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The State of Minnesota prohibits cities from making charitable contributions. But, Princeton’s Municipal Liquor Store, Princeton Wine and Spirits (PW&S) is allowed to provide grants for worthwhile community events. Annually, the City Council budgets Liquor Store funds for those types of purposes. Because there are numerous worthwhile causes and it is not possible to fulfill all grant requests, the criteria the City uses to determine how best to allocate the budgeted funds includes, but is not limited to, the following:

1. The requesting group/organization must be located within the 55371 zip code.
2. The mission or goal of the requesting group/organization must benefit individuals who reside within the 55371 zip code.
3. Generally, retail promotions are not eligible for grant funding.
4. Groups/organizations are limited to one grant within a 12 month period.
5. Because funds are limited, the city reserves the right to contribute less than the full amount actually requested.
6. The requesting group/organization may not be engaged in political activity.
7. Priority is given to groups/events that promote restricting youth access to alcohol and/or the responsible use of alcohol by adults.

Please provide the information requested below:

Organization/Group requesting Princeton Senior Party
Address 11540 310th Avenue, Princeton State MN Zip Code 55371
Name of person to contact regarding this request: Kim Young, Senior Party Chairperson
Phones: Home 651-238-4104 Work Cell
Email Address youngsfamily5@gmail.com Amount Requested $

Approximately what percentage of the project’s total cost is the amount requested? 

Has this group received PW&S funds within the last 12 months? Requested, not yet received  
If requested, will this person appear before the City Council to discuss the request? Yes

What is the mission or goal of the requesting organization/group? The Princeton Senior Party is a committee of volunteer parents who plan an chemical-free all night party immediately following high school graduation.

Date of Activity: May 2020

Specifically, how will the requested grant be used and how will that use benefit the larger Princeton Community? Due to COVID-19, the senior party unfortunately needed to be cancelled. Due to the magnitude of the event, we felt we were unable to postpone. We are heading up a project to honor the graduates in a different way by hanging a banner of each senior throughout the city of Princeton. This is a huge undertaking and requires collaboration of several organizations.

What is the approximate number of people who will be affected positively by the amount given? 253 graduates, their families and the community at large

Applicant’s Signature Kim Young Date 5/4/2020

For City Staff Use: 
Approved Denied by City Council on
Memorandum

Date: 5/5/2020
To: Mayor Brad Schumacher and the City Council
Copy to: File
From: Alex Goerke, PE
RE: Taxiway Reconstruction Project Grant Application and CARES Act

Remarks

CARES Act:

On April 14, the FAA held a briefing about the recently released $10 Billion for airport sponsors. Princeton Municipal Airport is eligible for both an increase to the Federal Share to 100% for 2020 AIP grant – taxiway reconstruction project and is also eligible for a $30,000 grant which can be used for any purpose for which airport revenues may lawfully be used.

Taxiway Reconstruction Project Bid Results:

Bids for the taxiway reconstruction project were opened at 2pm on April 23, 2020. The lowest bidder was Kraemer Excavating at $945,463.51.

3 bids were received:
Kraemer Excavating Inc: $945,463.51
Knife River Corporation: $1,041,765.81
Meyer Contracting Inc: $1,195,224.25

Taxiway Reconstruction Project Cost Breakdown:

Federal Share: $1,033,606.28
State Share: $92,299.34
Local Share: $30,766.45
Total Project Cost: $1,156,672.06

Attached is the completed bid tab and a project cost breakdown for your review.

Taxiway Reconstruction Project Grant Application:

The grant application has been prepared and includes the following engineering items for consideration that are needed to move the project forward:

1. Grant Request Letter
2. Scope and Fee Negotiation Letter – This states that the IFE concluded KLJ’s fees were reasonable and any needed negotiations took place.
3. Detailed Fee Analysis Letter – This details the timeline in which the IFE was performed  
4. KLJ Task Order 5 – This is the agreement with KLJ to perform construction administration,  
construction observation, and quality assurance testing for the project.

**Independent Fee Review:**
According to FAA rules, contracts exceeding $100,000 need to have an independent fee review  
performed. HDR completed their review and found their cost to perform the work to be $196,841.46.  
KLJ's cost to perform the work is $197,208.55. These costs are within 10% of one another and are  
acceptable by the fee review guidelines.

**FAA Reimbursable Agreement for the Commissioning Flight Inspection:**
Part of the runway project includes a special flight by the FAA to commission the navigational aids that  
are being installed with the project. This cost is included in the runway grant but requires a separate  
agreement between the FAA and the City of Princeton.

**Notice to Proceed:**
The Runway reconstruction project is set for the runway closure to begin on May 20, 2020. 70 calendar  
days are planned for the project ending on July 29, 2020.

**Action Items:**
1. KLJ is recommending that the City of Princeton apply for the 2020 federal grant with  
construction being completed by Kraemer Excavating for a price of $945,463.51 and a total  
project cost of $1,156,672.06.
2. KLJ is recommending that the 4 documents listed above are signed and included with the grant.
3. KLJ is recommending that the Commissioning Flight Inspection agreement be executed when it’s  
received from the FAA.
4. KLJ is recommending that the City of Princeton issue the Notice to Proceed to Minnesota Paving  
and materials so that they can begin construction with a runway closure start date of May 20,  
2020 and the 70-day runway closure ending July 29, 2020.

These 4 items have been discussed by the Airport Advisory Board which is in full support of the City  
proceeding as recommended.

Please let me know if there are any questions.

Thank You,

Alex Goerke, PE  
Alex.goerke@kljeng.com  
651-726-5017

Attachments: Bid Tab, Project Cost Breakdown, Grant Request Letter, Scope and Fee Negotiation Letter,  
Detailed Fee Analysis Letter, KLJ Task Order 5, HDR Fee Review
To: Princeton City Council

Date: 05-04-2020

From: Emergency Management Team, Ron Lawrence, Todd Frederick and Bob Gerold

Regarding: Emergency Declaration extension

Mr. Mayor and members of the council the Emergency Declaration is due to expire at midnight May 7th, 2020. At this time, it is the recommendation of the Emergency Management Team to extend the declaration to midnight, May 28th, 2020. As the council is aware, this is a fluid situation and this team understands that this declaration could be cancelled earlier or extended if deemed feasible.
ORDINANCE NO. 792

CITY COUNCIL CONTINUANCE OF THE DECLARATION OF A LOCAL EMERGENCY
CITY OF PRINCETON, MINNESOTA

WHEREAS, the Mayor of the City of Princeton, Minnesota (“Mayor”) declared an Emergency to exist in the City of Princeton, Minnesota (“City”) effective on March 19, 2020 upon signing the Declaration (“Declaration”); and

WHEREAS, Minnesota Statutes Section 12.29 authorizes the Mayor to declare the existence of the Emergency, invoke necessary portions of the Emergency Management Plan, and authorize aid and services in accordance with interjurisdictional agreements. In order for the Declaration of the Emergency to continue beyond three days the City Council of the City of Princeton, Minnesota (“City Council”) must consent to the Declaration; and

WHEREAS, the Princeton City Council Passed Ordinance No. 790 Consenting to the Mayoral Declaration of a Local Emergency with sunset provisions of either 30 days or the date of the end of the local emergency, whichever is the first to occur; and

WHEREAS, the Princeton City Council Passed Ordinance No. 791 Continuing the Declaration of a Local Emergency; and

WHEREAS, the City Council has determined the local emergency continues; and

WHEREAS, the City Council is the official governing body of the City; and

WHEREAS, Minnesota Statutes Section 12.37 authorizes the City, acting through its governing body, to:

“(1) enter into contracts and incur obligations necessary to combat the disaster by protecting the health and safety of persons and property and by providing emergency assistance to the victims of the disaster; and

(2) exercise the powers vested by this subdivision in the light of the exigencies of the disaster without compliance with time-consuming procedures and formalities prescribed by law pertaining to:

(i) the performance of public work;
(ii) entering into contracts;
(iii) incurring of obligations;
(iv) employment of temporary workers;
(v) rental of equipment;
(vi) purchase of supplies and materials;
(vii) limitations upon tax levies;
(viii) the appropriation and expenditure of public funds, for example, but not limited to, publication of ordinances and resolutions, publication of calls for bids, provisions of civil service laws and rules, provisions relating to low bids, and requirements for budgets”

WHEREAS, City Code of Ordinances, Section 215.01 provides for emergency regulations: “Because of the existing possibility of the occurrence of disasters of unprecedented size and destruction resulting from fire, flood, tornado, blizzard, destructive winds, or other natural causes, or from sabotage, hostile action, or from hazardous material mishaps of catastrophic measure; and in order to insure that preparations of this city will be adequate to deal with those disasters, and generally, to provide for the common defense and to protect the public peace, health, and safety, and to preserve the lives and property of the people of this city, it is hereby found and declared to be necessary:

(A) To establish a city emergency management organization responsible for city planning and preparation for emergency government operations in time of disasters;
(B) To provide for the exercise of necessary powers during emergencies and disasters;
(C) To provide for the rendering of mutual aid between this city and other political subdivisions of this state and of other states with respect to the carrying out of emergency preparedness functions; and
(D) To comply with the provisions of M.S. 12.25, as it may be amended from time to time, which requires that each political subdivision of the state shall establish a local organization for emergency management.”; and

WHEREAS, City Code of Ordinances, Section 215.03 provides for the establishment of an emergency management organization, the terms of which are incorporated herein by reference; and,

WHEREAS, City Code of Ordinances, Section 215.04 enumerates the powers and duties, the terms of which are hereby incorporated by reference; and,

WHEREAS, City Code of Ordinances, Section 215.05 enumerates the manner in which a local emergency, the terms of which are hereby incorporated by reference; and,

WHEREAS, City Code of Ordinances, Section 215.06 enumerates the regulation of declared emergencies; the terms of which are hereby incorporated by reference; and

WHEREAS, the City Council finds that the Emergency is sudden and unforeseen and could not have been anticipated; and

WHEREAS, the City Council finds that conditions in Minnesota and the threat to the visitors to and inhabitants of the City has worsened considerably as a result of the Emergency; and

WHEREAS, the City Council finds that this situation threatens the health, safety, and welfare of the citizens of the community and threatens the provision and delivery of city services as a result of the Emergency; and
WHEREAS, the City Council finds that the Emergency poses the risk of and may cause catastrophic loss of public health, safety, and welfare if not immediately addressed; and
WHEREAS, the City Council finds that traditional sources of relief are not able to repair or prevent the injury and loss.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PRINCETON, MINNESOTA, DOES HEREBY ORDAIN:

Section 1. The foregoing recitals of the preamble are incorporated herein by reference.


Section 3. The City faces an imminent threat to life and public health resulting from the novel coronavirus and the resulting COVID-19 disease.

Section 4. The City is confronted with a worldwide pandemic creating threat of disaster of major proportions, which the safety and welfare of the guests to and inhabitants of the City are jeopardized and placed at extreme peril, in which timely action to contain and mitigate the risk to human life.

Section 5. The City Declares, under Minnesota Statues, Section 13D.021, that in-person meetings of the City Council, Planning Commission, and other advisory commissions of the City of Princeton are not practical or prudent due to the COVID-19 health pandemic and the peacetime emergency declared by Governor Walz pursuant to Minnesota Statutes, Chapter 12, and hereby directs that meetings of the City Council, Planning Commission, and other advisory commissions of the City shall be conducted by telephone or other electronic means, and hereby directs City Staff to take such action as may be necessary to enable such meetings to occur via telephone or other electronic means pursuant to Minnesota Statutes, Section 13D.021, until such time as it is no longer impractical or imprudent for the City Council, Planning Commission, and other advisory commission to resume in-person meetings.

Section 6. This Ordinance hereby continues the declaration of a local emergency.

Section 7. To the extent normal state laws and city policies and procedures impede an efficient response or compliance with federal and state directives and recommendations, the City Administrator, Emergency Management Team, and their designees are hereby authorized to suspend compliance with those laws, policies, and procedures as authorized by Emergency Executive Order 20-01 and by Minnesota Statutes, Sections 12.32 and 12.37, and to take those actions necessary to protect the public health, safety, and welfare.

Section 8. This Ordinance shall take effect immediately upon passage as permitted by the City Council.
Section 9. This Ordinance shall be in effect until 11:59 P.M on May 28, 2020, or until the termination of the local emergency, whichever occurs first, as permitted by Section 215.06 (C) of the City Code.

Section 10. The City Administrator is authorized and directed to file and to post notice of this Ordinance and any emergency regulations as authorized and required by State law and City Code.

Passed and adopted this 7th day of May, 2020.

__________________________________________
Mayor

ATTEST:

__________________________________________
City Administrator
MEMORANDUM

TO: City Council
FROM: Shawna, Bob Gerold and Tim Jensen
SUBJECT: Oak Knoll Cemetery Amendment to rules
DATE: May 7, 2020

City Staff understands that it is difficult to lose a loved one, and people grieve in many different ways. One of which is putting items on and decorating their loved one’s gravesite. While there are many graves that include a lot of items, “Babyland” area of Oak Knoll gets very busy with toys, decorations and other items. These items sometimes blow to other parts of the cemetery and become unsightly from being outside.

This can sometimes create a hardship in the maintenance of the cemetery, and many times are against the current regulations set it the Oak Knoll’s Rules and Regulations that was approved by the City Council in 1993, and most recently revised in November 2018.

Jenkins sent an email out to the Clerk / Administrators Listserv to see how others handle their cemeteries and various items that are left at gravesites. Unfortunately, only two cities responded. Greenwood Cemetery in Warren MN had some wording that staff liked, so we incorporated those into our current rules to make things clearer and easier to understand. Please review these recommendations and approve if you agree with these recommended changes.

Some examples,
OAK KNOLL CEMETERY

PRINCETON, MN

RULES AND REGULATIONS

APPROVED BY THE
PRINCETON CITY COUNCIL
FEBRUARY 25, 1993

Last Revised November 8, 2018
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RULES AND REGULATIONS

1. Internments

1.1 Lot owners are granted only the right of interment in their lots. The City of Princeton reserves the right to refuse to permit the interment of anyone who is not at the time the owner of the lot, or a relative of the owner by blood or marriage. Permission, in writing and with the seal of a Notary Public, of the lot owner must accompany all requests for permits to bury persons not members of the immediate family of the lot owner.

1.2 No interment shall be made in the cemetery except upon at least 24 hours notice in advance of the time set for the funeral service. From approximately November 1st until approximately April 15th, depending on the ground being frozen or snow covered, interments will be held in the City’s cryptorium until burials can resume. These dates shall be determined by the Public Works director.

1.3 No casket shall be interred in the cemetery unless it is enclosed in a concrete vault or box. Ashes must be placed in an urn prior to burial. No vault is required for cremation.

1.4 Should the lot owner, or funeral director, fail or neglect to designate the location, the City of Princeton reserves the right to make the interment in a location designated by the City. The city will not be responsible for any order given by telephone, or for any mistake occurring from the want of precise, proper instructions as to the particular location within a plot where interment is desired.

1.5 The City will not be liable for the interment permit, nor the identity of the person sought to be interred.

1.6 No interment of two or more bodies shall be made in one full grave, except in the following cases:

1. A parent and child may be buried in one casket.

2. Two infants may be buried in one casket.

3. Two urns of ashes may be buried in one full grave.
4. One body and one urn of ashes may be interred in one full grave.

1.7 No interment may be made in the cemetery unless all ordinances, rules and regulations regarding interments have been complied with and until the purchase price of the lot to be used and all burial fees are paid or arrangements have been made with the City for payment.

1.8 The cost of interments, including burial of ashes, shall be set by the City.

2. Interments – Winter (moved from Section 14)

2.1 Winter Burials will be permitted at an additional cost to be set by the City Council.

2.2 Winter burials will be in effect from the first snow or when the ground is frozen and will continue through such time as when the ground is completely thawed. Specific dates will be determined by the Public Works Director.

2.3 A minimum notice of 72 hours prior to the winter interment (excluding weekends and holidays) must be given to City Hall. The City reserves the right to delay the burial up to 48 hours because of, but not limited to, ground conditions, weather conditions, and manpower/equipment availability.

14.4 Winter burials will be between 12:00 noon and 4:00 PM, unless otherwise determined by the Public Works Director.

2.4 Winter burial rates will be charged as read in Appendix E of the City Fee Schedule.

14.6 A maximum of (4) vehicles, for pall bearers and immediate family, will be allowed at the burial site during the winter months. Other vehicles will be parked near the cryptorium or on 13th Avenue North.

3. Delay of Interment

3.1 The City of Princeton will be in no way liable for any delay in the interment of a body when a protest to the interment has been made, or where rules or regulations have not been complied with.

4. Disinterments
4.1 Written permission of the lot owner and the next of kin shall be filed with the City, and a permit from the County Health Officer shall be secured and presented, and the required fees paid before any grave may be opened for any purpose. At least one month’s notice must be given proper to any disinterment. This provision does not apply when disinterment is ordered by a duly authorized public authority.

5. **Conditions of Lot Purchase**

5.1 All lots will be sold subject to these rules and regulations, or those hereafter adopted. The purchaser shall expressly agree, in the deed conveying the lot, that his rights are subject to such reasonable rules and regulations as the Princeton City Council may adopt. The deed, and these rules and regulations, and any amendments, constitute the sale agreement between the cemetery and the lot owner.

5.2 No lot shall be used for any purpose other than the burial of human remains and the place of appropriate memorials, as per the rules and regulations of the cemetery.

5.3 No easement or right or interment is granted to any plot owner in any road, drive, alley, or walkway which may be used as a means of access to the owner’s cemetery lot or lots.

5.4 The City reserves and shall have the right to correct any errors that may be made by it either in making interments, disinterments, or removals, or in the description, transfer, or conveyance of any interment property, either by cancelling such conveyance and substituting and conveying in the lieu thereof other interment property of equal value and similar location, as far as possible, or as may be selected by the City, or in sole discretion of the City, by refunding the amount of money paid on account of said purchase. In the event that such error shall involve the interment of remains of any person in such property, the City reserves and will have the right to remove or transfer such remains so interred to other property of equal value and similar location as may be substituted and conveyed in lieu thereof.

6. **Purchase of Lots**

6.1 All fees and charges shall be set by the City and are payable to the City at City Hall. The fees are written out in the Princeton City Ordinances Appendix E.
6.2 Upon full payment of the purchase price of a lot, or lots, the City of Princeton will issue a cemetery deed conveying the lot, executed by the City, and the deed shall be recorded in the records of the City. Description of the lots will be in accordance with the cemetery plats, which are kept on file at City Hall.

7. Transfer of Lots

7.1 The owner of the cemetery lot, or grave, may transfer lots:

1. To the City of Princeton at the original sale price minus perpetual care (35%);

2. By will to any of his/her relatives who may survive him/her for the use and benefit of the person designated in the will;

3. By will to other persons not related to him/her for the use and benefit of the person designated in the will.

In all cases, the owner must complete and have signed by witnesses and a Notary Public a transfer of ownership document provided by the City of Princeton. The transfer of ownership document must be approved by the City prior to the transfer of lots by the owner. When a transfer has been made in conformance with these rules, such transfer shall be recorded in the cemetery records.

7.2 No cemetery lot nor grave will be permitted to be re-sold except back to the City at the original lot price minus perpetual care.

7.3 Lot owners may not allow interments to be made on their lots for remuneration.

8. Descent of Lots

8.1 On the death of the lot owner, such lot shall be granted and conveyed by the City to the deceased’s spouse, children in order of age, parents, siblings in order of age, or descendants who are qualified to be buried therein, unless otherwise provided for by will. The City may request such evidence as it deem necessary to prove that the lots in the question are received by the person who would be entitled to receive them.

9. Markers
9.1 Every marker must be placed in the space located by the City. All monuments will be placed at the west (head) end of lots. All slant (above ground) markers shall be placed in line with monuments (west end).

9.2 All markers including slab must fit within property lines.

9.3 All markers and monuments must be set in cement unless otherwise approved by the City. The cement foundation must be at least 4” thick and have a 4” border around the monument. Monument Companies must be bonded and insured to work in Oak Knoll Cemetery.

9.4 All markers, monuments, and foundations and must be located and marked by the City of Princeton personnel. Locate requests must be requested 3 business days prior to stone setting.

9.5 No marker may be placed in the cemetery until payment of the marker locate fee has been made to the City of Princeton.

9.6 The locate fee will be determined by the City Council and reviewed periodically.

10. **Perpetual Care**

10.1 The general care of the cemetery is assumed by the City and includes the cutting of the grass at reasonable intervals, and cleaning of the grounds, the pruning of the shrubs and trees that may be placed by the City, and maintaining the general preservation of the lots and grounds, walks, roadways, boundaries, and structures to the end that said grounds shall remain and be reasonably cared for as cemetery grounds. General care assumed by the City shall in no case mean the maintenance, repair, or replacement of any marker or memorial placed or erected upon lots, nor the doing of special, unusual work in the cemetery.

11. **Landscaping Improvements**

11.1 Plants and flowers may be placed in an urn sitting in a holding post above ground or an urn with its own integral base. The urn must be at least 8” above ground for mower clearance. Anything placed or planted not in accordance with this rule will be removed immediately by the cemetery caretaker. The City takes no responsibility for pots or stands should they be destroyed.
11.2 Veteran and auxiliary markers, planters, urns, live flowers, and plants shall be placed directly on either end or directly in front of monuments. If there is no monument, they have to be placed as if there was such.

11.3 Nothing may be placed or planted around foot markers or on top of the grave. However, live or artificial flowers may be placed on graves seven days before Memorial Day and must be removed seven days after Memorial Day.

11.4 Evergreen trees are preferred. Before planting deciduous trees or shrubs, permission must be received from the cemetery caretaker.

Fifth and Sixth Additions: Trees and shrubs must be of the arborvitae variety – either pyramid or global. No cedar, pine evergreen, deciduous trees, lilacs, rose bushes, etc. shall be permitted.

All trees and shrubs shall be planted solely by the cemetery caretaker in the place determined by him. Anything planted not in accordance with these regulations shall be removed immediately by the cemetery caretaker.

11.5 All landscaping, grading, and seeding shall be done by the cemetery caretaker.

11.6 The City will make water available to lot owners for care of flowers and plants from May 1st to October 31st, depending on weather. Lot owners may water the grass covering graves.

11.7 The City cannot be held responsible for any damages, loss, or theft of any personal property such as flowers, plants, decorations, vases, crock, markers, monuments, etc.

11.8 The first five (5) working days in May have been designated for cemetery cleanup. During this time any or all flowers may be removed from grave sites. Our object is to clean up the cemetery for the coming summer and dispose of all artificial plants which may be unsightly (due to fading or wear) or falling apart. Removal of plants is at the cemetery caretaker’s discretion. We suggest if you have something in particular which you want saved to remove it before this time and replace it afterwards.

12. Cemetery Management

12.1 The responsibility for the management of Oak Knoll Cemetery and all matters relating thereto shall be vested in the City of Princeton.
12.2 The City of Princeton Public Works Department shall be responsible for the care and maintenance of the cemetery. The Public Works Department shall also be responsible for provision of labor for interments, disinterments, and re-interments.

13. Hours

13.1 The cemetery will be open to visitors during the hours of sunrise to sunset. Permission to enter at all other times shall be secured from the City. The City reserves the right to refuse admission to the cemetery and to refuse the use of any of the cemetery’s facilities, at any time, to any person or persons whom the City may deem objectionable to the best interest of the cemetery.

13.2 During the snow season, the Cemetery is Public Works last priority to plow. The main gate may be left open to accommodate services at the crypt. However, all other roads will be blocked and only foot traffic will be allowed into the cemetery.

14. General

14.1 Persons visiting the cemetery or attending funerals are strictly prohibited from writing upon, defacing, or damaging any memorial or breaking or injuring any tree, shrub, plant or other structure within the cemetery grounds.

14.2 The following acts are expressly prohibited, as well as any other violations of City ordinances and regulations that may apply:

14.2.1 The driving of motor vehicles into the cemetery, unless attending a funeral, visiting a relative or friend’s grave site, or carrying on maintenance work authorized by the City with a speed limit not to exceed 10 miles per hour.

14.2.2 The driving or parking of any motor vehicle across of upon any grave or lot except by authorized personnel.

14.2.3 Loud or boisterous talking.

14.2.4 Bringing of lunches or refreshments into the cemetery or consuming them on the grounds.

14.2.5 Peddling or soliciting the sale of any commodity within the cemetery.
14.2.6 Placing of signs or notices or advertisements of any kind within the cemetery.

14.2.7 Bringing firearms into the cemetery, except by military escort accompanying a veteran’s funeral or attending memorial services, by police officers while in the line of duty or those that have a valid permit to carry.

14.2.8 The throwing of rubbish on any part of the ground.

14.2.9 Items shall not be removed from the cemetery or any excavations made without written permission from the city.

14.3 Special cases may arise in which the literal enforcement or interpretation of a rule may impose on unnecessary hardship. The City reserves the right to make exceptions, suspensions, or modifications to any of these rules and regulations when the judgment of the City such action appears necessary and such a temporary exceptions, suspension, or modification shall in no way be construed as affecting the general application of such rules and regulations.

14.4 The City of Princeton reserves the right to amend these rules and regulations in the best interest of the cemetery and is not required to give notice of such intended action. The City of Princeton also reserves the right to remove all monuments, markers, flowers, plants, trees, decorations, or other similar things without liability to the owner whenever any of these objects becomes unsafe or unsightly. Prohibited items are as follows:

- Plant stands and shepherd hooks that are vacant for more than one year are subject to removal.
- Items such as: boxes, shells, toys, metal designs, ornaments, chairs, glass, wood or iron cases and similar articles upon lots shall not be permitted. If such items are placed, the City may remove and/or dispose of them.
- All objects not described above, including balloons, banners, food and beverages, Knick knacks, solar lanterns, stuffed animals, wind chimes, windmills, windsocks, and statuary not incorporated into a monument and may be subject to immediate removal.

14.5 Specific costs for lots, interments, disinterment’s, burial of ashes, and setting of markers are not included in these rules because of the necessity to revise these rates. A current schedule of fees can be obtained from the City. Graves purchased and not paid for within one year of the purchase
date shall return to the ownership of the City of Princeton unless prior arrangements have been made with the City.

14.6 No dog, cat or other household pet will be allowed in the cemetery unless on a leash secured by the pet owners. Any and all pet droppings will be removed promptly by the pet owner. The pet is a certified service animal.

14. Winter Burials

14.1 Winter Burials will be permitted at an additional cost to be set by the City Council.

14.2 Winter burials will be in effect from the first snow or when the ground is frozen and will continue through such time as when the ground is completely thawed. Specific dates will be determined by the Public Works Director.

14.3 A minimum notice of 72 hours prior to the winter interment (excluding weekends and holidays) must be given to City Hall. The City reserves the right to delay the burial up to 48 hours because of, but not limited to, ground conditions, weather conditions, and manpower/equipment availability.

14.4 Winter burials will be between 12:00 noon and 4:00 PM, unless otherwise determined by the Public Works Director.

14.5 Winter burial rates will be charged as read in Appendix E of the City Fee Schedule.

14.6 A maximum of (4) vehicles, for pall bearers and immediate family, will be allowed at the burial site during the winter months. Other vehicles will be parked near the cryptorium or on 13th Avenue North.
On February 13th, 2020, the city Council approved the WWTP roof to be replaced and the bid was awarded to Clearview Construction.

The roof replacement was planned for in the 2020 CIP with $45,000. The bid came in much lower than expected, so staff is recommending approval to replace a central air unit. There is a balance of $8,568.00 left in the CIP from the roof replacement.

Staff is recommending approval to use the balance of $8568.00 for a Central Air Unit. Staff has received 2 bids, which follow:

Staff is recommending Council approve the purchase of a Central air Unit from Minnesota Air for a total of $6,410.00 and installation by Chip’s Refrigeration for $2,150.
<table>
<thead>
<tr>
<th>Project Title</th>
<th>Existing Condition/ Age</th>
<th>Proposed Solution</th>
<th>Funding Source</th>
<th>Funding Time</th>
<th>Funding Total</th>
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<tr>
<td>Building</td>
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</tbody>
</table>

**Notes:**
- NS = New or Expanded Service
- D = Decreased Maintenance
- D3 = Decreased Maintenance
- SR = Special Reassessment
- VA = Varied Assessment
- F = Fee

**Expenditures:**
- 100,000
- 7,500
- 45,000
- 8,000
- 100,000
- 12,000
- 45,000
- 50,000
- 15,000
- 15,000
- 4,000
- 24,000
- 30,000

**Total:**
- 242,500

**Funding Sources:**
- Project
- City of Protection
- Department of Water
- Department of Streets
- Department of Parks
- Other

**Funding Time:**
- 2020
- 2021
- 2022
- 2023
- 2024
- 2025

**Funding Total:**
- 242,500
Jensen-Andersen Co.
Brian G. Packard, President
545 Central Avenue North
Milaca, MN 56353

Plumbing, Heating, Cooling
(320)982-6747

SUBMITTED TO: City of Princeton - Chris Klinghagen
DATE: 04-28-20

EMAIL: celsius@princetonmn.org
PHONE NUMBER: 612-390-1964
JOB NAME: Air Conditioning

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

CENTRAL AIR CONDITIONING OPTIONS

OPTION 1
Fujitsu 4 Ton System
(1) Condenser
(1) Line Set
(1) Condensate Drain
(1) Cassette Air Handler
(1) Condenser Pad
Electrical Hookup

Total Central Air Material & Labor- OPTION 1 $10,260.00

OPTION 2
Fujitsu 3.5 Ton System
(1) Condenser
(1) Line Set
(1) Condensate Drain
(1) Cassette Air Handler
(1) Condenser Pad
Electrical Hookup

Total Central Air Material & Labor- OPTION 2 $9,900.00

OPTION 3
Airtemp 4 Ton System
(1) Condenser
(1) Line Set
(1) Condensate Drain
(1) Cassette Air Handler
(1) Condenser Pad
Electrical Hookup

Total Central Air Material & Labor- OPTION 3 $9,300.00
Thank you.

Brian G. Packard, President
Jensen-Andersen Co.

This proposal may be withdrawn by us if not accepted within 30 days.

**Acceptance of Proposal:**
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorizing Jensen-Andersen Co. to do the work as specified. I agree to pay 20% down, and remainder upon completion. If I do not make payments in a timely matter, I understand that I can and will be held liable for any legal fee’s acquired to collect said debt. 8% interest fee to be added to late notice.

**Jensen-Andersen Co.:**
Will NOT be held responsible for damage caused by fixtures we install that are purchased through someone else. By signing this proposal, I am agreeing to payment in full upon completion.

**PLEASE TAKE NOTICE**
“(a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.
(b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for this improvement and who gave you timely notice.”

Date of Acceptance: ________________________________

Signature: ________________________________

Please sign and return one copy upon acceptance.
<table>
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<tr>
<th>LINE NO.</th>
<th>PRODUCT AND DESCRIPTION</th>
<th>QUANTITY ORDERED</th>
<th>QUANTITY B.O.</th>
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10-14 DAYS ESTIMATED LEAD TIME. INBOUND AND OUTBOUND FREIGHT CHARGES WILL APPLY.

<p>| | | | | | | | |</p>
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**Installation** $2150.00

**Total** $8560.00
Chapter 380 – Securing and Registration of Vacant Buildings

380.01 Definitions. For the purposes of this Chapter, the following words and phrases shall have the meanings respectively ascribed to them by this Section:

City: The City of Princeton, State of Minnesota.

Neighborhood Association: An organization recognized by the City as representing a neighborhood within the City.

Owner of Record: The fee owner, contract for deed vendee, mortgagee in foreclosure, holder of a sheriff’s certificate, and taxpayer as shown on the real property records of Mille Lacs or Sherburne County, or the authorized agent of any of the preceding persons.

Secure: Includes, but is not limited to, installing locks, repairing windows and doors, boarding windows and doors, posting "no-trespassing" signs, installing exterior lighting or motion-detecting lights, fencing the property, and installing a monitored alarm or other security system consistent with Minn. Stat. § 463.251.

Unoccupied Building: A building or portion of a building which is not being used by a person entitled to legal occupancy.

Unsecured building: A building or a portion of a building that is open to entry by unauthorized persons without the use of tools or ladders.

Vacant building: A building or a portion of a building that is unoccupied and meets one or more of the following conditions:

1. Records of the Mille Lacs or Sherburne County Recorder show the property is in lien foreclosure;
2. Windows or entrances to the property are boarded up or closed off, or multiple doors or window are broken and unrepai red;
3. Doors to the property are damaged, smashed through, caved in, broken off, unhinged, or continuously unlocked;
4. The property is without gas, electric, or water service;
5. Rubbish, trash, putrescible materials or debris has accumulated on the property;
6. Law enforcement agencies have received at least two reports of trespass, vandalism or other illegal acts being committed on the property within 12 months;
7. The yards on the property exhibit grass, lawn, weeds, and other vegetation which are not maintained to the standards prevailing in the neighborhood.

380.02 Securing Vacant Buildings. Any building which becomes unsecured or vacant may be
deemed hazardous. If the hazardous condition could be abated by securing the building, the City Council may order the building secured and shall cause notice of the order to be served by United States Mail on the record owner at its last known address and upon any neighborhood association consistent with Minn. Stat. § 463.251, Subd. 2. The notice must be in writing and must include, at a minimum, a statement that:

(A) Informs the owner of record that it has 12 days to secure the building or provide the council with a reasonable plan and schedule to comply with the order and that costs may be assessed against the property if the person does not secure the building.

(B) Provides the owner of record with a copy of Minn. Stat. § 582.031 (right of entry by holder of mortgage or sheriff’s certificate to protect the premises from waste and trespass).

Service by mail is completed upon mailing.

380.03 Emergency Securing of Vacant Buildings. Pursuant to MN Statute § 463.251, Subd. 4, when the City Council or the Council’s authorized representative determines that a vacant or unsecured building poses an immediate threat to the health or safety of persons in the community and the immediate securing of a building is required to protect health and safety, all notice requirements herein are waived and the building may be secured by the City, provided that:

(A) The conditions showing the existence of an immediate threat are documented in a written report.

(B) A copy of the written report and the City action taken are mailed immediately to the owner of record and any neighborhood association.

380.04 Collection of Costs. All costs incurred by the City for securing a vacant building under this Ordinance may be charged against the real property as a special assessment pursuant to Minn. Stat. §§ 463.251, 463.21 and 463.151.

380.05 Registration of Vacant Buildings. The owner of record of a vacant building shall register such structure with the City’s Development Director no later than thirty (30) days after the building becomes a vacant building, as defined in this Ordinance. The registration of vacant building shall be submitted on forms provided by the City, and shall contain, at a minimum, the following:

(A) The legal description and property address of the vacant building.

(B) The names and addresses of all owners of the vacant building.

(C) The names and addresses of all known lien holders and mortgagees of the vacant building.

(D) The period of time which the building is expected to remain vacant.

(E) A plan and timetable for returning the building to appropriate occupancy and/or making the structure compliant with all City Ordinances or for demolition of the building.
The plan must be approved by the City Development Director and shall require completion of the plan within a reasonable period of time not to exceed three hundred sixty-five (365) days. Such plan shall include all conditions that are to be corrected, the estimated value of the project(s) required to complete the plan and a plan for continued care and upkeep of the property consistent with this Ordinance.

(F) Other information deemed necessary by the City to process the registration.

**380.06 Continuing Requirements of Registered Vacant Buildings.** The owner of record shall comply with all applicable state laws and City Ordinances and shall notify the City’s Development Director of any changes in the information supplied as part of the vacant building registration, within thirty (30) days of the change. Any change in the vacant building registration must be approved by the City’s Development Director. The following additional requirements shall apply:

(A) The owner of record shall keep the vacant building secured and shall keep the building and grounds maintained until the rehabilitation or demolition of the building has been completed. Residential vacant buildings shall not be used for storage.

(B) Failure of the owner of record to maintain the vacant building and grounds such that abatement of violations by the City is required, shall be grounds for revocation of the vacant building registration plan and the owner of record shall be subject to any applicable penalties provided by law.

(C) In the event of a sale of the building or grounds by the owner of record to a purchaser, the purchaser shall re-register the vacant building with the City’s Development Director within thirty (30) days of the transfer of ownership or interest in the vacant building. The new owner of record shall comply with the approved vacant building registration plan and timetable unless any proposed changes in the plan are submitted to and approved by the City’s Development Director.

**380.07 Vacant Building Registration Fees.** The owner of a vacant building shall pay an annual registration fee as established by the City Council. This fee is imposed to defray the administrative costs for registering and processing the vacant building registration form and the costs of the City in monitoring the vacant building site.

(A) The first annual registration fee shall be paid no later than thirty (30) days after the building becomes vacant. Subsequent annual registration fees shall be due on the anniversary date of initial vacancy.

(B) The registration fee shall be paid in full prior to the issuance of any building permits, with the exception of a demolition permit.

**380.08 Inspections.** The record owner shall provide access to all portions of a vacant building for inspection by City employees for the purpose of enforcing and assuring compliance with the provisions of this Ordinance.

**380.09 Right of Appeal.** Any owner of record who is aggrieved by a decision or order of the De-
Development Director may appeal to the City Council. Such appeal must be in writing on forms provided by the City, must specify the grounds for the appeal, and must be accompanied by a filing fee in an amount determined by the City Council. The appeal must be submitted to the City Clerk by personal service or United States mail within thirty (30) days from the date of the decision or order from which the appeal is taken.

380.10 **Severability.** If any provision of this Ordinance is found to be invalid for any reason by a court of competent jurisdiction, the validity of the remaining provisions shall not be affected.

380.99 **Penalties.** Any person violating any provision of this Ordinance, or providing false information to the City in connection with a vacant building registration shall, upon conviction therefore, be punished as provided in the penalty section of this Ordinance.
ATTN: Robert Barbian  
City Administrator  
City of Princeton  
705 2nd St. N.  
Princeton, MN 55371

RE: Shopko Vacant Property

Mr. Barbian;

Pursuant to your request, below is an informational memorandum regarding the City’s ability to regulate the ongoing situation pertaining to the Shopko vacant property.

Princeton City Ordinance Section 380 regulates the securing of vacant buildings and properties. Princeton City Ordinance Section 380.01 sets forth various definitions. One of which is defining a “vacant building”, which outlines 7 sub-definitions for what is considered a “vacant building”. Sub-definition (6) defines a vacant building as one where “law enforcement agencies have received at least two reports of trespass, vandalism or other illegal acts being committed on the property within 12 months”.

The manner in which the owner of the Shopko property has elected to enforce the no-parking and trespass restrictions within the parking lot has resulted on more than 2 reports of trespass within the past 12 months. Furthermore, the manner in which the owner of the Shopko property has elected to enforce the no-parking and trespass restrictions has resulted in physical confrontations with members of the public and the agents of the owner of the Shopko property that would potentially be defined as “other illegal acts” such as disorderly conduct. Based upon the aforementioned, the City may order the property be secured. Princeton City
Ordinance 380.01 defines “secure”, in part, as “fencing the property”.

Pursuant to Princeton City Ordinance 380.02, the City Council may order the owner of the property so “secure” the property. This notice must outline what is required by the City to “secure” the property and must also (1) Inform the owner of record that it has 12 days to secure the building or provide the council with a reasonable plan and schedule to comply with the order and that costs may be assessed against the property if the person does not secure the building; and (2) provides the owner of record with a copy of Minn. Stat. § 582.031 (right of entry by holder of mortgage or sheriff’s certificate to protect the premises from waste and trespass). The City must also notify any mortgage holders. Service by mail is completed upon mailing.

If the City Council where to elect to move forward, I would need direction as to what actions would be necessary to “secure” the property. I will then move forward with an order for the same and arrange to serve the owners of the property in question. It may take a bit more time to ascertain if there is a mortgage holder on the property, but my hope is we would obtain compliance, rather than seeking court intervention.

Sincerely,

Damien F. Toven

Damien F. Toven
Proposal to Create a Native Landscape Planting in the Rum River Drive Downtown Planting Beds
Princeton, MN

Prepared for:
Bob Barbian
City of Princeton
763-389-0993
rbarbian@princetonmn.org

Prepared by:
Aaron Soltau
Site Manager- Princeton
612-723-3319
asoltau@prairieresto.com

Project Area:
600 square feet

Prairie Restorations, Inc.
31646 128th St.
Princeton, MN 55371
www.prairieresto.com
A. **Company Background:**  [http://www.prairieresto.com/mission.shtml](http://www.prairieresto.com/mission.shtml) (Follow the blue links to learn more)

Prairie Restorations, Inc. (PRI) has been dedicated to the restoration and management of native plant communities for over 40 years. We are fortunate to have worked with thousands of clients on a wide variety of projects in both the public and private sectors throughout the Upper Midwest.

The PRI staff currently consists of 54 full-time professionals and about an equal number of seasonal employees which operate out of seven Minnesota locations. Most of the staff has B.S. degrees in natural resource related fields such as biology, forestry, horticulture or wildlife. As a full service restoration company, PRI is able to provide our clients expertise and service in all facets of native landscape restoration. Along with consulting, design, installation and land management services, we also produce our own local ecotype seed and plant materials which are used on all of our projects.

The PRI Team is committed to and passionate about protecting and enhancing our valuable natural resources. It is this dedication that is brought to each and every one of our projects. We are proud to offer the best expertise, services and products available in the industry and appreciate the opportunity to provide you with this proposal.

B. **Project Overview:**

1. The planting beds along Rum River Drive in Downtown Princeton have had daylilies planted in them for a long period of time. The Downtown Council is looking for alternatives to improve the look and public perception of this area. Establishing native plantings in these areas could provide several benefits, including: a unique and colorful aesthetic that changes with the seasons, decreased maintenance, and a visual link to the natural heritage of the area.

2. Establishing a native landscape ([http://www.prairieresto.com/establish_landscape.shtml](http://www.prairieresto.com/establish_landscape.shtml)) in the right-of-way planting beds will provide a long term, ecologically sound landscape that is adapted to the existing conditions of the site. This native landscape will not require irrigation or fertilization. It will add a distinctive look to downtown Princeton as well as provide valuable habitat for songbirds and butterflies.

3. Native wildflower plugs will be planted that are adapted to the well drained, sunny conditions. Species will be clustered to give a semi-organized look and emphasize the showiness of individual species.

4. An estimate for 3 years of establishment period vegetation management is included in this proposal.
C. **Project Dimensions and Planting Zones:**

1. The Project Area is full sun to part shade. The soil is well drained and exposed to hot, dry, windy conditions because of its location next to concrete sidewalks.


1. In spring of 2020, allow regrowth of weeds to occur. Apply a glyphosate herbicide (Roundup® or equivalent) with appropriate surfactants, as per manufacturer’s directions to the actively growing vegetation. Allow a minimum of 10 days before disturbing the site with other procedures.

2. Weed whip down dead vegetation and haul away.

3. Hand rake soil to open seedbed.

E. **Seed and Seeding:** [http://www.prairieresto.com/installation_seeding.shtml](http://www.prairieresto.com/installation_seeding.shtml)

1. Seeding dates will be in the spring or summer before August 10th or in the fall between September 20th and freeze-up. This project will likely be seeded in spring/summer of 2020.

2. The seed will be spread by hand broadcasting throughout the project area.

3. A raking will follow to incorporate the seed into the soil.

4. The seed mixes will consist of the following species and amounts:

   **Short Grass/wildflower Seed**

<table>
<thead>
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<th>Species</th>
<th>Project Area</th>
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<tr>
<td>Blue grama (Bouteloua gracilis)</td>
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<tr>
<td>June grass (Koeleria macrantha)</td>
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</tr>
<tr>
<td>Wild lupine (Lupinus perennis)</td>
<td>2 oz.</td>
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F. **Plants and Planting:**

1. The planting will be further diversified with native wildflower and/or grass plants (Plugs). These will be planted individually in appropriate microhabitats throughout, or in designated areas of the project. The plants used will consist primarily of species other than those previously seeded.

2. From the following lists a minimum of 20 species of wildflowers will be used.

3. Plant a total of 1000 native plugs.
Wildflowers

Yarrow (Achillea millefolium)
Fragrant giant hyssop (Agastache foeniculum)
Prairie onion (Allium stellatum)
Leadplant (Amorpha canescens)
Pasque flower (Anemone patens)
Pussytoes (Antennaria neglecta)
Columbine (Aquilegia canadensis)
Butterfly weed (Asclepias tuberosa)
Harebell (Campanula rotundifolia)
Slender penstemon (Penstemon gracilis)
Showy penstemon (Penstemon grandiflorus)
White prairie clover (Dalea candida)
Purple prairie clover (Dalea purpurea)
Silky prairie clover (Dalea villosa)
Prairie larkspur (Delphinium virescens)
Pale purple coneflower (Echinacea angustifolia)
Purple coneflower (Echinacea purpurea)
Large-leaved aster (Eurybia macrophylla)
Northern bedstraw (Galium boreale)
Prairie smoke (Geum triflorum)
Stiff sunflower (Helianthus pauciflorus)
Common ox-eye (Heliopsis helianthoides)
Golden aster (Heterotheca villosa)
Long-leaved bluets (Houstonia longifolia)

Cylindric blazing star (Liatris cylindracea)
Dotted blazing star (Liatris punctata)
Carolina puccoon (Lithospermum carolinense)
Wild lupine (Lupinus perennis)
Wild bergamot (Monarda fistulosa)
Prairie phlox (Phlox pilosa)
Yellow coneflower (Ratibida pinnata)
Prairie rose (Rosa arvensisana)
Black-eyed Susan (Rudbeckia hirta)
Blue-eyed grass (Sisyrrinchium campestre)
Hairy goldenrod (Solidago hispida)
Gray goldenrod (Solidago nemoralis)
Upland goldenrod (Solidago ptarmicoides)
Stiff goldenrod (Solidago rigida)
Showy goldenrod (Solidago speciosa)
Heath aster (Symphyotrichum ericoides)
Aromatic aster (Symphyotrichum oblongifolium)
Azure aster (Symphyotrichum oolentangiense)
Silky aster (Symphyotrichum sericeum)
Western spiderwort (Tradescantia occidentalis)
Hoary vervain (Verbena stricta)
Prairie violet (Viola pedatifida)
Golden alexanders (Zizia aura)


1. Management (maintenance) plays a vital role in the eventual success of any native landscape installation, especially during the establishment period.

2. In years following the first growing season, management services could include site monitoring, prescribed burning, mowing, spot spraying, spot mowing, herbicide wicking or hand weeding. PRI provides estimates for management services on an annual basis prior to the growing season. Most of these services are billed on a time and materials basis and the annual estimates are not exceeded without client approval. Some services such as prescribed burning are provided as a lump sum cost. A summary of billing rates and materials costs will be provided with the estimate.
H. Anticipated Management:

Year  Projected Management Procedures

2020 Spot mowing to control annual weed canopy (2 or 3 mowings as needed).
Watering as needed (not included in maintenance estimate)
Project monitoring

2021 Spring dormant mowing
Integrated Plant Management (IPM) – includes spot spraying, spot mowing, wicking, hand
weeding, and other techniques to control weeds and invasive species (2 to 4 visits are typical)
Project monitoring

2022 Spring dormant mowing
Integrated Plant Management (IPM)
Project monitoring

I. Costs:

Seeding with native plugs- Project Cost:
Project set up and mobilization ................................................................. $ 480.00
Herbicide treatment ................................................................................. $ 120.00
Soil preparation ....................................................................................... $ 350.00
Seed and seeding ..................................................................................... $ 150.00
1,000 Native wildflower plugs delivered and installed.............................. $ 2,400.00

Total ........................................................................................................ $ 3,500.00

*Total includes management/weeding for 1st growing season- Year 2020

Annual maintenance estimate*:
Growing season 2020............................................................... Including in installation cost*
Growing season 2021.............................................................................. $500
Growing season 2022.............................................................................. $500

*Does not include watering costs

Please note: Maintenance is typically billed on a time and materials basis. Work is billed upon
closure until the site’s maintenance needs are met (the yearly estimate is not exceeded without
prior approval).

Also note that the first three years of a restoration are the most crucial in terms of needed
maintenance. Typically, costs decrease once the restoration reaches a relative level of maturity (after
the 3rd or 4th growing season).
J. Contract:

If you accept the proposal as written and want to proceed with the project, please sign the contract below and return via mail.

Owner: _____________________________ Date: __________________

Signed: _____________________________ Title: __________________

Project: ____________________________ Contract Value: $3,500.00

Contractor: Prairie Restorations, Inc.

Signed: Aaron Soltau Date: 5-6-2020

Aaron Soltau
Site Manager- Princeton
Prairie Restorations, Inc.
31646 128th Street
Princeton, MN 55371
City of Princeton

A RESILIENT COMMUNITY
IN PURSUIT OF BECOMING BETTER
PLANNING FOR PROSPERITY
Top 10 Goals as Ranked by City Council

1. Extend 19th Ave to 21st to improve Public Safety & Traffic patterns 1.9K
2. Add Emergency Warning Siren, 10k with possible grant with EDRC
3. Determine future of Flight Service Center Use
4. Simulcast system for Tower
5. Remove zoning - Cross Wind Runway
6. Separate lands owned by City and Airport. Finalize Airport Boundary
7. 7th Ave North Sewer Project when County Rebuilds road
8. Sanitary Collection Study, initiated 1-2020
9. Development Sewer Infrastructure replacement plan
10. Smith System Road Sewer improvements
11. Civic Center Park, new Playground equipment
12. Walking Bridge between Riverside and Riebe Parks
Top Goal as Ranked by City Council

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STEPS BEING TAKEN TO ACCOMPLISH GOAL

- Extend 19th Ave to 21st to improve Public Safety & Traffic patterns
  $1.900K

- application being made to Federal EDA, DEED - BDPI, and
  sponsor companies
Top 2\textsuperscript{nd} Goals as Ranked by City Council

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STEPS BEING TAKEN TO ACCOMPLISH GOAL

- Add Emergency Warning Siren to system,
  
  application being made to EDA and EDRC to be considered

- Determine future of Flight Service Center Use
  
  release of land through purchase recommended to be pursued
Top 4th Goals as Ranked by City Council

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STEPS BEING TAKEN TO ACCOMPLISH GOAL

- Simulcast system for Tower
  - BUILDING PERMIT ISSUED IN APRIL. Effort to partner with County and identify a simulcast grant

- Remove zoning - Cross Wind Runway
  - To work with FAA & MNDOT to identify process and possible funding to complete. Crosswind is not infringing on development.
Top 6th Goals as Ranked by City Council

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STEPS BEING TAKEN TO ACCOMPLISH GOAL

- Plan separation of lands owned by City & Airport. Finalize Boundaries; Administrative plan in development stage to initiating discussions with FAA. Connected to EDA grant and corridor.

- Civic Center Park, new Playground equipment: Equipment being ordered as CIP reallocation approved by City Council in April

- 7th Ave North Sewer Project when County Rebuilds road; 2024 County project, in CIP capital plan.

- Sanitary Collection Study, initiated and to be complete June/July of 2020

- Development Sewer Infrastructure replacement plan: Collection Study needed

- Smith System Road & Sewer improvements; Preliminary results show sewer capacity not an issue, road functions like driveway may consider vacating.

- Walking Bridge between Riverside and Riebe Parks: 1st project funded, bridge funding source not yet identified but being pursued.
Community Prosperity is an overarching term that describes the state of economic, environmental and social flourishing.

Thriving for good fortune in a resilient manner utilizing available resources to respond to and withstand adversary.