/16/2019	112587	906	NAPA Central MN	101-20100	1,324.58
01/19	01/16/2019	112588	4091	New France Wine	610-20100	592.00
01/19	01/16/2019	112589	4177	Northern Hollow Winery LLC	610-20100	225.12
01/19	01/16/2019	112590	4426	Paustis Wine Company	610-20100	2,513.83
01/19	01/16/2019	112591	4476	Phillips St Paul	610-20100	9,750.30
01/19	01/16/2019	112592	4799	Replenishment Solutions, Inc.	610-20100	36.00
01/19	01/16/2019	112593	5116	Short, Elliot, Hendrickson Inc	601-20100	13,693.40
01/19	01/16/2019	112594	5181	Southern Glazer's of MN	610-20100	2,488.73
01/19	01/16/2019	112595	5251	Star	610-20100	637.00
01/19	01/16/2019	112597	5301	Steve's Tire Inc	101-20100	35.00
01/19	01/16/2019	112598	5336	Sunshine Printing	101-20100	67.35
01/19	01/16/2019	112599	5421	TDS	211-20100	56.11
01/19	01/16/2019	112600	5491	The Wine Company	610-20100	1,663.00
01/19	01/16/2019	112601	5743	U.S. Bank Equipment Finance	101-20100	87.00
01/19	01/16/2019	112602	5694	ULINE	101-20100	105.62
01/19	01/16/2019	112603	5801	Verizon Wireless	101-20100	1,105.21
01/19	01/16/2019	112604	5816	Viking Coca-Cola Bottling Co	610-20100	520.45
01/19	01/16/2019	112605	5818	Viking Electric Supply, Inc.	604-20100	237.12
01/19	01/16/2019	112606	5831	Vinocopia	610-20100	764.75
01/19	01/16/2019	112607	5886	Watson Co., Inc.	610-20100	3,432.18
01/19	01/16/2019	112609	5995	WiMacTel Inc.	211-20100	60.00
01/19	01/16/2019	112610	6001	Wine Merchants	610-20100	1,257.70

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
Grand Totals:						<u>2,454,346.21</u>

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	Office Supplies	39.49
175	Amazon Capital Services, Inc.	Office Supplies - Police	19.80
175	Amazon Capital Services, Inc.	Office Supplies - Streets	197.98
175	Amazon Capital Services, Inc.	Office Supplies - Admin	34.99
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Police	40.99
Total 175:			333.25
319	Artisan Beer Company	Liquor Store Merchandise	82.50
Total 319:			82.50
521	Bellboy Corporation	Liquor Store Merchandise	2,370.44
521	Bellboy Corporation	Liquor Store Merchandise	1,466.80
521	Bellboy Corporation	Liquor Store Merchandise	18.00
521	Bellboy Corporation	Liquor Store Merchandise	141.05
521	Bellboy Corporation	Liquor Store Merchandise	144.65
Total 521:			4,140.94
551	Chas A. Bernick Inc.	Liquor Store Merchandise	100.35
551	Chas A. Bernick Inc.	Liquor Store Merchandise	2,546.30
Total 551:			2,646.65
555	Business Essentials	Maintenance Supplies - City Hall	122.88
555	Business Essentials	Office Supplies	17.01
Total 555:			139.89
596	Bloomquist Electric Inc	Wire Steam Table at SAC's	627.00
596	Bloomquist Electric Inc	Wire Steam Table at SAC's	52.00
596	Bloomquist Electric Inc	Install Outlet - Mechanic Shop	87.00
596	Bloomquist Electric Inc	Install Outlet - Mechanic Shop	360.00
Total 596:			1,126.00
651	Boyer Trucks	Repair & Maint Supplies - Streets	186.96
Total 651:			186.96
826	North 65 Chamber of Commerce	Chamber Luncheon - Community Development	12.00
Total 826:			12.00
969	Cardmember Service	Office Supplies - Council	2.14
969	Cardmember Service	Meals - Council	7.48
969	Cardmember Service	Copy Paper	92.21
969	Cardmember Service	Lodging - J. Harvey	92.04
969	Cardmember Service	NATW Membership - Police Dept	35.00
969	Cardmember Service	MNJOA Conference & Membership - J. Peck	250.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 969:			478.87
972	Carlos Creek Winery	Liquor Store Merchandise	864.00
Total 972:			864.00
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	17.43
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	103.90
1140	Cintas Corporation	Uniform Rental - Parks	6.05
1140	Cintas Corporation	Uniform Rental - Parks	.67
1140	Cintas Corporation	Uniform Rental - Maintenance	3.02
1140	Cintas Corporation	Uniform Rental - Streets	5.28
1140	Cintas Corporation	Uniform Rental - Parks	.28
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	99.51
Total 1140:			236.14
1251	Community GIS Services, Inc.	GIS Services	462.50
1251	Community GIS Services, Inc.	GIS Services	462.50
Total 1251:			925.00
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	15,863.91
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	197.20
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	960.00
Total 1396:			16,626.71
1681	ECM Publishers, Inc.	Legal Notice - City Council Meeting Minutes	19.13
Total 1681:			19.13
1765	Enforcement Lighting	Repair & Maint Supplies - 2018 Dodge Charger	485.00
1765	Enforcement Lighting	Equipment - 2019 Dodge Charger	12,675.00
1765	Enforcement Lighting	Equipment - 2019 Dodge Durango	26,510.00
Total 1765:			39,670.00
1949	First Advantage	Pre-Employment Drug Test - Police	55.52
1949	First Advantage	Annual Enrollment - Streets	33.52
Total 1949:			89.04
2486	IBEW Local 110	Union Dues - January	364.00
Total 2486:			364.00
2636	Minnesota Equipment	Repair & Maint Supplies - Parks	107.97
2636	Minnesota Equipment	Repair & Maint Supplies - Parks	346.89

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2636:			454.86
2776	JJ Taylor Dist. of Minn.	Liquor Store Merchandise	765.60
2776	JJ Taylor Dist. of Minn.	Delivery Charge	3.00
Total 2776:			768.60
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,761.34
2796	Johnson Brothers Liquor Co	Freight Charge	54.70
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,145.70
2796	Johnson Brothers Liquor Co	Freight Charge	57.35
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,306.56
2796	Johnson Brothers Liquor Co	Freight Charge	22.17
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	6,105.85
2796	Johnson Brothers Liquor Co	Freight Charge	187.57
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	22.99
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	116.33
2796	Johnson Brothers Liquor Co	Freight Charge	1.55
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	216.92
2796	Johnson Brothers Liquor Co	Freight Charge	7.75
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	11.17-
Total 2796:			14,995.61
2941	Kirvida Fire, Inc.	Repair & Maint Supplies - Ladder #1	1,204.44
Total 2941:			1,204.44
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.00
Total 3056:			15.00
3086	Landworks Construction, Inc.	Snow Removal & Salt/Sand - Liquor Store	412.50
Total 3086:			412.50
3151	League of Minnesota Cities	PATROL Subscription	1,440.00
3151	League of Minnesota Cities	Workshop - T. Schuster	20.00
3151	League of Minnesota Cities	Workshop - M. Westover	285.00
Total 3151:			1,745.00
3176	LELS	Union Dues - January	642.05
Total 3176:			642.05
3267	Lompian Wines, LLC	Liquor Store Merchandise	276.00
3267	Lompian Wines, LLC	Delivery Fee	10.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3267:			286.00
3321	MacQueen Equipment Inc.	Repair & Maint Supplies - Streets	850.00
Total 3321:			850.00
3461	McDonald Distributing Company	Credit Liquor Merchandise	108.70-
3461	McDonald Distributing Company	Liquor Store Merchandise	165.60
3461	McDonald Distributing Company	Liquor Store Merchandise	14,048.95
3461	McDonald Distributing Company	Credit Liquor Merchandise	66.00-
3461	McDonald Distributing Company	Credit Liquor Merchandise	114.30-
Total 3461:			13,925.55
3521	Menards	Misc Operating Supplies - Wastewater	7.99-
3521	Menards	Misc Operating Supplies - Water	2.09
3521	Menards	Repair & Maint Supplies - Ice Rink	13.68
3521	Menards	Repair & Maint Supplies - Street Lighting	23.85
3521	Menards	Repair & Maint Supplies - Streets	15.96
3521	Menards	Downtown Decorations	4.95
3521	Menards	Misc Operating Supplies - Wastewater	18.42
3521	Menards	Small Tools - Wastewater	46.27
3521	Menards	Misc Operating Supplies - Wastewater	14.76
3521	Menards	Repair & Maint Supplies - Bldg/Infrastructure	155.01
3521	Menards	Small Tools - Parks	23.38
3521	Menards	Misc Operating Supplies - Wastewater	14.54
Total 3521:			324.92
3543	Metro Sales, Inc.	Ricoh MP C2004ex Color Copier Contract Base	93.04
3543	Metro Sales, Inc.	Ricoh MP C6004ex Color Copier Contract Base	627.05
Total 3543:			720.09
3666	Minnesota Child Support Payment	Child Support Withholdings	137.51
3666	Minnesota Child Support Payment	Child Support Withholdings	46.82
Total 3666:			184.33
3816	Minnesota Department of Agricult	2019 Tree Care Registry Renewal	27.50
Total 3816:			27.50
4001	MVTL Laboratories Inc.	Testing	88.00
4001	MVTL Laboratories Inc.	Testing	42.00
Total 4001:			130.00
4011	NAC Mechanical & Electrical Serv	Repairs & Maint Labor Bldgs - Work Id 243131	854.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 4011:			854.00
4022	Nashville Wraps LLC	Liquor Store Merchandise	70.17
4022	Nashville Wraps LLC	Misc Operating Supplies - LS	33.40
4022	Nashville Wraps LLC	Shipping and Handling	13.76
Total 4022:			117.33
4091	New France Wine	Liquor Store Merchandise	320.00
4091	New France Wine	Freight Charge	6.00
Total 4091:			326.00
4158	North Ridge Winery	Liquor Store Merchandise	252.00
Total 4158:			252.00
4323	OPG-3, Inc	LSAP System Renewal	8,726.00
Total 4323:			8,726.00
4426	Paustis Wine Company	Liquor Store Merchandise	1,429.00
4426	Paustis Wine Company	Freight Charge	17.50
Total 4426:			1,446.50
4476	Phillips Wine & Spirits	Liquor Store Merchandise	2,930.20
4476	Phillips Wine & Spirits	Freight Charge	54.25
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,767.15
4476	Phillips Wine & Spirits	Freight Charge	44.95
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	64.00-
4476	Phillips Wine & Spirits	Credit Freight Charge	1.55-
Total 4476:			4,731.00
4582	Prigge, Hannah	Refund Overpayment Final Water Bill 1-21980	22.49
Total 4582:			22.49
4666	R & R Specialties of Wisconsin In	Repair & Maint Supplies Veh/Eq - Ice Rink	528.55
Total 4666:			528.55
4749	Red Bull Distribution Company, In	Liquor Store Merchandise	90.00
Total 4749:			90.00
5036	SCR INC. - St. Cloud	Repair & Maintenance - Wastewater Plant	1,955.06

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5036:			1,955.06
5181	Southern Glazer's of MN	Liquor Store Merchandise	10,230.33
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	92.85
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,098.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	54.60
Total 5181:			12,475.78
5301	Steve's Tire Inc	Repairs and Maint Supplies - PD	449.92
5301	Steve's Tire Inc	Repairs and Maint Labor - PD	153.95
5301	Steve's Tire Inc	Repairs and Maint Supplies - Streets	1,410.66
5301	Steve's Tire Inc	Repairs and Maint Labor - Streets	383.95
5301	Steve's Tire Inc	Repairs and Maint Supplies - Streets	571.52
5301	Steve's Tire Inc	Repairs and Maint Labor - Streets	158.95
Total 5301:			3,128.95
5446	The American Bottling Company	Liquor Store Merchandise	203.80
Total 5446:			203.80
5661	True Brands	Liquor Store Merchandise	617.40
5661	True Brands	Misc Oper Supplies - LS	23.99
Total 5661:			641.39
5691	U.S. Water Services, Inc	Chemicals	5,361.44
Total 5691:			5,361.44
5751	US Internet	Monthly Internet Fees - February	36.90
5751	US Internet	Monthly Internet Fees - February	36.85
5751	US Internet	Monthly Internet Fees - February	36.85
5751	US Internet	Monthly Internet Fees - February	36.85
Total 5751:			147.45
5801	Verizon Wireless	wireless phone service - Wastewater	97.70
Total 5801:			97.70
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	260.45
Total 5816:			260.45
5861	Walmart Community Card	Office Supplies - Wastewater	25.47
5861	Walmart Community Card	Office Supplies - LS	40.10

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5861:			65.57
5886	Watson Co., Inc.	Liquor Store Merchandise	3,312.27
5886	Watson Co., Inc.	Misc Operating Supplies - LS	138.70
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			3,456.97
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	7,649.23
5891	Breakthru Beverage Minnesota	Freight Charge	93.63
5891	Breakthru Beverage Minnesota	Liquor - Merchandise	1,546.23
5891	Breakthru Beverage Minnesota	Freight Charge	27.79
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	130.50
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	122.99
5891	Breakthru Beverage Minnesota	Freight Charge	1.15
Total 5891:			9,571.52
5920	Welsch, Amber	Refund Overpayment Final Water Bill 1-18410	266.39
Total 5920:			266.39
Grand Totals:			159,353.87

Dated: 1/23/19

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/19	01/23/2019	112611	175	Amazon Capital Services, Inc.	101-20100	333.25
01/19	01/23/2019	112612	319	Artisan	610-20100	82.50
01/19	01/23/2019	112613	521	Bellboy Corporation	610-20100	4,140.94
01/19	01/23/2019	112614	596	Bloomquist Electric Inc	101-20100	1,126.00
01/19	01/23/2019	112615	651	Boyer Trucks	101-20100	186.96
01/19	01/23/2019	112616	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	9,571.52
01/19	01/23/2019	112617	555	Business Essentials	101-20100	139.89
01/19	01/23/2019	112618	969	Cardmember Service	101-20100	478.87
01/19	01/23/2019	112619	972	Carlos Creek Winery	610-20100	864.00
01/19	01/23/2019	112620	551	Bernick's	610-20100	2,846.65
01/19	01/23/2019	112621	1140	Cintas Corporation	101-20100	236.14
01/19	01/23/2019	112623	1251	Community GIS Services, Inc.	602-20100	925.00
01/19	01/23/2019	112624	1396	Dahlheimer Beverage, LLC	610-20100	16,826.71
01/19	01/23/2019	112625	1681	ECM Publishers, inc.	101-20100	19.13
01/19	01/23/2019	112627	1765	Enforcement Lighting	417-20100	39,870.00
01/19	01/23/2019	112628	1949	First Advantage	101-20100	89.04
01/19	01/23/2019	112629	2486	IBEW Local 110	101-20100	364.00
01/19	01/23/2019	112630	2776	JJ Taylor Dist. of Minn.	610-20100	768.60
01/19	01/23/2019	112631	2796	Johnson Bros - St Paul	610-20100	14,995.61
01/19	01/23/2019	112632	2941	Kirvida Fire, Inc.	101-20100	1,204.44
01/19	01/23/2019	112633	3056	Lake Superior Laundry Inc.	101-20100	15.00
01/19	01/23/2019	112634	3086	Landworks Construction, Inc.	610-20100	412.50
01/19	01/23/2019	112635	3151	League of Minnesota Cities	101-20100	1,745.00
01/19	01/23/2019	112636	3176	LELS	101-20100	642.05
01/19	01/23/2019	112637	3267	Lompian Wines, LLC	610-20100	286.00
01/19	01/23/2019	112638	3321	MacQueen Equipment Inc.	101-20100	850.00
01/19	01/23/2019	112639	3461	McDonald Distributing Company	610-20100	13,925.55
01/19	01/23/2019	112640	3521	Menards	602-20100	324.92
01/19	01/23/2019	112641	3543	Metro Sales, Inc.	101-20100	720.09
01/19	01/23/2019	112643	3666	Minnesota Child Support Payment Cente	101-20100	184.33
01/19	01/23/2019	112644	3816	Minnesota Department of Agriculture	101-20100	27.50
01/19	01/23/2019	112645	2636	Minnesota Equipment	101-20100	454.86
01/19	01/23/2019	112646	4001	Minnesota Valley Testing Labs	602-20100	130.00
01/19	01/23/2019	112647	4011	NAC Mechanical & Electrical Services	101-20100	854.00
01/19	01/23/2019	112648	4022	Nashville Wraps LLC	610-20100	117.33
01/19	01/23/2019	112649	4091	New France Wine	610-20100	326.00
01/19	01/23/2019	112650	826	North 65 Chamber of Commerce	101-20100	12.00
01/19	01/23/2019	112651	4158	North Ridge Winery	610-20100	252.00
01/19	01/23/2019	112652	4323	OPG-3, Inc.	101-20100	8,728.00
01/19	01/23/2019	112653	4426	Paustis Wine Company	610-20100	1,446.50
01/19	01/23/2019	112654	4476	Phillips St Paul	610-20100	4,731.00
01/19	01/23/2019	112655	4582	Hannah Prigge	601-20100	22.49
01/19	01/23/2019	112656	4666	R & R Specialties of Wisconsin Inc	101-20100	528.55
01/19	01/23/2019	112657	4749	Red Bull Distribution Company, Inc.	610-20100	90.00
01/19	01/23/2019	112658	5036	SCR INC. - St. Cloud	602-20100	1,955.06
01/19	01/23/2019	112659	5181	Southern Glazer's of MN	610-20100	12,475.78
01/19	01/23/2019	112660	5301	Steve's Tire Inc	101-20100	3,128.95
01/19	01/23/2019	112661	5446	The American Bottling Company	610-20100	203.80
01/19	01/23/2019	112662	5661	True Brands	610-20100	641.39
01/19	01/23/2019	112663	5691	U.S. Water Services	602-20100	5,361.44
01/19	01/23/2019	112664	5751	US Internet	602-20100	147.45
01/19	01/23/2019	112665	5801	Verizon Wireless	602-20100	97.70
01/19	01/23/2019	112666	5816	Viking Coca-Cola Bottling Co	610-20100	260.45
01/19	01/23/2019	112667	5861	Walmart Community/SYNCB	610-20100	65.57
01/19	01/23/2019	112668	5886	Watson Co., Inc.	610-20100	3,456.97
01/19	01/23/2019	112669	5920	Amber Welsch	601-20100	266.39

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
Grand Totals:						159,353.87

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	Repair & Maint Supplies Bldgs - Fire Dept	126.20
Total 175:			126.20
283	Apadana LLC	LED Lighting Retrofit - City Hall	7,000.00
Total 283:			7,000.00
341	Aspen Mills	Uniform Allowance - Fire Dept	181.35
341	Aspen Mills	Uniform Allowance Grant Funded - Fire Dept	1,182.50
Total 341:			1,363.85
521	Bellboy Corporation	Liquor Store Merchandise	2,031.95
521	Bellboy Corporation	Liquor Store Merchandise	90.35
Total 521:			2,122.30
551	Chas A. Bernick Inc.	Liquor Store Merchandise	121.71
551	Chas A. Bernick Inc.	Liquor Store Merchandise	714.15
Total 551:			835.86
969	Cardmember Service	MRWA Tech Conference - T. Schwab	240.00
969	Cardmember Service	MRWA Tech Conference - T. Knudson	240.00
969	Cardmember Service	Postage - Wastewater	7.41
969	Cardmember Service	Postage - Wastewater	9.86
969	Cardmember Service	Postage - Wastewater	14.82
969	Cardmember Service	MN PCA License Testing - Wastewater	55.00
969	Cardmember Service	Office Supplies - Building Dept	103.31
969	Cardmember Service	Annual Building Institute - M. Small, M. Fabini	650.00
969	Cardmember Service	Annual Building Institute - L. Nisley	140.00
969	Cardmember Service	ICC Institute - C. Levitski	290.00
Total 969:			1,750.40
1140	Cintas Corporation	Rug & Towel Rentals - Liquor Store	138.82
1140	Cintas Corporation	Rug Rentals - Liquor Store	78.34
1140	Cintas Corporation	Rug Rentals - Street Dept	14.43
1140	Cintas Corporation	Uniform Rental - Maintenance	3.02
1140	Cintas Corporation	Uniform Rental - Streets	5.28
1140	Cintas Corporation	Uniform Rental - Parks	.28
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	99.51
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	121.42
1140	Cintas Corporation	Uniform Rental - Parks	6.05
1140	Cintas Corporation	Uniform Rental - Parks	.67
Total 1140:			467.82
1156	City of Mpls Receivables	APS Transaction Fee - December	154.80

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1156:			154.80
1171	Civic Systems LLC	Semi Annual Support Fee - 01/01/19-06/30/19	7,888.00
Total 1171:			7,888.00
1336	Crystal Springs Ice	Liquor Store Merchandise	58.32
Total 1336:			58.32
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	14,186.96
Total 1396:			14,186.96
1615	DVS Renewal	License Tabs - 14 Chev - Plate 950UAC	11.00
Total 1615:			11.00
1891	Fastenal Company	Misc Operating Supplies - Street Dept	326.41
Total 1891:			326.41
2123	Golden West Industrial Supply	Misc Operating Supplies - Fire Dept	1,280.57
2123	Golden West Industrial Supply	Freight - Fire Dept	89.78
2123	Golden West Industrial Supply	Small Tools & Equipment - Fire Dept	1,419.20
Total 2123:			2,789.55
2149	Government Finance Officers Ass	Membership - C. Moe	170.00
Total 2149:			170.00
2244	GTMC	Grant - Guetschoff Theatre	4,999.00
Total 2244:			4,999.00
2539	Indian Island Winery	Liquor Store Merchandise	249.60
Total 2539:			249.60
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	7,648.24
2796	Johnson Brothers Liquor Co	Freight Charge	127.17
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,118.05
2796	Johnson Brothers Liquor Co	Freight Charge	85.25
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,860.70
2796	Johnson Brothers Liquor Co	Freight Charge	28.95
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	2,006.97
2796	Johnson Brothers Liquor Co	Freight Charge	66.65

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2796:			15,941.98
3228	Lindberg Law Office, P.A.	Earnest Money - Library	300,000.00
Total 3228:			300,000.00
3461	McDonald Distributing Company	Liquor Store Merchandise	15,332.90
3461	McDonald Distributing Company	Credit Liquor Merchandise	930.00-
Total 3461:			14,402.90
3521	Menards	Maintenance Supplies - City Hall	27.40
3521	Menards	Repair & Maint - Water System	48.73
Total 3521:			76.13
4011	NAC Mechanical & Electrical Serv	Repairs & Maint Labor Bldgs - Work Id 244862	2,837.41
Total 4011:			2,837.41
4071	NCPERS Group Life Ins.	Group Vol Life Ins - PERA	400.00
Total 4071:			400.00
4281	Okerlund, Sean	Repair & Maint Supplies Veh/Eq - Fire Dept	180.00
Total 4281:			180.00
4456	PermitWorks	Software Support Jan - Dec 2019	2,685.00
4456	PermitWorks	Software Support Jan - Dec 2019	2,990.00
Total 4456:			5,675.00
4476	Phillips Wine & Spirits	Liquor Store Merchandise	3,008.35
4476	Phillips Wine & Spirits	Freight Charge	48.05
4476	Phillips Wine & Spirits	Liquor Store Merchandise	1,303.29
4476	Phillips Wine & Spirits	Freight Charge	29.45
Total 4476:			4,389.14
4799	Replenishment Solutions, Inc.	Liquor Store Merchandise	60.00
Total 4799:			60.00
4919	Rupp, Anderson, Squires, &	December Legal Expense	4,923.23
Total 4919:			4,923.23
5181	Southern Glazer's of MN	Liquor Store Merchandise	5,279.02
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	65.50

Vendor	Vendor Name	Description	Net Invoice Amount
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	1.75
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,064.58
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	32.67
Total 5181:			7,443.52
5251	Star	Public Notice Planning Commission Meeting	12.00
Total 5251:			12.00
5271	North Folk Winery	Liquor Store Merchandise	240.00
Total 5271:			240.00
5378	System Technology Services, Inc.	Repair & Maint - Water Plant	7,739.48
Total 5378:			7,739.48
5516	Capitol Beverage Sales L.P.	Liquor Store Merchandise	336.60
Total 5516:			336.60
5553	TKO Wines Inc	Liquor Store Merchandise	497.40
Total 5553:			497.40
5801	Verizon Wireless	wireless phone service - Maintenance Dept	26.49
5801	Verizon Wireless	wireless phone service - Street Dept	35.01
5801	Verizon Wireless	wireless phone service - Water	35.01
5801	Verizon Wireless	wireless phone service - Wastewater	35.01
5801	Verizon Wireless	wireless phone service - Bldg Dept	191.18
Total 5801:			322.70
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	340.40
Total 5816:			340.40
5831	Vinocopia	Liquor Store Merchandise	80.00
5831	Vinocopia	Freight Charge	2.50
Total 5831:			82.50
5886	Watson Co., Inc.	Credit Operating Supplies - LS	13.50
5886	Watson Co., Inc.	Credit Operating Supplies - LS	13.50
5886	Watson Co., Inc.	Liquor Store Merchandise	2,761.14
5886	Watson Co., Inc.	Misc Operating Supplies - LS	143.91
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			2,884.05

Vendor	Vendor Name	Description	Net Invoice Amount
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	3,369.89
5891	Breakthru Beverage Minnesota	Freight Charge	54.15
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,338.00
5891	Breakthru Beverage Minnesota	Freight Charge	18.40
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	35.12-
Total 5891:			4,745.32
Grand Totals:			418,029.83

Dated: 1/30/19

City Treasurer: Caroline Moe

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/19	01/30/2019	112670	175	Amazon Capital Services, Inc.	101-20100	126.20
01/19	01/30/2019	112671	283	Apadana LLC	419-20100	7,000.00
01/19	01/30/2019	112672	341	Aspen Mills	101-20100	1,363.85
01/19	01/30/2019	112673	521	Bellboy Corporation	610-20100	2,122.30
01/19	01/30/2019	112674	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	4,745.32
01/19	01/30/2019	112675	5516	Capitol Beverage Sales L.P.	610-20100	336.60
01/19	01/30/2019	112676	969	Cardmember Service	101-20100	1,750.40
01/19	01/30/2019	112677	551	Bernick's	610-20100	835.86
01/19	01/30/2019	112678	1140	Cintas Corporation	101-20100	467.82
01/19	01/30/2019	112679	1156	Minneapolis Finance Department	101-20100	154.80
01/19	01/30/2019	112680	1171	Civic Systems LLC	101-20100	7,888.00
01/19	01/30/2019	112681	1336	Crystal Springs Ice	610-20100	58.32
01/19	01/30/2019	112682	1396	Dahlheimer Beverage, LLC	610-20100	14,186.96
01/19	01/30/2019	112683	1615	DVS Renewal	101-20100	11.00
01/19	01/30/2019	112685	1891	Fastenal Company	101-20100	326.41
01/19	01/30/2019	112686	2123	Golden West Industrial Supply	101-20100	2,789.55
01/19	01/30/2019	112687	2149	Government Finance Officers Associatio	101-20100	170.00
01/19	01/30/2019	112688	2244	GTMC	215-20100	4,999.00
01/19	01/30/2019	112689	2539	Indian Island Winery	610-20100	249.60
01/19	01/30/2019	112690	2796	Johnson Bros - St Paul	610-20100	15,941.98
01/19	01/30/2019	112691	3228	Lindberg Law Office	425-20100	300,000.00
01/19	01/30/2019	112692	3461	McDonald Distributing Company	610-20100	14,402.90
01/19	01/30/2019	112693	3521	Menards	601-20100	76.13
01/19	01/30/2019	112696	4011	NAC Mechanical & Electrical Services	101-20100	2,837.41
01/19	01/30/2019	112697	4071	NCPERS Group Life Ins.	101-20100	400.00
01/19	01/30/2019	112698	5271	North Folk Winery	610-20100	240.00
01/19	01/30/2019	112699	4281	Sean Okerlund	101-20100	180.00
01/19	01/30/2019	112700	4456	PermitWorks	101-20100	5,675.00
01/19	01/30/2019	112701	4476	Phillips St Paul	610-20100	4,389.14
01/19	01/30/2019	112703	4799	Replenishment Solutions, Inc.	610-20100	60.00
01/19	01/30/2019	112704	4919	Rupp, Anderson, Squires, &	101-20100	4,923.23
01/19	01/30/2019	112705	5181	Southern Glazer's of MN	610-20100	7,443.52
01/19	01/30/2019	112706	5251	Star	101-20100	12.00
01/19	01/30/2019	112707	5378	System Technology Services, Inc.	601-20100	7,739.48
01/19	01/30/2019	112708	5553	TKO Wines Inc	610-20100	497.40
01/19	01/30/2019	112709	5801	Verizon Wireless	101-20100	322.70
01/19	01/30/2019	112710	5816	Viking Coca-Cola Bottling Co	610-20100	340.40
01/19	01/30/2019	112711	5831	Vinocopia	610-20100	82.50
01/19	01/30/2019	112712	5886	Watson Co., Inc.	610-20100	2,884.05

Grand Totals:

418,029.83

Vendor	Vendor Name	Description	Net Invoice Amount
175	Amazon Capital Services, Inc.	Misc Operating Supplies - Wastewater	112.71
175	Amazon Capital Services, Inc.	Repair & Maint Supplies Veh/Eq - Streets	28.47
Total 175:			141.18
196	American Payment Center	Drop-Off Box Rental - Utility	43.50
196	American Payment Center	Drop-Off Box Rental - Utility	43.50
Total 196:			87.00
297	Aquarius Home Services	Maintenance & Repair Supplies - Liquor Store	402.00
Total 297:			402.00
341	Aspen Mills	Uniform Allowance - Fire Dept	137.65
Total 341:			137.65
521	Bellboy Corporation	Liquor Store Merchandise	1,800.57
Total 521:			1,800.57
551	Chas A. Bernick Inc.	Liquor Store Merchandise	267.42
551	Chas A. Bernick Inc.	Liquor Store Merchandise	3,121.20
Total 551:			3,388.62
970	Cargill, Incorporated	Deicer Salt Ice Cntrl	11,726.03
Total 970:			11,726.03
1140	Cintas Corporation	Rug Rentals - Liquor Store	78.34
1140	Cintas Corporation	Rug Rentals - Police Dept	17.04
1140	Cintas Corporation	Rug Rentals - City Hall	16.56
1140	Cintas Corporation	Rug & Towel Rentals - Street Dept	17.43
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Street Dept	103.90
1140	Cintas Corporation	Uniform Rental - Parks	6.05
1140	Cintas Corporation	Uniform Rental - Parks	.67
1140	Cintas Corporation	Uniform Rental - Maintenance	3.02
1140	Cintas Corporation	Uniform Rental - Streets	5.28
1140	Cintas Corporation	Uniform Rental - Parks	.28
1140	Cintas Corporation	Uniform, Rug, Towel Rentals - Water/Wastewat	99.51
Total 1140:			348.08
1188	Classic Iron Ranch	Vehicle Repairs - Police Dept	943.00
Total 1188:			943.00
1236	Comm of MMB, Treas Div	Admin Traffic Citation Fines - January	240.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 1236:			240.00
1246	Commissioner of Transportation	Material Testing & Inspection	92.49
Total 1246:			92.49
1336	Crystal Springs Ice	Liquor Store Merchandise	239.76
Total 1336:			239.76
1396	Dahlheimer Beverage, LLC	Liquor Store Merchandise	17,478.85
1396	Dahlheimer Beverage, LLC	Credit Liquor Merchandise	149.00-
Total 1396:			17,329.85
1481	Department of Human Services	December Cleaning - Northbound Liquor	280.00
Total 1481:			280.00
1891	Fastenal Company	Maintenance Supplies - City Hall	120.38
1891	Fastenal Company	Snow Removal Materials	240.75
Total 1891:			361.13
1921	Ferguson Waterworks	Meters & Repairs	301.86
1921	Ferguson Waterworks	Automatic Meter Read Project	5,897.04
Total 1921:			6,198.90
1922	Ferrellgas	Propane - Ice Rink	74.75
1922	Ferrellgas	Propane - Ice Rink	74.75
Total 1922:			149.50
2146	Gopher State One-Call Inc.	FTP Tickets	14.85
2146	Gopher State One-Call Inc.	FTP Tickets	14.85
Total 2146:			29.70
2233	Grimebusters Commercial Cleani	Strip and Wax - City Hall	684.00
Total 2233:			684.00
2411	Hillyard Inc.	Maintenance Supplies - City Hall	88.75
Total 2411:			88.75
2716	J.P. Cooke Company	Notary Stamp	45.95

Vendor	Vendor Name	Description	Net Invoice Amount
Total 2716:			45.95
2776	JJ Taylor Dist. of Minn.	Liquor Store Merchandise	322.85
2776	JJ Taylor Dist. of Minn.	Delivery Charge	3.00
Total 2776:			325.85
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,200.00
2796	Johnson Brothers Liquor Co	Freight Charge	15.50
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	7,808.50
2796	Johnson Brothers Liquor Co	Freight Charge	99.98
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	390.50
2796	Johnson Brothers Liquor Co	Freight Charge	13.95
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	431.42
2796	Johnson Brothers Liquor Co	Freight Charge	6.20
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	1,178.38
2796	Johnson Brothers Liquor Co	Freight Charge	34.10
2796	Johnson Brothers Liquor Co	Liquor Store Merchandise	4,530.00
2796	Johnson Brothers Liquor Co	Freight Charge	34.88
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	11.87-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	46.27-
2796	Johnson Brothers Liquor Co	Freight Charge	.39-
2796	Johnson Brothers Liquor Co	Credit Liquor Merchandise	41.35-
2796	Johnson Brothers Liquor Co	Credit Freight Charge	1.55-
Total 2796:			15,641.98
2941	Kirvida Fire, Inc.	Repair & Maint Supplies - Ladder #1	830.54
2941	Kirvida Fire, Inc.	Repair & Maint Supplies - Engine #1	435.26
2941	Kirvida Fire, Inc.	Repair & Maint Supplies - Tanker #1	2,272.57
Total 2941:			3,538.37
3056	Lake Superior Laundry Inc.	Fire Dept Rugs	15.00
Total 3056:			15.00
3086	Landworks Construction, Inc.	Salt/Sand Application - Liquor Store	75.00
3086	Landworks Construction, Inc.	Snow Removal & Salt/Sand - Liquor Store	275.00
3086	Landworks Construction, Inc.	Snow Removal - Liquor Store	145.00
Total 3086:			495.00
3146	League of MN Cities Ins Trust	Work Comp Ded.	250.00
Total 3146:			250.00
3246	Little Falls Machine, Inc.	Repair & Maint Supplies - Vehicles/Equipment	1,420.66

Vendor	Vendor Name	Description	Net Invoice Amount
Total 3246:			1,420.66
3461	McDonald Distributing Company	Liquor Store Merchandise	300.00
3461	McDonald Distributing Company	Liquor Store Merchandise	14,798.80
Total 3461:			15,098.80
3521	Menards	Small Tools - City Hall	114.98
3521	Menards	Small Tools - City Hall	49.99
3521	Menards	Small Tools - City Hall	194.97
3521	Menards	Repair & Maint - Wastewater Plant	25.95
3521	Menards	Misc Operating Supplies - Water	4.99
3521	Menards	Repair & Maint - Water System	8.28
3521	Menards	Misc Operating Supplies - Streets	6.93
3521	Menards	Misc Operating Supplies - Streets	103.31
Total 3521:			409.42
3666	Minnesota Child Support Payment	Child Support Withholdings	137.51
Total 3666:			137.51
3888	MN Public Facilities Authority	PFA Loan Payments	8,768.25
3888	MN Public Facilities Authority	PFA Loan Payments	43,840.00
Total 3888:			52,608.25
4171	Northern Business Products, Inc.	Office Supplies - Admin	13.89
4171	Northern Business Products, Inc.	Office Supplies	11.99
Total 4171:			25.88
4476	Phillips Wine & Spirits	Liquor Store Merchandise	737.75
4476	Phillips Wine & Spirits	Freight Charge	10.85
4476	Phillips Wine & Spirits	Liquor Store Merchandise	775.00
4476	Phillips Wine & Spirits	Freight Charge	23.25
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	112.75
4476	Phillips Wine & Spirits	Credit Freight Charge	1.55
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	54.00
4476	Phillips Wine & Spirits	Credit Freight Charge	1.55
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	4.08
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	2.99
4476	Phillips Wine & Spirits	Credit Liquor Merchandise	8.00
Total 4476:			1,361.93
4661	Quill Corporation	Office Supplies - Liquor Store	157.99
4661	Quill Corporation	copy paper	30.49
4661	Quill Corporation	copy paper	30.49
4661	Quill Corporation	copy paper	30.49

Vendor	Vendor Name	Description	Net Invoice Amount
4661	Quill Corporation	copy paper	30.49
Total 4661:			279.95
4701	Railroad Management Company II	License Fees - 8" Sewer Pipeline Crossing	235.41
Total 4701:			235.41
5181	Southern Glazer's of MN	Liquor Store Merchandise	2,378.89
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	28.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	1.40
5181	Southern Glazer's of MN	Liquor Store Merchandise	920.00
5181	Southern Glazer's of MN	Freight Charge-Liquor Store	26.60
Total 5181:			3,354.89
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	3,000.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	3,000.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	4,500.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	3,000.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	750.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	24,000.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	1,500.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	12,990.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	1,425.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	1,350.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	150.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	75.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	5,490.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	8,520.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - March	6,000.00
5191	St. Paul Electrical Workers Health	Health Insurance Premium - T. Hanson	1,643.00
Total 5191:			77,393.00
5251	Star	Public Notice - Ordinance 685	19.00
5251	Star	Public Notice - Council Meeting	15.00
Total 5251:			34.00
5266	Star Tribune	Newspaper Subscription	453.44
Total 5266:			453.44
5336	Sunshine Printing	Gift Certificates - Liquor Store	51.83
Total 5336:			51.83
5445	The American Assoc of Code Enf	2019 Membership AACE	75.00

Vendor	Vendor Name	Description	Net Invoice Amount
Total 5445:			75.00
5686	U.S. Postal Service	Postage - Permit #25	2,000.00
5686	U.S. Postal Service	Postage - Permit #25	2,000.00
Total 5686:			4,000.00
5816	Viking Coca-Cola Bottling Co	Liquor Store Merchandise	261.95
Total 5816:			261.95
5886	Watson Co., Inc.	Credit Operating Supplies - LS	13.50-
5886	Watson Co., Inc.	Liquor Store Merchandise	2,981.42
5886	Watson Co., Inc.	Misc Operating Supplies - LS	136.26
5886	Watson Co., Inc.	Freight Charge	6.00
Total 5886:			3,110.18
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	1,624.49
5891	Breakthru Beverage Minnesota	Freight Charge	18.40
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	656.65
5891	Breakthru Beverage Minnesota	Freight Charge	14.95
5891	Breakthru Beverage Minnesota	Liquor Store Merchandise	328.80
5891	Breakthru Beverage Minnesota	Freight Charge	2.30
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	11.02-
5891	Breakthru Beverage Minnesota	Credit Liquor Merchandise	124.00-
Total 5891:			2,510.57
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Webroot Endpoint	140.00
5965	White Bear IT Solutions LLC	Monthly Backup Service	1,175.00
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	1,016.09
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
5965	White Bear IT Solutions LLC	Monthly Service Agreement	225.81
Total 5965:			4,363.38
Grand Totals:			232,166.41

Vendor	Vendor Name	Description	Net Invoice Amount
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Dated: 2/6/19

City Treasurer: Caroline Mee

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/19	02/06/2019	112713	175	Amazon Capital Services, Inc.	101-20100	141.18
02/19	02/06/2019	112714	196	American Payment Centers	602-20100	87.00
02/19	02/06/2019	112715	297	Aquarius Home Services	610-20100	402.00
02/19	02/06/2019	112716	341	Aspen Mills	101-20100	137.65
02/19	02/06/2019	112717	521	Bellboy Corporation	610-20100	1,800.57
02/19	02/06/2019	112718	5891	Breakthru Beverage MN Wine & Spirits I	610-20100	2,510.57
02/19	02/06/2019	112719	970	Cargill, Incorporated	101-20100	11,726.03
02/19	02/06/2019	112720	551	Bernick's	610-20100	3,388.62
02/19	02/06/2019	112721	1140	Cintas Corporation	101-20100	348.08
02/19	02/06/2019	112722	1188	Classic Iron Ranch	704-20100	943.00
02/19	02/06/2019	112723	1236	Comm of MMB, Treas Div	213-20100	240.00
02/19	02/06/2019	112724	1246	Commissioner of Transportation	443-20100	92.49
02/19	02/06/2019	112725	1336	Crystal Springs Ice	610-20100	239.76
02/19	02/06/2019	112726	1396	Dahlheimer Beverage, LLC	610-20100	17,329.85
02/19	02/06/2019	112727	1481	Department of Human Services	610-20100	280.00
02/19	02/06/2019	112728	1891	Fastenal Company	101-20100	361.13
02/19	02/06/2019	112729	1921	Ferguson Waterworks #2516	601-20100	6,198.90
02/19	02/06/2019	112730	1922	Ferrellgas	101-20100	149.50
02/19	02/06/2019	112731	2146	Gopher State One Call	602-20100	29.70
02/19	02/06/2019	112732	2233	Grimebusters Deep Surface Cleaning LL	101-20100	684.00
02/19	02/06/2019	112734	2411	Hillyard / Minneapolis	101-20100	88.75
02/19	02/06/2019	112735	2716	J.P. Cooke Company	101-20100	45.95
02/19	02/06/2019	112736	2776	JJ Taylor Dist. of Minn.	610-20100	325.85
02/19	02/06/2019	112737	2796	Johnson Bros - St Paul	610-20100	15,641.98
02/19	02/06/2019	112738	2941	Kirvida Fire, Inc.	101-20100	3,538.37
02/19	02/06/2019	112740	3056	Lake Superior Laundry Inc.	101-20100	15.00
02/19	02/06/2019	112741	3086	Landworks Construction, Inc.	610-20100	495.00
02/19	02/06/2019	112742	3146	League of MN Cities Ins Trust	610-20100	250.00
02/19	02/06/2019	112743	3246	Little Falls Machine, Inc.	101-20100	1,420.66
02/19	02/06/2019	112744	3461	McDonald Distributing Company	610-20100	15,098.80
02/19	02/06/2019	112746	3521	Menards	101-20100	194.97
02/19	02/06/2019	112747	3521	Menards	101-20100	214.45
02/19	02/06/2019	112748	3666	Minnesota Child Support Payment Cente	101-20100	137.51
02/19	02/06/2019	112749	3888	MN Public Facilities Authority	602-20100	52,608.25
02/19	02/06/2019	112750	4171	Northern Business Products, Inc.	101-20100	25.88
02/19	02/06/2019	112753	4476	Phillips St Paul	610-20100	1,361.93
02/19	02/06/2019	112754	4661	Quill Corporation	101-20100	279.95
02/19	02/06/2019	112755	4701	Railroad Management Company III, LLC	602-20100	235.41
02/19	02/06/2019	112757	5181	Southern Glazer's of MN	610-20100	3,354.89
02/19	02/06/2019	112758	5191	SPEW Health Plan	101-20100	77,393.00
02/19	02/06/2019	112759	5251	Star	101-20100	34.00
02/19	02/06/2019	112760	5266	Star Tribune	101-20100	453.44
02/19	02/06/2019	112761	5336	Sunshine Printing	610-20100	51.83
02/19	02/06/2019	112762	5445	AACE Headquarters	101-20100	75.00
02/19	02/06/2019	112763	5686	U.S. Postal Service	602-20100	4,000.00
02/19	02/06/2019	112764	5816	Viking Coca-Cola Bottling Co	610-20100	261.95
02/19	02/06/2019	112765	5886	Watson Co., Inc.	610-20100	3,110.18
02/19	02/06/2019	112766	5965	White Bear IT Solutions LLC	101-20100	4,363.38
Grand Totals:						232,166.41

Prepared by: Marcia Westover, Community Development Director

Overview

On October 15, 2018, the final plat of Parkwood Townhomes Phase 2 was approved by Council. As a condition of approval, the Developer is required to enter into a Development Contract with the city to cover any developer installed improvement and city fees. Staff has been working with the Developer on the project and has come to the attached agreement (Development Contract) that Council needs to review and approve.

The Development Contract is required as part of the city's subdivision ordinance (Chapter 155) and covers developer installed improvements, park dedication, sewer and water area charges, etc.

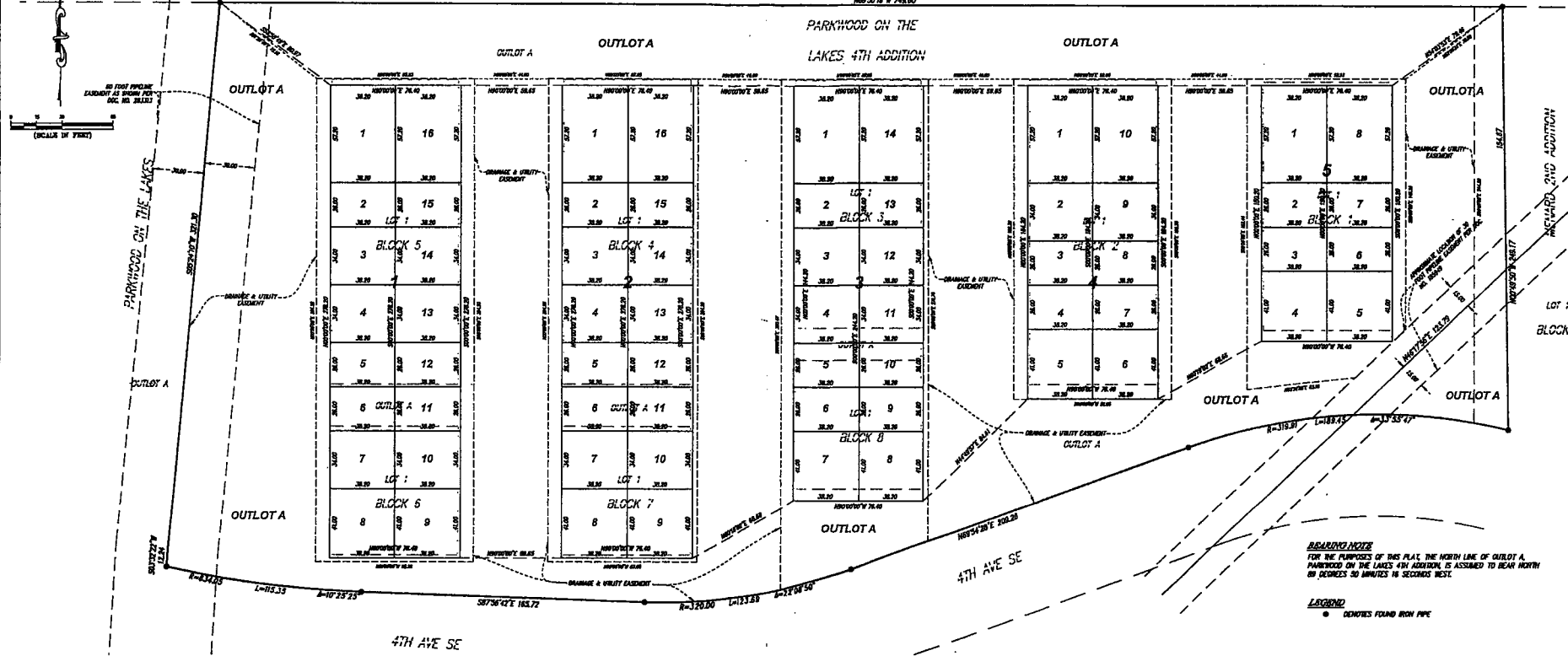
City Council Action:

Authorize the City Administrator and Mayor to execute the attached Development Contract between Chenlee Liu, Parkwood on the Lakes Townhomes, LLC., and the City of Cambridge for Parkwood Townhomes Phase 2.

Attachments

1. Parkwood Townhomes Phase 2 Final Plat
2. Development Contract

PARKWOOD TOWNHOMES PHASE 2



P47

KNOW ALL PERSONS BY THESE PRESENTS, That on this _____ day of _____, 20____, Parkwood on the Lakes Townhomes, LLC, a Minnesota limited liability company, the owner of the land described herein, has caused the same to be surveyed, platted and shown as PARKWOOD TOWNHOMES PHASE 2, and the survey and plat to be filed for public use and for the purposes as shown on this plat for public utility and/or drainage purposes only.

In witness whereof, Parkwood on the Lakes Townhomes, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

Signature/Title
Printed Name/Title

STATE OF MINNESOTA
COUNTY OF _____
The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ of _____ Parkwood on the Lakes Townhomes LLC, a Minnesota limited liability company.

Notary Public, _____ County, Minnesota
My commission expires _____

I hereby certify that I have surveyed and platted or directly supervised the surveying and plating of the land described on this plat; that this plat is a correct representation of the boundary survey; all mathematical data and labels are correctly depicted on the plat; all measurements depicted on the plat have been or will be correctly set with one year; all water boundaries and wetlands as of this date are shown and labeled; and all public ways are shown and labeled; and that there are no wetlands, as defined in M.S. 82.01, Subd. 1, or public highways to be designated other than as shown.

Kyle J. Brady
MN Licensed Surveyor No. 43827

STATE OF MINNESOTA
COUNTY OF _____
The foregoing Surveyor's Certificate by Kyle J. Brady, Minnesota License No. 43827, was acknowledged before me this _____ day of _____, 20____.

Notary Public, _____ County, Minnesota
My commission expires _____

I hereby certify that this plat has been checked and recommended for approval as to compliance with Chapter 502, Minnesota Statutes this _____ day of _____, 20____.

Notary Public, _____ County, Minnesota
My commission expires _____
Cambridge City Engineer

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

Approved by the City Council, City of Cambridge, Minnesota this _____ day of _____, 20____, and in compliance with the provisions of Chapter 502.01, Subdivision 2, Minnesota Statutes.

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

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

Isanti County Recorder

READING NOTE
FOR THE PURPOSES OF THIS PLAT, THE NORTH LINE OF OUTLOT A, PARKWOOD ON THE LAKES 4TH ADDITION, IS ASSUMED TO BEAR NORTH OR BEAR 90 DEGREES 30 MINUTES 14 SECONDS WEST.

LEGEND
● DENOTES FOUND IRON PIPE

DEVELOPMENT CONTRACT
(Developer Installed Improvements)
Parkwood Townhomes Phase 2

AGREEMENT dated 2/19/19 by and between the **CITY OF CAMBRIDGE**, a Minnesota municipal corporation ("City"), and **Parkwood on the Lakes Townhomes, LLC**, a Minnesota Corporation, (the "Developer").

1. **REQUEST FOR PLAT APPROVAL.** The Developer has asked the City to approve a plat for Parkwood Townhomes Phase 2 (referred to in this Contract as the "plat"). The land to be platted is legally described on the attached Exhibit A.
2. **CONDITIONS OF PLAT APPROVAL.** The City hereby approves the plat on condition that the Developer enters into this Contract, furnish the fees required by it, and record the plat with the County Recorder or Registrar of Titles within 120 days after the City Council approves the final plat.
3. **RIGHT TO PROCEED.** Following Final Plan Approval and execution of this Agreement, the Developer may commence development of the site in conformance with the plans, terms and conditions contained herein. Developer acknowledges that if the Developer fails to satisfy the conditions of this Agreement, the City may withhold issuance of any Building Permit, Certificate of Occupancy or protective inspections necessary for construction and occupancy of the proposed development.
4. **DEVELOPMENT PLANS.** The City hereby approves the Development as shown on the following exhibits. The Developer shall develop the Subject Property in accordance with the general plans shown on the exhibits. If, however, the exhibits vary from the written terms of this Agreement, the written terms of the Agreement shall control. The exhibits include:

- Exhibit A. Legal Description of Land to be Platted;
- Exhibit B. Final Plat approved October 15, 2018;
- Exhibit C. Grading and Drainage Plan dated September 28, 2018;
- Exhibit D. Plans dated September 28, 2018 and Specifications for Public Improvements dated September 28, 2018

All of which Exhibits are on file with the City Engineer.

5. IMPROVEMENTS. The Developer shall install and/or pay for the following:

- A. Sanitary Sewer System
- B. Water System
- C. Private Utilities

The improvements shall be installed in accordance with the City Ordinances; City standard specifications for utilities; and any other applicable Ordinances of Codes. The Developer shall submit plans and specifications for utilities, prepared by a competent, duly registered professional engineer under the laws of the State of Minnesota. The Developer shall obtain all necessary permits from the Minnesota Pollution Control Agency, Minnesota Department of Health, and other agencies before proceeding with construction.

The Developer shall instruct its engineer to provide adequate field inspection personnel to assure an acceptable level of quality control so that the Developer's engineer will be able to certify that the construction work meets the approved City standards as a condition of City acceptance. In addition, the City may, at the City's discretion and at the Developer's expense, have one or more City inspectors inspect the work on a full or part-time basis.

The Developer, its contractors and subcontractors, shall follow all instructions received from the City's inspectors. Prior to construction, the Developer or its engineer shall schedule a preconstruction meeting at a mutually agreeable time at the City Council Chambers, located at 300 3rd Avenue NE, Cambridge, Minnesota with all parties concerned, including City staff, to review the program for the construction work.

Within thirty (30) days after the completion of the improvements the Developer shall supply the City with a complete set of reproducible "as constructed" plans, and two complete sets of blue line "as constructed" plans, all prepared in accordance with City standards.

6. TIME OF PERFORMANCE. The Developer shall install all required public improvements as shown on the approved Plans and Specifications for infrastructure improvements, Exhibit D, prior to any Certificate of Occupancy being issued.

Proposed Schedule of Project Phases:

Phase 1: Construct Building 2200. All public improvements shall be installed in Phase 1 (sanitary sewer main, water main). Private drive C shall be installed. Storm sewer shall be installed for the area.

Phase 2: Construct Building 2130. East side of private drive B shall be installed. Developer shall submit a detailed plan from their civil engineer showing the details of the proposed roads and partial curbs and staff can review. Pond 2 and Pond 3 shall be installed. Storm sewer shall be installed for the area.

Phase 3: Construct Building 2100. West side of private drive B shall be installed.

Phase 4: Construct Building 2030. East side of private drive A shall be installed. Developer shall submit a detailed plan from their civil engineer showing the details of the proposed roads and partial curbs and staff can review. Pond 1 shall be installed. Storm sewer shall be installed for the area.

Phase 5: Construct Building 2020. West side of private drive A shall be installed.

7. **PERMISSION.** The Developer hereby grants the City, its agents, employees, officers and contractors permission to enter the plat to perform all work and inspections deemed appropriate by the City in conjunction with plat development.
8. **GRADING AND EROSION CONTROL.** The plat shall be graded in accordance with the approved Grading and Drainage Plan, Exhibit C, and shall conform to City of Cambridge specifications. Individual lots within the plat shall be graded in accordance with an approved Drainage and Grading Plan for each lot. The individual lot grading and drainage plans shall conform to City of Cambridge specifications and shall identify such things as lowest floor, lowest opening, and existing and proposed grades at two foot intervals. The grading and drainage plan for each lot shall be reviewed and approved by the City Engineer prior to commencement of grading operations. The City may impose additional erosion control requirements if the City determines they would be beneficial. All areas disturbed by the excavation and backfilling operations shall be reseeded forthwith after the completion of the work in that area. Except as otherwise provided in the erosion control plan, seed shall be certified oat seed to provide a temporary ground cover as rapidly as possible. All seeded areas shall be fertilized, mulched, and disc anchored as necessary for seed retention. The parties recognize that time is of the essence in controlling erosion. If the Developer does not comply with the erosion control plan and schedule or supplementary instructions received

from the City, the City may take such action as it deems appropriate to control erosion. The City will endeavor to notify the Developer in advance of any proposed action, but failure of the City to do so will not affect the Developer's and City's rights or obligations hereunder. Developer will reimburse all expenses incurred by the City in connection with such actions. No development utility or street construction will be allowed and no building permits will be issued unless the plat is in full compliance with the erosion control requirements.

Within thirty (30) days after completion of the grading, the Developer shall provide the City with an "as constructed" grading plan and a certification by a registered land surveyor or engineer that all ponds, swales, and ditches have been constructed on public easements or land owned by the City. The "as constructed" plan shall include field-verified elevations of the following: a) location and elevations along all swales and ditches, and b) lot corners and house pads. The City will withhold issuance of building permits until the approved certified grading plan is on file with the City and all erosion control measures are in place as determined by the City Engineer.

9. **CLEAN UP.** The Developer shall daily clean dirt and debris from streets that have resulted from construction work by the Developer, its agents or assigns. The Developer shall also be responsible for the clean up of all construction debris and refuse that have resulted from construction activities, including all building improvements, by the Developer, its agents or assigns. Prior to any construction in the plat, the Developer shall identify in writing a responsible party for erosion control, street cleaning, and street sweeping.
10. **OWNERSHIP OF IMPROVEMENTS.** Upon completion of the work and construction required by this Contract, the sanitary sewer and water mains lying within public right-of-way and easements shall become City property following final inspection and formal acceptance by the Cambridge City Council. All other improvements shall be the sole responsibility of the Developer.
11. **CITY LEGAL.** The developer shall pay a fee to cover the City's legal expenses. Before the City signs the final plat, the Developer shall pay to the City \$1,000 for legal services as follows:
 1. Developer shall deposit this sum as per Table 1 into an account with the City, which shall receive and hold such funds solely under the terms of this agreement.
 2. The City will provide the Developer with an invoice for such work upon completion. If any funds held under this agreement remain after payment of the above, such funds shall be returned to Developer.
 3. If the actual costs incurred exceed the estimate, the Developer shall reimburse the City for any additional costs.
12. **CITY ENGINEERING, ADMINISTRATION AND CONSTRUCTION OBSERVATION.**

A. The Developer shall pay a fee for engineering, planning and administration. City engineering, planning and administration will include plan review, consultation with Developer and its engineer on status or problems regarding the project, coordination for final inspection and acceptance, and project monitoring during the warranty period. Fees for this service shall be one percent (1%) of the estimated utilities construction cost assuming normal construction and project scheduling.

B. The Developer shall pay a fee for City construction observation. City construction observation will include monitoring of construction, and observation. Construction observation shall include part- or full-time inspection of proposed public utilities and street construction. Fees for this service are estimated to be \$18,700.00 (8% of total estimated utilities construction costs).

1. Developer shall deposit this sum as per Table 1 with the City, which shall receive and hold such funds solely under the terms of this Agreement.
2. The City will pay its Engineer from the deposit as billed for actual time spent. Engineer shall submit monthly invoices to the City certifying the work completed and amount of fees earned. A copy of the invoice shall also be given to the Developer. If any funds held under this Agreement remain after payment of the above, such funds shall be returned to Developer.
3. If it appears that the actual costs incurred will exceed the estimate, then Developer shall reimburse the City for any additional costs.

13. **PARKLAND CONVEYANCE AND MONUMENTATION.** Parkland dedication has been satisfied with previous plats of Parkwood on the Lakes.
14. **SANITARY SEWER AND WATER AREA CHARGES.** All public utility infrastructure costs have previously been satisfied for this parcel.
15. **BONDS.** Developer may not commence work on any street or public utility work pursuant to this Agreement until it has provided to the City for each utilities construction contract a performance bond and a payment bond, each in the full amount of said construction contract, assuring the City of the full and faithful performance by the contractor of the work of the contract and the payment of all mechanics, laborers, materialmen and subcontractors. Appropriate letters of credit may be proposed in lieu of said performance and payment bonds
16. **SPECIAL PROVISIONS.** The following special provisions shall apply to plat development:
 - A. Implementation of the recommendations listed in the reports of any State regulating authority.

- B. Implementation of the City Engineer's recommendations.
- E. The Developer shall submit the final plat and "as constructed street and utility plans" in electronic format. The electronic format shall be AutoCAD.DWG file and PDF file.

The amount of escrow deposits, and cash fees were calculated as follows:

Table 1
Parkwood on the Lakes Townhomes

Developer: Parkwood on the Lakes
Townhomes, LLC
Lots: 64 lots and an outlot
Acres: 5.44 acres

CONSTRUCTION COSTS

Sanitary Sewer	\$ 85,715.00
Water Main	\$ 144,000.00
Permits and testing per bid	\$ 3,996.00

Total Utilities Construction Costs

\$233,711.00

DEPOSIT ITEMS

City Construction Observation and Admin. (8% Total Const. Cost)	\$ 18,700.00
Legal	\$ 1,000

Total Deposit

\$ 19,700.00

CITY FEES

Engineering & Admin (1% of Construction)	\$ 2,337.00
	\$

Total City Fees

\$ 2,337.00

17. WARRANTY. The Developer warrants all public sanitary sewer and water main improvements required to be constructed by it pursuant to this Contract against poor material and faulty workmanship. The warranty period for all public improvements is one year and shall commence after the improvements have been accepted by the City. The Developer shall post maintenance bonds or suitable letters of credit to secure the warranties.

18. RESPONSIBILITY FOR COSTS.

- A. Except as otherwise specified herein, the Developer shall pay all costs incurred by it or the City in conjunction with the development of the plat, including but not limited to, legal, planning, engineering and inspection expenses incurred in connection with approval and acceptance of the plat, the preparation of this Contract, any taxes levied on lands dedicated to the public in the plat and all costs and expenses incurred by the City in monitoring and inspecting development of the plat. No interest will be credited or paid to Developer on funds held by the City as deposits for payment of expenses.
- B. The Developer shall hold the City and its officers, employees, and agents harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from plat approval and development. The Developer shall indemnify the City and its officers, employees, and agents for all costs, damages, or expenses which the City may pay or incur in consequence of such claims, including attorneys' fees.
- C. The Developer shall reimburse the City for costs incurred in the enforcement of this Contract, including engineering and attorneys' fees.
- D. The Developer shall pay, or cause to be paid when due, and in any event before any penalty is attached, all special assessments referred to in this Contract. This is a personal obligation of the Developer, in addition to a lien against the Subject Property, and shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it.
- E. The Developer shall pay in full all bills submitted to it by the City for obligations incurred under this Contract within thirty (30) days after receipt. If the bills are not paid on time, the City may halt plat development and construction until the bills are paid in full. Bills not paid within thirty (30) days shall accrue interest at the rate of eighteen percent (18%) per year or the highest rate permitted by law, which ever is lower.
- F. In addition to the charges referred to herein, other charges as may be required by Ordinance or state law may be imposed including but not limited to sewer access charges, water access charges, Water Treatment Plant charges, and building permit fees.

19. **DEVELOPER'S DEFAULT.** In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the Developer, except in an emergency as determined by the City, is first given notice of the work in default, not less than 48 hours in advance of performance of the work by the City. This Contract is a license for the City to act, and it shall not be necessary for the City to seek a Court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part against all or any part of the subject property. For this purpose, the Developer expressly waives any and all procedural and substantive objections to the special assessments, including but not limited to, hearing requirements and any claim that the assessments exceed the benefit to the property. The Developer waives any appeal rights otherwise available pursuant to Minnesota Statutes, Chapter 429.

20. **MISCELLANEOUS.**

- A. The Developer represents to the City that the plat complies with all local, state, and federal laws, ordinance, codes and regulations, including but not limited to: subdivision ordinances, zoning ordinances, and environmental regulations. If the City determines that the plat does not comply, the City may, at its option, refuse to allow construction or development work in the plat until the Developer does comply. Upon the City's demand, the Developer shall cease work until there is compliance.
- B. Third parties shall have no recourse against the City under this Contract.
- C. Breach of the terms of this Contract by the Developer shall be grounds for denial of building permits, including permits for lots sold to third parties.
- D. If any portion, section, subsection, sentence, clause, paragraph, or phrase of this Contract is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Contract.
- E. All public improvements shall be installed in phase 1 as noted in Section 6 of this agreement.
- F. If building permits are issued prior to the completion and acceptance of public improvements, the Developer assumes all liability and costs resulting in delays in completion of public improvements and damage to public improvements caused by the City, Developer, its contractors, subcontractors, materialmen, employees, agents, or third parties. No sewer and water connection permits may be issued and no one may occupy a building for which a building permit is issued on either a temporary or permanent basis until the drive areas needed for access have been paved with a

bituminous surface and the utilities are accepted by the City Engineer.

- G. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Contract. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by the City Council. The City's failure to promptly take legal action to enforce this Contract shall not be a waiver or release.
 - H. This Contract shall run with the land and shall be recorded against the title to the property. The Developer covenants with the City, its successors and assigns, that the Developer is well seized in fee title of the property being final platted and/or has obtained consents to this Contract, in the form attached hereto, from all parties who have an interest in the property; that there are no unrecorded interests in the property being final platted; and that the Developer will indemnify and hold the City harmless for any breach of the foregoing covenants.
 - I. Developer shall take out and maintain or cause to be taken out and maintained until six (6) months after the City has accepted the public improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of Developer's work or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury and property damage shall be not less than \$2,000,000 for each occurrence. The City shall be named as an additional insured on the policy, and the Developer shall file with the City a certificate evidencing coverage prior to the City signing the plat. The certificate shall provide that the City must be given thirty (30) days advance written notice of the cancellation of the insurance.
 - J. Each right, power or remedy herein conferred upon the City is cumulative and in addition to every other right, power or remedy, express or implied, now or hereafter arising, available to City, at law or in equity, or under any other agreement, and each and every right, power and remedy herein set forth or otherwise so existing may be exercised from time to time as often and in such order as may be deemed expedient by the City and shall not be a waiver of the right to exercise at any time thereafter any other right, power or remedy.
 - K. The Developer may not assign this Contract prior to completion of the public improvements without the written consent of the City Council. The Developer is obligated to complete all public improvements (public sanitary sewer and water main improvements). The Developer's obligation hereunder shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it.
21. **NOTICES.** Required notices to the Developer shall be in writing, and shall be either hand delivered to the Developer, its employees or agents, or mailed to the Developer by certified mail at the following address:

Parkwood on the Lakes Townhomes, LLC
Chenlee Liu
129 2nd Avenue SW
Cambridge, MN 55008

Notices to the City shall be in writing and shall be either hand delivered to the City Administrator, or mailed to the City by certified mail in care of the City Administrator at the following address:

Cambridge City Hall, 300 3rd Avenue NE, Cambridge, Minnesota 55008.

CITY OF CAMBRIDGE

(SEAL)

BY: _____
Jim Godfrey, Mayor

AND _____
Lynda J. Woulfe, City Administrator

DEVELOPER:

BY: Chenlee
Its
STATE OF MINNESOTA)
(ss.
COUNTY OF ISANTI)

The foregoing instrument was acknowledged before me this day of , 20 19, by Jim Godfrey, Mayor, and by Lynda J. Woulfe, City Administrator, of the City of Cambridge, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

Lola J. Nisley
NOTARY PUBLIC

STATE OF MINNESOTA)
(ss,
COUNTY OF ISANTI)



The foregoing instrument was acknowledged before me this 29 day of January, 20 19, by Chenlee Liu, the CEO of Parkwood on the Lakes Townhomes, LLC (Developer), a Minnesota Corporation, on behalf of the Corporation.

Lola J. Nisley
NOTARY PUBLIC



This Agreement was Drafted By:
The City of Cambridge
300 3rd Avenue NE
Cambridge, MN 55008

Prepared by: Marcia Westover, Community Development Director and Todd Schwab, Public Works Utilities Director

Review

On October 15, 2018, Council reviewed and approved a final plat for Parkwood Townhomes Phase 2. Staff has been working with the developer on their site plan review and they are ready to start construction soon. During this city's review process, storm water treatment is evaluated.

When approving a storm water treatment plan staff is ensuring that receiving waters are not polluted by runoff from the site after rain events. Storm water treatment can be accomplished using several methods including **ponds** (wet or dry), **infiltrators** (permeable pavement, grass swale, rain gardens), or **subsurface storage/treatment**.

When one of these methods of storm water treatment is chosen the method is referred to as a Best Management Practice (BMP). The BMP choice is based on several factors including: soil types, site characteristics, type of runoff, or receiving water classification. Once the BMP is in place, it is important that a maintenance plan is developed so that the BMP can operate efficiently.

The Minnesota Pollution Control Agency (MPCA) requires that the City conducts a maintenance program for all publicly owned BMPs and sets guidelines that must be followed to achieve that goal. The MPCA also requires that the City has formal maintenance agreements with all the private BMP owners. The agreements ensure that the runoff entering the City storm water system from private business has been adequately treated.

The Storm Water Maintenance Agreement attached achieves the requirements of the MPCA. The Agreement states that the property owners shall be solely responsible for the maintenance of the Storm Water facilities, and that they shall bear all costs for the maintenance. The Agreement also gives the city the authority to inspect the facilities and notify the owner if they fail to maintain the facilities. If the owner fails to maintain the facilities, the City has the authority to maintain the pond and charge the owner for all costs incurred.

City Council Action

Approve the attached Private Storm Water Management and Maintenance Agreement between Chenlee Liu, Parkwood on the Lakes Townhomes, LLC., and the City of Cambridge and authorize the City Administrator and Mayor to sign the document.

Attachments

1. Private Storm Water Management and Maintenance Agreement

Private Storm Water Management and Maintenance Agreement

THIS AGREEMENT, made this 19th day of Feb., 2019, by and between the City of Cambridge, MN (hereinafter referred to as the "City") and, Parkwood on the Lakes Townhomes, LLC (hereinafter referred to as "Owner") with reference to the following facts and circumstances:

- Owner is the fee owner of certain real property situated in the City of Cambridge, legally described as follows:
- Parkwood Townhomes Phase 2: Lots 1-16 of Block 1, Lots 1-16 of Block 2, Lots 1-14 of Block 3, Lots 1-10 of Block 4, Lots 1-8 of Block 5, and Outlot A.
- (hereinafter referred to as the "Subject Property")
- As a condition of its approval of the redevelopment for the Subject Property, and to comply with Minnesota Pollution Control Agency requirements, the City has required that the parties hereto enter into an agreement, which makes provision for the maintenance of the Storm Water Facilities located within the boundaries of the Subject Property as the same is described and depicted in those certain construction plans dated 8-9-18 and prepared by Roshell Engineering, LLC, and approved by the City and constructed by Owner.
- The parties hereto desire to set forth their agreement with respect to the maintenance of the Storm Water Management Facilities and the costs of such maintenance.
- NOW THEREFORE, in consideration of the foregoing facts and circumstances, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto hereby agree as follows:
- Storm Water Management Facilities ("Facilities") are defined as any drainage systems, gutters, curbs, inlets, piped storm drains, infiltration basins, underground treatment and other drainage structures for the purpose of conveying and treating storm water. For the purpose of this Agreement, maintenance of the Storm Water Management Facilities shall mean the regular inspection, routine maintenance, and major maintenance described within the

maintenance plan and as required to maintain the performance standard and function of the Storm Water Management Facilities identified within the project Storm Water Pollution Control Plan and construction documents.

- Owner shall be solely responsible for the maintenance of the Storm Water Management Facilities, and shall bear all costs of such maintenance.
- Owner shall complete an annual report, certified by a qualified individual. The report shall include written documentation of the inspection schedule, times of inspection, remedial actions taken to repair, modify, or reconstruct the Facilities, certification that the Facilities are functioning in accordance with the approved plans, and notification of any planned change in responsibility for the Facilities. Owner shall retain completed annual reports for a minimum of 15 years and shall provide the City with the written documentation upon request.
- Owner hereby grants the City or its agents or contractor the right of entry at reasonable times and in a reasonable manner for the purpose of inspecting, operating, installing, constructing, reconstructing, maintaining, or repairing the Facilities.
- If, upon inspection, the City finds that Owner has failed to properly maintain the Facilities, the City may order the work to be performed within a reasonable time period. If the work is not performed or if a schedule for completing the work has not been provided within the specified time, Owner hereby agrees to allow the City to enter the property and take whatever steps it deems necessary to maintain the Facilities. All costs incurred by the City in pursuing performance of such maintenance, including but not limited to staff and consultant costs and attorney's fees, shall be reimbursed to the City within 30 days by Owner otherwise the City may recover its costs by levying a special assessment against the Subject Property.
- Owner, as present owner of the Subject Property, for itself and respective successors and assigns, hereby waives any statutory right which it may have to contest any such assessment by the City of its maintenance costs on the basis of the benefit to portions of the Subject property.
- The City is under no obligation to maintain or repair said Facilities, and in no event shall this Agreement be construed to impose any such obligation on the City.
- Owner's heirs, administrators, executors, assigns and any other successor interest shall indemnify and hold harmless the City and its officers, agents and employees for any and all damages, accidents, casualties, occurrences, claims or attorney's fees which might arise or be asserted, in whole or in part, against the City from the construction, presence, existence, or maintenance of the Facilities subject to the Agreement. In the event a claim is asserted against the City, its officers, agents or employees, the City shall notify Owner and Owner shall defend at Owner expense any suit based on such claim. If any judgment or claim against the City, its officers, agents or employees, shall be allowed, Owner shall pay all costs and expenses in connection therewith. The City will not indemnify, defend or hold harmless in any fashion Owner from any claims arising from any failure, regardless of any language in any attachment or other document that Owner may provide.

- Owner shall record this Agreement with Isanti County within 7 days of approval and shall provide the City a recorded copy.
- No waiver of any provision of this agreement shall affect the right of any party thereafter to enforce such provisions or to exercise any right or remedy available.
- Owner shall provide to the City a Maintenance Plan, as-built drawings, and certification that the Facilities have been constructed properly as required by the City Code and pertinent City approvals.
- The terms and conditions of the Agreement shall be binding upon, and shall insure to the benefit of, the parties hereto and their respective successors and assigns.
- IN WITNESS WHEREOF, the parties hereto have caused this document to be executed as of the day and year first above written.

CITY OF CAMBRIDGE

Mayor

Date

City Administrator

Date

On this _____ day of _____, 2019 before me a notary public, the above-signed individual(s), Jim Godfrey and Lynda J. Woulfe, originally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he/she executed the same for the purposes therein contained.
In witness hereof, I hereunto set my hand and official seal.

Notary Public

By signing this agreement, you acknowledge that you have full legal rights to create binding contractual agreements on behalf of your entity.

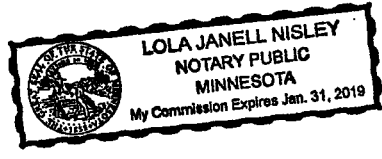
Owner

Cherlie

1/29/2019
Date

Date

On this 29th day of January 2019 before me a notary public, the above-signed individual(s), Cherlie Liu, originally appeared, known to me to be the person whose name is subscribed to within instrument, and acknowledged that he/she executed the same for the purposes therein contained.
In witness hereof, I hereunto set my hand and official seal.



Lola J Nisley
Notary Public

This Instrument was drafted by:

City of Cambridge
300 3rd Ave NE
Cambridge, MN 55008

4E Parkwood Townhomes Ph. 2 –Approve Utility Inspection Agreement February 19, 2019

Prepared by: Todd Blank-City Engineer

Background

With the replatting of the Parkwood Townhomes development, public utilities (sanitary sewer and water main) must be installed to match the new building and street layout. The City will observe the installation and testing of these to make sure they meet requirements.

A proposal from SEH is attached to perform these utility inspection services. These services include attending the preconstruction meeting, part time on-site construction observation, utility testing, and review of construction record plans. The estimated cost of these services is \$18,700 and will be reimbursed through escrow fees provided by the developer.

Council Action

1. Motion to approve proposal from SEH for utility inspection services.

Attachments

1. Proposal from SEH for utility inspection services.



Building a Better World
for All of Us®

February 19, 2019

RE: Cambridge, MN
Parkwood Townhomes Phase 2 Utility
Improvements
SEH No. 115141

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

Dear Ms. Woulfe:

SEH is pleased to submit this proposal for construction engineering services for the Parkwood Townhomes Phase 2 Utility Improvement project. With the replatting of this townhome area, public sanitary sewer and water main must be installed to provide service to each building. These improvements are defined in the construction plans dated September 28, 2018 prepared by Roshell Engineering. Construction is anticipated to begin by early May and be complete by late June.

These services consist of attending a preconstruction conference, on-site observation by a Resident Project Representative (RPR), final inspections with City staff and record plan review. The RPR is anticipated to be on site part time to observe critical operations over an approximate 8 week construction period.

Based upon this, we estimate the total fee for these services to be \$18,700. This fee will be covered by the developer through escrow funds provided to the City. The work will be performed in accordance with the General Agreement for Engineering Services between the City and SEH. Services will be invoiced monthly on the basis of actual hours spent at current billing rates plus the actual cost of reimbursable expenses. If this proposal is acceptable, please sign one copy and return it to us for our records.

Sincerely,

Todd M. Blank
Todd M. Blank, PE
Principal

Accepted this _____ day of _____, 2019
City of Cambridge, Minnesota

By _____

Attest _____

Prepared by: Caroline Moe, Director of Finance

BACKGROUND

Reliable Tree Services Inc. is submitting Pay Request #2 for work completed through January 23, 2019, on the 2018 Airport Obstruction Removal Project. City Engineer, Short Elliott Hendrickson, has reviewed the pay request and is recommending final payment in the amount of \$8,047.50.

The Council awarded this contract to Reliable Tree Services Inc. at its June 18, 2018, meeting and work began earlier this year.

Fiscal Note— Airport Obstruction Removal Project has received grant funding. The City's long range plan has anticipated the local match portion of the project.

COUNCIL ACTION

Staff recommends to Council to authorize final payment request No. 2 to Reliable Tree Services Inc. for \$8,047.50.

ATTACHMENTS

Resolution R19-009 Authorizing Final Payment to Reliable Tree Services Inc. for the 2018 Airport Obstruction Removal Project.

Resolution R19-009

**RESOLUTION ACCEPTING WORK AND AUTHORIZING
FINAL PAYMENT TO RELIABLE TREE SERVICES INC.
(Airport Obstruction Removal Project)**

WHEREAS, pursuant to a written contract signed with the City of Cambridge, Reliable Tree Services Inc. has satisfactorily the 2018 Airport Obstruction Removal Project in accordance with such contract and;

WHEREAS, City Engineer, S.E.H., has reviewed the work through January 23, 2019, and recommends payment in the amount of \$8,047.50 (Final Payment #2);

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 \$8,047.50.

Adopted by the Cambridge City Council this 19th day of February, 2019.

James Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator



Application for Payment
 (Unit Price Contract)
 No. 2

Eng. Project No.: CAMBR 146032

Location: Cambridge, Minnesota

Contractor Reliable Tree Service, Inc.

Contract Date

36644 Hwy 65 NE, PO Box 32

Pay This Amount	\$ 8,047.50
-----------------	-------------

Cambridge, MN 55008

Contract Amount \$ 46,950.00

Contract for 2018 Obstruction Removal

Application Date 1.25.19

For Period Ending 1.23.19

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
1	Mobilization	LS	1	1	\$3,000.00	\$3,000.00
2	Maintenance & Restoration of Haul	LS	1	1	2,950.00	\$2,950.00
3	Cleaning	Acre	0.4	0.4	15,000.00	\$6,000.00
4	Clearing and Grubbing	Acre	10	10	3,500.00	\$35,000.00
Total Contract Amount						\$46,950.00

Application for Payment (continued)

Total Contract Amount \$ 46,950.00

Contract Change Order No. _____
 Contract Change Order No. _____
 Contract Change Order No. _____

Less Previous Applications:
 AFP No. 1: 38,902.50 AFP No. 6: _____
 AFP No. 2: _____ AFP No. 7: _____
 AFP No. 3: _____ AFP No. 8: _____
 AFP No. 4: _____ AFP No. 9: _____
 AFP No. 5: _____

Total Amount Earned \$ 46,950.00

Material Suitably Stored on Site, Not Incorporated into Work _____

Percent Complete _____
 Percent Complete _____
 Percent Complete _____

GROSS AMOUNT DUE \$ 46,950.00
 LESS 0 % RETAINAGE \$ _____
 AMOUNT DUE TO DATE \$ 46,950.00
 LESS PREVIOUS APPLICATIONS \$ 38,902.50
 AMOUNT DUE THIS APPLICATION \$ 8,047.50

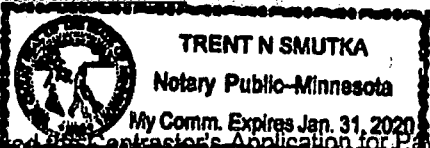
CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2018 Obstruction Removal, Cambridge, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date 1-31, 2019 Reliable Tree Service, Inc.
 (Contractor)

COUNTY OF Icanti)
 STATE OF Minnesota) SS By J. R. V.P.
 (Name and Title)

Before me on this 31st day of January, 2019, personally appeared Jarvis Raymond Olson TR. known to be, who being duly sworn did depose and say that he is the _____ (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein

My Commission expires 1-31-20  _____
 (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.

By Lindsay Reith
 Date 2.5.19
 City of Cambridge

By _____
 Date _____

Prepared by: Caroline Moe, Director of Finance

BACKGROUND

Vinco is submitting Final Pay Request #2 for work completed through January 25, 2019, on the 2018 Gate Improvement Project. City Engineer, Short Elliott Hendrickson, has reviewed the pay request and is recommending final payment in the amount of \$3,875.

The City entered previously entered into a contract with Vinco in 2018 for Gate Replacement.

Fiscal Note— Airport Gate Improvement Project has received grant funding. The City's long range plan has anticipated the local match portion of the project.

COUNCIL ACTION

Staff recommends to Council to authorize final payment request No. 2 to Vinco for \$3,875.

ATTACHMENTS

Resolution R19-010 Authorizing Final Payment to Vinco for the 2018 Gate Improvement Project.

Resolution R19-010

*RESOLUTION ACCEPTING WORK AND AUTHORIZING FINAL PAYMENT TO VINCO
(2018 Airport Gate Improvements)*

WHEREAS, pursuant to a written contract signed with the City of Cambridge, Vinco has satisfactorily completed the 2018 Airport Gate Improvements in accordance with such contract and;

WHEREAS, City Engineer, S.E.H., has reviewed the work through January 25, 2019, and recommends payment in the amount of \$3,875 (Final Payment #2);

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 \$3,875.

Adopted by the Cambridge City Council this 19th day of February, 2019.

James Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Application for Payment (continued)

Total Contract Amount	\$ <u>77,500.00</u>	Total Amount Earned	\$ <u>77,500.00</u>
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No. _____		Percent Complete	_____
Contract Change Order No. _____		Percent Complete	_____
Less Previous Applications:		Percent Complete	_____
AFP No. 1: <u>73,625.00</u>	AFP No. 6: _____	GROSS AMOUNT DUE	\$ <u>77,500.00</u>
AFP No. 2: _____	AFP No. 7: _____	LESS <u>0</u> % RETAINAGE	\$ _____
AFP No. 3: _____	AFP No. 8: _____	AMOUNT DUE TO DATE	\$ <u>77,500.00</u>
AFP No. 4: _____	AFP No. 9: _____	LESS PREVIOUS APPLICATIONS	\$ <u>73,625.00</u>
AFP No. 5: _____		AMOUNT DUE THIS APPLICATION	\$ <u>3,875.00</u>

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2018 Gate Improvements, Cambridge, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date January 25, 2019 _____ Vinco
(Contractor)

COUNTY OF Anoka)
STATE OF Minnesota) SS By Cass Kobba V.P.
(Name and Title)

Before me on this 25th day of January, 2019, personally appeared _____ Cass Kobba known to be, who being duly sworn did depose and say that he is the Vice President (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein

My Commission expires 1-31-2022  Jacalyn Ihlen-Singer
(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.

By Short Elliott Hendrickson Inc.
Henry Reist

Date 1.30.19

_____ City of Cambridge

By _____

Date _____

4H 2018 General Fund Budget Amendments

February 19, 2019

Prepared by: Caroline Moe, Director of Finance

Background

We recommend the following change to the general fund budgeted revenues and transfers in:

Dept Impacted	Amount of increase (decrease)	Rationale
Taxes	\$75,038	Actual collections exceeded expectations.
License & Permits	\$76,078	Actual collections exceeded expectations.
Inter-governmental	\$3,575	Actual collections exceeded expectations.
Charges for Services	\$2,162	Actual collections exceeded expectations.
Fines & Forfeitures	\$14,147	Actual collections exceeded expectations.
Other	\$34,747	Actual collections exceeded expectations.
Total	\$205,747	

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

Dept Impacted	Amount of increase (decrease)	Rationale
General Government	(\$38,909)	Unspent project of \$18,567 will be carried over to 2019 for downtown flower basket project and downtown signage/banners.
Public Safety	(\$301,423)	Police budget was almost \$290,000 under budget, with approximately \$220,000 from personnel related savings. Much of savings due to vacant positions during the year.
Public Works	(\$211,664)	Unspent projects of \$116,880 for street light replacement and signal upgrades and \$28,000 for resealing 2 nd Avenue Bridge.
Parks & Recreation	(\$3,269)	Minor budget savings in 2018.
Transfers Out	\$580,332	Provide funding to retire City Hall and 2012 Street Improvement debt approximately five years early, saving the City approximately \$130,000 in interest costs.
Total	\$25,067	

Council Action

As discussed at long range plan meeting 2/15/2019, approve Resolution No. R19-011 2018 General Fund Budget Revision.

Resolution No. R19-011

Resolution Approving Amendments to the 2018 General Fund Budget

WHEREAS, the Cambridge City Council passed upon Resolution R17-092 adopting the 2018 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R18-004 amending the 2018 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R18-012 amending the 2018 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R18-041 amending the 2018 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R18-072 amending the 2018 General Fund Budget; and

WHEREAS, the Cambridge City Council passed upon Resolution R18-085 amending the 2018 General Fund Budget; and

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

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

GENERAL FUND REVENUES AND TRANSFERS IN:

An amendment of the 2018 budget is sought from \$6,809,949 to \$7,015,696 a total net increase of \$205,747:

Operating Revenues:	2018 Amended Budget 12/3/18	2018 Proposed Amended Budget 2/19/19	Increase (decrease)
Taxes	\$4,548,561	\$4,623,599	\$75,038
Licenses & Permits	426,647	502,725	76,078
Intergovernmental	1,152,000	1,155,575	3,575
Charges for Services	125,817	127,979	2,162
Fines & Forfeitures	78,751	92,898	14,147
Other Revenue	25,823	60,570	34,747

Transfers In	<u>452,350</u>	<u>452,350</u>	<u>0</u>
Total Revenues & Transfers In	<u>\$6,809,949</u>	<u>\$7,015,696</u>	<u>205,747</u>

GENERAL FUND EXPENDITURES AND TRANSFERS OUT:

An amendment of the 2018 budget is sought from \$6,751,422 to \$6,853,950 a total net increase of \$25,067:

Operating Expenditures:	2018 Amended Budget 12/3/18	2018 Proposed Amended Budget 2/19/19	Increase (decrease)
General Government	\$1,514,058	\$1,475,149	(\$38,909)
Public Safety	2,582,901	2,281,478	(301,423)
Public Works	1,467,674	1,256,010	(211,664)
Parks and Recreation	437,431	434,162	(3,269)
Transfers to Other Funds	<u>851,886</u>	<u>1,432,218</u>	<u>580,332</u>
Total Operating Expenditures & Transfers Out	<u>\$6,853,950</u>	<u>\$6,879,017</u>	<u>\$25,067</u>

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

Adopted this 19th Day of February, 2019.

James Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
 Adopted 2018 Budget

	Adopted Budget <u>2018</u>	Amended Budget <u>2018</u> 12/3/2018	Proposed Amended Budget <u>2018</u> 2/19/2019	YTD Actual 2018 12/31/2018
REVENUES AND TRANSFERS IN				
REVENUES				
Taxes	4,456,101	4,548,561	4,623,599	4,623,602.69
Licenses and Permits -				
Business	82,450	91,679	95,397	95,397.25
Non-Business	204,350	334,968	407,328	407,331.34
Intergovernmental Revenues	1,130,274	1,152,000	1,155,575	1,155,577.78
Charges for Services				
General Government	410	251	251	251.75
Public Safety	122,200	110,342	112,344	112,345.90
Other	6,400	15,224	15,384	15,384.00
Fines and Forfeitures	40,770	78,751	92,898	92,898.94
Other	30,600	25,823	60,570	60,572
<i>Total Revenues</i>	<u>6,073,555</u>	<u>6,357,599</u>	<u>6,563,346</u>	<u>6,563,361.79</u>
TRANSFERS IN	452,350	452,350	452,350	452,350
<i>TOTAL REVENUES AND TRANSFERS IN</i>	<u>6,525,905</u>	<u>6,809,949</u>	<u>7,015,696</u>	<u>7,015,711.79</u>
EXPENDITURES AND TRANSFERS OUT				
EXPENDITURES				
General Government				
Mayor and Council	56,025	83,809	61,866	61,861
Administration	253,523	264,223	259,524	257,165
Elections	8,450	10,250	9,390	9,387
Finance	311,256	311,256	312,152	308,457
Legal	97,805	97,805	106,299	106,298
Community Development	581,966	576,412	566,856	559,072
New City Hall Buildings	140,059	170,303	159,062	158,015
Total General Government	<u>1,449,084</u>	<u>1,514,058</u>	<u>1,475,149</u>	<u>1,460,256.29</u>
Public Safety				
Police Department	2,282,728	2,252,728	1,962,864	1,957,845
Fire Department	310,891	317,473	306,705	305,631
Emergency Management	7,700	7,700	7,109	7,108
Animal Control	5,500	5,000	4,800	4,800
Total Public Safety	<u>2,606,819</u>	<u>2,582,901</u>	<u>2,281,478</u>	<u>2,275,384.02</u>
Public Works				
Street Maintenance	1,247,561	1,448,874	1,237,442	1,232,424
Street Lighting	0	0	0	0
Maintenance Building	20,000	18,800	18,568	18,566
Total Public Works	<u>1,267,561</u>	<u>1,467,674</u>	<u>1,256,010</u>	<u>1,250,989.60</u>
Parks and Recreation				
Ice Rink	79,760	69,063	69,529	69,523
Parks and Recreation	350,796	368,368	364,633	360,622
Total Parks and Recreation	<u>430,556</u>	<u>437,431</u>	<u>434,162</u>	<u>430,145</u>
<i>Total Expenditures</i>	<u>5,754,020</u>	<u>6,002,064</u>	<u>5,446,799</u>	<u>5,416,774.92</u>
TRANSFERS OUT	771,886	851,886	1,432,218	900,218
<i>TOTAL EXPENDITURES & TRANSFERS OUT</i>	<u>6,525,906</u>	<u>6,853,950</u>	<u>6,879,017</u>	<u>6,316,992.58</u>
<i>NET INCREASE (DECREASE) IN FUND BALANCE</i>	<u>(0)</u>	<u>(44,000)</u>	<u>136,679</u>	<u>698,719.21</u>

CITY OF CAMBRIDGE
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	Adopted Budget 2018	Amended Budget 2018 12/3/2018	Proposed Amended Budget 2018 2/19/2019	YTD Actual 2018 12/31/2018	
REVENUES					
TAXES					
01-31010	Taxes - Current	4,428,061	4,428,061	4,520,758	4,520,758.28
01-31020	Taxes - Delinquent	25,000	52,041	34,330	34,330.76
01-31030	Taxes-Market Value Credit Refund				-
01-31050	Taxes - Excess Tax Increments		54	110	110.79
01-31051	Decert TIF District Proceeds		24,586	24,586	24,586.73
01-31061	Taxes & Assessments on Sale of Foreclosed Property		40,779	40,779	40,779.99
01-31062	Taxes Abated by Isanti Co				-
01-31063	Taxes & Assessments on Sale of Foreclosed Property Future				-
01-31060	Penalties and Interest	3,040	3,040	3,036	3,036.14
	TOTAL TAXES	4,456,101	4,548,561	4,623,599	4,623,602.69
LICENSES AND PERMITS					
<i>Business</i>					
01-32110	Liquor	14,000	21,900	21,900	21,900.00
01-32111	Beer & Setups				-
01-32180	Cigarettes	3,200	2,800	2,800	2,800.00
01-32184	Cable Franchise Fees	62,000	65,000	68,718	68,718.25
01-32185	Trash Franchise Fees	1,250	1,250	1,250	1,250.00
01-32199	Other Business Licenses and Permits	2,000	729	729	729.00
	Total Business	82,450	91,679	95,397	95,397.25
<i>Non-Business</i>					
01-32218	City Share of Electrical Inspections	2,000	7,972	8,755	8,755.20
01-32219	Local Share of Building Surcharge	250	348	516	516.89
01-32220	Building Permits	155,800	253,786	320,214	320,214.50
01-32221	Excavating Permits				-
01-32222	Mechanical and Gas Permits	25,000	25,417	29,083	29,083.79
01-32223	Fire Protection Permits				-
01-32225	Investigation (Penalty Fee)	300	1,338	1,338	1,338.00
01-32226	Contractor Verification Fee	500	755	820	820.00
01-32230	Plumbing Permits	13,000	16,485	16,807	16,807.00
01-32240	Sign Permits	1,500	1,560	1,560	1,560.00
01-32298	Rental Registration		10,925	10,937	10,937.50
01-32299	Other Non-Business Licenses and Permits	6,000	16,382	17,298	17,298.46
	Total Non-Business	204,350	334,968	407,328	407,331.34
	TOTAL LICENSES AND PERMITS	286,800	426,647	502,725	502,728.59
INTERGOVERNMENTAL REVENUES					
01-33165	Federal Grants-Other	0	3,684	9,026	9,026.45
01-33401	Local Government Aid (LGA)	802,352	802,352	802,355	802,355.00
01-33404	State Aid - Other	3,100	6,245	6,245	6,245.90
01-33405	PERA Aid	5,822	5,822	5,822	5,822.00
01-33418	MSA - Maintenance	50,000	50,000	50,000	50,000.00
01-33420	Fire Relief				-
01-33421	Police State Aid	125,000	139,549	139,549	139,549.45
01-33422	School District-School Officer Assistance--SRC	75,000	75,000	71,509	71,509.10
01-33424	School District-School Officer Assistance--SRC	65,000	65,000	66,721	66,721.06
01-33610	County Grants & Aids for Highways	4,000	4,348	4,348	4,348.82
01-33620	Other County Aid				-
	TOTAL INTERGOVERNMENTAL REVENUE	1,130,274	1,152,000	1,155,575	1,155,577.78
01-33610	County Grants & Aids for Highways				-
CHARGES FOR SERVICES					
<i>General Governments</i>					
01-34102	Filing Fees	10	120	120	120.00
01-34105	Sale of Maps, Copies	400	131	131	131.75
01-34106	Street Light O&M				-
	Total General Government	410.00	251.00	251.00	251.75
<i>Public Safety</i>					
01-34201	Police Department Reports	2,400	2,895	2,950	2,950.75
01-34202	Police Department Administration Fees	1,500	4,225	4,660	4,660.00
01-34205	Police Department Pawn Shop Revenue	6,000	4,000	5,512	5,512.50
01-34204	PD-Pay Reimb Fee				-
01-34206	Fire Protection - Township Contracts	110,000	96,877	96,877	96,877.65
01-34208	Fire Protection - Fire Runs				-
01-34210	Fire Protection - Admin	2,300	2,345	2,345	2,345.00
	Total Public Safety	122,200	110,342	112,344	112,345.90
<i>Other</i>					
01-34951	Sale of Service and Supplies	0	1,679	1,679	1,679.00

CITY OF CAMBRIDGE
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	Adopted Budget <u>2018</u>	Amended Budget <u>2018</u>	Proposed		YTD Actual 2018 12/31/2018
			Amended Budget <u>2018</u>	Amended Budget <u>2018</u>	
		12/3/2018	2/19/2019		
01-34953 Escrow Administration Fee	0	0	0		-
01-34954 Plan review/administrative charge	0	0	0		-
01-34955 Base Map updating fee	0	0	0		-
01-34956 Annexation Fee					
01-34925 Park Activity Fees	0	5,135	5,135		5,135.00
01-34930 Art Fair Fees		770	770		770.00
01-34958 Ice Rink Lease Revenue	6,400	7,640	7,800		7,800.00
<i>Total Other</i>	<u>6,400.00</u>	<u>15,224.00</u>	<u>15,384.00</u>		<u>15,384.00</u>
TOTAL CHARGES FOR SERVICES	<u>129,010</u>	<u>125,817</u>	<u>127,979</u>		<u>127,981.65</u>
FINES AND FORFEITURES					
01-35101 Court Fines	38,000	75,531	86,538		86,538.94
01-35102 Parking Fines	1,570	790	1,670		1,670.00
01-35104 Animal Control Fines	1,200	1,080	1,540		1,540.00
01-35105 Admin Citation	0	1,350	3,150		3,150.00
TOTAL FINES AND FORFEITURES	<u>40,770</u>	<u>78,751</u>	<u>92,898</u>		<u>92,898.94</u>
OTHER					
01-36101 Special Assessment Principal Payment					
01-36200 Miscellaneous			885		885.20
01-36210 Interest on Investments	20,000	4,049	27,235		27,235.82
01-36220 Facility Rentals	9,600	12,663	20,018		20,018.00
01-36230 Donations	500	4,506	4,506		4,506.11
01-36102 Operation Round Up Grant		57	182		182.78
01-36234 Arts Grant for Concert Series	0	2,500	2,500		2,500.00
01-36240 Patronage Capital	500	423	3,619		3,619.23
01-36241 Fire Dept Private Grants	0	235	235		235.00
01-36242 Wellness Grant	0	886	886		886.00
01-36250 Telephone Commissions	0	0	0		-
01-36501 Sale of Property	0	504	504		504.00
01-37200 Miscellaneous	0	0	0		-
Total non-mall other revenue	<u>30,600</u>	<u>25,823</u>	<u>60,570</u>		<u>60,572.14</u>
TOTAL OTHER	<u>30,600</u>	<u>25,823</u>	<u>60,570</u>		<u>60,572.14</u>
TOTAL REVENUES	<u>6,073,555</u>	<u>6,357,599</u>	<u>6,563,346</u>		<u>6,563,361.79</u>
T -39203 Liquor Fund	400,000	400,000	400,000		452,350.00
01-39203 Other Funds	52,350	52,350	52,350		
TOTAL TRANSFERS IN	<u>452,350</u>	<u>452,350</u>	<u>452,350</u>		<u>452,350</u>
TOTAL REVENUES AND TRANSFERS IN	<u>6,525,905</u>	<u>6,809,949</u>	<u>7,015,696</u>		<u>7,015,711.79</u>

CITY OF CAMBRIDGE
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	Adopted Budget 2018	Amended Budget 2018 12/3/2018	Proposed Amended Budget 2018 2/19/2019	YTD Actual 2018 12/31/2018
EXPENDITURES				
GENERAL GOVERNMENT				
<i>Coun</i> Personal Services				
-41110-101 Salaries	29,900	29,900	29,901	29,900.16
-41110-122 FICA/Medicare Employer Share/Employee Ben	2,290	2,290	2,288	2,287.06
-41110-151 Worker's Comp - Ins Premiums	135	135	120	119.38
Total Personal Services	32,325	32,325	32,309	32,306.60
Supplies				
-41110-200 Office Supplies - Accessories	100	76	108	107.81
-41110-210 Miscellaneous Operating Supplies	250	400	350	350.00
-41110-213 Citizens Academy	0	0	0	-
-41110-214 Employee Recognition	1,000	496	496	495.57
Total Supplies	1,350	972	954	953.38
Other Services and Charges				
-41110-304 Miscellaneous Professional Services	1,500	0	0	-
-41110-331 Travel/Meals/Lodging	1,500	1,278	393	392.65
-41110-334 Mileage Reimbursements	150	0	0	-
-41110-340 Advertising	1,000	0	0	-
-41110-360 Insurance and Bonds	1,000	259	259	258.12
-41110-430 Miscellaneous	100	100	0	-
-41110-433 Dues and Subscriptions	100	100	30	30.00
-41110-440 Schools and Meetings	1,500	0	0	-
-41110-441 Sister City Activities	1,500	1,500	300	300.00
-41110-455 Fireworks Display Expenses	14,000	12,275	12,275	12,275.00
-41110-456 Art Festival		3,500	2,413	2,412.62
-41110-457 Downtown Banners & Directional Signage		14,500	4,903	4,903.00
-41110-458 Downtown Flower Pot Project		17,000	8,030	8,029.25
Total Other Services and Charges	22,350	50,512	28,603	28,600.64
Total Council	56,025	83,809	61,866	61,860.62
<i>Admi</i> Personal Services				
-41320-101 Salaries	114,756	124,756	130,000	127,649.86
-41320-102 Overtime	300	0	0	-
-41320-103 Part-time Regular	39,275	29,730	28,387	28,386.79
-41320-105 Temp/Seasonal				-
-41320-121 PERA Employer Share	11,779	12,642	11,554	11,553.80
-41320-122 FICA/Medicare Employer Share/Employee Ben	12,018	12,898	11,443	11,442.59
-41320-131 Medical/Dental/Life Employer Share	16,648	19,203	18,794	18,793.32
-41320-132 Longevity	3,072	3,072	0	-
-41320-133 Deductible Contribution	1,200	1,400	1,200	1,200.00
-41320-151 Workers' Compensation Insurance	1,195	1,270	951	950.35
-41320-153 City Wide Re-employment Compensation	3,000	0	867	866.77
-41320-154 HRA/Flex Fees	230	230	160	159.05
Total Personal Services	203,473	205,201	203,356	201,002.53
Supplies				
-41320-201 Office Supplies - Accessories	1,500	1,500	1,571	1,570.11
-41320-202 Duplicating Supplies and Copy Paper	2,000	1,000	1,010	1,009.58
-41320-203 Newsletter Costs	2000	0	0	-
-41320-204 Stationary, Forms and Envelopes	250	250	145	145.00
-41320-209 Software Updates		139	139	139.00
-41320-210 Miscellaneous Operating Supplies	500	200	0	-
-41320-221 Repairs and Maintenance - Equipment	200	200	0	-
-41320-240 Small Tools & Minor Equipment	1,000	3,617	3,617	3,616.40
Total Supplies	7,450	6,906	6,482	6,480.09
Other Services and Charges				
-41320-304 Miscellaneous Professional Services	2,000	12,500	11,988	11,987.97
-41320-313 Marco IT Mgmt & Backup	3,000	2,825	2,710	2,709.72
-41320-321 Telephone/Cellular Phones	0	0	0	-
-41320-322 Postage	4,500	3,800	2,950	2,950.00
-41320-331 Travel/Meals/Lodging	600	600	265	264.46
-41320-334 Mileage Reimbursement	300	224	35	34.44
-41320-340 Advertising	1,500	1,500	1,961	1,960.83
-41320-351 Legal Notices/Ordinance Publication	1,000	841	905	904.61
-41320-360 Insurance and Bonds	1,900	1,700	1,697	1,696.18
-41320-404 Repairs and Maintenance	200	0	0	-
-41320-409 Maintenance Contracts - Office Equipment	11,500	12,700	13,215	13,214.93
-41320-430 Miscellaneous	100	150	120	119.96
-41320-433 Dues and Subscriptions	500	576	576	575.16

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-41320-437 City Wide-Dues & Subscriptions	14,000	14,000	13,249	13,249.00
-41320-440 Schools and Meetings	1,000	500	15	15.00
-41320-441 Web Site Enhancement				-
-41320-489 Contracted Services	500	200	0	-
Total Other Services and Charges	42,600	52,116	49,686	49,682.26
<i>Total Administration</i>	253,523	264,223	259,524	257,164.88
<i>Elect Personal Services</i>				
-41410-104 Salaries - Temporary Election Judges	7,000	6,930	6,013	6,012.50
-41410-122 FICA/Medicare Employer Share/Employee Ben	0	0	0	-
-41410-151 Workers' Compensation Insurance				-
Total Personal Services	7,000	6,930	6,013	6,012.50
<i>Supplies</i>				
-41410-200 Miscellaneous Office Supplies	0	0	0	-
-41410-240 Small Tools & Minor Equipment		1,800	1,798	1,797.68
-41410-201 Office Supplies - Accessories	250	250	116	115.76
Total Supplies	250	2,050	1,914	1,913.44
<i>Other Services and Charges</i>				
-41410-331 Travel/Meals/Lodging	100	100	98	97.44
-41410-351 Legal Notices/Ordinance Publication	100	181	181	180.88
-41410-404 Repairs & Maintenance - Voting Equipment				-
-41410-408 Maintenance Contracts - Mach/Equipment	1,000	989	1,184	1,183.15
-41410-412 Rentals - Buildings				-
-41410-430 Miscellaneous				-
Total Other Services and Charges	1,200	1,270	1,463	1,461.47
<i>Total Elections</i>	8,450	10,250	9,390	9,387.41
<i>Finai Personal Services</i>				
-41500-101 Salaries	157,788	157,788	167,000	163,311.25
-41500-102 Overtime	100	0	0	-
-41500-103 Part-time Regular				-
-41500-121 PERA Employer Share	12,206	12,206	12,198	12,197.70
-41500-122 FICA/Medicare Employer Share/Employee Ben	12,450	12,450	11,981	11,980.50
-41500-131 Medical/Dental/Life Employer Share	33,297	32,929	32,158	32,157.84
-41500-132 Longevity	4,860	4,860	0	-
-41500-133 Deductible Contribution		2,400	2,400	2,400.00
-41500-151 Workers' Compensation Insurance		1,239	1,015	1,014.99
-41500-154 HRA/Flex Fees		200	147	146.80
Total Personal Services	220,701	224,072	226,899	223,209.08
<i>Supplies</i>				
-41500-201 Office Supplies - Accessories	1,400	700	821	820.02
-41500-204 Stationary, Forms and Envelopes	3,500	3,510	3,610	3,609.01
-41500-209 Software Updates	1,000	700	700	700.00
-41500-210 Miscellaneous Operating Supplies	500	27	0	-
-41500-240 Small Tools	2,000	1,599	1,599	1,599.00
Total Supplies	8,400	6,536	6,730	6,728.03
<i>Other Services and Charges</i>				
-41500-301 Auditing and Accounting	32,000	32,000	32,000	32,000.00
-41500-304 Miscellaneous Professional Services	2,000	3,588	3,585	3,584.69
-41500-308 Isanti County Special Assessment Mgmt Fee	750	750	0	-
-41500-309 EDP Professional Services	25,000	20,178	19,999	19,998.82
-41500-313 IT Management	0	3,000	2,936	2,935.53
-41500-321 Telephone/Cellular Phones				-
-41500-331 Travel/Meals/Lodging	500	42	42	42.00
-41500-334 Mileage Reimbursement	440	140	130	129.71
-41500-340 Advertising				-
-41500-351 Legal Notices/Ordinance Publishing	500	400	366	365.38
-41500-360 Insurance and Bonds	1,600	1,492	1,492	1,491.85
-41500-409 Maintenance Contracts - Office Equipment	15,000	15,458	15,458	15,458.00
-41500-420 Wellness				-
-41500-430 Miscellaneous	365	100	0	-
-41500-432 Property Finders Fee				-
-41500-433 Dues and Subscriptions	2,000	1,600	1,565	1,564.30
-41500-440 Schools and Meetings	2,000	1,900	950	950.00
Total Other Services and Charges	82,155	80,648	78,523	78,520.28
<i>Total Finance</i>	311,256	311,256	312,152	308,457.39

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<i>Legal Other Services and Charges</i>				
-41610-304 Legal Fees	47,000	47,000	55,992	55,991.75
-41610-307 Township Annexation Payments	10,805	10,805	10,805	10,804.78
-41610-305 Prosecution Services	40,000	40,000	39,502	39,501.96
Total Other Services and Charges	97,805	97,805	106,299	106,298.49
<i>Total Legal</i>	97,805	97,805	106,299	106,298.49
<i>Community Development</i>				
<i>Build Personal Services</i>				
-41920-101 Salaries	190,486	190,486	200,000	195,231.52
-41920-102 Overtime	100	100	0	-
-41920-121 PERA Employer Share	14,591	14,591	14,593	14,592.31
-41920-122 FICA/Medicare Employer Share/Employee Ben	14,883	14,883	14,355	14,354.33
-41920-131 Medical/Dental/Life Employer Share	49,945	49,945	48,223	48,222.84
-41920-132 Longevity	4,057	4,057	0	-
-41920-133 Deductible Contribution	3,600	3,600	3,697	3,696.07
-41920-151 Workers' Compensation Insurance	1,198	1,198	990	989.48
-41920-154 HRA/Flex Fees	250	250	221	220.15
Total Personal Services	279,110	279,110	282,079	277,306.70
<i>Supplies</i>				
-41920-201 Office Supplies - Accessories	750	750	688	687.09
-41920-204 Stationary, Forms and Envelopes				-
-41920-209 Software Updates	500	500	0	-
-41920-210 Miscellaneous Operating Supplies	1,200	900	212	211.16
-41920-212 Gasoline/Fuel/Lubricants/Additives	2,600	2,000	1,176	1,176.00
-41920-221 Repair and Maintenance Supplies - Vehicles	800	645	221	220.41
-41920-240 Small Tools and Minor Equipment	300	455	461	460.37
Total Supplies	6,150	5,250	2,758	2,755.03
<i>Other Services and Charges</i>				
-41920-304 Miscellaneous Professional Services		200	197	196.68
-41920-309 EDP Professional Services	0	0	0	-
-41920-313 Marco IT Mgmt & Backup	3,000	2,800	2,710	2,709.72
-41920-321 Telephone/Cellular Phones	2,700	2,700	2,255	2,255.00
-41920-331 Travel/Meals/Lodging	300	300	80	79.58
-41920-334 Mileage Reimbursement	700	700	600	599.50
-41920-340 Advertising				-
-41920-351 Legal Notices/Ordinance Publishing				-
-41920-360 Insurance	2,500	2,013	2,013	2,012.10
-41920-404 Repairs and Maintenance	250	250	0	-
-41920-409 Maintenance Contracts - Office Equipment	2,500	2,685	2,685	2,685.00
-41920-430 Miscellaneous	200	200	0	-
-41920-432 Credit Card Fees	600	600	0	-
-41920-433 Dues and Subscriptions	1,400	1,000	536	535.60
-41920-440 Schools and Meetings	2,800	2,000	1,200	1,200.00
Total Other Services and Charges	16,950	15,448	12,276	12,273.18
<i>Total Building Department</i>	302,210	299,808	297,113	292,334.91
<i>Engineering</i>				
-41925-303 Engineering Contracted Expense	25,000	25,000	26,257	26,256.07
<i>Plan Personal Services</i>				
-41935-101 Salaries	147,597	147,597	155,000	152,643.03
-41935-102 Overtime				-
-41935-112 Planning Commission Salaries	2,500	2,010	2,135	2,135.00
-41935-121 PERA Employer Share	11,410	11,410	11,402	11,401.20
-41935-122 FICA/Medicare Employer Share/Employee Ben	11,639	11,639	11,041	11,040.12
-41935-131 Medical/Dental/Life Employer Share	33,297	33,297	32,158	32,157.84
-41935-132 Longevity	4,539	4,539	0	-
-41935-133 Deductible Contribution	2,400	2,400	2,212	2,211.11
-41935-151 Workers' Compensation Insurance	1,044	1,044	813	812.45
-41935-154 HRA/Flex Fees	230	230	147	146.80
Total Personal Services	214,656	214,166	214,908	212,547.55
<i>Supplies</i>				
-41935-201 Office Supplies - Accessories	700	985	1,003	1,002.09
-41935-204 Stationary, Forms and Envelopes				-
-41935-209 Software Updates	2,000	3,235	3,233	3,232.50
-41935-210 Miscellaneous Operating Supplies	200	150	36	35.28

CITY OF CAMBRIDGE
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	Adopted Budget <u>2018</u>	Amended Budget <u>2018</u> 12/3/2018	Proposed Amended Budget <u>2018</u> 2/19/2019	YTD Actual 2018 12/31/2018
-41935-212 Gasoline/Fuel/Lubricants/Additivs	350	350	156	155.13
-41935-221 Repair and Maintenance Supplies - Vehicles	200	570	569	568.67
-41935-240 Small Tools and Minor Equipment	8,250	7,450	1,509	1,508.71
Total Supplies	11,700	12,740	6,506	6,502.38
Other Services and Charges				
-41935-301 Special Projects	2,500	500	56	56.00
-41935-303 Comp Plan Update				-
-41935-304 Miscellaneous Professional Services	2,500	1,500	422	421.69
-41935-306 Transportation Study Consulting				-
-41935-307 Rail Study				-
-41935-308 Lakes & Pines Mgmt--Smal l Cities Grant				-
-41935-309 EDP Professional Services				-
-41935-313 Marco IT Mgmt & Backup	3,000	2,735	2,710	2,709.72
-41935-321 Telephone/Cellular Phones				-
-41935-322 Code Enforcement Mailing				-
-41935-331 Travel/Meals/Lodging	500	300	136	135.62
-41935-334 Mileage Reimbursement	250	250	126	125.57
-41935-340 Advertising				-
-41935-351 Legal Notices/Ordinance Publishing	750	500	679	678.91
-41935-360 Insurance	11,500	9,808	9,808	9,807.38
-41935-404 Repairs and Maintenance	300	150	0	-
-41935-409 Maintenance Contracts - Office Equipment	3,000	5,355	5,355	5,354.98
-41935-430 Miscellaneous	1,000	250	250	(388.20)
-41935-431 Property Securing Exp		750	711	710.65
-41935-432 Abatement Costs				-
-41935-433 Dues and Subscriptions	600	874	874	874.00
-41935-440 Schools and Meetings	1,500	726	345	345.00
-41935-488 Other Contracted Services--Comp Plan Update				-
-41935-489 Other Contracted Services-GIS Maint	1,000	1,000	600	600.00
-41935-490 Flyover Pictures--share from Isanti Co	0	0	0	-
Total Other Services and Charges	28,400	24,698	22,072	21,431.32
Total Planning	254,756	251,604	243,486	240,481.25
Total Community Development	581,966	576,412	566,856	559,072.23
City, Personal Services				
-41950-101 Salaries	26,063	27,063	27,500	26,463.80
-41950-102 Overtime	1,000	0	0	-
-41950-121 PERA Employer Share	2,053	2,053	1,978	1,977.60
-41950-122 FICA/Medicare Employer Share/Employee Ben	2,094	2,094	1,950	1,949.39
-41950-131 Medical/Dental/Life Employer Share	8,325	8,325	8,025	8,024.28
-41950-132 Longevity	310	310	0	-
-41950-133 Deductible Contribution	600	600	540	539.61
-41950-151 Workers' Compensation Insurance	1,503	1,503	1,373	1,372.88
-41950-154 HRA/Flex Fees	40	40	37	36.75
Total Personal Services	41,988	41,988	41,403	40,364.31
Miscellaneous Operating Supplies				
-41950-210 Miscellaneous Operating Supplies				-
-41950-212 Gasoline/Fuel	200	200	0	-
-41950-215 Maintenance Supplies	13,000	10,500	3,208	3,207.50
-41950-240 Small Tools & Equipment	1,500	1,500	1,286	1,286.00
Total Supplies	14,700	12,200	4,494	4,493.50
Other Services and Charges				
-41950-321 Telephone/Cellular Phones	17,500	17,500	18,412	18,411.33
-41950-360 Insurance	3,000	1,594	1,594	1,593.24
-41950-381 Electric Utilities	12,000	10,000	9,901	9,900.09
-41950-382 Water/Wastewater	1,450	3,000	2,877	2,876.43
-41950-383 Gas Utilities	10,000	6,700	6,192	6,190.87
-41950-384 Refuse and Recycling	0	800	532	531.25
-41950-401 Repairs and Maintenance -Buildings/Structures	22,000	60,300	58,529	58,528.31
-41950-405 Janitor Services				-
-41950-409 Maintenance Contracts - Office Equip	2,921	4,705	4,705	4,704.08
-41950-411 Cement Replacement				-
-41950-413 Rentals - Office Equipment [copier-new]	14,000	11,016	10,099	10,098.61
-41950-430 Miscellaneous	500	500	324	323.25
Total Other Services and Charges	83,371	116,115	113,165	113,157.46
Total City Hall Buildings	140,059	170,303	159,062	158,015.27
TOTAL GENERAL GOVERNMENT	1,449,084	1,514,058	1,475,149	1,460,256.29

PUBLIC SAFETY

CITY OF CAMBRIDGE
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	Adopted Budget <u>2018</u>	Amended Budget <u>2018</u> 12/3/2018	Proposed Amended Budget <u>2018</u> 2/19/2019	YTD Actual 2018 12/31/2018
<i>Police Personal Services</i>				
-42100-101 Salaries	1,180,106	1,168,873	1,035,782	1,030,781.11
-42100-102 Overtime	60,000	60,000	57,743	57,742.92
-42100-103 Salaries - Part-Time Regular	25,011	31,011	30,599	30,598.72
-42100-104 Temp/Seas Employees-Regular	0	11,693	11,852	11,851.64
-42100-110 Hours Worked Holiday	16,000	16,000	19,726	19,725.57
-42100-111 Overtime Court				-
-42100-112 Overtime Shift Coverage				-
-42100-113 Overtime Call Hold Over				-
-42100-114 Overtime Training & Meetings				-
-42100-115 Call-in Pay				-
-42100-116 On Call Pay	38,412	38,412	37,461	37,460.07
-42100-117 Shift Differential	8,672	8,672	7,140	7,139.86
-42100-118 Severance				-
-42100-121 PERA Employer Share	201,427	203,064	184,594	184,593.03
-42100-122 FICA/Medicare Employer Share/Employee Ben	23,391	23,561	21,926	21,925.44
-42100-131 Medical/Dental/Life Employer Share	301,625	271,625	258,258	258,257.12
-42100-132 Longevity	32,438	32,438	0	-
-42100-133 Deductible Contribution	19,200	19,200	13,552	13,551.18
-42100-151 Workers' Compensation Insurance	62,771	62,771	47,011	47,010.44
-42100-154 HRA/Flex Fees	1,500	1,500	1,110	1,109.95
Total Personal Services	1,970,553	1,948,820	1,726,754	1,721,747.05
<i>Supplies</i>				
-42100-201 Office Supplies - Accessories	3,300	3,300	1,230	1,229.83
-42100-202 Duplicating Supplies and Copy Paper	1,500	1,500	547	546.90
-42100-209 Software Updates	7,800	7,800	0	-
-42100-210 Miscellaneous Operating Supplies	7,000	7,000	2,889	2,888.61
-42100-212 Gasoline/Fuel/Lubricants/Additives	45,000	44,800	37,613	37,612.44
-42100-213 Ammunition	5,500	5,700	5,618	5,617.40
-42100-214 Crime Scene Supplies	5,375	5,375	4,245	4,244.16
-42100-217 Promotional Events	4,500	4,500	3,739	3,738.34
-42100-221 Repairs and Maintenance Supplies - Squads	18,500	18,500	12,274	12,273.20
-42100-231 Uniform Allowance	29,600	17,600	19,413	19,412.79
-42100-232 Uniform--Reserves	3,000	3,000	399	398.20
-42100-240 Small Tools/Minor Equipment	16,000	28,000	18,907	18,906.70
Total Supplies	147,075	147,075	106,874	106,868.57
<i>Other Services and Charges</i>				
-42100-304 Miscellaneous Professional Services	15,000	11,830	6,171	6,170.96
-42100-305 Applicant Testing	1,700	2,585	2,582	2,581.56
-42100-313 Marco IT Mgmt & Backup	13,000	13,000	12,194	12,193.08
-42100-321 Telephone/Cellular Phones	14,500	14,500	13,296	13,295.43
-42100-322 Postage	300	300	286	285.90
-42100-331 Travel/Meals/Lodging	5,000	5,000	1,765	1,764.85
-42100-334 Mileage Reimbursement	200	600	587	586.98
-42100-340 Advertising		630	629	628.51
-42100-360 Insurance	36,000	40,603	40,603	40,602.65
-42100-381 Electric Utilities	6,100	6,100	5,092	5,091.49
-42100-383 Gas Utilities	4,000	4,000	3,050	3,049.22
-42100-391 Old MNDOT Electric	2,000	0	0	-
-42100-392 Old MNDOT Water/Sewer	1,500	0	0	-
-42100-404 Maintenance and Repair -Vehicles/ Equipment	10,000	9,600	4,642	4,641.26
-42100-409 Maintenance Contracts-Office Equipment	21,500	21,500	18,640	18,639.48
-42100-410 Police Reserve Program Activities	1,500	1,500	1,413	1,412.50
-42100-411 Auto Pawn	2,700	2,700	2,172	2,171.70
-42100-413 Office Equipment Rentals				-
-42100-429 Old MNDOT Maint Costs	10,000	0	0	-
-42100-430 Miscellaneous				-
-42100-433 Dues and Subscriptions	6,700	9,700	6,930	6,929.75
-42100-440 Schools and Meetings	12,000	12,000	8,860	8,860.00
-42100-441 Training--Grant funded				-
-42100-455 Jail and Medical Expenses				-
-42100-489 Other Contracted Services	1,400	685	324	323.76
Total Other Services and Charges	165,100	156,833	129,236	129,229.08
Total Police Department	2,282,728	2,252,728	1,962,864	1,957,844.70
<i>Fire Personal Services</i>				
-42200-101 Salaries	76,877	76,877	79,000	77,940.71
-42200-103 Salaries	47,000	47,000	44,661	44,661.00
-42200-121 PERA Employer Share	12,569	12,569	12,569	12,568.27
-42200-122 FICA/Medicare Employer Share/Employee Ben	9,530	9,530	4,758	4,757.12
-42200-131 Medical/Dental/Life Employer Share	16,649	16,649	16,079	16,078.92
-42200-132 Fire Longevity Pay	705	705	0	-

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	Adopted Budget 2018	Amended Budget 2018 12/3/2018	Proposed Amended Budget 2018 2/19/2019	YTD Actual 2018 12/31/2018
-42200-133 Deductible Contribution	1,200	1,200	742	741.52
-42200-151 Worker's Comp - Ins Premiums	36,061	36,061	32,207	32,206.04
-42200-154 Flex Fees	100	100	74	73.35
Total Personal Services	\$200,691	\$200,691	\$190,090	189,026.93
Supplies				
-42200-201 Office Supplies - Accessories			0	-
-42200-204 Stationary, Forms and Envelopes	100	100		-
-42200-210 Miscellaneous Operating Supplies	7,500	7,500	6,417	6,416.56
-42200-211 Grant Funded Supplies		156	156	156.00
-42200-212 Gasoline/Fuel/Lubricants/Additives	7,500	6,500	6,890	6,889.44
-42200-213 Operation Round Up Computer Exp				-
-42200-215 Shop Maintenance Supplies	200	100	0	-
-42200-221 Repairs and Maintenance Supplies - Trucks	7,000	11,017	12,797	12,796.16
-42200-223 Repairs and Maintenance Supplies - Buildings	100	1,450	1,422	1,421.72
-42200-231 Uniform Allowance	13,000	13,000	12,104	12,103.60
-42200-232 Uniform Grant Funded		1,500	1,500	1,500.00
-42200-240 Small Tools	7,000	7,000	4,514	4,513.02
-42200-241 Small Tools-Grant Funded	0	1,834	1,834	1,833.84
Total Supplies	42,400	50,157	47,634	47,630.34
Other Services and Charges				
-42200-301 Auditing and Accounting				-
-42200-304 Miscellaneous Professional Services	7,500	12,000	11,888	11,887.15
-42200-306 Fire Relief--Pension Pass Through				-
-42200-307 Fire Relief--Pension City Share	10,000	10,000	10,000	10,000.00
-42200-313 Marco IT Mgmt & Backup	3,000	2,800	2,710	2,709.72
-42200-321 Telephone/Cellular Phones	900	1,350	1,381	1,380.24
-42200-331 Travel/Meals/Lodging	750	1,600	1,727	1,726.27
-42200-334 Mileage Reimbursement	500	650	644	643.10
-42200-340 Advertising	200	120	120	119.25
-42200-360 Insurance	9,000	7,048	7,048	7,047.92
-42200-381 Electric Utilities	16,000	13,700	13,821	13,820.38
-42200-382 Water/Wastewater Utilities	650	650	391	390.64
-42200-383 Gas Utilities	7,000	5,000	3,600	3,599.52
-42200-401 Repairs and Maintenance - Buildings	1,500	0	2,125	2,125.00
-42200-404 Repairs and Maintenance - Equipment/Radios/P	1,500	1,500	846	845.63
-42200-405 Janitorial				-
-42200-430 Miscellaneous	0	0	0	-
-42200-433 Dues and Subscriptions	1,300	1,587	1,587	1,587.00
-42200-440 Schools and Meetings	8,000	5,045	2,118	2,117.19
-42200-441 Schools and Meetings Grant Funded	0	3,575	8,975	8,975.00
-42200-999 Arlington Fire Costs	0	0	0	-
Total Other Services and Charges	67,800	66,625	68,981	68,974.01
Total Fire Department	310,891	317,473	306,705	305,631.28
Emer Supplies				
-42300-201 Office Supplies - Accessories	500	578	27	26.90
-42300-202 Duplicating Supplies and Copy Paper	500	0	0	-
-42300-209 Software Updates	500	0	0	-
-42300-210 Miscellaneous Operating Supplies	500	700	696	695.98
-42300-240 Small Tools & Minor Equip	3,000	3,000	3,082	3,082.00
Total Supplies	5,000	4,278	3,805	3,804.88
Other Services and Charges				
-42300-304 Misc Prof Serv	500	130	52	52.00
-42300-321 Telephone/Cellular Phones	200	0	0	-
-42300-331 Travel/Meals/Lodging	500	823	823	822.16
-42300-340 Advertising		195	195	195.00
-42300-433 Dues & Subscriptions		1,095	1,095	1,095.00
-42300-440 Schools and Meetings	1,500	540	500	500.00
-42300-441 Grant Funded Schools and Meetings	0	0	0	-
-42300-489 Other Contracted Services	0	639	639	639.00
Total Other Services and Charges	2,700	3,422	3,304	3,303
Total Emergency Management	7,700	7,700	7,109	7,108.04
Anim Supplies				
-42700-310 Miscellaneous Operating Supplies	5,500	5,000	4,800	4,800.00
-42700-340 Advertising				-
Total Supplies	5,500.00	5,000.00	4,800.00	4,800.00
Total Animal Control	5,500	5,000	4,800	4,800.00
TOTAL PUBLIC SAFETY	2,606,819	2,582,901	2,281,478	2,275,384.02

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	Adopted Budget 2018	Amended Budget 2018 12/3/2018	Proposed Amended Budget 2018 2/19/2019	YTD Actual 2018 12/31/2018
PUBLIC WORKS				
<i>Street Personal Services</i>				
-43001-101 Salaries	551,997	549,497	574,367	569,366.94
-43001-102 Overtime	3,000	5,000	3,365	3,365.00
-43001-104 Temporary/Seasonal	12,684	11,839	11,839	11,838.09
-43001-105 Seasonal Overtime			12	11.42
-43001-110 Hours Worked Holiday	0	2,500	342	341.81
-43001-111 Overtime Snowplowing	24,000	53,000	52,412	52,411.20
-43001-112 Overtime Mosquito Spraying	3,000	2,000	1,088	1,087.42
-43001-121 PERA Employer Share	45,247	45,247	46,296	46,295.61
-43001-122 FICA/Medicare Employer Share/Employee Ben	47,122	47,122	46,906	46,905.83
-43001-131 Medical/Dental/Life Employer Share	160,934	160,934	137,867	137,866.86
-43001-132 Longevity	21,290	21,290	0	-
-43001-133 Deductible Contribution	11,600	11,600	6,774	6,773.62
-43001-151 Workers' Compensation Insurance	58,737	58,737	47,956	47,955.42
-43001-154 HRA/Flex Fees	700	700	636	635.45
Total Personal Services	940,311	969,466	929,860	924,854.67
<i>Supplies</i>				
-43001-201 Office Supplies - Accessories	1,000	1,000	455	454.06
-43001-202 Duplicating and Copying Supplies	100	100	20	20.00
-43001-204 Stationary, Forms and Envelopes	100	100	0	-
-43001-209 Software Updates	750	750	0	-
-43001-210 Miscellaneous Operating Supplies	12,000	12,000	11,259	11,258.11
-43001-212 Gasoline/Fuel/Lubricants/Additives	30,000	39,000	36,663	36,662.62
-43001-215 Shop Maintenance Supplies	1,000	1,000	0	-
-43001-219 Snow Removal - Material	60,000	60,000	43,869	43,868.30
-43001-221 Repairs and Maintenance Supplies - Equipment	45,000	56,850	61,813	61,812.12
-43001-224 Repairs and Maintenance - Infrastructure	15,000	15,000	10,496	10,495.90
-43001-226 Signs	6,000	6,000	9,574	9,573.14
-43001-240 Small Tools and Minor Equipment	5,000	6,000	6,401	6,400.60
Total Supplies	175,950	197,800	180,550	180,544.85
<i>Other Services and Charges</i>				
-43001-304 Miscellaneous Professional Services	5,000	4,000	3,113	3,112.04
-43001-313 Marco IT Mgmt & Backup	8,000	4,000	2,710	2,709.72
-43001-321 Telephone/Cellular Phones	6,000	12,000	12,634	12,633.34
-43001-331 Travel/Meals/Lodging	500	0	0	-
-43001-334 Mileage Reimbursement				-
-43001-340 Advertising	400	0	0	-
-43001-351 Legal Notices/Publications				-
-43001-360 Insurance	20,000	15,678	15,678	15,677.47
-43001-381 Electric Utilities	400	400	397	396.86
-43001-382 Water/Wastewater Utilities	800	900	934	933.95
-43001-384 Refuse Hauling	8,000	3,000	2,689	2,688.44
-43001-404 Repairs and Maintenance - Vehicles/Equipment	4,000	3,880	663	662.90
-43001-405 Emergency Mgmt Rep & Maint	500	0	0	-
-43001-406 Painting and Striping	18,000	17,000	15,558	15,557.61
-43001-407 Bridge Repair		40,000	12,000	12,000.00
-43001-413 BNSF Parking Lot Lease	3,000	3,000	0	-
-43001-414 Equipment Rental		12,000	12,000	12,000.00
-43001-417 Uniform Rental	9,000	7,000	6,582	6,581.80
-43001-430 Miscellaneous	2,500	100	40	39.99
-43001-433 Dues and Subscriptions	1,200	700	733	732.20
-43001-440 Schools and Meetings	1,000	1,570	1,570	1,570.00
-43001-443 City Garden/Flower Expense			2,553	2,552.02
-43001-444 Insect Control	8,000	6,000	4,755	4,754.38
-43001-445 Diseased Tree Program	13,000	7,000	6,550	6,550.00
-43001-446 Weed Control	3,000	3,000	2,719	2,718.80
-43001-447 Downtown Decorations	7,000	8,500	10,343	10,342.87
-43001-451 Township Assessment	0	0	0	-
-43001-452 Street Light Replacement & Signal Painting		116,880	0	-
-43001-489 Other Contracted Services	12,000	15,000	12,811	12,810.19
Total Other Services and Charges	131,300	281,608	127,032	127,024.58
Total Street Maintenance	1,247,561	1,448,874	1,237,442	1,232,424.10
<i>Street Supplies</i>				
-43160-238 Repairs and Maintenance Supplies - Infrastructure	0	0	0	-
Total Supplies	0	0	0	-
<i>Other Services and Charges</i>				
-43160-381 Utilities	0	0	0	-

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	Adopted Budget 2018	Amended Budget 2018 12/3/2018	Proposed Amended Budget 2018 2/19/2019	YTD Actual 2018 12/31/2018
-43160-402 Signal Light Repairs	0	0	0	-
Total Other Services and Charges	0	0	0	-
<i>Total Street Lighting</i>	0	0	0	-
<i>Main Supplies</i>				
-43170-215 Maintenance Supplies	500	500	0	-
Total Supplies	500	500	0	-
<i>Other Services and Charges</i>				
-43170-321 Telephone/Cellular Phones				-
-43170-381 Electric Utilities	3,000	2,500	2,563	2,562.27
-43170-382 Water/Wastewater Utilities	2,000	1,680	1,523	1,522.07
-43170-383 Gas Utilities	12,000	12,000	12,401	12,400.16
-43170-401 Repairs and Maintenance - Buildings/Structures	1,500	1,600	1,561	1,561.00
-43170-430 Miscellaneous	1,000	520	520	520.00
Total Other Services and Charges	19,500	18,300	18,568	18,565.50
<i>Total Maintenance Building</i>	20,000	18,800	18,568	18,565.50
TOTAL PUBLIC WORKS	1,267,561	1,467,674	1,256,010	1,250,989.60
 <i>PARKS AND RECREATION</i>				
<i>Ice R Personal Services</i>				
-45127-104 Salaries - Temporary/Seasonal	7,917	4,917	2,016	2,015.44
-45127-121 PERA (Employer)	0	20	10	9.13
-45127-122 FICA/Medicare Employer Share/Employee Ben	606	306	141	140.40
-45127-151 Work Comp	437	137	40	39.51
Total Personal Services	8,960	5,380	2,207	2,204.48
<i>Supplies</i>				
-45127-210 Miscellaneous Operating Supplies	1,000	1,000	1,746	1,745.32
-45127-212 Gasoline/Fuel/Lubricants/Additives				-
-45127-215 Shop Maintenance Supplies	300	300	0	-
-45127-221 Repairs and Maintenance Supplies - Equipment	2,500	2,300	4,226	4,225.34
-45127-223 Repairs and Maintenance Supplies - Buildings	500	700	646	645.58
Total Supplies	4,300	4,300	6,618	6,616.24
<i>Other Services and Charges</i>				
-45127-321 Telephone/Cellular Phones		1,500	900	900.00
-45127-360 Insurance	2,500	0	0	-
-45127-381 Electric Utilities	55,000	50,000	54,882	54,881.92
-45127-382 Water/Wastewater Utilities	1,000	1,000	811	810.90
-45127-383 Gas Utilities	6,000	5,000	2,838	2,837.06
-45127-401 Repairs and Maintenance - Structures	1,000	1,000	589	589.00
-45127-415 Equipment Rental	500	600	684	683.57
-45127-430 Miscellaneous	500	283	0	-
-45127-487 Ice Rink Lighting Lease	0	0	0	-
Total Other Services and Charges	66,500	59,383	60,704	60,702.45
<i>Total Ice Rink</i>	79,760	69,063	69,529	69,523.17
 <i>Park: Personal Services</i>				
-45200-101 Full-time Salaries	117,737	117,737	123,122	119,121.41
-45200-102 FT Overtime	1,000	1,000	1,023	1,022.75
-45200-104 Salaries - Temporary/Seasonal	19,027	11,800	11,765	11,764.17
-45200-105 Seasonal Overtime			8	7.61
-45200-112 Parks & Rec Commission Stipends	3,000	1,500	980	980.00
-45200-121 PERA (Employer)	8,978	8,978	8,977	8,976.47
-45200-122 FICA/Medicare Employer Share/Employee Ben	10,843	11,143	9,819	9,818.03
-45200-131 Medical/Dental/Life Employer Share	33,323	33,323	32,144	32,143.92
1-5200-132 Longevity	1,975	1,975	0	-
-45200-133 Deductible Contribution	2,400	2,400	1,502	1,501.97
-45200-151 Workers' Compensation Insurance	7,663	7,663	6,491	6,490.42
-45200-154 HRA/Flex Fees	200	200	147	146.80
Total Personal Services	206,146	197,719	195,978	191,973.55
<i>Supplies</i>				
-45200-210 Miscellaneous Operating Supplies	3,500	11,000	10,321	10,320.31
-45200-212 Gasoline/Fuel/Lubricants/Additives	6,000	10,000	10,233	10,232.71
-45200-221 Repairs and Maintenance Supplies - Equipment	6,000	7,500	8,671	8,670.66
-45200-223 Repairs and Maintenance Supplies - Buildings	5,000	15,000	14,089	14,088.34
-45200-226 Signs	1,000	1,000	778	777.65

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
Adopted 2018 Budget

	Adopted Budget 2018	Amended Budget 12/3/2018	Proposed Amended Budget 2018 2/19/2019	YTD Actual 2018 12/31/2018
-45200-227 City Park Light Pole Project	0	0	0	-
-45200-230 Master Garden Supplies	300	0	0	-
-45200-240 Small Tools and Minor Equipment	500	1,192	1,256	1,255.85
Total Supplies	22,300	45,692	45,348	45,345.52
Other Services and Charges				
-45200-304 Professional Services-Park Study		285	285	285.00
-45200-305 Park Contracted Services	500	1,500	1,224	1,223.75
-45200-321 Telephone/Cellular Phones	500	0	0	-
-45200-306 Misc Prof Serv				-
-45200-306 Park Commission Activities				-
-45200-340 Advertising	350	0	0	-
-45200-351 Legal Notices	200	0	64	63.25
-45200-360 Insurance	20,000	21,187	21,187	21,186.73
-45200-381 Electric Utilities	24,000	24,000	23,982	23,981.72
-45200-382 Water & Wastewater Utilities	1,700	3,000	2,403	2,402.90
-45200-401 Repairs and Maintenance - Structures	1,500	3,000	2,508	2,507.27
-45200-403 R&M Tennis Court	0	0	0	-
-45200-415 Equipment Rental	6,000	6,117	7,197	7,197.00
-45200-417 Rental-Uniforms	0	700	655	654.85
-45200-430 Miscellaneous	500	0	0	-
-45200-440 Schools & Meetings	100	0	0	-
-45200-445 Weed Control and Fertilizer	14,000	16,416	16,416	16,415.58
-45200-485 Property Taxes--donated park land	0	0	0	-
-45200-487 Softball Lighting Lease	0	0	0	-
-45200-486 Summer Recreation	2,000	0	0	-
-45200-484 Library Study				-
-45200-488 Library	26,000	26,000	24,634	24,633.58
-45200-489 Senior Activity Center				-
-45200-491 Library Concept Design				-
-45200-492 Aquatic Center				-
-45200-493 Yoga Grant Expense	500	800	800	800.00
-45200-494 Camb/Isanti Fall Comm Event	0	0	0	-
-45200-495 Ski Trail Maintenance Agreement	4,500	2,175	2,175	2,175.00
-45200-496 Arts and Parks Programming	20,000	19,777	19,777	19,776.14
-45200-497 Master Trail Contribution	0	0	0	-
-45200-498 Pickleball Grant Expenditures	0	0	0	-
Total Other Services and Charges	122,350	124,957	123,307	123,302.77
Total Parks and Recreation	350,796	368,368	364,633	360,621.84
TOTAL PARKS AND RECREATION	430,556	437,431	434,162	430,145
TOTAL EXPENDITURES	5,754,019.78	6,002,063.78	5,446,798.78	5,416,774.92
TRANSFERS OUT				
-49300-720				900,217.66
Fire Equipment Revolving Fund - #420	55,886	55,886	55,886	
Transfer to Cap fund 415 Park Improv	42,000	42,000	42,000	
Transfer to Cap fund 417 Police	48,000	48,000	48,000	
Transfer to Cap fund 418 Public Works	200,000	200,000	200,000	
Transfer to Cap fund 419 City Hall	110,000	90,000	90,000	
Transfer for CI Bike / Walk Trail-fund capital	8,340	8,340	8,340	
Transfer to CI Bike/ Walk Trail Oper Fund	6,660	6,660	6,660	
Transfer to Fund 393 2012 Street Improv Project		0	332,000	
Transfer to Library	0	0	48,332	
Transfer to City Hall Debt Service	0	0	200,000	
Pavement Management Fund - #443	220,000	320,000	320,000	
Transfer to 205 for Econ Dev.	75,000	75,000	75,000	
OTHER Transfers Out	6,000	6,000	6,000	
TOTAL TRANSFERS OUT	771,886	851,886	1,432,218	900,217.66
TOTAL EXPENDITURES & TRANSFERS OUT	6,525,906	6,853,950	6,879,017	6,316,992.58

Prepared by: Caroline Moe, Director of Finance

Background

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

Dept Impacted	Amount of increase (decrease)	Rationale
Council	\$18,567	Carryover \$9,597 of unspent funds for downtown banner & signage project. Also, carryover \$8,970 of unspent funds for downtown flower basket project.
Building Maintenance	\$22,000	Provide funds to sandblast and repaint City Hall front arches to avoid further deterioration.
Public Works	\$144,880	Carryover \$116,880 for Street Light Replacement Project along with \$28,000 for 2 nd Avenue Bridge Repairs that will not be completed until 2019.
Administration	\$4,000	Add funding to resume bi-annual distribution of newsletter.
Total	\$189,447	

Council Action

Approve Resolution No. R19-012 2019 General Fund Budget Revision

Resolution No. R19-012

RESOLUTION APPROVING AMENDMENTS TO THE 2019 GENERAL FUND BUDGET

WHEREAS, the Cambridge City Council passed upon Resolution R18-92 adopting the 2018 General Fund Budget; and

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

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

GENERAL FUND EXPENDITURES AND TRANSFERS OUT:

An amendment of the 2019 budget is sought from \$6,786,946 to \$6,976,393 a total net increase of \$189,447:

Operating Expenditures:	2019 Adopted Budget	2019 Proposed Amended Budget 2/19/19	Increase (decrease)
General Government	1,628,943	1,673,510	44,567
Public Safety	2,529,646	2,529,646	0
Public Works	1,280,498	1,425,378	144,880
Parks and Recreation	462,237	462,237	0
Transfers to Other Funds	<u>885,622</u>	<u>885,622</u>	<u>0</u>
Total Operating Expenditures	<u>\$6,786,946</u>	<u>\$6,976,393</u>	<u>189,447</u>

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

Adopted this 19th Day of February, 2019

James Godfrey, Mayor

Attest:

Lynda J. Woulfe, City Administrator

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
 Adopted 2019 Budget Request

	Adopted Budget <u>2019</u>	2/19/19 Proposed Amended Budget <u>2019</u>	YTD Actual 2018 12/31/2018
REVENUES AND TRANSFERS IN			
REVENUES			
Taxes	4,701,495	4,701,495	4,623,602.69
Licenses and Permits -			
Business	86,466	86,466	95,397.25
Non-Business	230,894	230,894	407,331.34
Intergovernmental Revenues	1,081,241	1,081,241	1,155,577.78
Charges for Services			
General Government	260	260	251.75
Public Safety	112,800	112,800	112,345.90
Other	10,140	10,140	15,384.00
Fines and Forfeitures	42,700	42,700	92,898.94
Other	18,600	18,600	60,572.14
<i>Total Revenues</i>	<u>6,284,596</u>	<u>6,284,596</u>	<u>6,563,361.79</u>
TRANSFERS IN	502,350	502,350	452,350.00
TOTAL REVENUES AND TRANS.	<u>6,786,946</u>	<u>6,786,946</u>	<u>7,015,711.79</u>
EXPENDITURES AND TRANSFERS OUT			
EXPENDITURES			
General Government			
Mayor and Council	58,330	76,897	61,860.62
Administration	336,062	340,062	257,164.88
Elections	1,150	1,150	9387.41
Finance	336,057	336,057	308,457.39
Legal	99,000	99,000	106,298.49
Community Development	647,082	647,082	559,072.23
New City Hall Buildings	151,262	173,262	158,015.27
Total General Government	<u>1,628,943</u>	<u>1,673,510</u>	<u>1,460,256.29</u>
Public Safety			
Police Department	2,200,931	2,200,931	1,957,844.70
Fire Department	318,115	318,115	305,631.28
Emergency Management	5,100	5,100	7,108.04
Animal Control	5,500	5,500	4,800.00
Total Public Safety	<u>2,529,646</u>	<u>2,529,646</u>	<u>2,275,384.02</u>
Public Works			
Street Maintenance	1,260,998	1,405,878	1,232,424.10
Street Lighting	0	0	0.00
Maintenance Building	19,500	19,500	18,565.50
Total Public Works	<u>1,280,498</u>	<u>1,425,378</u>	<u>1,250,989.60</u>
Parks and Recreation			
Ice Rink	87,718	87,718	69,523.17
Parks and Recreation	374,519	374,519	360,621.84
Total Parks and Recreation	<u>462,237</u>	<u>462,237</u>	<u>430,145.01</u>
<i>Total Expenditures</i>	<u>5,901,324</u>	<u>6,090,771</u>	<u>5,416,774.92</u>
TRANSFERS OUT	885,622	885,622	900,217.66
TOTAL EXPENDITURES & TRANSF.	<u>6,786,946</u>	<u>6,976,393</u>	<u>6,316,992.58</u>
NET INCREASE (DECREASE) IN FU	<u>0</u>	<u>(189,447)</u>	<u>698,719.21</u>

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
 Adopted 2019 Budget Request

	Adopted Budget <u>2019</u>	2/19/19 Proposed Amended Budget <u>2019</u>	YTD Actual 2018 12/31/2018	
REVENUES				
TAXES				
01-31010	Taxes - Current	4,673,495	4,673,495	4,520,758.28
01-31020	Taxes - Delinquent	25,000	25,000	34,330.76
01-31030	Taxes-Market Value Credit Refund			-
01-31050	Taxes - Excess Tax Increments			110.79
01-31051	Decert TIF District Proceeds			24,586.73
01-31061	Taxes & Assessments on Sale of Foreclosed Property			40,779.99
01-31062	Taxes Abated by Isanti Co			-
01-31063	Taxes & Assessments on Sale of Foreclosed Property Future			-
01-31060	Penalties and Interest	3,000	3,000	3,036.14
	TOTAL TAXES	4,701,495	4,701,495	4,623,602.69
LICENSES AND PERMITS				
<i>Business</i>				
01-32110	Liquor	14,000	14,000	21,900.00
01-32111	Beer & Setups			-
01-32180	Cigarettes	3,200	3,200	2,800.00
01-32184	Cable Franchise Fees	66,000	66,000	68,718.25
01-32185	Trash Franchise Fees	1,250	1,250	1,250.00
01-32199	Other Business Licenses and Permits	2,016	2,016	729.00
	Total Business	86,466	86,466	95,397.25
<i>Non-Business</i>				
01-32218	City Share of Electrical Inspections	3,000	3,000	8,755.20
01-32219	Local Share of Building Surcharge	250	250	516.89
01-32220	Building Permits	170,000	170,000	320,214.50
01-32221	Excavating Permits			-
01-32222	Mechanical and Gas Permits	25,000	25,000	29,083.79
01-32223	Fire Protection Permits			-
01-32225	Investigation (Penalty Fee)	400	400	1,338.00
01-32226	Contractor Verification Fee	520	520	820.00
01-32230	Plumbing Permits	13,000	13,000	16,807.00
01-32240	Sign Permits	1,724	1,724	1,560.00
01-32298	Rental Registration	10,000	10,000	10,937.50
01-32299	Other Non-Business Licenses and Permits	7,000	7,000	17,298.46
	Total Non-Business	230,894	230,894	407,331.34
	TOTAL LICENSES AND PERMITS	317,360	317,360	502,728.59
INTERGOVERNMENTAL REVENUES				
01-33165	Federal Grants-Other	0	0	9,026.45
01-33401	Local Government Aid (LGA)	806,834	806,834	802,355.00
01-33404	State Aid - Other	3,155	3,155	6,245.90
01-33405	PERA Aid	5,822	5,822	5,822.00
01-33418	MSA - Maintenance	50,000	50,000	50,000.00
01-33420	Fire Relief			-
01-33421	Police State Aid	128,000	128,000	139,549.45
01-33422	School District-School Officer Assistance--SRC	76,500	76,500	71,509.10
01-33424	School District-School Officer Assistance--SRC	6,630	6,630	66,721.06
01-33610	County Grants & Aids for Highways	4,300	4,300	4,348.82
01-33620	Other County Aid			-
	TOTAL INTERGOVERNMENTAL REVENUE	1,081,241	1,081,241	1,155,577.78
01-33610	County Grants & Aids for Highways			-
CHARGES FOR SERVICES				
<i>General Governments</i>				
01-34102	Filing Fees	10	10	120.00
01-34105	Sale of Maps, Copies	250	250	131.75
01-34106	Street Light O&M			-
	Total General Government	260.00	260.00	251.75
<i>Public Safety</i>				
01-34201	Police Department Reports	3,000	3,000	2,950.75
01-34202	Police Department Administration Fees	1,500	1,500	4,660.00
01-34205	Police Department Pawn Shop Revenue	6,000	6,000	5,512.50
01-34204	PD-Pay Reimb Fee			-
01-34206	Fire Protection - Township Contracts	100,000	100,000	96,877.65
01-34208	Fire Protection - Fire Runs			-
01-34210	Fire Protection - Admin	2,300	2,300	2,345.00
	Total Public Safety	112,800	112,800	112,345.90
<i>Other</i>				
01-34951	Sale of Service and Supplies	0	0	1,679.00

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
 Adopted 2019 Budget Request

	Adopted Budget <u>2019</u>	2/19/19 Proposed Amended Budget <u>2019</u>	YTD Actual 2018 12/31/2018
01-34953 Escrow Administration Fee	0	0	-
01-34954 Plan review/administrative charge	0	0	-
01-34955 Base Map updating fee	0	0	-
01-34925 Park Activity Fees	2,500	2,500	5,135.00
01-34930 Art Fair Fees	0	0	770.00
01-34958 Ice Rink Lease Revenue	7,640	7,640	7,800.00
<i>Total Other</i>	<u>10,140.00</u>	<u>10,140.00</u>	<u>15,384.00</u>
TOTAL CHARGES FOR SERVICES	<u>123,200</u>	<u>123,200</u>	<u>127,981.65</u>
FINES AND FORFEITURES			
01-35101 Court Fines	40,000	40,000	86,538.94
01-35102 Parking Fines	1,500	1,500	1,670.00
01-35104 Animal Control Fines	1,200	1,200	1,540.00
01-35105 Admin Citation	0	0	3,150.00
TOTAL FINES AND FORFEITURES	<u>42,700</u>	<u>42,700</u>	<u>92,898.94</u>
OTHER			
01-36102 Special Assessment Principal Payment			885.20
01-36200 Miscellaneous			27,235.82
01-36210 Interest on Investments	14,000	14,000	20,018.00
01-36220 Facility Rentals	3,600	3,600	4,506.11
01-36230 Donations	500	500	182.78
01-36102 Operation Round Up Grant			2,500.00
01-36234 Arts Grant for Concert Series	0	0	3,619.23
01-36240 Patronage Capital	500	500	235.00
01-36241 Fire Dept Private Grants	0	0	886.00
01-36242 Wellness Grant	0	0	-
01-36250 Telephone Commissions	0	0	504.00
01-36501 Sale of Property	0	0	-
01-36999 Fire on the Run In & Out	0	0	-
Total non-mall other revenue	<u>18,600</u>	<u>18,600</u>	<u>60572.14</u>
TOTAL OTHER	<u>18,600</u>	<u>18,600</u>	<u>60572.14</u>
TOTAL REVENUES	<u>6,284,596</u>	<u>6,284,596</u>	<u>6563361.79</u>
TRANSFERS IN			
01-39203 Liquor Fund	400,000	400,000	400,000.00
01-39203 Other Funds	102,350	102,350	52,350.00
TOTAL TRANSFERS IN	<u>502,350</u>	<u>502,350</u>	<u>452,350</u>
TOTAL REVENUES AND TRANSFERS IN	<u>6,786,946</u>	<u>6,786,946</u>	<u>7015711.79</u>

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
Adopted 2019 Budget Request

	Adopted Budget <u>2019</u>	2/19/19 Proposed Amended Budget <u>2019</u>	YTD Actual 2018 12/31/2018
EXPENDITURES			
GENERAL GOVERNMENT			
<i>Council - #41110</i>			
Personal Services			
-41110-101 Salaries	29,900	29,900	29,900.16
-41110-122 FICA/Medicare Employer Share/Employee Ben	2,290	2,290	2,287.06
-41110-151 Worker's Comp - Ins Premiums	140	140	119.38
Total Personal Services	<u>32,330</u>	<u>32,330</u>	<u>32,306.60</u>
Supplies			
-41110-200 Office Supplies - Accessories	100	100	107.81
-41110-210 Miscellaneous Operating Supplies	250	250	350.00
-41110-213 Citizens Academy	500	500	-
-41110-214 Employee Recognition	500	500	495.57
Total Supplies	<u>1,350</u>	<u>1,350</u>	<u>953.38</u>
Other Services and Charges			
-41110-304 Miscellaneous Professional Services	1,000	1,000	-
-41110-331 Travel/Meals/Lodging	1,500	1,500	392.65
-41110-334 Mileage Reimbursements	150	150	-
-41110-340 Advertising	1,000	1,000	-
-41110-360 Insurance and Bonds	1,000	1,000	258.12
-41110-430 Miscellaneous	100	100	-
-41110-433 Dues and Subscriptions	100	100	30.00
-41110-440 Schools and Meetings	1,500	1,500	-
-41110-441 Sister City Activities	1,500	1,500	300.00
-41110-455 Fireworks Display Expenses	14,000	14,000	12,275.00
-41110-456 Art Festival	1,000	1,000	2,412.62
-41110-457 Downtown Banner & Signage	0	9,597	4,903.00
-41110-458 Downtown Flower Basket	1,800	10,770	8,029.25
-41110-499 Tomlison Special Assmt Agreement	-	-	-
Total Other Services and Charges	<u>24,650</u>	<u>43,217</u>	<u>28,600.64</u>
Total Council	<u>58,330</u>	<u>76,897</u>	<u>61,860.62</u>
<i>Administration - #41320</i>			
Personal Services			
-41320-101 Salaries	174,000	174,000	127,649.86
-41320-102 Overtime	0	0	-
-41320-103 Part-time Regular	41,283	41,283	28,386.79
-41320-105 Temp/Seasonal	-	-	-
-41320-121 PERA Employer Share	16,147	16,147	11,553.80
-41320-122 FICA/Medicare Employer Share/Employee Ben	16,470	16,470	11,442.59
-41320-131 Medical/Dental/Life Employer Share	34,227	34,227	18,793.32
-41320-132 Longevity	0	0	-
-41320-133 Deductible Contribution	2,400	2,400	1,200.00
-41320-151 Workers' Compensation Insurance	1,685	1,685	950.35
-41320-153 City Wide Re-employment Compensation	1,500	1,500	866.77
-41320-154 HRA/Flex Fees	250	250	159.05
Total Personal Services	<u>287,962</u>	<u>287,962</u>	<u>201,002.53</u>
Supplies			
-41320-201 Office Supplies - Accessories	1,500	1,500	1,570.11
-41320-202 Duplicating Supplies and Copy Paper	2,000	2,000	1,009.58
-41320-203 Newsletter Costs	0	4000	-
-41320-204 Stationary, Forms and Envelopes	250	250	145.00
-41320-209 Software Updates	-	-	139.00
-41320-210 Miscellaneous Operating Supplies	500	500	-
-41320-221 Repairs and Maintenance - Equipment	200	200	-
-41320-240 Small Tools & Minor Equipment	1,000	1,000	3,616.40
Total Supplies	<u>5,450</u>	<u>9,450</u>	<u>6,480.09</u>
Other Services and Charges			
-41320-304 Miscellaneous Professional Services	2,000	2,000	11,987.97
-41320-313 Marco IT Mgmt & Backup	3,000	3,000	2,709.72
-41320-321 Telephone/Cellular Phones	0	0	-
-41320-322 Postage	4,500	4,500	2,950.00
-41320-331 Travel/Meals/Lodging	600	600	264.46
-41320-334 Mileage Reimbursement	300	300	34.44
-41320-340 Advertising	1,500	1,500	1,960.83
-41320-351 Legal Notices/Ordinance Publication	1,000	1,000	904.61
-41320-360 Insurance and Bonds	1,950	1,950	1,696.18
-41320-404 Repairs and Maintenance	200	200	-
-41320-409 Maintenance Contracts - Office Equipment	11,500	11,500	13,214.93
-41320-430 Miscellaneous	100	100	119.96

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	Adopted Budget 2019	2/19/19 Proposed Amended Budget 2019	YTD Actual 2018 12/31/2018
-41320-433 Dues and Subscriptions	500	500	575.16
-41320-437 City Wide-Dues & Subscriptions	14,000	14,000	13,249.00
-41320-440 Schools and Meetings	1,000	1,000	15.00
-41320-441 Web Site Enhancement			-
-41320-489 Contracted Services	500	500	-
Total Other Services and Charges	<u>42,650</u>	<u>42,650</u>	<u>49,682.26</u>
<i>Total Administration</i>	<u>336,062</u>	<u>340,062</u>	<u>257,164.88</u>
<i>Elections - #41410</i>			
Personal Services			
-41410-104 Salaries - Temporary Election Judges	0	0	6,012.50
-41410-122 FICA/Medicare Employer Share/Employee Ben	0	0	-
-41410-151 Workers' Compensation Insurance			-
Total Personal Services	<u>0</u>	<u>0</u>	<u>6,012.50</u>
Supplies			
-41410-200 Miscellaneous Office Supplies	0	0	-
-41410-201 Office Supplies - Accessories	250	250	115.76
-41410-240 Small Tools	0	0	1,797.68
Total Supplies	<u>250</u>	<u>250</u>	<u>1,913.44</u>
Other Services and Charges			
-41410-331 Travel/Meals/Lodging	0	0	97.44
-41410-351 Legal Notices/Ordinance Publication	100	100	180.88
-41410-404 Repairs & Maintenance - Voting Equipment			-
-41410-408 Maintenance Contracts - Mach/Equipment	800	800	1,183.15
-41410-412 Rentals - Buildings			-
-41410-430 Miscellaneous			-
Total Other Services and Charges	<u>900</u>	<u>900</u>	<u>1,461.47</u>
<i>Total Elections</i>	<u>1,150</u>	<u>1,150</u>	<u>9,387.41</u>
<i>Finance - #41500</i>			
Personal Services			
-41500-101 Salaries	169,250	169,250	163,311.25
-41500-102 Overtime	0	0	-
-41500-103 Part-time Regular			-
-41500-121 PERA Employer Share	13,116	13,116	12,197.70
-41500-122 FICA/Medicare Employer Share/Employee Ben	13,378	13,378	11,980.50
-41500-131 Medical/Dental/Life Employer Share	34,227	34,227	32,157.84
-41500-132 Longevity	5,626	5,626	-
-41500-133 Deductible Contribution	2,400	2,400	2,400.00
-41500-151 Workers' Compensation Insurance	1,370	1,370	1,014.99
-41500-154 HRA/Flex Fees	200	200	146.80
Total Personal Services	<u>239,567</u>	<u>239,567</u>	<u>223,209.08</u>
Supplies			
-41500-201 Office Supplies - Accessories	1,400	1,400	820.02
-41500-204 Stationary, Forms and Envelopes	3,000	3,000	3,609.01
-41500-209 Software Updates	1,000	1,000	700.00
-41500-210 Miscellaneous Operating Supplies	500	500	-
-41500-240 Small Tools	2,000	2,000	1,599.00
Total Supplies	<u>7,900</u>	<u>7,900</u>	<u>6,728.03</u>
Other Services and Charges			
-41500-301 Auditing and Accounting	35,000	35,000	32,000.00
-41500-304 Miscellaneous Professional Services	3,000	3,000	3,584.69
-41500-308 Isanti County Special Assessment Mgmt Fee	750	750	-
-41500-309 EDP Professional Services	22,000	22,000	19,998.82
-41500-313 IT Management	2,500	2,500	2,935.53
-41500-321 Telephone/Cellular Phones			-
-41500-331 Travel/Meals/Lodging	500	500	42.00
-41500-334 Mileage Reimbursement	440	440	129.71
-41500-340 Advertising			-
-41500-351 Legal Notices/Ordinance Publishing	500	500	365.38
-41500-360 Insurance and Bonds	1,650	1,650	1,491.85
-41500-409 Maintenance Contracts - Office Equipment	18,000	18,000	15,458.00
-41500-420 Wellness			-
-41500-430 Miscellaneous	250	250	-
-41500-432 Property Finders Fee			-
-41500-433 Dues and Subscriptions	1,700	1,700	1,564.30
-41500-440 Schools and Meetings	2,300	2,300	950.00
Total Other Services and Charges	<u>88,590</u>	<u>88,590</u>	<u>78,520.28</u>
<i>Total Finance</i>	<u>336,057</u>	<u>336,057</u>	<u>308,457.39</u>

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	Adopted Budget 2019	2/19/19 Proposed Amended Budget 2019	YTD Actual 2018 12/31/2018
<i>Legal - #41610</i>			
Other Services and Charges			
-41610-304 Legal Fees	47,000	47,000	55,991.75
-41610-307 Township Annexation Payments	12,000	12,000	10,804.78
-41610-305 Prosecution Services	40,000	40,000	39,501.96
Total Other Services and Charges	99,000	99,000	106,298.49
<i>Total Legal</i>	99,000	99,000	106,298.49
Community Development			
<i>Building Department - #41920</i>			
Personal Services			
-41920-101 Salaries	230,021	230,021	195,231.52
-41920-102 Overtime	0	0	-
-41920-121 PERA Employer Share	15,564	15,564	14,592.31
-41920-122 FICA/Medicare Employer Share/Employee Ben	17,806	17,806	14,354.33
-41920-131 Medical/Dental/Life Employer Share	54,030	54,030	48,222.84
-41920-132 Longevity	2,739	2,739	-
-41920-133 Deductible Contribution	4,800	4,800	3,696.07
-41920-151 Workers' Compensation Insurance	1,324	1,324	989.48
-41920-154 HRA/Flex Fees	250	250	220.15
Total Personal Services	326,534	326,534	277,306.70
Supplies			
-41920-201 Office Supplies - Accessories	750	750	687.09
-41920-204 Stationary, Forms and Envelopes	-	-	-
-41920-209 Software Updates	500	500	-
-41920-210 Miscellaneous Operating Supplies	1,000	1,000	211.16
-41920-212 Gasoline/Fuel/Lubricants/Additives	2,500	2,500	1,176.00
-41920-221 Repair and Maintenance Supplies - Vehicles	800	800	220.41
-41920-240 Small Tools and Minor Equipment	600	600	460.37
Total Supplies	6,150	6,150	2,755.03
Other Services and Charges			
-41920-304 Miscellaneous Professional Services	-	-	196.68
-41920-309 EDP Professional Services	0	0	-
-41920-313 Marco IT Mgmt & Backup	3,000	3,000	2,709.72
-41920-321 Telephone/Cellular Phones	2,700	2,700	2,255.00
-41920-331 Travel/Meals/Lodging	300	300	79.58
-41920-334 Mileage Reimbursement	600	600	599.50
-41920-340 Advertising	-	-	-
-41920-351 Legal Notices/Ordinance Publishing	-	-	-
-41920-360 Insurance	2,550	2,550	2,012.10
-41920-404 Repairs and Maintenance	200	200	-
-41920-409 Maintenance Contracts - Office Equipment	2,800	2,800	2,685.00
-41920-430 Miscellaneous	200	200	-
-41920-432 Credit Card Fees	500	500	-
-41920-433 Dues and Subscriptions	1,400	1,400	535.60
-41920-440 Schools and Meetings	2,500	2,500	1,200.00
Total Other Services and Charges	16,750	16,750	12,273.18
<i>Total Building Department</i>	349,434	349,434	292,334.91
<i>Engineering</i>			
-41925-303 Engineering Contracted Expense	25,000	25,000	26,256.07
<i>Planning - #41935</i>			
Personal Services			
-41935-101 Salaries	156,728	156,728	152,643.03
-41935-102 Overtime	-	-	-
-41935-112 Planning Commission Salaries	2,500	2,500	2,135.00
-41935-121 PERA Employer Share	12,145	12,145	11,401.20
-41935-122 FICA/Medicare Employer Share/Employee Ben	12,388	12,388	11,040.12
-41935-131 Medical/Dental/Life Employer Share	34,226	34,226	32,157.84
-41935-132 Longevity	5,211	5,211	-
-41935-133 Deductible Contribution	2,400	2,400	2,211.11
-41935-151 Workers' Compensation Insurance	1,150	1,150	812.45
-41935-154 HRA/Flex Fees	250	250	146.80
Total Personal Services	226,998	226,998	212,547.55
Supplies			
-41935-201 Office Supplies - Accessories	800	800	1,002.09
-41935-204 Stationary, Forms and Envelopes	-	-	-
-41935-209 Software Updates	2,500	2,500	3,232.50

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	Adopted Budget 2019	2/19/19 Proposed Amended Budget 2019	YTD Actual 2018 12/31/2018
-41935-210 Miscellaneous Operating Supplies	200	200	35.28
-41935-212 Gasoline/Fuel/Lubricants/Additivs	300	300	155.13
-41935-221 Repair and Maintenance Supplies - Vehicles	300	300	568.67
-41935-240 Small Tools and Minor Equipment	11,000	11,000	1,508.71
Total Supplies	15,100	15,100	6,502.38
Other Services and Charges			
-41935-301 Special Projects	2,500	2,500	56.00
-41935-303 Comp Plan Update			-
-41935-304 Miscellaneous Professional Services	2,500	2,500	421.69
-41935-306 Transportation Study Consulting			-
-41935-307 Rail Study			-
-41935-308 Lakes & Pines Mgmt--Smal l Cities Grant			-
-41935-309 EDP Professional Services			-
-41935-313 Marco IT Mgmt & Backup	3,000	3,000	2,709.72
-41935-321 Telephone/Cellular Phones			-
-41935-322 Code Enforcement Mailing			-
-41935-331 Travel/Meals/Lodging	600	600	135.62
-41935-334 Mileage Reimbursement	250	250	125.57
-41935-340 Advertising			-
-41935-351 Legal Notices/Ordinance Publishing	750	750	678.91
-41935-360 Insurance	11,550	11,550	9,807.38
-41935-404 Repairs and Maintenance	200	200	-
-41935-409 Maintenance Contracts - Office Equipment	5,000	5,000	5,354.98
-41935-430 Miscellaneous	1,000	1,000	(388.20)
-41935-431 Property Securing Exp			710.65
-41935-432 Abatement Costs			-
-41935-433 Dues and Subscriptions	700	700	874.00
-41935-440 Schools and Meetings	1,500	1,500	345.00
-41935-488 Other Contracted Services--Comp Plan Update			-
-41935-489 Other Contracted Services-GIS Maint	1,000	1,000	600.00
-41935-490 Flyover Pictures--share from Isanti Co	0	0	-
Total Other Services and Charges	30,550	30,550	21,431.32
Total Planning	272,648	272,648	240,481.25
Total Community Development	647,082	647,082	559,072.23
City Hall Buildings - #41950			
Personal Services			
-41950-101 Salaries	26,838	26,838	26,463.80
-41950-102 Overtime	1,000	1,000	-
-41950-103 Part-time Salaries	1,000	1,000	-
-41950-121 PERA Employer Share	2,192	2,192	1,977.60
-41950-122 FICA/Medicare Employer Share/Employee Ben	2,236	2,236	1,949.39
-41950-131 Medical/Dental/Life Employer Share	8,557	8,557	8,024.28
-41950-132 Longevity	386	386	-
-41950-133 Deductible Contribution	600	600	539.61
-41950-151 Workers' Compensation Insurance	1,653	1,653	1,372.88
-41950-154 HRA/Flex Fees	100	100	36.75
Total Personal Services	44,562	44,562	40364.31
-41950-210 Miscellaneous Operating Supplies			-
-41950-212 Gasoline/Fuel	200	200	-
-41950-215 Maintenance Supplies	13,000	13,000	3,207.50
-41950-240 Small Tools & Equipment	1,500	1,500	1,286.00
Total Supplies	14,700	14,700	4,493.50
Other Services and Charges			
-41950-321 Telephone/Cellular Phones	17,500	17,500	18,411.33
-41950-360 Insurance	3,000	3,000	1,593.24
-41950-381 Electric Utilities	12,000	12,000	9,900.09
-41950-382 Water/Wastewater	1,500	1,500	2,876.43
-41950-383 Gas Utilities	7,000	7,000	6,190.87
-41950-384 Refuse and Recycling	0	0	531.25
-41950-401 Repairs and Maintenance -Buildings/Structures	32,000	54,000	58,528.31
-41950-405 Janitor Services			-
-41950-409 Maintenance Contracts - Office Equip	4,500	4,500	4,704.08
-41950-411 Cement Replacement			-
-41950-413 Rentals - Office Equipment [copier-new]	14,000	14,000	10,098.61
-41950-430 Miscellaneous	500	500	323.25
Total Other Services and Charges	92,000	114,000	113,157.46
Total City Hall Buildings	151,262	173,262	158,015.27
TOTAL GENERAL GOVERNMENT	1,628,943	1,673,510	1,460,256.29
PUBLIC SAFETY			

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	Adopted Budget <u>2019</u>	2/19/19 Proposed Amended Budget <u>2019</u>	YTD Actual 2018 12/31/2018
<i>Police Department - #42100</i>			
<i>Personal Services</i>			
-42100-101 Salaries	1,085,239	1,085,239	1,030,781.11
-42100-102 Overtime	60,000	60,000	57,742.92
-42100-103 Salaries - Part-Time Regular	32,573	32,573	30,598.72
-42100-104 Temp/Seas Employees-Regular	20,000	20,000	11,851.64
-42100-110 Hours Worked Holiday	16,000	16,000	19,725.57
-42100-111 Overtime Court			-
-42100-112 Overtime Shift Coverage			-
-42100-113 Overtime Call Hold Over			-
-42100-114 Overtime Training & Meetings			-
-42100-115 Call-in Pay			-
-42100-116 On Call Pay	39,451	39,451	37,460.07
-42100-117 Shift Differential	8,673	8,673	7,139.86
-42100-118 Severance			-
-42100-121 PERA Employer Share	211,586	211,586	184,593.03
-42100-122 FICA/Medicare Employer Share/Employee Ben	24,224	24,224	21,925.44
-42100-131 Medical/Dental/Life Employer Share	292,479	292,479	258,257.12
-42100-132 Longevity	35,075	35,075	-
-42100-133 Deductible Contribution	19,200	19,200	13,551.18
-42100-151 Workers' Compensation Insurance	64,831	64,831	47,010.44
-42100-154 HRA/Flex Fees	1,500	1,500	1,109.95
Total Personal Services	1,910,831	1,910,831	1,721,747.05
<i>Supplies</i>			
-42100-201 Office Supplies - Accessories	3,300	3,300	1,229.83
-42100-202 Duplicating Supplies and Copy Paper	1,500	1,500	546.90
-42100-209 Software Updates	7,800	7,800	-
-42100-210 Miscellaneous Operating Supplies	5,500	5,500	2,888.61
-42100-212 Gasoline/Fuel/Lubricants/Additives	40,000	40,000	37,612.44
-42100-213 Ammunition	5,500	5,500	5,617.40
-42100-214 Crime Scene Supplies	5,000	5,000	4,244.16
-42100-217 Promotional Events	4,000	4,000	3,738.34
-42100-221 Repairs and Maintenance Supplies - Squads	18,500	18,500	12,273.20
-42100-231 Uniform Allowance	28,000	28,000	19,412.79
-42100-232 Uniform--Reserves	3,000	3,000	398.20
-42100-240 Small Tools/Minor Equipment	18,000	18,000	18,906.70
Total Supplies	140,100	140,100	106,868.57
<i>Other Services and Charges</i>			
-42100-304 Miscellaneous Professional Services	15,000	15,000	6,170.96
-42100-305 Applicant Testing	0	0	2,581.56
-42100-313 Marco IT Mgmt & Backup	13,000	13,000	12,193.08
-42100-321 Telephone/Cellular Phones	14,500	14,500	13,295.43
-42100-322 Postage	300	300	285.90
-42100-331 Travel/Meals/Lodging	3,000	3,000	1,764.85
-42100-334 Mileage Reimbursement	200	200	586.98
-42100-340 Advertising	100	100	628.51
-42100-360 Insurance	37,000	37,000	40,602.65
-42100-381 Electric Utilities	6,100	6,100	5,091.49
-42100-383 Gas Utilities	3,500	3,500	3,049.22
-42100-391 Old MNDOT Electric	0	0	-
-42100-392 Old MNDOT Water/Sewer	0	0	-
-42100-404 Maintenance and Repair -Vehicles/ Equipment	10,000	10,000	4,641.26
-42100-409 Maintenance Contracts-Office Equipment	21,500	21,500	18,639.48
-42100-410 Police Reserve Program Activities	1,000	1,000	1,412.50
-42100-411 Auto Pawn	2,700	2,700	2,171.70
-42100-413 Office Equipment Rentals			-
-42100-429 Old MNDOT Maint Costs	0	0	-
-42100-430 Miscellaneous			-
-42100-433 Dues and Subscriptions	6,700	6,700	6,929.75
-42100-440 Schools and Meetings	14,000	14,000	8,860.00
-42100-441 Training--Grant funded			-
-42100-455 Jail and Medical Expenses			-
-42100-489 Other Contracted Services	1,400	1,400	323.76
Total Other Services and Charges	150,000	150,000	129,229.08
Total Police Department	2,200,931	2,200,931	1,957,844.70
<i>Fire Department - 42200</i>			
<i>Personal Services</i>			
-42200-101 Salaries	79,206	79,206	77,940.71
-42200-103 Salaries	47,000	47,000	44,661.00
-42200-121 PERA Employer Share	12,982	12,982	12,568.27
-42200-122 FICA/Medicare Employer Share/Employee Ben	9,726	9,726	4,757.12

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	Adopted Budget 2019	2/19/19 Proposed Amended Budget 2019	YTD Actual 2018 12/31/2018
-42200-131 Medical/Dental/Life Employer Share	17,114	17,114	16,078.92
-42200-132 Fire Longevity Pay	924	924	-
-42200-133 Deductible Contribution	1,200	1,200	741.52
-42200-151 Worker's Comp - Ins Premiums	37,963	37,963	32,206.04
-42200-154 Flex Fees	150	150	73.35
Total Personal Services	\$206,265	\$206,265	189,026.93
Supplies			
-42200-201 Office Supplies - Accessories	500	500	-
-42200-204 Stationary, Forms and Envelopes	200	200	-
-42200-210 Miscellaneous Operating Supplies	9,500	9,500	6,416.56
-42200-211 Grant Funded Supplies	-	-	156.00
-42200-212 Gasoline/Fuel/Lubricants/Additives	6,300	6,300	6,889.44
-42200-213 Operation Round Up Computer Exp	-	-	-
-42200-215 Shop Maintenance Supplies	200	200	-
-42200-221 Repairs and Maintenance Supplies - Trucks	8,000	8,000	12,796.16
-42200-223 Repairs and Maintenance Supplies - Buildings	500	500	1,421.72
-42200-231 Uniform Allowance	11,000	11,000	12,103.60
-42200-232	-	-	1,500.00
-42200-240 Small Tools	7,000	7,000	4,513.02
-42200-241 Small Tools-Grant Funded	0	0	1,833.84
Total Supplies	43,200	43,200	47,630.34
Other Services and Charges			
-42200-301 Auditing and Accounting	-	-	-
-42200-304 Miscellaneous Professional Services	9,000	9,000	11,887.15
-42200-306 Fire Relief--Pension Pass Through	-	-	-
-42200-307 Fire Relief--Pension City Share	10,000	10,000	10,000.00
-42200-313 Marco IT Mgmt & Backup	2,600	2,600	2,709.72
-42200-321 Telephone/Cellular Phones	1,300	1,300	1,380.24
-42200-331 Travel/Meals/Lodging	700	700	1,726.27
-42200-334 Mileage Reimbursement	300	300	643.10
-42200-340 Advertising	700	700	119.25
-42200-360 Insurance	9,000	9,000	7,047.92
-42200-381 Electric Utilities	16,000	16,000	13,820.38
-42200-382 Water/Wastewater Utilities	650	650	390.64
-42200-383 Gas Utilities	6,000	6,000	3,599.52
-42200-401 Repairs and Maintenance - Buildings	400	400	2,125.00
-42200-404 Repairs and Maintenance - Equipment/Radios/P	3,000	3,000	845.63
-42200-405 Janitorial	-	-	-
-42200-430 Miscellaneous	0	0	-
-42200-433 Dues and Subscriptions	2,000	2,000	1,587.00
-42200-440 Schools and Meetings	7,000	7,000	2,117.19
-42200-441 Schools and Meetings Grant Funded	0	0	8,975.00
-42200-999 Arlington Fire Costs	0	0	-
Total Other Services and Charges	68,650	68,650	68,974.01
Total Fire Department	318,115	318,115	305,631.28
Emergency Management - #42300			
Supplies			
-42300-201 Office Supplies - Accessories	100	100	26.90
-42300-202 Duplicating Supplies and Copy Paper	-	-	-
-42300-209 Software Updates	-	-	-
-42300-210 Miscellaneous Operating Supplies	1,000	1,000	695.98
-42300-240 Small Tools & Minor Equip	1,500	1,500	3,082.00
Total Supplies	2,600	2,600	3,804.88
Other Services and Charges			
-42300-304 Misc Prof Serv	500	500	52.00
-42300-321 Telephone/Cellular Phones	-	-	-
-42300-331 Travel/Meals/Lodging	300	300	822.16
-42300-340 Advertising	200	200	195.00
-42300-433 Dues & Subscriptions	-	-	1,095.00
-42300-440 Schools and Meetings	500	500	500.00
-42300-441 Grant Funded Schools and Meetings	-	-	-
-42300-489 Other Contracted Services	1,000	1,000	639.00
Total Other Services and Charges	2,500	2,500	3,303
Total Emergency Management	5,100	5,100	7,108.04
Animal Control - #42700			
Supplies			
-42700-310 Miscellaneous Operating Supplies	5,500	5,500	4,800.00
-42700-340 Advertising	-	-	-
Total Supplies	5,500.00	5,500.00	4,800.00
Total Animal Control	5,500	5,500	4,800.00

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	Adopted Budget <u>2019</u>	2/19/19 Proposed Amended Budget <u>2019</u>	YTD Actual 2018 12/31/2018
TOTAL PUBLIC SAFETY	2,529,646	2,529,646	2,275,384.02
PUBLIC WORKS			
<i>Street Maintenance - #43000</i>			
Personal Services			
-43001-101 Salaries	566,642	566,642	569,366.94
-43001-102 Overtime	3,000	3,000	3,365.00
-43001-104 Temporary/Seasonal	14,336	14,336	11,838.09
-43001-105 Temporary/Seasonal Overtime	0	0	11.42
-43001-110 Hours Worked Holiday	2,300	2,300	341.81
-43001-111 Overtime Snowplowing	26,000	26,000	52,411.20
-43001-112 Overtime Mosquito Spraying	1,000	1,000	1,087.42
-43001-121 PERA Employer Share	46,650	46,650	46,295.61
-43001-122 FICA/Medicare Employer Share/Employee Ben	48,680	48,680	46,905.83
-43001-131 Medical/Dental/Life Employer Share	148,320	148,320	137,866.86
-43001-132 Longevity	23,057	23,057	-
-43001-133 Deductible Contribution	10,400	10,400	6,773.62
-43001-151 Workers' Compensation Insurance	62,513	62,513	47,955.42
-43001-154 HRA/Flex Fees	700	700	635.45
Total Personal Services	953,598	953,598	924,854.67
Supplies			
-43001-201 Office Supplies - Accessories	1,500	1,500	454.06
-43001-202 Duplicating and Copying Supplies	200	200	20.00
-43001-204 Stationary, Forms and Envelopes	200	200	-
-43001-209 Software Updates	750	750	-
-43001-210 Miscellaneous Operating Supplies	10,000	10,000	11,258.11
-43001-212 Gasoline/Fuel/Lubricants/Additives	27,000	27,000	36,662.62
-43001-215 Shop Maintenance Supplies	1,000	1,000	-
-43001-219 Snow Removal - Material	55,000	55,000	43,868.30
-43001-221 Repairs and Maintenance Supplies - Equipment	53,000	53,000	61,812.12
-43001-224 Repairs and Maintenance - Infrastructure	14,000	14,000	10,495.90
-43001-226 Signs	5,000	5,000	9,573.14
-43001-240 Small Tools and Minor Equipment	6,000	6,000	6,400.60
Total Supplies	173,650	173,650	180,544.85
Other Services and Charges			
-43001-304 Miscellaneous Professional Services	3,500	3,500	3,112.04
-43001-313 Marco IT Mgmt & Backup	5,000	5,000	2,709.72
-43001-321 Telephone/Cellular Phones	13,500	13,500	12,633.34
-43001-331 Travel/Meals/Lodging	500	500	-
-43001-334 Mileage Reimbursement	400	400	-
-43001-340 Advertising	400	400	-
-43001-351 Legal Notices/Publications	-	-	-
-43001-360 Insurance	17,000	17,000	15,677.47
-43001-381 Electric Utilities	450	450	396.86
-43001-382 Water/Wastewater Utilities	800	800	933.95
-43001-384 Refuse Hauling	4,000	4,000	2,688.44
-43001-404 Repairs and Maintenance - Vehicles/Equipment	3,000	3,000	662.90
-43001-405 Emergency Mgmt Rep & Maint	500	500	-
-43001-406 Painting and Striping	16,000	16,000	15,557.61
-43001-407 Bridge Repair	5,000	33,000	12,000.00
-43001-413 BNSF Parking Lot Lease	3,000	3,000	-
-43001-414 Equipment Rental	-	-	12,000.00
-43001-417 Uniform Rental	8,000	8,000	6,581.80
-43001-430 Miscellaneous	2,500	2,500	39.99
-43001-433 Dues and Subscriptions	1,200	1,200	732.20
-43001-440 Schools and Meetings	1,500	1,500	1,570.00
-43001-443 City Garden/Flower Oper Exp	1,500	1,500	2,552.02
-43001-444 Insect Control	7,000	7,000	4,754.38
-43001-445 Diseased Tree Program	15,000	15,000	6,550.00
-43001-446 Weed Control	4,000	4,000	2,718.80
-43001-447 Downtown Decorations	8,000	8,000	10,342.87
-43001-451 Township Assessment	0	0	-
-43001-452 Street Light Replacement & Signal Painting	0	116,880	-
-43001-449 Paver Repair	-	-	-
-43001-489 Other Contracted Services	12,000	12,000	12,810.19
Total Other Services and Charges	133,750	278,630	127,024.58
Total Street Maintenance	1,260,998	1,405,878	1,232,424.10
<i>Maintenance Building - #43170</i>			
Supplies			
-43170-215 Maintenance Supplies	0	0	-
Total Supplies	0	0	-

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
Adopted 2019 Budget Request

	Adopted Budget <u>2019</u>	2/19/19 Proposed Amended Budget <u>2019</u>	YTD Actual 2018 12/31/2018
Other Services and Charges			
-43170-321 Telephone/Cellular Phones			-
-43170-381 Electric Utilities	3,000	3,000	2,562.27
-43170-382 Water/Wastewater Utilities	2,500	2,500	1,522.07
-43170-383 Gas Utilities	12,000	12,000	12,400.16
-43170-401 Repairs and Maintenance - Buildings/Structures	1,000	1,000	1,561.00
-43170-430 Miscellaneous	1,000	1,000	520.00
Total Other Services and Charges	<u>19,500</u>	<u>19,500</u>	<u>18,565.50</u>
<i>Total Maintenance Building</i>	19,500	19,500	18,565.50
TOTAL PUBLIC WORKS	<u>1,280,498</u>	<u>1,425,378</u>	<u>1,250,989.60</u>
PARKS AND RECREATION			
<i>Ice Rink - #45127</i>			
Personal Services			
-45127-104 Salaries - Temporary/Seasonal	8,000	8,000	2,015.44
-45127-121 PERA (Employer)	600	600	9.13
-45127-122 FICA/Medicare Employer Share/Employee Ben	612	612	140.40
-45127-151 Work Comp	456	456	39.51
Total Personal Services	<u>9,668</u>	<u>9,668</u>	<u>2,204.48</u>
Supplies			
-45127-210 Miscellaneous Operating Supplies	2,000	2,000	1,745.32
-45127-212 Gasoline/Fuel/Lubricants/Additives			-
-45127-215 Shop Maintenance Supplies	300	300	-
-45127-221 Repairs and Maintenance Supplies - Equipment	2,000	2,000	4,225.34
-45127-223 Repairs and Maintenance Supplies - Buildings	2,000	2,000	645.58
Total Supplies	<u>6,300</u>	<u>6,300</u>	<u>6,616.24</u>
Other Services and Charges			
-45127-321 Telephone/Cellular Phones	750	750	900.00
-45127-360 Insurance	2,500	2,500	-
-45127-381 Electric Utilities	60,000	60,000	54,881.92
-45127-382 Water/Wastewater Utilities	1,000	1,000	810.90
-45127-383 Gas Utilities	6,000	6,000	2,837.06
-45127-401 Repairs and Maintenance - Structures	1,000	1,000	589.00
-45127-415 Equipment Rental	500	500	683.57
-45127-430 Miscellaneous	0	0	-
-45127-487 Ice Rink Lighting Lease	0	0	-
Total Other Services and Charges	<u>71,750</u>	<u>71,750</u>	<u>60,702.45</u>
<i>Total Ice Rink</i>	<u>87,718</u>	<u>87,718</u>	<u>69,523.17</u>
Parks and Recreation - 45200			
Personal Services			
-45200-101 Full-time Salaries	119,075	119,075	119,121.41
-45200-102 FT Overtime	1,000	1,000	1,022.75
-45200-104 Salaries - Temporary/Seasonal	28,672	28,672	11,764.17
-45200-105 Overtime - Temporary/Seasonal	0	0	7.61
-45200-112 Parks & Rec Commission Stipends	3,000	3,000	980.00
-45200-121 PERA (Employer)	9,168	9,168	8,976.47
-45200-122 FICA/Medicare Employer Share/Employee Ben	11,774	11,774	9,818.03
1-5200-131 Medical/Dental/Life Employer Share	34,253	34,253	32,143.92
-45200-132 Longevity	2,159	2,159	-
-45200-133 Deductible Contribution	2,400	2,400	1,501.97
-45200-151 Workers' Compensation Insurance	8,585	8,585	6,490.42
-45200-154 HRA/Flex Fees	200	200	146.80
Total Personal Services	<u>220,286</u>	<u>220,286</u>	<u>191,973.55</u>
Supplies			
-45200-210 Miscellaneous Operating Supplies	3,500	3,500	10,320.31
-45200-212 Gasoline/Fuel/Lubricants/Additives	7,000	7,000	10,232.71
-45200-221 Repairs and Maintenance Supplies - Equipment	6,333	6,333	8,670.66
-45200-223 Repairs and Maintenance Supplies - Buildings	8,000	8,000	14,088.34
-45200-226 Signs	1,000	1,000	777.65
-45200-227 City Park Light Pole Project	0	0	-
-45200-230 Master Garden Supplies	2,000	2,000	-
-45200-240 Small Tools and Minor Equipment	700	700	1,255.85
Total Supplies	<u>28,533</u>	<u>28,533</u>	<u>45,345.52</u>
Other Services and Charges			
-45200-304 Professional Services	500	500	285.00
-45200-305 Park Contracted Services	500	500	1,223.75
-45200-321 Telephone/Cellular Phones	0	0	-

CITY OF CAMBRIDGE
General Fund Budget Report - Fund #101
Adopted 2019 Budget Request

	Adopted Budget 2019	2/19/19 Proposed Amended Budget 2019	YTD Actual 2018 12/31/2018
-45200-306 Misc Prof Serv			-
-45200-306 Park Commission Activities			-
-45200-340 Advertising	200	200	-
-45200-351 Legal Notices	200	200	63.25
-45200-360 Insurance	20,000	20,000	21,186.73
-45200-381 Electric Utilities	27,000	27,000	23,981.72
-45200-382 Water & Wastewater Utilities	3,500	3,500	2,402.90
-45200-401 Repairs and Maintenance - Structures	1,500	1,500	2,507.27
-45200-403 R&M Tennis Court	0	0	-
-45200-415 Equipment Rental	7,500	7,500	7,197.00
-45200-417 Rental-Uniforms	500	500	654.85
-45200-430 Miscellaneous	0	0	-
-45200-440 Schools & Meetings	100	100	-
-45200-445 Weed Control and Fertilizer	15,000	15,000	16,415.58
-45200-485 Property Taxes--donated park land	0	0	-
-45200-487 Softball Lightening Lease	0	0	-
-45200-486 Summer Recreation	0	0	-
-45200-484 Library Study			-
-45200-488 Library	24,000	24,000	24,633.58
-45200-489 Senior Activity Center			-
-45200-491 Library Concept Design			-
-45200-492 Aquatic Center			-
-45200-493 Yoga Grant Expense	700	700	800.00
-45200-494 Camb/Isanti Fall Comm Event	0	0	-
-45200-495 Ski Trail Maintenance Agreement	4,500	4,500	2,175.00
-45200-496 Arts and Parks Programming	20,000	20,000	19,776.14
-45200-497 Master Trail Contribution	0	0	-
-45200-498 Pickleball Grant Expenditures	0	0	-
Total Other Services and Charges	125,700	125,700	123,302.77
<i>Total Parks and Recreation</i>	374,519	374,519	360,621.84
TOTAL PARKS AND RECREATION	462,237	462,237	430,145
TOTAL EXPENDITURES	5,901,324.00	6,090,771.00	5,416,774.92
TRANSFERS OUT			
-49300-720			900,217.66
Fire Equipment Revolving Fund - #420	58,122	58,122	
Transfer to Cap fund 415 Park Improv	100,000	100,000	
Transfer to Cap fund 417 Police	140,000	140,000	
Transfer to Cap fund 418 Public Works	100,000	100,000	
Transfer to Cap fund 419 City Hall	90,000	90,000	
Transfer for CI Bike / Walk Trail-fund capital	8,340	8,340	
Transfer to CI Bike/ Walk Trail Oper Fund	6,660	6,660	
Motek Tax Abatement-starting in 2017	0	0	
Frayn 65 LLC Tax Abatement-starting in 2017	0	0	
Pavement Management Fund - #443	125,000	125,000	
Transfer to 205 for Econ Dev.	200,000	200,000	
OTHER Transfers Out	57,500	57,500	
TOTAL TRANSFERS OUT	885,622	885,622	900,217.66
TOTAL EXPENDITURES & TRANSFERS OUT	6,786,946	6,976,393	6,316,992.58

Prepared by: Caroline Moe, Director of Finance

Background

As detailed in the attached resolution, we are recommending that a certain 2018 fund transfers be approved at this time.

Council Action Requested

Adopt Resolution R19-013 Approving Inter-Fund Transfers.

Resolution No. R19-013

RESOLUTION AUTHORIZING 2018 INTERFUND TRANSFERS

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the Director of Finance be directed to make the following 2018 Inter-fund Transfers on the City of Cambridge books of record for 2018:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
General Fund #101	City Hall Debt Service Fund (#340)	\$200,000.00	Provide remaining funding to satisfy City Hall Debt which will help us lower property tax burden in the future.
General Fund #101	2012 Street Improvement Debt Service Fund (#393)	\$332,000.00	Provide remaining funding to satisfy remainder of 2012 Street Improvement Debt which will help us lower property tax burden in the future.
Northbound Liquor #610	2012 Street Improvement Debt Service Fund (#393)	\$156,000.00	Provide remaining funding to satisfy remainder of 2012 Street Improvement Debt which will help us lower property tax burden in the future.
Northbound Liquor #610	Park Capital Fund (#415)	\$7,000.00	Provide funding for future park capital projects which will help us lower property tax burden in the future.
2010 Street Improvement Project Debt Service Fund (#314)	2012 Street Improvement Debt Service Fund (#393)	\$93,927.46	The 2010 bonds were retired in January 2019 through normal repayment process. The amount remaining in the debt service fund will be transferred to fund 2012 to cover assessment collections that have not been received. Future 2012 assessment collections will be assigned to the 2016 Street Improvement Debt Service Fund (#324).
		\$788,927.46	

This resolution shall become effective immediately upon its passage without publication. Adopted this 19th day of February, 2019.

James Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Prepared By: Jennifer Cole, Administrative Assistant

Background

For the past few years, the City of Cambridge has hosted several summer park events, including concerts, performers, movies and activities. The City has allocated a budget of \$20,000 towards these activities for Summer 2019. The following performers have provided contracts and chosen dates and times for performances in our parks:

Number	Date	Type	Vendor/Performer	Cost
1	6/27/19	Band	Brass Barn Polka Band	\$1,350.00
2	7/11/19	Band	Whitesidewalls	\$1,800.00
3	7/18/19	Band	Free Fallin'	\$2,000.00
4	7/25/19	Band	Boogie Wonderland	\$1,700.00
5	8/1/19	Band	Chad Filley & Sonny Winberg	\$1,000.00
6	6/18/19	Performer	Science Tellers	\$400.00
7	7/26/19	Performer	Mike Lynch, Star Watch Party	\$500.00
			Total	\$8,750.00*

*A Charitable Contribution of \$1,750.00 was received from Allina to fund Positivity in the Parks events for our youth this year, \$900 of the contribution will fund Science Tellers (6) and Mike Lynch Star Watch Party (7).

Recommendation to approve the contracts as proposed above and allocate \$7,850 from the budget for these performances and \$900 from the Allina contribution for numbers 6 and 7.

Included

Attachment 6A: Summer 2019 Event Contracts



PERFORMANCE CONTRACT
The Brass Barn Polka Band LLC
Represented by: Adam Berndt
Info.thebrassbarnpolkaband@gmail.com

AGREEMENT BETWEEN: City of Cambridge (Lynda Wolfe) AND Adam Berndt (Brass Barn Polka Band LLC)

Client: City of Cambridge, Concerts in the Park Event

Client contact (name): Jennifer Cole

Client cell: _____

Client home: _____

Client fax: _____

Client email: JCole@ci.cambridge.mn.us

Client Billing Address: City of Cambridge

300 3rd Ave NE

Cambridge, MN 55008

RATE: \$1,350.00 for one (1) performance(s) including 1 break of approximately 15 minutes.

TRAVEL FEES: none

BILLING: one half (1/2) of the performance fee (\$675.00) is due upon signing this agreement. The remaining one half (1/2) of the fee (\$675.00) is due upon arrival on the day of the performance. If the client cancels following the signing of the contract half of the performance fee (\$675.00) will act as a "kill-fee" and is non-refundable. If, due to unforeseeable circumstances beyond the performers' control, The Brass Barn Polka Band is unable to perform the entire rate will be void and the initial fee will be refunded.

CHECKS ARE TO BE MADE PAYABLE TO:

The Brass Barn Polka Band LLC

W 5960 Cedar Ct

Shawano WI 54166

STAGE/PERFORMANCE AREA REQUIREMENTS:

Full Band - Due to the size of The Brass Barn Polka Band the stage or performance area must be able to accommodate eight (8) performers of the following instrumentation; drum set, tuba, accordion, 2 trumpets, 2 saxes, trombone.

Quartet or other size – Due to the size of The Brass Barn Polka Band's smaller configurations the stage or performance area must be able to accommodate at least five (5) performers which may include combinations of the following instruments; drum set, tuba, sax, trumpet, accordion.

Signatures required on page 2. THANK YOU!

PERFORMANCE INFORMATION:

Date: 6/27/2019

Performance time: 6:30-8:30

Venue name and address:

City Park
810 2nd Ave SW
Cambridge, MN 55008

HOTEL INFORMATION: none

TRANSPORTATION: none

INCIDENTALS: none

PRO FORMA INVOICE

Performance date: 6/27/2019

Description: Outdoor Performance at Cambridge MN Park

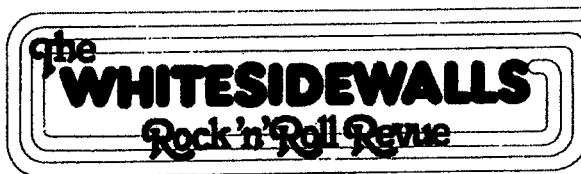
Total amount due: \$1,375.00

DUE WITH SIGNED CONTRACT: \$675.00

DUE AT EVENT PERFORMANCE: \$675.00

Signature
Client Representative
Lynda Wolfe, City of Cambridge

Signature
Adam Berndt, The Brass Barn Polka Band LLC



David "Swanee" Swanson
Phone: 612-202-8525
Fax: 715-246-5810
1744 Margaret Street
New Richmond, WI 54017
E-mail: swanee@whitesidewalls.com
www.whitesidewalls.com

ENGAGEMENT CONTRACT

1) THIS CONTRACT for the personal services of The Whitesidewalls® is made this *13th* day of *December, 2018* Between *City of Cambridge* represented by the undersigned ("Purchaser") and Swanee's Music, Inc (DBA "The Whitesidewalls®") represented by the undersigned Owner/Manager; David Swanson.

2) Name of Venue: **Cambridge Summer Concert Music Series**

3) Date(s) of Engagement(s): **Thursday, July 11, 2019**

4) Performance Times: **6:00 pm – 8:00 pm**

5) Engagement Type and Description: **Concert in The Park**

6) Location of Engagement: **810 2nd Ave SW, Cambridge, MN**

7) Other Terms or Conditions: **An RV or Camper, with A/C, shall serve as a dressing room near the stage**

8) Net Contract Price: **\$1,800.00**

9) Payments to be made as follows:

A non-refundable security DEPOSIT payable to "The Whitesidewalls" in the amount of **\$900.00** which must be returned with this signed Engagement Contract.

The BALANCE of **\$900.00** *** must be received prior to the performance. Checks shall be made payable to "The Whitesidewalls"

10) **CANCELLATIONS:**

- a) This agreement of The Whitesidewalls® to perform is subject to proven detention by sickness, accidents, riots, strikes, epidemics, extreme or dangerous weather conditions, acts of God, or any other legitimate conditions beyond The Whitesidewalls® control. The Whitesidewalls® shall not be held liable for costs, damages, losses, delays, or non-fulfillment of the terms of this contract if such costs, damages, losses, delays, or non-fulfillment is caused by any such condition. If the performance is cancelled due to poor weather or unsafe electrical conditions, and if it is an outside performance, total contract price is to be paid in full.
 - b) The agreement may be cancelled by either party, without cause, by submission of written notice to the other party, not less than 45 days prior to performance date. If Purchaser cancels this agreement prior to 45 days before the performance, the deposit (or 50% of total compensation if no deposit is indicated, whether it has been paid yet or not) will be forfeited and no other compensation shall be required. If Purchaser cancels within 45 days of performance, Purchaser shall pay the full contract amount as shown in Line 8. Said amount will be due and payable on the date of such cancellation. If The Whitesidewalls® cancels this agreement; all moneys paid prior to the date of cancellation will be refunded. Upon cancellation, neither party shall be held liable for any other costs, damages or expenses except as provided herein and both parties expressly waive any rights thereto.
- 11) **TRADEMARK/SERVICEMARK:** Purchaser recognizes and acknowledges ownership by David L Swanson in and to the trademark / servicemark for The Whitesidewalls® and agrees that use of the mark The Whitesidewalls® will be made only in connection with the promotion of The Whitesidewalls® for this contracted engagement, and all use thereof inures to the benefit of The Whitesidewalls®.
- 12) **RECORDING:** Purchaser agrees that no performance of The Whitesidewalls® shall be in any way recorded, reproduced, or transmitted from the place of performance without prior approval by The Whitesidewalls®.
- 13) **INDEPENDENT CONTRACTORS:** The Whitesidewalls® act as independent contractors, and not as employees of the Purchaser.
- 14) **MINNESOTA VENUES:** The 2% Non-Resident Entertainment tax required by the Minnesota Department of Revenue shall be added to the net amount listed on page 1, Line 8 of the Engagement Contract, and forwarded to MN Dept of Revenue by Purchaser.
- 15) **CONTRACTOR RESPONSIBILITIES:** The Whitesidewalls® are responsible only for their own conduct. Purchaser agrees to pay for all damage done to The Whitesidewalls® equipment due to the wrongful act of Purchaser, its employees, agents or guests. Purchaser assumes all risk of the engagement and shall indemnify and hold entertainer harmless against any claims or legal actions brought against The Whitesidewalls® arising out of personal injury or property damage occurring at the engagement which is not caused by The Whitesidewalls®.
- 16) **COLLECTION FEES:** The Purchaser agrees to pay to The Whitesidewalls® all

attorney's fees and collection agency fees incurred in the collection of any amount owed to The Whitesidewalls® under the terms and provisions of this Engagement Contract.

17) **CONTRACT ENFORCEABILITY:**

- a) If any provision of this Engagement Contract shall be deemed to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.
- b) This Engagement Contract shall be governed by the laws of the State of Minnesota and jurisdiction reside in any court of the County of Washington, State of Minnesota.
- c) This Engagement Contract is the complete, final and exclusive statement of the terms of the agreement between the parties and supersedes any and all other prior and contemporaneous negotiations and agreements, whether oral or written, between them relating to the subject matter hereof.

- 18) **ACCOMODATIONS:** All engagements over 120 miles or 2.5 Hours drive time from St Paul, MN will require 5 double hotel rooms to be provided. ****Note, please refer to item #7 in the attached performance rider.**

My signature below, confirms that I have read and agree to the above terms and conditions of the engagement contract and the attached performance rider.

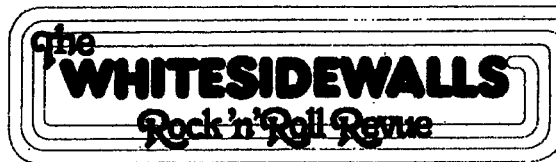
City of Cambridge

The Whitesidewalls®



By: _____
Signature of Purchaser Date
Lynda Woulfe
of Cambridge
300 3rd Ave NE
Cambridge, MN 5008
763-552-3216
lwoulfe@ci.cambridge.mn.us

David Swanson, Owner 12/13/18
1744 Margaret Street
New Richmond, WI 54017
Phone: 612-202-8525 Fax: 715-246-5810
Email: swanee@whitesidewalls.com
www.whitesidewalls.com
EIN# 39-1840452



1744 Margaret St
New Richmond, WI 54017
612-202-8525

PERFORMANCE RIDER

This Performance Rider is attached to and hereby made an integral part of the contract dated 12/13/2018 by and between **City of Cambridge** and hereafter referred to as "Purchaser" and The Whitesidewalls®.

- 1. POWER REQUIREMENTS:** The Purchaser will provide a 220 volt single phase, 4 conductor electrical service, where service to each leg shall be 50 (fifty) amps **OR** 5 (five) separate 20 amp 110 volt circuits. In the event there are no electrical service disconnects, The Whitesidewalls® will make no electrical tie-in. A licensed and bonded electrician must perform the electrical tie-in. ***NOTE:** Generators are not recommended. In the event a generator is used, a separate deposit will be required. Power failure, delays in performance, and/or damage to equipment or personnel due to faulty electricity is Purchaser's sole responsibility.
- 2. STAGE/SOUND/LIGHTING:** Purchaser will provide a stage measuring 16' deep, 24' wide and 18" in height. The Whitesidewalls® must approve any deviation from these specific stage requirements 30 days prior to performance date. Purchaser shall provide/reserve space to accommodate audio console and lighting console (including follow spot). Minimum square footage shall be no less than 5' x 5' for each console or 5' x 10' when consoles are combined. Space for console shall be no greater than 100' from stage. Any delay in starting performance due to incomplete staging is Purchaser's sole responsibility.
- 3. ACCESS TO VENUE:** A clear access to the load-in at stage is required at least **4 (four)** hours prior to the time the audience is to be admitted. Lights in the loading and stage areas shall remain ON until load-in/out is complete. Purchaser will provide parking, as close to the stage as possible, for the equipment truck and up to five additional vehicles at no cost to The Whitesidewalls®. The Whitesidewalls® and their accompanying personnel shall be allowed complete access to stage, backstage, and performance areas. If necessary, Purchaser will provide back stage passes, badges, or other identification to allow access. In the event an electrician is required for the electrical tie in, the electrician must be available at the time of load in. Delays in starting performance due to failure to provide clear access are purchaser's sole responsibility.
- 4. DRESSING ROOM:** Purchaser will provide a separate private dressing room with electrical outlets, sink with hot/cold running water, lock and key and comfortable

Free Fallin - A Tribute to Tom Petty

Contract Rider

The following additional terms and conditions of this Contract Rider are approved and agreed to, and are deemed incorporated in the Contract to which the Rider is attached. You need not sign this Rider. By signing the attached contract you agree to the terms of this Rider.

Buyer warrants that he/she has the rights to enter into this contract and is of legal age. Each page of this rider must be initialed by Purchaser. Failure to provide such initials will constitute acceptance of all conditions set forth on said page.

Any question or concerns with this rider contact Roger Anderson, Evergreen Music Network at 612.799.4979.

BILLING: When headlining, Artist is to receive 100% sole star billing in any and all advertising, marquees, flights, displays, programs and any other form of publicity and promotion. Buyer will be supplied photographs and other promotional material upon request from management. When performing as the support or opening act, Artist is to receive 100% "Special Guest Star" billing in any and all advertising, marquees, lights, displays, programs and any other form of publicity and promotion.

SOUND: Purchaser to provide sound / lights and an engineer. All sound and lights should be of high quality.

STAGE CREW: The management/purchaser must provide two crew- members. Stage Crew is needed for one hour at load-in and again for one hour at the end of the show for load-out. Crew must be sober and experienced.

INDEMNIFICATION: Purchaser agrees to hold harmless Artist and it's employees, contractors or agents from any claims, costs, losses, etc. In connection with any claim made by any third party, if such has sustained as a direct or indirect consequence of the engagement. Likewise Purchaser agrees to hold harmless Artist and it's representatives from any loss, damage or destruction occurring at the place of engagement, including but not limited to acts of God.

SOUVENIERS: Artist reserves the right to sell souvenirs, books, photos, t-shirts and any other related souvenirs. Purchaser shall provide Artist with a designated area for sales and with tables for display use at no cost to Artist.

HOTEL ROOMS: When providing hotel rooms, band members need (5) Rooms (Minimum 3 Star Rated Hotel) 3 Kings and 2 Doubles. The hotel must be within five minutes of the venue.

GUEST LIST AND COMPLIMENTARY TICKETS: Purchaser shall provide Ten (10) complimentary tickets to be designated for use by Artist as guest tickets. Purchaser agrees to supply proper radio, TV, and newspaper personnel with complimentary tickets from the remaining above allotment.

INTERVIEWS: Purchaser agrees not to commit artist or any members of the band to any personal appearances, interviews, or any other type of promotion without prior consent of artist's representative.

FORCE MAJEURE: Artist's obligation to furnish the entertainment unit referred to herein is subject to the detention or prevention by sickness, inability to perform, accident, means of transportation, Act of God, riots, strikes, labor difficulties, epidemics and any act or order of any public authority or any cause, similar or dissimilar, beyond Artist's control, provided Artist is ready, willing and able to perform, Purchaser agrees to compensate the Artist in accordance with the terms.

INCLEMENT WEATHER: Notwithstanding anything contained herein, inclement weather shall not be deemed a force majeure occurrence, as a direct or indirect consequence of the engagement, provided the Artist is present and ready to perform at the designated time. Purchaser agrees to hold harmless Artist and it's representatives from specified in this contract, the Purchaser shall remain liable for the full contract price even if the performance(s) called for herein are prevented by such weather conditions. Artist or Artist's representative shall have the sole right to determine in good faith whether any such weather conditions shall render the performance(s) impossible, hazardous or unsafe.

MEALS AND REFRESHMENTS: Management/purchaser will provide 3 course dinner or dinner buy-out of \$25 for each band & crew member.

DRESSING ROOMS: Purchaser agrees to provide the following at cost to Purchaser:

In dressing room at load-in (arrival):

Bottled water.....24 on ice 12 room temp

Diet Coke 6 on ice

Local Micro-Brew Beer....24 on ice

Red or White California based wine

Coffee w/ half n half & assorted sweeteners

Red Bull Regular 6 cans Red Bull Sugar Free 12 cans

Deli Tray Assorted Cold Cuts, Cheeses Cheeses, Mustard,

Mayo, Pickles, Tomatoes, Lettuce.....Bread/Buns....for sandwiches

Deli Tray..... Assorted Fruit

Salty Snacks.... Chips, Nuts, Pretzels

12 Towels

Dressing room should be lockable (key to be handed over to band upon arrival) and there should be 6 chairs and one table in it. Dressing room should have heating or air conditioning, and clothes rack & a mirror.

Purchaser

Date

Rev 10.29.18



EVERGREEN MUSIC NETWORK

CONTRACT

ANY AND ALL RIDERS ATTACHED HERETO ARE MADE A PART HEREOF

This Employment Agreement is being entered into on 01/16/2019 by and between the purchaser and the artist. Whereas, the purchaser of music (herein called "Purchaser") is a business or organization desiring to hire entertainment, and whereas the artist (herein called "Artist") is desiring to furnish the Purchaser their services. Therefore in consideration of the promises of the parties and for other good and valuable consideration as set forth below, the Purchaser agrees to hire the Artist and the Artist agrees to perform for the Purchaser upon the terms and conditions as set forth in this agreement. The agent (herein called "Agency") is Evergreen Music Network Inc.

- | | | | |
|------------------------|--|-------------------|--------------------|
| 1. Engagement: | City Park
810 2nd Ave. SW Cambridge, MN 55008 | Doors / Showtime: | TBA / 6:30pm |
| 2. Purchaser: | Lynda Wolfe / City of Administrator, City of Cambridge | Other Artists(s): | N / A |
| 3. Artist: | Free Fallin | Performance Time: | 6:30pm - 8:30pm |
| 4. Engagement Date(s): | Thursday, July 18, 2019 | Set Length: | 1 - 120 minute set |
| 5. Type of Engagement: | Outdoor Concert at Festival* - RAIN or SHINE- (Cap: 400+)
*In case of inclement weather, venue to be moved indoors @ the RG
Hardy Performance Center | Ticket Prices: | TBD |

6. Full Price Agreed Upon: **\$2,000.00 (TWO THOUSAND US DOLLARS) Flat Guarantee**
NO TAXES WILL BE WITHHELD FROM FULL PRICE AGREED UPON

7. **Payment:** All payments shall be paid via MONEY ORDER, CASHIERS CHECK, or BANK WIRE in US FUNDS ONLY. Payments are to be made as follows: **Signed contract due immediately. Balance of \$2,000.00 due Artist by Corporate check payable to Mark Larsen upon request, prior to performance on day of engagement. Paid in full - RAIN or SHINE.** 15% Commission due Evergreen Music Network Inc. by Artist via deposit or within 5 business days post performance if deposit is non-applicable.

Bank Wire Information:
Please include Your Name,
Show Date, & Artist

Wells Fargo Bank N.A	-	420 Montgomery Street	-	San Francisco, CA 94104
Account Name:		Evergreen Music Network Inc.		Client Trust Account
ABA #: 121 0002 48		Account #:		3463797674

8. **Special Provisions:** PURCHASER agrees to provide, as per Artist's specifications, any and all rider requirements per enclosed rider at no cost to Artist >>i.e.: Hospitality to include water & snacks for band and crew plus free food from participating food trucks. Artist responsible for Sound, Lights, & Monitors w/ tech, Backline equipment, Ground Transportation and Accommodations. FREE FALLIN to receive "Headline" billing. SIGN ALL COPIES OF CONTRACTS AND RIDERS AND RETURN THEM TO OUR OFFICES FOR COUNTER-SIGNATURE VIA EMAIL; KEEP ONE COPY OF THE RIDER FOR YOUR FILE.

Merchandise Rate: 100% to Artist - Artist to Sell Curfew: TBD Age Restriction: All ages

9. **PURCHASER AGREES THAT ATTACHED RIDER(S) AND ADDENDUM(S) BECOME LEGALLY BINDING PARTS OF CONTRACT**
PURCHASER shall pay all other necessary expenses in connection therewith, PURCHASER agrees to pay all sales and AMUSEMENT, as well as all STATE and FEDERAL taxes which may result from performance with no deductions whatsoever from artist guarantee according to paragraph 6. It is expressly understood by the purchaser(s) and the Artist who are party to this contract that neither Evergreen Music Network Inc. nor its officers nor its employees or independent contractors are parties to this contract in any capacity and that neither Evergreen Music Network Inc. nor its officers nor its employees or independent contractors are liable for the performance breach of any provisions contained herein. **If the Promoter / Signatory of this contract elect to advertise proposed engagement prior to Agency's receipt of signed contracts and deposit, Promoter / Signatory will be liable for payment of full contracted price.**

Both parties have read, understand, and agree to the conditions and terms of this contract and any riders attached to this agreement.

Lynda Wolfe / City of Administrator, City of Cambridge

Mark Larsen / Free Fallin

X _____
SIGNATURE OF PURCHASER
Promoter Address
300 3rd Ave. NE Cambridge, MN 55008
Promoter Phone: 763.552.3213
Email: jcole@ci.cambridge.mn.us
Websire: [facebook.com/cityofcambridgeminnesota](https://www.facebook.com/cityofcambridgeminnesota)

X _____
ARTIST OR AUTHORIZED REPRESENTATIVE
Address
C/o Evergreen Music Network Inc., 38176 Lincoln Trail
Branch, MN 55056 USA
Phone: 612.799.4979
www.evergreenmusicnetwork.com
Artist website: www.freefallin.us

** The above signatures confirm that the parties have read and approve each and all of the "Additional Terms and Conditions" set forth on the reverse side. **
This contract does not conclusively determine the person liable to report and pay employment taxes and similar employer levies under rulings of the U.S. Internal Revenue Service and of some state agencies.

ADDITIONAL TERMS AND CONDITIONS

1. ARTIST shall have the sole and exclusive control over the presentation and production and performance of the engagement hereunder, including, but not limited to, the details, means and methods of the performances of the performing artists hereunder, and ARTIST shall have the sole right as ARTIST may see fit, to designate and change at any time the performing personnel. ARTIST'S obligations hereunder are subject to detention or prevention by sickness, inability to perform, accident, means of transportation, Acts of God, riots, strike, labor difficulties, epidemics, any act or order of any public authority or any other cause, similar or dissimilar, beyond ARTIST'S control.
2. PURCHASER shall not have the right to broadcast or televise, photograph or otherwise reproduce the performances hereunder, or any part thereof. PURCHASER shall not have the right to assign this agreement, or any provisions hereof. Nothing herein contained shall ever be construed as to constitute the parties hereto as a partnership, or joint venue, or that ARTIST shall be liable in whole or in part for any obligation that may be incurred by PURCHASER in PURCHASER'S carrying out any of the provisions hereof, or otherwise. PURCHASER, in signing this agreement himself, or the person executing this agreement on PURCHASER'S behalf, warrants his authority to do so, and such person hereby personally assumes absolute liability for the payment of said price in full.
3. PURCHASER agrees that the ARTIST shall receive 100% sole star/headline type billing in all advertising and publicity issued by or under the control of the PURCHASER in regard to the engagement hereunder, unless otherwise stated on the face of contract.
4. If outdoor show, PURCHASER will provide covered stage, and ARTIST will be paid "RAIN OR SHINE." This performance is not subject to cancellation by PURCHASER for inclement weather.
5. PURCHASER agrees that the entertainment presentation will not be included in a subscription or any other type of series without the written consent of ARTIST. In the event that payment to ARTIST shall be based whole or in part on receipts of the performance(s) hereunder: (a) the scale of ticket prices must be submitted to and approved by ARTIST'S AGENT or ARTIST before tickets are ordered or placed on sale. (b) PURCHASER agrees to deliver to ARTIST a certified statement of the gross receipts of each such performance upon request, immediately upon arrival, prior to and immediately following such performances, and (c) ARTIST shall have the right to have a representative present in the box office at all times and such representative shall have the right to examine and make extracts from box office record of PURCHASER relating to gross receipts of this engagement only.
6. PURCHASER agrees that there will be no advertising of this engagement until Evergreen Music Network Inc. is in receipt of signed contracts, riders, and deposit moneys. If PURCHASER does advertise, then contract will be binding at ARTIST'S sole discretion. If PURCHASER elects to advertise the proposed engagement prior to Agency's receipt of signed contracts and deposit, PURCHASER will be liable for payment of full contracted price, as outlined in paragraph 6 on the reverse side.
7. If before the date of any scheduled performance it is found that PURCHASER has not performed fully its obligation under any other agreement with any party for another engagement or that the financial credit of the PURCHASER has been impaired, ARTIST may cancel this agreement. PURCHASER may prevent cancellation of this Agreement by Evergreen Music Network Inc. if, within twenty-four (24) hours of PURCHASER'S notice by Evergreen Music Network Inc. of Evergreen Music Network Inc's intention to terminate because of lack of financial credibility, PURCHASER tenders payment in full. In event that PURCHASER does not perform fully all of its obligations herein ARTIST shall have the option to perform or refuse to perform hereunder and in either event PURCHASER shall be liable to ARTIST for damages in addition to the full contracted price provided herein.
8. PURCHASER agrees that none of the musical equipment or personal property belonging to the ARTIST / Evergreen Music Network Inc. shall be seized or attached in lieu of any foreseeable or consequential damages. Violation of this clause by PURCHASER shall entitle Evergreen Music Network Inc. to recover actual, consequential, foreseeable, and punitive damages.
9. It is specifically agreed between the ARTIST and PURCHASER that if payment is not received in full prior to the performance of the engagement herein described, ARTIST may retain any deposits paid herein as liquidated damages. This clause shall not prevent the ARTIST from entering into litigation for the purpose of securing any additional awards or judgments, and this clause is also applicable in the instance where balance of the purchase price may be demanded immediately by ARTIST or ARTIST'S AGENT because of financial instability on the part of PURCHASER. The parties acknowledge and agree, for purposes of this section, that the majority of ARTISTS or ARTISTS' AGENT duties have commenced or have been performed prior to the night of engagement, and therefore retention of deposits contemplated herein is reasonable.
10. In the event that the contracted deposit provided herein is not received per specified date, ARTIST and ARTIST'S AGENCY reserve the right to cancel the contracted engagement. If deposit is due immediately upon signing of contract, ARTIST and ARTIST'S AGENCY may determine what is considered reasonable time for right to cancel.
11. PURCHASER agrees that this contract is not subject to cancellation unless ARTIST agrees to such in writing. If PURCHASER cancels this engagement, PURCHASER agrees to forfeit deposit and PURCHASER will upon ARTIST'S demand, pay the balance owed for the entire wage (less deposit), plus damages if any, as agreed upon above.
12. Evergreen Music Network Inc. will expend its best effort to insure completion of this contract by ARTIST. However, PURCHASER understands that Evergreen Music Network Inc. may be forced to cancel this engagement due to various circumstances beyond Evergreen Music Network Inc's control, including, but not limited to, the refusal of ARTIST to perform. Should Evergreen Music Network Inc. be required to cancel the engagement, it shall give notice as soon as possible to PURCHASER and shall, at PURCHASER'S option reschedule date, or return deposit to PURCHASER, and cancel agreement.
13. PURCHASER agrees that any breach by PURCHASER of this Agreement and any attachments hereto shall release ARTIST from performance under this Agreement and PURCHASER is subject to forfeiture of all moneys due.
14. Evergreen Music Network Inc. acts only as a broker between ARTIST and PURCHASER and assumes no liability whatsoever hereunder.
15. ARTIST executes this Agreement as an independent contractor, not as PURCHASER'S employee.
16. This agreement may not be changed, modified or altered unilaterally. Any and all changes and modifications must be submitted in writing and signed by both parties. This agreement shall be constructed in accordance with the laws of the State of Minnesota. Nothing in this agreement shall require the commissions of any act contrary to law or to any rule or regulation of any union, guild or similar body having jurisdiction over the performances hereunder or any element thereof and wherever or whenever this is in any conflict between any provision of this Agreement and any such law, rule or regulation shall prevail and this shall be curtailed, modified or limited only to the extent necessary to eliminate such conflict.
17. Any claim or dispute arising out of this agreement or the breach thereof shall be submitted to the Courts of General Jurisdiction in the State of Minnesota. Attorney's fees and costs shall be awarded to the prevailing party. Any judgment obtained in violation of terms of this Agreement (see clause #12) is completely unenforceable.
18. PURCHASER acknowledges that for Evergreen Music Network Inc's efforts, PURCHASER would not have had the opportunity or ability to negotiate directly with the ARTIST. Therefore, in the event PURCHASER (including its agents, successors, or assigns) within two (2) years of date of this agreement, enters into a contract with the ARTIST described herein, PURCHASER and ARTIST agree that Evergreen Music Network Inc. shall be entitled to a commission of 15% of the contract price.

Boogie Wonderland LLC

1802 7th Street White Bear Lake MN 55110 - Office (612) 578-3905 www.boogiewonderland.us

MUSICAL PERFORMANCE SERVICES AGREEMENT

ANY AND ALL RIDERS ATTACHED HERETO ARE MADE A PART HEREOF

This Musical Performance Services Agreement is being entered on January 14th, 2019 by and between the purchaser and the Artist. Whereas the purchaser of Artist (herein called "Purchaser") is a business or organization desiring to hire entertainment, and whereas the Artist (herein called "Artist") are desiring to furnish the Purchaser their services. Therefore, in consideration of the promises of the parties and for other good and valuable consideration as set forth below, the Purchaser agrees to hire the Artist and the Artist agrees to perform for the Purchaser upon the terms and conditions as set forth in this agreement. The Artist (herein called "Artist") is Boogie Wonderland.

1. Artist: **Boogie Wonderland**

2. Purchaser: Lynda Woulfe, City Administrator for the City of Cambridge

3. Date(s) and time(s) of Engagement: Thursday, July 25, 2019 6:30pm-8:30pm

3a. Venue: Cambridge City Park, 810 2nd Ave SW, Cambridge, MN 55008

4. Compensation: \$1700.00 (One thousand seven hundred dollars and 00/100 cents - U.S.)

5. PAYMENT DETAILS ARE AS FOLLOWS:

5a. A non-refundable (check/money order) in the amount of \$850.00 (eight hundred fifty dollars- U.S.) made to Boogie Wonderland, is due with a signed contract-
Check/money order can be mailed to:

Boogie Wonderland LLC
1802 7th Street
White Bear Lake MN 55110

5b. The remaining balance of \$850.00 is due, owing and shall be made payable to Boogie Wonderland the day of the show, before the performance on July 25th, 2019

TIME IS OF THE ESSENCE ON ALL PAYMENTS DUE TO: BOOGIE WONDERLAND

- 6. Production: Artist will provide production (sound and lights) – Staging will be provided by purchaser
- 7. Additional Terms: performance time is not to exceed 2 (two) hours - break(s) will be included during performance, if applicable
- 8. Accommodations and Hospitality: "see rider"
- 9. Inclement Weather/Outdoor Performances: In the event of inclement weather, purchaser agrees to provide an alternative site PRIOR to any setup of the ARTIST or the ARTIST's production crew if applicable. If no alternative site is provided, ARTIST will have no liability to Purchaser if ARTIST determines, in its exclusive and sole right of discretion, that its performance is or will become hazardous, prevented or substantially impaired due to inclement weather. In such occurrence, Purchaser remains liable to ARTIST for the full contract price. Water in the air space or on the surface of the performance area can render that show cancellable at ARTIST's discretion.

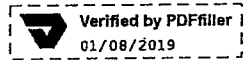
The parties have read, understood, and agree to the conditions and terms of this contract and any riders attached to this agreement. Both parties have had adequate time to review this contract with their respective legal counsel or advisors.

Dated: _____

For Purchaser

Dated: 01/14/2019

For ARTIST Tax ID#: 81- 4904766



X _____

x Rico Estrada

BY:
Lynda Woulfe
 Administrator for the City of Cambridge
 City of Cambridge 300 3rd Ave NE
 Cambridge, MN 55008
 Phone: (763) 552.3213

BY: Rico Estrada
 Management/Artist Representative
 Boogie Wonderland LLC
 1802 7th Street
 White Bear Lake, MN 55110
 goboogiewonderland@hotmail.com
 Office (612) 578-3905

RIDER

A) SECURITY

1. Purchaser shall supply ample security for band, stage gear, sound/lighting gear, and dressing room with full length mirrors.

B) MERCHANDISING

1. Artist should have the sole and exclusive right, but not the obligation, to sell Artist's merchandise in conjunction with and at the performance there under, and the receipts therefore shall belong exclusively to the Artist.

C) GUESTS- N/A

Boogie Wonderland is entitled to 15 complimentary tickets or up to 10% of the best seats available. This applies to the venue as well. VIP card holders or special guests must be listed and this number cannot exceed 15 people, unless the venue accepts the responsibility of paying for their guests.

D) PHOTOGRAPHS AND BROADCASTS

Videotaping or broadcast is forbidden without permission by Artist or representative in advance of performance.

E) HOSPITALITY

1. Purchaser shall provide a comfortable dressing room with tables and chairs, private and with a capacity for seating of at least 8 people and a private or within proximity of bathroom(s).
2. TO BE PLACED IN DRESSING ROOM
 - a. 1 case of bottled water, 1 dozen (12) assorted soft drinks (diet and regular). Ice and plastic cups.
 - ~~b. 1 dozen (12) Beers - lite (iced) (or drink tickets/bar tab)~~
 - ~~c. Hot coffee or Hot water with assorted tea packets, cream, sugar and six (6) coffee mugs~~
 - d. Meat & Cheese plate with crackers*
 - e. 6 hand towels
 - f. 2 full length mirrors
 - g. One 4 pack of Duracell double AA batteries and one 4 pack of Duracell 9-volt batteries

~~* Free meals and drink tickets (event vendors/restaurants) can be substituted in place of items (A, B, C, D).~~

~~F) HOTEL ROOMS- N/A~~

Purchaser is to provide 6 (six) hotel rooms of reasonable quality. As per advance by the Artist

G) TECHNICAL RIDER

See page 4 Stage Plot Input List- if applicable.

X

(Date and Signature)

Chad Filley & Mel "Sonny" Winberg Entertainment Contract

This agreement is made on this 24th day of January 2019 between:

Chad Filley of 2600 Holly St. South, Cambridge, MN 55008 (763) 742-3851

(hereinafter called the "Artist") and; Lynda Wolfe representing City of Cambridge (763) 552 3213 (hereinafter called the "Presenter"). In consideration of the mutual promises and agreements of the parties hereto, as hereinafter set forth, it is agreed as follows:

1 The Artist, as an independent contractor, agrees to perform on:

<u>Date(s)</u>	<u>Time</u>	<u>Location</u>
Thursday August 1, 2019	6:30 p.m.	Cambridge City Park 810 2 nd Ave. SW., Cambridge, MN, 55008

- A. It is mutually agreed that the performance(s) will start promptly at the time(s) indicated. Chad and Sonny will arrive at least 60 minutes early to set up sound equipment.
- B. The performance shall last approximately 90 minutes as agreed upon by both parties.
- C. The Sound System will be provided by Sonny and Chad for the performance.
- D. Neither the artist nor the Presenter will be allowed to cancel this event unless agreed upon by both parties. Main reasons for cancellation would be severe illness. In case of inclement weather it was discussed that the show will be at the Hardy Performing Arts Center.

2. The Presenter agrees to pay as full compensation for the performance(s) a total of: \$ 1000.00 . One half of which (\$500.00) will be paid to each performer. Payable by cash, company check or money order to:

Chad Filley 2600 Holly Street S. Cambridge, MN 55008

Mel "Sonny" Winberg 46736 Ivywood Ave. harris, MN 55032

Payments are to be presented to Chad and Sonny prior to the performance on the evening of the performance.

Chad Filley 1/24/2019
Artist Signature Date

Presenter Signature Date



ScienceTellers

City of Cambridge
300 3rd Ave NE
Cambridge, MN 55008

☎ (763) 552-3213
✉ JCole@ci.cambridge.mn.us

ESTIMATE	#2207
ESTIMATE DATE	Jan 07, 2019
TOTAL	\$400.00

CONTACT US

PO Box 6741
Hillsborough, NJ 08844

☎ (908) 334-2525
✉ info@sciencetellers.com

ESTIMATE

Services	Quantity	Unit Price	Total Price
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Summer 2019 - Time TBD - Rec - Aliens	1.0	\$400.00	\$400.00
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Hi Jennifer!

Thank you for your interest in ScienceTellers!

We are headquartered in NJ, but we have performers all across the US! Your performer would be coming to you from Minneapolis. There are no additional fees for travel, etc.

Right now we have many summer dates available. If there are a few dates that you're considering, I'll be happy to check our calendar and let you know what works best!

We have a fantastic new show for summer 2019 called "Aliens: Escape from Earth!"

During a midnight meteor shower, something mysterious falls from the sky toward Earth — but it's not a shooting star. Two kids venture out to investigate and soon find themselves mixed up with a family of visitors from another planet! Trapped by a crazy space scientist, the kids must risk everything to rescue the aliens and help them... Escape from Earth!

Throughout this amazing intergalactic story, we use science experiments to bring the story to life! In the second part of the show, we go "behind the scenes" of the special effects and recreate the science experiments with the help of volunteers from the audience. Don't miss this action-packed and educational alien adventure. It's totally out of this world! Our program content addresses Next Generation Science Standards PS1 & PS2.

The show is geared toward children ages 5-12. A single show accommodates an audience size of up to 300 kids, plus parents and caregivers. Pricing is based on the number of kids in the audience, as follows:

- Under 25 kids: \$325
- 25-75 kids: \$350
- Over 75 kids: \$400

Would you like to book a date and time now?

This estimate is sent to keep track of your inquiry. You can accept the estimate by clicking APPROVE when you have decided on a date and time and would like to book.

Thanks!

Kelly Keegan
ScienceTellers
908-334-2525
www.sciencetellers.com
info@sciencetellers.com

Total **\$400.00**

We look forward to sharing our love of stories and science with you. Please carefully read the following important information before your program:

PAYMENT:

1. Preschools and Parties **MUST** pay by credit card on or before the day of the program.
2. All other customer groups may pay by check. Checks must be mailed directly to our billing office: ScienceTellers, P.O. Box 6741, Hillsborough, NJ 08844.

REQUIREMENTS:

1. Two tables.
2. Trash can.
3. Electrical outlet.
4. Access to sink during setup.

PREFERRED SETUP:

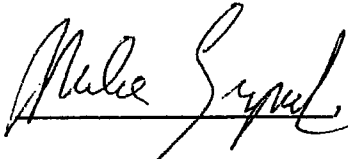
1. Indoors, if possible.
2. Children seated on the floor.
3. Chairs for adults in the back and/or on the sides.
4. The performer will bring tape to mark the performance space.

ARRIVAL:

1. The performer will arrive 45-60 minutes before the show to set up.
2. Make sure we have your cell in case we need to reach you the day of the show.

Contract between Mike Lynch and Lynda Woulfe, City Administrator of the City of Cambridge.

I, Mike Lynch will conduct a star watching program in association with the City of Cambridge on Friday, July 26th, 2019. My compensation is \$500.

 1/28/18

Mike Lynch Date

Lynda Woulfe Date

City Administrator of the City of Cambridge

7A 9th Ave SE Street Imps. –Award Contract to Alliance Building Corp. February 19, 2019

Prepared by: Todd Blank-City Engineer

Background

On Tuesday, February 5, 2019, staff received and opened bids for the 9th Avenue SE Street Improvement project. A total of seven bids were received and Alliance Building Corporation from Sauk Rapids, MN is the low bidder.

	Contractor	Total Bid
1	Alliance Building Corp.	\$231,908.44
2	Kuechle Underground, Inc.	\$256,754.75
3	RL Larson Excavating, Inc.	\$259,169.59
4	Landwehr Construction, Inc.	\$269,452.83
5	C&L Excavating, Inc.	\$264,375.00
6	Douglas-Kerr Underground, Inc.	\$275,675.80
7	Dresel Contracting, Inc.	\$295,320.20
	Engineer's Estimate	\$231,572.20

Alliance Building Corporation is currently the general contractor for the Roosevelt Gardens apartment complex currently under construction. They are already working with the subcontractors that are proposed for these public street improvements, they have the backing of their bonding company to support the bid, and in the past the City has allowed private developers to construct public improvements with City review and approval. Accordingly, staff recommends the project be awarded to Alliance Building Corporation, Inc. in the amount of \$231,908.44 which compares favorably with the engineer's estimate. Attached is a Resolution awarding the contract to Alliance Building Corporation.

The total cost of these improvements is being funded by special assessments to the adjacent property owners that benefit from them. The City has signed assessment agreements with each owner and the assessments will be computed at the completion of the improvement project.

Also attached is a proposal from SEH to perform construction related services. These services include preconstruction coordination, part time on-site construction observation, construction staking, construction administration, project closeout, and record plan preparation. The estimated cost of these services is \$33,500 and will be reimbursed through the special assessments.

Council Action

1. Motion to approve Resolution R19-014 accepting bid and awarding a contract to Alliance Building Corporation for the 9th Avenue SE Street Improvements.
2. Motion to approve proposal from SEH for construction services.

Attachments

1. Resolution R19-014 Accepting Bid and Awarding a Contract.
2. Proposal from SEH for construction services.

Resolution No. R19-014

**RESOLUTION ACCEPTING BID AND AWARDING CONTRACT
(9th AVENUE SE STREET IMPROVEMENTS)**

WHEREAS, pursuant to an advertisement for bids for the 9th Avenue Southeast Street Improvements consisting of street, curb and gutter, sanitary sewer, water main, storm sewer, sidewalk, and street lighting improvements 9th Avenue Southeast from South Reagan Street to South Roosevelt Street; and

WHEREAS, it appears that Alliance Building Corporation, Inc. is the lowest responsible bidder,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CAMBRIDGE, MINNESOTA:

1. The Mayor and the City Administrator are hereby authorized and directed to enter into a contract with Alliance Building Corporation, Inc. in the amount of \$231,908.44, in the name of the City of Cambridge for these Improvements, according to the plans and specifications approved by the City council, and on file in the office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits with their bid, except the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Passed by the City Council of the City of Cambridge this 19th day of February, 2019.

James A. Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator



Building a Better World
for All of Us®

February 19, 2019

RE: Cambridge, MN
9th Avenue SE Street Improvements
SEH No. 148611

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

Dear Ms. Woulfe:

SEH is pleased to submit this proposal for construction engineering services for the 9th Avenue SE Street Improvement project. These improvements are defined in the construction plans dated December 17, 2018. Bids were opened on February 5, 2019 and construction is anticipated to begin by early May and be complete by late July.

These services consist of preconstruction coordination, on-site observation by a Resident Project Representative (RPR), construction staking, construction administration, project close out and record plan preparation. The RPR is anticipated to be on site part time to observe critical operations over an approximate 12 week construction period.

Based upon this, we estimate the total fee for these services to be \$33,500. The City will be reimbursed for these costs through special assessments to the adjacent properties. This work will be performed in accordance with the General Agreement for Engineering Services between the City and SEH. Services will be invoiced monthly on the basis of actual hours spent at current billing rates plus the actual cost of reimbursable expenses. This proposal does not include laboratory testing services, which will be contracted for separately by the City. If this proposal is acceptable, please sign one copy and return it to us for our records.

Sincerely,

Todd M. Blank
Todd M. Blank, PE
Principal

Accepted this _____ day of _____, 2019
City of Cambridge, Minnesota

By _____

Attest _____

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196

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

Author: Carri Levitski

Request

Krystle Lindelof of 107 Main St N, Cambridge, MN 55008, is requesting an Interim Use Permit (IUP) to continue to allow a Pawn Shop at 107 Main St. N.

Zoning

The subject property is located in the B-1, Downtown Business District. Pawn Shops are identified as an Interim Use in all business zoning districts. The property is surrounded by B-1 Downtown Business District to the north, south, east, and west.

Background

Local Pawn was granted a 5-year IUP on March 17, 2014 to allow their business to operate in the B-1 Zoning District. Local Pawn has been in business since January 2012. The Cambridge Police Department works with Ms. Lindelof and reviews the transactions through the Automated Pawn System. Detective Jason Harvey with the Cambridge Police Department works with the owner and reviews the transactions through the Automated Pawn System. No citations have been issued to the business. They have been compliant with city ordinances and are cooperative with law enforcement officials. Each year, a new license, investigation, and fees are required for the pawn shop. The most recent results of the investigation was positive and it was recommended to approve the pawn license.

All transactions that take place must be recorded and include description, serial number, purchase price, names and personal information about the person from whom the property was received. A photograph or video must be taken of each person involved in a billable transaction. All transactions are reported to the Police Department on a daily basis through the Automated Pawn System. Each transaction reported is charged \$2.50. Receipts of reportable transactions must be kept for three years.

The requirements of the city code have been implemented to prevent pawn businesses from being used as facilities for the transfer of stolen property. The use of the Automated Pawn System and other requirements in the code help to better regulate the businesses and increase identification of criminal activities.

We have received no complaints regarding Local Pawn and the Police Department has stated they have a great working relationship and supports the renewal of the IUP.

The purpose of an IUP is to allow a use that reasonably utilizes the property for a limited period of time or allow a use that is presently acceptable but with anticipated development or other changes will not be acceptable in the future. Interim use permits terminate upon a specific date, but can be extended upon re-application before the Planning Commission and City Council.

Fiscal Note

There is no budgetary impact by approving the Interim Use Permit.

Planning Commission Action:

At their meeting on February 5, 2019 the Planning Commission unanimously approved to recommend that the City Council approve the Resolution as presented with the conditions listed in the Resolution.

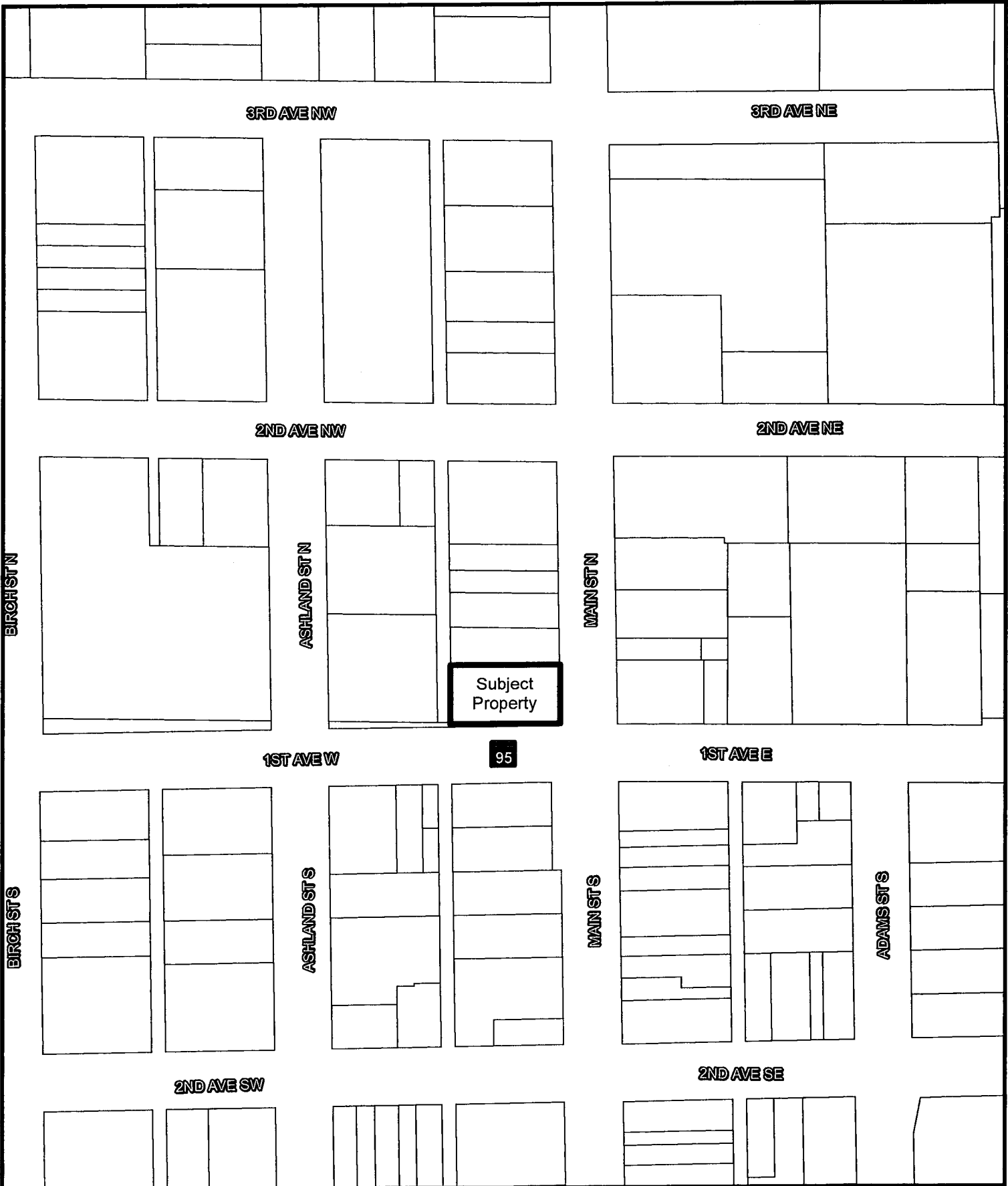
City Council Action:

Motion to Approve Resolution R19-015 Interim Use Permit for Local Pawn upon satisfying the following conditions:

1. The Interim Use Permit for a pawn shop is not transferrable and shall only be used by Krystle Lindelof and shall discontinue after 5 years from the date of approval.
2. If the use causes undue traffic concerns, parking concerns, or congestion, the interim use shall cease.
3. Chapter 117 Pawnbrokers of the City Code must be met at all times.
4. No outdoor storage will be allowed on site.

Attachments

1. Subject Property
2. Excerpt of the DRAFT Planning Commission minutes
3. Resolution R19-015

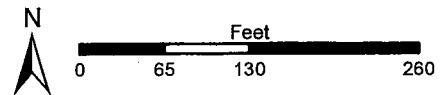


Subject
Property

95



*A request by Krystle Lindelof (Local Pawn),
107 Main St. N. to request an Interim Use
Permit to extend the permit to allow a pawn
shop in the B-1 Zoning District*



This map is neither a legally recorded map nor a survey map and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources and is for informational purposes only. The City of Cambridge does not warrant that the GIS data used to prepare this map are error free, and the City of Cambridge does not represent that the GIS data can be used for navigational, tracking, or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that the City of Cambridge shall not be liable for any damages which arise out of the user's access or use of data provided.

clev/fskd

Excerpt of the February 5, 2019 DRAFT Planning Commission Minutes

Public Hearing – Interim Use Permit (Extension) for Local Pawn, 107 Main St N.

Westover stated Krystle Lindelof of Local Pawn, 107 Main St N, Cambridge, MN 55008, is requesting an Interim Use Permit (IUP) to continue to allow a Pawn Shop at 107 Main St. N. Local Pawn was granted a 5-year IUP on March 17, 2014 to allow their business to operate in the B-1 Zoning District. Each year, a new license, investigation, and fees are required for the pawn shop. The most recent results of the investigation was positive and it was recommended to approve the pawn license. The City has received no complaints regarding Local Pawn and the Police Department has stated they have a great working relationship and supports the renewal of the IUP.

Westover stated staff is recommending that the Interim Use Permit for a pawn shop located at 107 Main St. N. be approved based on the following conditions: (1.) The Interim Use Permit for a pawn shop is not transferrable and shall only be used by Krystle Lindelof and shall discontinue after 5 years from the date of approval; (2.) If the use causes undue traffic concerns, parking concerns, or congestion, the interim use shall cease; (3.) Chapter 117 Pawnbrokers of the City Code must be met at all times; and (4.) No outdoor storage will be allowed on site.

Immel opened the public hearing at 7:09 pm. No one appeared so Immel closed the public hearing at 7:10 pm.

Palmer moved, seconded by Dybvig, to recommend City Council approve the proposed resolution of the Interim Use Permit for a pawn shop in the B-1 Downtown Business District located at 107 Main St. N. as long as the conditions listed on the Resolution are met. Motion carried unanimously.

Resolution No. R19-015

**RESOLUTION APPROVING AN INTERIM USE PERMIT
LOCAL PAWN
TO ALLOW A PAWN SHOP IN THE B-1 ZONING DISTRICT
(SITE ADDRESS-107 MAIN ST. N)**

WHEREAS, Krystle Lindelof, 107 Main St N., Cambridge, MN 55008, representative of the property located at:

Lot 12 & Part Lot 9, Bunkers Addition, Isanti County, Minnesota,

has applied for an Interim Use Permit to allow a pawn shop in the B-1 zoning district; and

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

WHEREAS, The Planning Commission of the City, on the 5th day of February, 2019, following proper notice, held a public hearing to review the request and adopted a recommendation that the Interim Use Permit be approved; and

WHEREAS, the City Council, on the 19th day of February, 2019, reviewed the Planning Commission's recommendation and the information prepared by the Planning Agency of the City and finds that the proposed Interim Use is compatible with the City's Comprehensive Plan.

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

1. The Interim Use Permit for a pawn shop is not transferrable and shall only be used by Krystle Lindelof and shall discontinue after 5 years from the date of approval.
2. If the use causes undue traffic concerns, parking concerns, or congestion, the interim use shall cease.
3. Chapter 117 Pawnbrokers of the City Code must be met at all times.
4. No outdoor storage will be allowed on site.

Adopted by the Cambridge City Council
This 19th day of February, 2019

Jim Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Acknowledgement of receipt by Applicant:

By: _____

Date: _____

Author: Marcia Westover, Community Development Director

Overview

Cambridge Isanti Independent School District #911 is preparing plans for a new special education building. As part of this planning, a plat is being proposed. The location is 1700 305th Ave NE, and is on the very southern edge of the city (south of County Road 19 or 305th Ave NE, and east of Highway 65). This staff report summarizes the preliminary plat and review by city staff.

Upon review, city staff originally thought that the school district owned two existing separate parcels and that this plat was moving the existing property line between the two parcels. However, it has been verified by the surveyor that a Certificate of Title was completed in 2009 identifying the land as one parcel only. The Certificate of Title was done pursuant to a Torrens proceeding. When a Torrens proceeding is done, the Isanti County Auditor does not show the parcels combined. This is based on the requirements of the Isanti County Examiner of Titles.

After this discovery and further explanation from the certified surveyor, city staff is now comfortable that the preliminary plat is satisfactory. The proposed plat will create two new separate parcels from the one existing parcel. The total plat has an area of 66.509 acres. Lot 1 will have 28.953 acres and will maintain the new special education facility. Lot 2 will have 35.525 acres and will be vacant. The property is zoned RA Rural Residence/Agricultural district. Public schools are a permitted use in this district.

A Site Plan Review is currently being done by city staff. This is done administratively and not reviewed by the Planning Commission or Council. Site Plan Review consists of planning, public works, engineering, and building preliminary review. During this process, staff obtains information and plans to review the property's buildability and city code standards. Also, since this parcel involves wetlands, we have forwarded the plans to the Isanti County Wetland Specialist for review and approval. Isanti County governs all wetlands in the city. In addition, we have forwarded the plans to the Isanti County Highway Engineer for review and approval since this property abuts a county road.

This area of the city does not have city services (sewer and water) available. At this time (and/or at the time of building permit application) a septic and well will also be reviewed for compliance with the Minnesota Pollution Control Agency and Minnesota State Statutes.

Planning Commission Action

At their meeting on February 5, 2019, the Planning Commission held a public hearing and unanimously recommended approval of the Cambridge Isanti Schools plat with the conditions noted.

City Council Action

Motion to approve Resolution R19-016 preliminary plat of Cambridge Isanti Schools as long as the following conditions are met:

1. Site Plan Review must be completed and approved by the city prior to building permit issuance.
2. All state, local, and federal permits and applications must be completed and submitted by the applicant and all approvals from each agency must be met.
3. Final plat must be approved within one year of approval of the preliminary plat approval.

Attachments

1. Excerpt from the February 5, 2019 Planning Commission minutes
2. Location Map
3. Preliminary Plat
4. Resolution

Excerpt from the February 5, 2019 Planning Commission minutes

**Public Hearing – Preliminary Plat for Cambridge-Isanti Schools
1700 305th Ave NE, Cambridge MN**

Westover stated the City received a request by Eric Linner, Wold Architects, 332 Minnesota Street, St. Paul, MN 55101, to request a preliminary plat. Cambridge-Isanti Independent School District #911 is preparing plans for a new special education building. As part of this planning, a plat is being proposed. The location is 1700 305th Ave NE, and is on the very southern edge of the city (south of County Road 19 or 305th Ave NE, and east of Highway 65).

Westover stated City staff is comfortable that the preliminary plat is satisfactory after receiving the additional title work and explanation from the surveyor. The property is zoned RA Rural Residence/ Agricultural district. Public schools are a permitted use in this district. A Site Plan Review is currently being done by city staff. Westover stated this area of the city does not have city services (sewer and water) available. At this time (and/or at the time of building permit application), a septic and well will be reviewed for compliance with the Minnesota Pollution Control Agency and Minnesota State Statutes.

Westover stated staff is recommending approval of the proposed preliminary plat named Cambridge-Isanti Schools, as long as the following conditions are met: (1.) Site Plan Review must be completed and approved by the city prior to building permit issuance; (2.) All state, local, and federal permits and applications must be completed and submitted by the applicant and all approvals from each agency must be met; and (3.) Final plat must be approved within one year of approval of the preliminary plat approval.

Immel opened the public hearing at 7:14 pm. No one appeared so Immel closed the public hearing at 7:15 pm.

Dybvig asked why the school chose this lot.

Westover stated they have owned it since 2009 and were looking for other existing options prior to building new.

Immel asked if the City has received any comments from neighbors.

Westover stated she received one call from a neighbor but did not talk to them directly because their realtor called and then relayed the information.

Weiler asked whether this building would be for a special education program.

Westover stated yes, from what she understands, there are three special education programs moving into this building. There has been a change with the contract Cambridge-Isanti Schools

have had with Rum River Special Education. These programs are now being moved into this building.

Weiler noted that looking at this location, there are a lot of ponds and expressed concern about the safety of the students attending these programs.

Westover stated there is a lot of wetland and there are ponding requirements. Staff have met with the architects and the engineers that are working with the school district and they are addressing the issues with the students and what they need in their building to keep them safe.

Harder Chapman commented that the school is so far out of town but stated due to the fact that this is a special education building and most students would not be walking to but instead be transported to the school, that this distance out of town is okay.

Weiler asked whether there would be transportation requirements, stating that most likely, students with disabilities would not be walking or driving themselves to school. Has the school district stated if there will be school buses or specific buses taking them to and from this school?

Westover stated from what she understands, students will be bused in and will be coming from several different areas and/or cities.

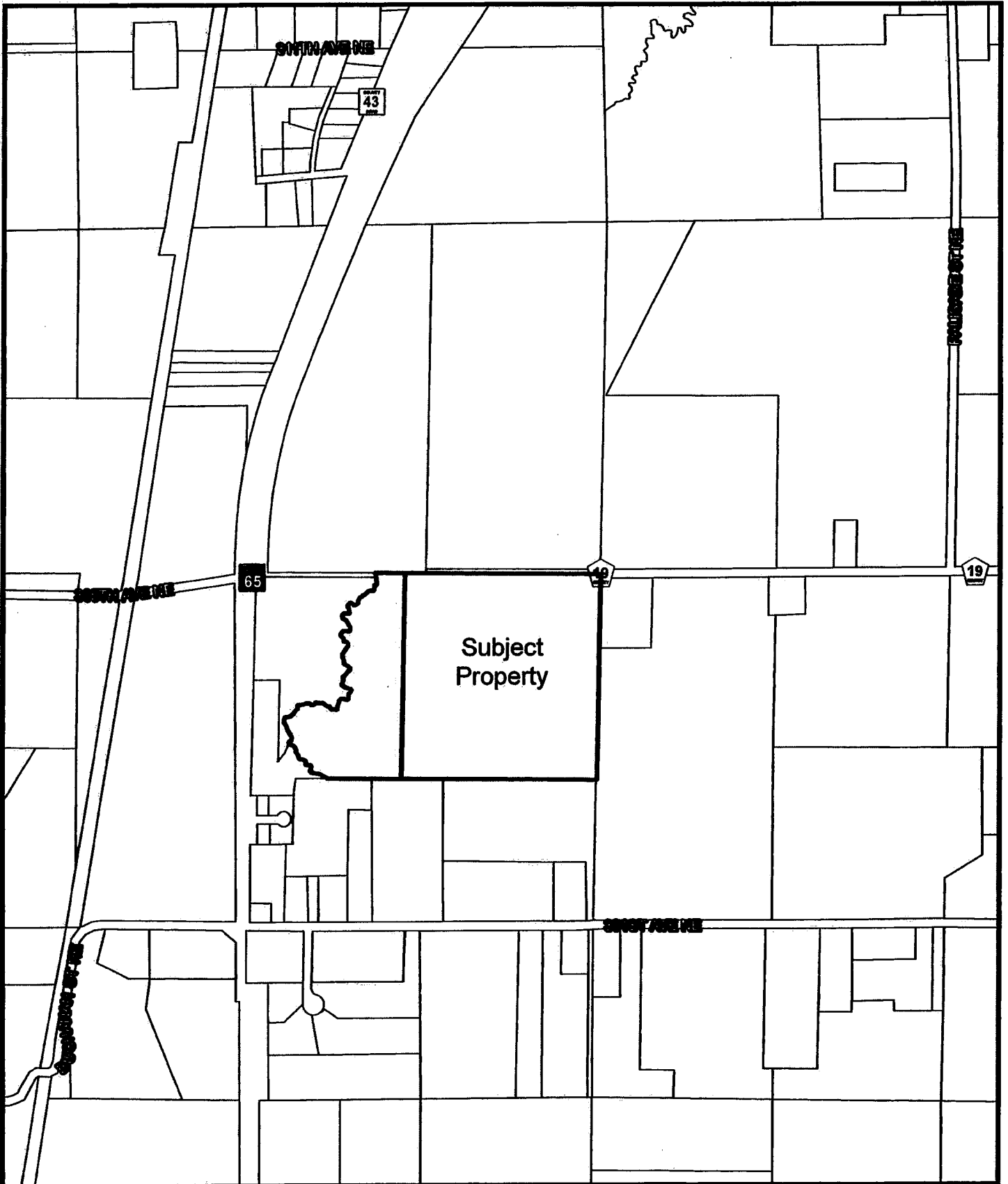
Weiler stated the Cambridge-Isanti School Board opened up their last meeting to the public to come and voice their concerns of this move. From the feedback Weiler heard, there was a good turnout. Most people approved and had no major concerns. A few that voiced any kind of concerns were more or less up in arms about the relationship between the Rum River School District and the Cambridge-Isanti schools breaking ties.

Palmer asked if the school will need to raise funds or have a referendum to build the school?

Weiler stated state funding for disabilities, using state funded Medicaid to provide transportation to and from. As a district, we have to provide the facility, hours and subject matter. Weiler assumed there would be state funds that would pay so much and the district would have to come up with the rest of it.

Immel stated what the Commission is looking at tonight is that the plat will create two plots.

Dybvig moved, seconded by Palmer, to recommend City Council approve the proposed resolution of the preliminary plat named Cambridge-Isanti Schools as long as the conditions on the Resolution are met. Motion carried unanimously.

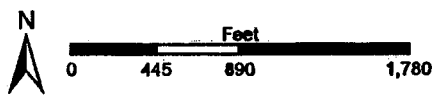


Subject Property



300 Third Ave NE, Cambridge, MN 56008 - 763-689-3211
www.cityofcambridge.mn.us

**A request by Wold Architects & Engineers,
 to request a preliminary plat named
 Cambridge Isanti Schools and will move
 an existing property line to accomodate
 a new building.**




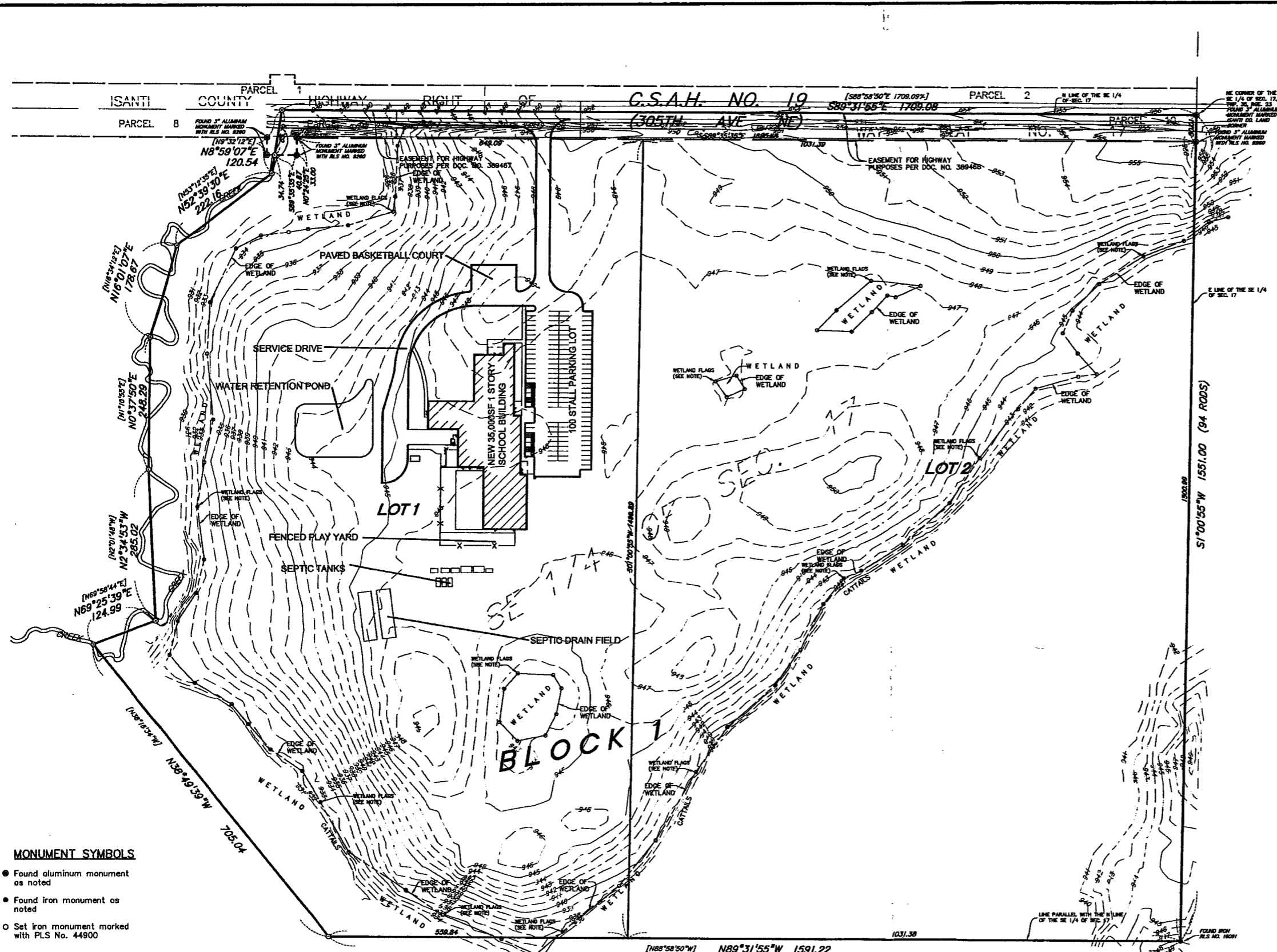
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Subject Property

Legend

 Municipal Boundary



DESCRIPTION OF PROPERTY SURVEYED

(Per Certificate of Title No. 199.0)
 That part of the Southeast Quarter, Section 17, Township 35, Range 23, Isanti County, Minnesota, described as follows:
 Beginning at the northeast corner of said Southeast Quarter; thence southerly, along the east line of said Southeast Quarter a distance of 1551.00 feet (94 rods); thence westerly, parallel with the north line of said Southeast Quarter (the north line of said Southeast Quarter has an assumed bearing of North 88 degrees 58 minutes 50 seconds West for the purpose of this description) a distance of 1591.22 feet; thence North 38 degrees 16 minutes 34 seconds West a distance of 705.04 feet; thence North 69 degrees 58 minutes 44 seconds East a distance of 124.99 feet; thence North 2 degrees 01 minutes 48 seconds West a distance of 285.02 feet; thence North 1 degree 10 minutes 55 seconds East a distance of 248.29 feet; thence North 16 degrees 34 minutes 12 seconds East a distance of 178.67 feet; thence North 53 degrees 12 minutes 35 seconds East a distance of 222.16 feet; thence North 9 degrees 32 minutes 12 seconds East a distance of 120.54 feet, more or less, to the north line of said Southeast Quarter; thence South 88 degrees 58 minutes 50 seconds East, along said north line, a distance of 1709.09 feet, more or less, to said point of beginning.

NOTE: Property appears to be subject to Parcels 9 and 10, ISANTI COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 17. Said Parcels do not appear as a memorial on the Certificate of Title.

[] Bearings and/or dimensions listed within brackets are per plat or record documents.

TITLE COMMITMENT

This survey was prepared without the benefit of current title work. Easements, appurtenances, and encumbrances may exist in addition to those shown hereon. This survey is subject to revision upon receipt of a current title insurance commitment or attorney's title opinion.

GENERAL NOTES

- 1.) Survey coordinate and bearing basis: Isanti County Coordinates
- 2.) Wetlands shown hereon are per delineation markers observed in the process of conducting the fieldwork. Markers were set by Pinnacle Engineering and located by Sunde Land Surveying, LLC on September 19, 2018.

AREAS

Lot 1 = 1,261,184 square feet or 28.953 acres
 Lot 2 = 1,547,452 square feet or 35.525 acres
 Right of Way = 88,481 square feet or 2.031 acres
 Gross = 2,897,117 square feet or 66.509 acres

OWNER AND SUBDIVIDER

ISD #911
 625a Main St N
 Cambridge, MN 55008-1269

Contact:
 Phone:

ZONING NOTES

Property is zoned Rural Residence/Agricultural (RA) Per City of Cambridge Zoning Map dated November 2012.

MONUMENT SYMBOLS

- Found aluminum monument as noted
- Found iron monument as noted
- Set iron monument marked with PLS No. 44900

UTILITY NOTES

- 1.) Utility information from plans and markings was combined with observed evidence of utilities to develop a view of the underground utilities shown hereon. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. In addition, Gopher State One Call locate requests from surveyors may be ignored or result in an incomplete response. Where additional or more detailed information is required, excavation and/or a private utility locate request may be necessary.
- 2.) Other underground utilities of which we are unaware may exist. Verify all utilities critical to construction or design.
- 3.) Some underground utility locations are shown as marked onsite by those utility companies whose locators responded to our Gopher State One Call, ticket numbers 182533988, 182533848, 182534361 and 182534318.
- 4.) Contact GOPHER STATE ONE CALL at 651-454-0002 (800-252-1166) for precise onsite location of utilities prior to any excavation.

BENCHMARKS (BM)
 (NAVD 88)

- 1.) MNDOT control disk 3003D located 3.5 miles south of Cambridge, 3.75 miles southwest along Trunk Highway 65 from the junction of Trunk Highway 65 and Trunk Highway 95 in Cambridge to Trunk Highway 65 milepoint 37.9, thence 0.7 mile east on County Road 19 (305th Avenue), 123 feet west of pipeline post number 4-12, 31.8 feet south of County Road 19, 1.0 foot northeast of a witness post. Elevation = 960.119 feet
- 2.) Top of iron marked with SLS cap on the north side of 305th Avenue NE 51% feet northeast of the northeast corner of subject property. Elevation = 956.28 feet
- 3.) Top of iron marked with SLS cap on the north side of 305th Avenue NE 77% feet east of the northwest corner of subject property. Elevation = 952.15 feet
- 4.) Scribed "X" on top of concrete culvert on the north side of 305th Avenue NE 37% feet north of the northwest corner of subject property. Elevation = 932.20 feet

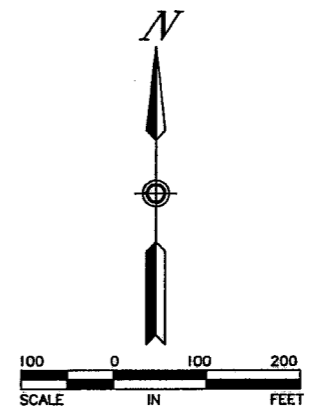
I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 9th day of January, 2019

SUNDE LAND SURVEYING, LLC.

By: *Arlene J. Carlson*
 Arlene J. Carlson, P.L.S. Minn. Lic. No. 44900

Revision	By	Date
Drawing Title:		
PRELIMINARY PLAT OF:		
CAMBRIDGE ISANTI SCHOOLS		
305th Avenue NE, Cambridge, MN		
		Main Office: 9001 East Bloomington Freeway (35W) • Suite 118 Bloomington, Minnesota 55420-3435 952-861-2455 (Fax: 952-868-9526)
Project: 2018-150-A	Bl./Pg: 1225/1	Date: 01/09/2019
Township: 35 Range: 23 Section: 17		Sheet: 1 of 1
File: 2018150APREPLAT.dwg		



Resolution No. R19-016

**RESOLUTION APPROVING A PRELIMINARY PLAT
CAMBRIDGE ISANTI SCHOOLS
(1700 305TH AVE NE)**

WHEREAS, Cambridge Isanti Independent School District #911, 625A Main St. N, Cambridge, MN 55008 is the owner of the property located at:

That part of the Southeast Quarter, Section 17, Township 35, Range 23, Isanti County, Minnesota, described as follows:

Beginning at the northeast corner of said Southeast Quarter; thence southerly, along the east line of said Southeast Quarter a distance of 1551.00 feet (94 rods); thence westerly, parallel with the north line of said Southeast quarter (the north line of said Southeast Quarter has an assumed bearing of North 88 degrees 58 minutes 50 seconds West for the purpose of this description) a distance of 1591.22 feet; thence North 38 degrees 16 minutes 34 seconds West a distance of 705.04 feet; thence North 69 degrees 58 minutes 44 seconds East a distance of 124.99 feet; thence North 2 degrees 01 minutes 48 seconds West a distance of 285.02 feet; thence North 1 degree 10 minutes 55 seconds East a distance of 248.29 feet; thence North 16 degrees 34 minutes 12 seconds east a distance of 178.67 feet; thence North 53 degrees 12 minutes 35 seconds East a distance of 222.16 feet; thence North 9 degrees 32 minutes 12 seconds East a distance of 120.54 feet, more or less, to the north line of said Southeast Quarter; thence South 88 degrees 58 minutes 50 seconds East, along said north line, a distance of 1709.09 feet, more or less; to said point of beginning

Is requesting a Preliminary Plat; and

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

WHEREAS, The Planning Commission of the City, on the 5th day of February, 2019, following proper notice, held a public hearing to review the request; and

WHEREAS, the Planning Commission made a recommendation to approve said request, and it was brought forward for City Council consideration as long as the following conditions can be met:

1. Site Plan Review must be completed and approved by the city prior to building permit issuance.
2. All state, local, and federal permits and applications must be completed and submitted by the applicant and all approvals from each agency must be met.
3. Final plat must be approved within one year of approval of the preliminary plat approval.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Cambridge, Minnesota, approves the proposed Preliminary Plat.

Adopted by the Cambridge City Council

This 19th day of February, 2019

Jim Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Prepared by: Lynda J. Woulfe, City Administrator

Background

City staff has asked the City Attorney's office to update our fireworks ordinance in light of legislative changes and the desire not to require firework licenses for indoor retail stores (e.g. Target, Menards, Wal-Mart). Our year-round, existing retail stores have a vested interest in being open and handling the sale of fireworks within their stores.

The seasonal, outdoor vendors however have a limited tie to our community and it is important to continue to regulate their sales to ensure our community's safety.

Steve Gershone, a staff attorney with Rupp, Anderson, Squires, and Waldspurger has prepared the amendments to City Code Title XI Business Regulations, Chapter 111 General Business Regulations, Section 111.040 Fireworks to conform with legislative changes and National Fire Protection Association regulation changes.

Marcia Westover has reviewed the proposed ordinance changes with Mike Fabini in his role as Building Official and Fire Marshal. They are comfortable with the changes as proposed.

Recommendation

Adopt Ordinance 686 as presented.

Ordinance 686 Fireworks

Amending City Code TITLE XI Business Regulations, Chapter 111 General Business Regulations, Section 111.040 Fireworks

The City Council of the City of Cambridge hereby amends Title XI Business Regulations, Chapter 111 General Business Regulations, Section 111.040 Fireworks as follows:

§ 111.040 FIREWORKS

(A) *Definitions.*

(1) *Fireworks.* For the purpose of this section, “fireworks” will have the same definition as contained in Minnesota Statute § 624.20, subd. 1, or any superseding statute.

(2) “Consumer Fireworks” includes, but is not limited to, those items contained in Minnesota Statute § 624.20, subd. 1(c), including wire or wood sparklers of not more than 100 grams of mixture per item, other sparkling items which are nonexplosive and nonaerial and contain 75 grams or less of chemical mixture per tube or a total of 500 grams or less for multiple tubes, snakes, and glow worms, smoke devices, or trick noisemakers which include paper streamers, party poppers, string poppers, snappers, and drop pops, each consisting of not more than twenty-five hundredths grains of explosive mixture.

(3) “Consumer Fireworks Retailer” means a retail seller that is in the business of selling only Consumer Fireworks, or a retail seller with a tent or other temporary structure exclusively constructed to sell consumer fireworks.

(B) *Sale and Use of Fireworks Prohibited.* It will be unlawful for any person to offer for sale, expose for sale, sell at retail, or wholesale, possess, advertise, or use, or explode any fireworks, except as otherwise hereinafter provided.

(C) *Permit Required.* No person ~~will shall~~ sell or possess for sale fireworks display fireworks within City limits, without first having obtained a permit from the City as provided herein.

(1) *Application for Outdoor Fireworks Display within City limits.* An application for an outdoor fireworks display permit ~~shall will~~ be made in writing to the City Administrator at least fifteen (15) days in advance of the date of display. The application ~~will shall~~ be promptly referred to the ~~Fire Marshal~~ Chief of the Fire Department.

(a) Supervision. ~~—The application must list the name of an operator who is certified by the state fire marshal and who will supervise the display.~~

(b) Investigation. The ~~Fire Marshal~~ Chief, or their duly designated appointee, will make an investigation to determine whether the operator of the display is competent and is certified by the state fire marshal, and whether the display is of such a character and is to be so located, discharged, or fired that it will not be hazardous to property or endanger any person. The ~~Fire Marshal~~ Chief or their duly designated appointee will report the results of this investigation to the City Administrator, and, if they reports that in their opinion, the operator is competent and that the display as planned will conform to safety requirements, including the rules and regulations of the State Fire Marshal ~~hereinafter provided for~~, the City Administrator will issue a permit for the display when the applicant pays a permit fee set forth in the Licenses, Fees and

Permits Ordinance as amended from time to time. After such permit will have been granted, sales, possession, use, and distribution of fireworks for such display will be lawful for that purpose only. No permit so granted will be transferable.

(c) Prior to processing the application, a criminal records check may be conducted. Neither the applicant nor the responsible party for the permit will have been convicted of a felony or a fire or firework related misdemeanor within the last three (3) years.

_____ (d) Prior to processing the application, the Fire Marshal, or their duly designated appointee, will determine that the proposed location is code compliant.

_____ (e) The application will include a letter from the person legally responsible for the property on which the fireworks related activity would occur. Such letter will grant permission to the applicant for the use of said property.

_____ (f) No display will be given unless a permit therefore has first been secured in the manner hereinafter set forth, provided, however, no such permit will be required when such display is given by the City of Cambridge within its own limits.

~~(2) Application for Permitted Sales, Use, and/or Possession. An application for a permitted use, sale, and/or possession permit will be made in writing to the City Administrator at least fifteen (15) days in advance of the date of display. The application will be promptly referred to the Fire Marshal.~~

~~(a) Investigation. The Fire Marshal, or their duly designated appointee, will make an investigation to determine whether the applicant is competent. The Fire Marshal, or their duly designated appointee, will report the results of this investigation to the City Administrator, and, if they report that in their opinion, the applicant is competent and that the permitted sale, use, and/or possession will conform to safety requirements, including the rules and regulations of the State Fire Marshal hereinafter provided for, the City Administrator will issue a permit when the applicant pays a permit fee set forth in the Licenses, Fees and Permits as amended from time to time. After such permit will have been granted, sales, possession, use, and/or distribution of fireworks will be lawful. No permit so granted will be transferable.~~

~~_____ (3) The Fire Marshal, or their duly designated appointee, will give final approval of denial of an application for the manufacture, storage for commercial purposes, or sale of fireworks within 30 days of such application being made to the City.~~

(2) Application for Consumer Fireworks Sales. No consumer fireworks retailer shall sell consumer fireworks within City limits without first submitting a "Consumer Fireworks Sales Permit Application" to the City Administrator.

_____ (a) License Fee. No consumer fireworks retailer shall sell consumer fireworks without paying the fee established in the City Ordinance on Licenses, Fees, and Permits.

_____ (b) Prior to processing the application, the Fire Marshal, or their duly designated appointee, must have determined that the proposed location is code compliant.

_____ (c) Permits for permitted use, sale, and/or possession will be issued for the calendar year applied for and will expire on December 31st of that year.

~~(5) — Prior to processing the application, a criminal records check may be conducted. Neither the applicant nor the responsible party for the permit will have been convicted of a felony or a fire or firework related misdemeanor within the last three (3) years.~~

~~(6) — Prior to processing the application, the Fire Marshal, or their duly designated appointee, will determine that the proposed location is code compliant.~~

~~(7) — The application will include a letter from the person legally responsible for the property on which the fireworks related activity would occur. Such letter will grant permission to the applicant for the use of said property.~~

~~(8) — No display will be given unless a permit therefore has first been secured in the manner hereinafter set forth, provided, however, no such permit will be required when such display is given by the City of Cambridge within its own limits.~~

(D) Exceptions and Permitted Sales and Uses. Nothing in this Section shall be construed to prohibit the sale or uses set forth in any of the following subdivisions:

(21) Sales at wholesale to those persons holding valid permits for a fireworks display from a governmental subdivision of the State.

(32) Sales outside the State.

(43) Any resident wholesaler, dealer, or jobber, from selling at wholesale such fireworks as is not herein prohibited.

(54) The sale of any kind of fireworks for shipment directly out of the State.

(65) The use or possession of fireworks by airplanes and railroads or other transportation agencies for signal purposes or illumination.

(76) The possession, sale or use of blank cartridges for a show or theater, or for signal or ceremonial purposes in athletics or sports, or for use by military organizations, or for use as a bird or animal repelling device.

~~(8) — Supervised public displays of fireworks by cities, villages, and fair associations, amusement parks, and other organizations, when granted a permit and conducted as hereinafter provided.~~

(E) Regulations.

(1) No person will sell or store consumer fireworks within 50 feet of any fuel dispensing apparatus unless the total aggregate quantities of consumer fireworks are below the exempt amounts listed within Chapter 7 of NFPA 1124 *Code for the Manufacture, Transportation, Storage, and Retail Sales of Fireworks and Pyrotechnic Articles*®, 2003 Edition, within an approved structure or building. Consume fireworks sales and display shall be limited to mercantile occupancies as defined in NFPA 10, *Life Safety Code*®. No person shall construct a retail display nor offer for sale explosives, explosive materials, or fireworks upon highways, sidewalks, public property, or in assembly or educational occupancies. The designated Fire Office will determine compliance.

(2) It will be unlawful for any seller of any fireworks to permit smoking at any site containing fireworks. "No Smoking" signs must be conspicuously posted, and approved fire extinguishers must be available for use.

(3) Exempt amounts: The requirement of Chapter 7 of NFPA 1124® shall not apply to consumer fireworks retail sales facilities or stores where the total quantity of consumer fireworks on hand does not exceed 56.8 kg [125 lb (net)] of pyrotechnic composition or, in a building protected throughout with an approved automatic sprinkler system installed in accordance with NFPA 12 *Standard for the installation of sprinkler systems*® 113.6 kg [250 lb (net)] of pyrotechnic composition. Where the actual weight of the pyrotechnic composition of consumer fireworks is not known, 25 percent of the gross weight of the consumer fireworks, including packaging, shall be permitted to be used to determine the weight of the pyrotechnic composition. Amounts in excess of the exempt amounts shall be required to comply with NFPA 1124®.

(4) The requirements of this ordinance are in addition to any requirements imposed by any building and zoning regulations, fire codes, or State law.

(5) Only persons 18 years of age or older may purchase fireworks, and the age of the purchaser must be verified by photographic identification.

(6) Exterior ~~storage, display, sales, storage, sales displays,~~ or transient sales of consumer fireworks are permitted subject to a site plan review and payment of appropriate permit fee. Site plans will be submitted for review and approval a minimum of thirty (30) days before display commencement of sales. Approved minimum separation distances in compliance with table 7.7.2 of NFPA 1124® shall be provided from the exterior display to adjacent buildings, combustibles, or flammable liquids. No manufacturing, sales, or storage for commercial purposes will occur on residentially zoned property or within 100 feet thereof.

(7) A list of all consumer fireworks displayed for sale and stored on the property will be available at all times. The list will document the name, weight, and quantity of the fireworks and be accompanied by the material safety data sheets.

(8) Manufacturing, warehouse buildings, or sales displays in excess of the quantities listed in (3) for retail consumer fireworks will be classified as defined in the Building Code and where applicable, subject to the requirement of NFPA 24® and the current edition of the Minnesota State Fire Code.

(9) A handout describing fireworks use, safety, and warnings shall be provided by the retailer to each consumer purchasing fireworks.

(F) Use and Possession.

(1) It is unlawful to use, fire, or discharge any fireworks along the route of and during any parade, in any place of public assembly, on any public property, or in any commercial/industrial zoning district.

(2) It is unlawful at any time to throw, toss, or aim any fireworks at any person, animal, vehicle, or other thing or object or used in any manner that may threaten or cause possible harm to life or property.

(3) The discharge of fireworks will be prohibited inside a building and within fifteen (15) feet of any building.

(4) The Fire Official may ban fireworks if dry or windy conditions occur.

(5) Juveniles may not possess fireworks unless under the direct supervision of a responsible adult.

(6) Fireworks shall not be discharged in such a manner that may create a nuisance nor between the hours of 12:00 a.m. to 7:00 a.m. Fireworks use will also be subject to any additional ordinances such as noise and/or assembly.

(G) Officers May Seize Illegal Fireworks. The State Fire Marshal, or any sheriff, police officer, constable, or local fire marshal, will seize, take, remove, or cause to be removed, at the expense of the owner, all stocks of fireworks or combustibles offered or exposed for sale, stored, or held in violation of Sections 1 et seq.

(H) Penalties.

(1) Materials that violate and/or pose a threat to public safety may be confiscated and destroyed. Costs associated with disposal will be assessed back to the property owner or permit holder.

(2) Violations of this regulation, City Ordinance, or State Statute may result in revocation of the permit.

(3) Any violation of this Ordinance is a misdemeanor.

(I) Repeal of Conflicting Ordinances. All other ordinances or parts of ordinances of the City of Cambridge that may be in conflict herewith are hereby repealed. If any section, subsection, sentence, clause, or phrase of this section is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this section. The City Council hereby declares that it would have adopted the section in each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

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

Adopted by the Cambridge City Council this 19th of February, 2019.

Jim Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Date of Publication: February 28, 2019

Summary Ordinance for Publication

The City Council of the City of Cambridge adopted Ordinance 685 amending Title XI Business Regulations, Chapter 111 General Business Regulations, Chapter 111.040 Fireworks to define license

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

ATTEST:

Lynda J. Woulfe, City Administrator

Prepared by: Lynda J. Woulfe, City Administrator

Background

With the adoption of the massage therapy licensing ordinance and the proposed revisions to the fireworks chapter, it is necessary to update our fee schedule. Ordinance 687 incorporates the following fees into Ordinance 682 which set forth the 2019 Fee Schedule.

116.008	Therapeutic Massage Enterprise License	Per Year	\$50.00 per massage therapist licensed
116.008	Therapeutic Massage Enterprise License Investigation Fee	New licenses	\$100 plus \$15 for each massage therapist licensed
116.008	Individual Therapeutic massage therapist license (individuals not licensed through a Therapeutic Massage Enterprise License)	Per Year	\$50
111.040	License to Sell Fireworks	Per Year	\$350

Recommendation

687 as presented.

Attachments

Ordinance 687

ORDINANCE NO. 687

Licenses, Fees, and Permits for 2019

The City Council of Cambridge, Minnesota, ordains the following addition to Ordinance 682 License, Fees, and Permits for 2019:

Title XI – Business Regulation Fees

Code Section	Type of License/Fee	Term	Fee
116.008	Therapeutic Massage Enterprise License	Per Year	\$50.00 per massage therapist licensed
116.008	Therapeutic Massage Enterprise License Investigation Fee	New licenses	\$100 plus \$15 for each massage therapist licensed
116.008	Individual Therapeutic massage therapist license (individuals not licensed through a Therapeutic Massage Enterprise License)	Per Year	\$50
111.040	License to Sell Fireworks	Per Year	\$350

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

Adopted by the Cambridge City Council this 19th day of February, 2019.

James A. Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Summary Ordinance for Publication

The City Council of the City of Cambridge adopted Ordinance 686 amending Ordinance 682 settings fees for Massage Therapist licensing and Consumer Fireworks Retailer licenses. The complete ordinance is available for public inspection at the office of the City Administrator, 300 3rd Ave NE, Cambridge, Minnesota.

ATTEST:

Lynda J. Woulfe, City Administrator

Date of Publication: February 28, 2019

6B Request to Approve Call for Redemption of 2012A Bonds

PREPARED BY: CAROLINE MOE, DIRECTOR OF FINANCE

Background

As was discussed at the Council Retreat on February 15, 2019, the City has adequate funds available to retire the 2012A Bond Issue and save approximately \$130,000 of future interest costs. This debt issue includes is made up of several parts: City Hall Debt, 2012 Street Improvement Debt and 2012 Utility Improvement Debt. All of these parts have adequate funds to retire the outstanding debt.

Staff is recommending that the attached resolution prepared by our bond attorney be passed that will allow for a retirement of this debt issue as soon as required notice to bond holders have been given.

Recommended Council Action:

Approve Resolution R19-017 Calling for Redemption of 2012A Bond Issue.

CERTIFICATION OF MINUTES RELATING TO
REDEMPTION OF OUTSTANDING BONDS

Issuer: City of Cambridge, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held February 19, 2019, at 6:00 P.M., at the City offices.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. R19-017

RESOLUTION AUTHORIZING PREPAYMENT AND
REDEMPTION OF OUTSTANDING BONDS

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said Bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer February 19, 2019.

City Clerk-Administrator

Member _____ introduced the following resolution and moved its adoption, which motion was seconded by Member _____

RESOLUTION AUTHORIZING PREPAYMENT AND
REDEMPTION OF OUTSTANDING BONDS

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

Section 1. Pursuant to resolution adopted by this Council on May 7, 2012, the City issued its General Obligation Bonds, Series 2012A in the original principal amount of \$6,570,000 (the "Bonds").

Section 2. This Council has determined that it has or will have sufficient moneys available to exercise its option to prepay the aggregate unpaid principal, plus interest accrued, on the Bonds currently outstanding. The officers of the City are hereby authorized and directed (i) to give notice to Bond Trust Services Corporation, as registrar (the "Registrar") of the City's intention to exercise its option to prepay; and (ii) to direct that the Registrar redeem, as soon as is practicable, the outstanding Bonds.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

NOTICE OF REDEMPTION
\$6,570,000 General Obligation Bonds, Series 2012A
Dated June 5, 2012
City of Cambridge, Minnesota

NOTICE IS HEREBY GIVEN that the City of Cambridge, Minnesota (the "City") has called for redemption and prepayment on March 26, 2019, the outstanding bonds of the above-referenced issue maturing on February 1 in the following years, in the principal amounts and having the interest rates and CUSIP numbers listed below (the "Bonds"):

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>CUSIP Number</u> [®]
2020*	\$735,000	2.00%	132339 YX4
2021*	670,000	2.00	132339 YY2
2023*	630,000	2.00	132339 ZA3

* Denotes full call.

The Bonds will be redeemed at a price of 100% of their principal amount plus accrued interest to the date of redemption. Holders of the Bonds should present them for payment, on or before said date, on which date they will cease to bear interest, to Bond Trust Services Corporation, Attn: Bond Trust Services, 3060 Centre Point Drive, Roseville, Minnesota 55113.

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2001, federal backup withholding tax will be withheld at the applicable backup withholding rate in effect at the time the payment by the redeeming institutions if they are not provided with your social security number or federal employer identification number, properly certified. This requirement is fulfilled by submitting a W-9 Form, which may be obtained at a bank or other financial institution.

Additional information may be obtained from the undersigned or from Ehlers & Associates, Inc., 3060 Centre Point Drive, Roseville, Minnesota 55113-1105 (651-697-8500), municipal advisor to the City.

Dated: February 19, 2019

BY ORDER OF THE CITY COUNCIL
CITY OF CAMBRIDGE, MINNESOTA

By s/ Lynda Woulfe, City Clerk-Administrator

[®] CUSIP data herein is provided by Standard & Poor's, CUSIP Services Bureau, a division of the McGraw-Hill Companies, Inc. CUSIP numbers have been assigned by an independent company not affiliated with the Issuer or Paying Agent and are included solely for the convenience of the holders of the Bonds. Neither the Issuer nor the Paying Agent is responsible for the selection or uses of these CUSIP numbers, and no representation is made as to their correctness on the Bonds or as indicated above. The CUSIP number for a specific maturity is subject to being changed after the issuance of the Bonds as a result of various subsequent actions including, but not limited to, a refunding in whole or in part of the Bonds.

6C Certification of Delinquent Municipal Charges to 2020 Tax Roll February 19, 2019

Prepared by: Caroline Moe, Director of Finance

Background

Certify Delinquent Municipal Charges

Attached for your review is a certification of delinquent amounts to be certified to the Isanti County Auditor for the Assessment to the Real Estate Taxes due in 2020.

Certification of delinquent charges allows the City to retain its ability to collect the outstanding balance even though in the future a property may be a part of a foreclosure or bankruptcy action. Once certified, amounts become a lien that stay with the property until paid.

Recommended Council Action—*Approve Resolution R19-018 certifying debts to the Isanti County Auditor for the Assessment to the Real Estate Taxes due in 2020.*

Attachments:

1. Resolution R19-018 for certification of delinquent account balances.
2. Listing of delinquent amounts for certification.

Resolution No. R19-018

**RESOLUTION CERTIFYING DELINQUENT DEBTS TO THE ISANTI COUNTY
AUDITOR FOR ASSESSMENT TO THE REAL PROPERTY TAXES DUE IN 2020 FOR
THE PROPERTY SERVED**

WHEREAS, Minnesota State Law and Cambridge City Code authorize the City Council to certify delinquent and unpaid charges to Isanti County for collection with ad valorem taxes;

WHEREAS, the Cambridge City Council has determined the attached certification of municipal charges delinquent and unpaid;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMBRIDGE, ISANTI COUNTY, STATE OF MINNESOTA, that the owners of the properties located on the attached certification are delinquent in his/her payments to the City of Cambridge for municipal services and other services and the City Council of Cambridge, Minnesota shall have the delinquent amounts along with certification fees, as applicable, certified to the Isanti County Auditor for assessment to the real property taxes as imposed by the Isanti County Auditor, due in 2020 for the property served.

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

Adopted this 19th Day of February, 2019.

James Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

