

CITY OF ST. FRANCIS

CITY COUNCIL AGENDA

January 6, 2014

ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)

4115 Ambassador Blvd. NW

5:15 PM: City Council Work Session

6:00 PM Regular City Council Meeting

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
  - a. City Council Minutes –December 16, 2013
  - b. Pay Estimate No. 3 for Rum River Bluffs-Phase 2 to LaTour Construction, Inc.
  - c. Accept the resignation of Fire Fighter Dimitrios (Buddy) Vangelhof
  - d. Accept the resignation of Planning Commission Member Roni Ronyak
  - e. Payment of Claims
5. Meeting Open to the Public - *Open Forum is an opportunity for citizens to present an issue or concern to City Council. Each presentation should be limited to no more than four minutes unless City Council grants more time.*
6. Petitions, Requests, Applications
  - a. Recognition of Planning Commission Member Roni Ronyak
  - b. Royal Oaks Park Property: Purchase Agreement
7. Ordinances & Resolution
  - a. Ordinance 191, Second Series – Amending the City Charter to Hold a Primary (2nd Reading)
  - b. Ordinance 192, Second Series – Amending the City Charter to Clarify Vote counting for Write in Candidates and to Comply with Current Law (2<sup>nd</sup> Reading)
  - c. Resolution 2014-01: Appointments for 2014
8. Reports of Consultants & Staff Members
  - a. Engineer: Aztec Street: Requesting Authorization for a Feasibility Study – Resolution 2014-02  
Bridge Street: Requesting Authorization for a Feasibility Study-Resolution 2014-03
  - b. Attorney: Closed meeting to evaluate the performance of city administrator pursuant to Minn. Stat. Sec. 13D.05, Subd. 3.
  - c. Staff:
    - Building Official:
    - Fire Dept.: Department Report
    - Public Works:
    - Liquor Store:
    - Police:
    - City Administrator Report:
9. Reports from Council Members
10. Report from Mayor:
  - a. Leadership Academy
11. Old Business
  - a. Non-Union 2014 Pay Rate
12. New Business
  - a. Council Computers
  - b. Interview Council member Applicants at approximately 7:00 pm
13. Adjournment

***Calendar of Event***

- Jan 18: Recruitment of new Fire Fighters Informational Meeting @ the Fire Station 9:00 am  
Jan 20: Martin Luther King Holiday – City Offices Closed  
Jan 21 (Tues): City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm  
Jan 31: St. Francis Chamber Annual Dinner @ The Refuge Golf Club 6 pm Social Hour 7 pm Dinner & Show  
Feb 1: Area Mayors Snowmobile Ride  
Feb 3: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm

TO: Mayor & City Council  
FROM: Matthew L. Hylan,  
City Administrator  
RE: Agenda Memorandum – January 6, 2014 Meeting



**Agenda Items:**

**4. Consent Agenda:**

- b. Pay Estimate for Rum River Bluffs: Attached is Pay Estimate #3 for Rum River Bluffs- Phase 2 to LaTour Construction, Inc. in the amount of \$25,827.17.

**6. Petitions, Requests, Applications:**

- a. *Certificate for resigning P&Z member:* Mayor Tveit will present Roni Ronyak a certificate of appreciation for serving on our Planning & Zoning Commission from March 2011 to December 2013.
- b. *Royal Oaks Park Property:* Attached is a purchase agreement and addendum for the Royal Oaks Park property the City has been trying to sell. Also included is the Ordinance allowing the City to sell this property. Therefore, this Council only needs to approve an acceptable purchase agreement. If this is acceptable, then a motion would be in order to approve the sale.

**7. Ordinances & Resolutions**

- a. *Ordinance 191, Second Series, Second Reading:* Attached is Ordinance 191 adopting the City Charter changes. An attached memorandum from City Attorney Scott Lepak explains the process for both Ordinance 191 and Ordinance 192. This ordinance allows the City to hold a primary election. As an Ordinance, this will require a roll call vote.
- b. *Ordinance 192, Second Series, Second Reading:* Attached is Ordinance 192 adopting the City Charter changes regarding write-in candidates. As an Ordinance, this will require a roll call vote.
- c. *Resolution 2014-01:* Attached is Resolution 2014-01 which approves the appointment for 2014. A motion would be in order to approve this Resolution.

**8. Reports:**

- a. **Engineer:** *Aztec Street Improvements:* Attached is an Agenda Report from City Engineer Jared Voge outlining the need for Resolution 2014-02 which orders the preparation of a report on improvements for Aztec Street NW. A motion would be in order to approve this Resolution.  
*Bridge Street Improvements:* Attached is an Agenda Report from City Engineer Jared Voge outlining the need for a feasibility report for Bridge Street. Resolution 2014-03 is attached which orders the feasibility report for Bridge Street. A motion would be in order to approve this resolution.
- b. **Attorney:**
- c. **Staff:**
  - Finance Director:**
  - Building Official:**
  - Fire:** *Department Report:* In addition to giving an update on the Fire Department, Chief Dean Kapler will be discussing a possible tour with the City Council at the Fire Hall before our next meeting. Please check your availability to tour the Fire Hall on January 21, 2014 at 5:15pm before our next City Council meeting.

**Public Works:**

**Liquor Store:**

**Police:**

**City Administrator:**

**10. Report from the Mayor:**

- a. *Leadership Academy:* Attached is the Leadership Academy brochure sponsored by the Anoka Area Chamber of Commerce. The city rate is \$1,150 per person verses \$1,800 as listed in the brochure.

**11. Old Business:**

- a. *Non-Union 2014 Pay Rate:* Attached is additional information for consideration in order for Council to determine the 2014 non-union pay schedule. A motion would be in order to approve the desired COLA percentage with pay scale.

**12. New Business:**

- a. *Council Computers:* The current Council computers were purchased about 4 years ago and were primarily used to save money on packet preparation and delivery. Some of these computers have become problematic and cannot be used for their intended purpose. The following is from our Information Technology staff:

“IPads (or any other tablet including Androids) are perfect devices for City Council if they only need email and have the ability to download a packet from the city website or other file transfer service. There isn’t any need for these devices to be managed on the network if there isn’t any need to print (to a city network printer) or access files on a city Windows-based file server. The only issue though with Apple and Android tablets is that the Council members would need to use a personal AppleID or, in the case of an Android tablet, have a Google Mail account. But this doesn’t seem to be a problem with the cities that use iPads. Many cities simply provided each member with a stipend (\$600) to go out and buy a tablet of their choosing. And most of these cities also have the council member keeping it when their term expires given a tablet is good for maybe 2-3 years tops. The batteries start to lose the ability to hold a charge and most are not replaceable by the user. Tablets have become disposable much like a mobile phone.”

New Council computers are not currently budgeted, but we can wait until the end of 2014 to see if funds need to be transferred from the Liquor Fund to make our General Fund balance. As some financial numbers from a search online, I found: iPad 4<sup>th</sup> Generation (16 GB) refurbished with full warranty at \$379, iPad 2 (16GB) new at \$399; MicroSoft Surface (32 GB) at \$299. I anticipate a discussion about a stipend verses a city purchase of computers and potentially the brand.

Based upon the City Attorney’s opinion he advises to continue providing the council members with city purchased computers. This is the best way to be in compliance with the data practices act.

- b. *Interview Council Member Applicants:* Mayor Tveit asked this be place on the agenda. Applicants will be notified of the interview time. The applicants are; Steve Kane, Richard Orpen, Jeff Sandoval and Rich Skordahl.

CITY OF ST. FRANCIS  
ST. FRANCIS, MN  
ANOKA COUNTY

CITY COUNCIL MINUTES

December 16, 2013

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:00 pm.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Amy Lazere, Tim Brown and Chris McClish. Also present were Police Chief Jeff Harapat, Police Sergeant Jake Rehling, Public Works Director Paul Teicher, City Administrator Matt Hylen and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY LAZERE SECOND BROWN TO ADOPT THE DECEMBER 16, 2013 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** Tveit stated just a note that revised minutes were distributed out before the meeting. MOTION BY McCLISH SECOND LAZERE TO APPROVE THE DECEMBER 16, 2013, CITY COUNCIL CONSENT AGENDA AS A -F AS FOLLOWS:
  - a. Approve the City Council Minutes of December 2, 2013.
  - b. Receive and file the BDA Minutes of October 7, 2013.
  - c. Accept the resignation of Public Works Employee Aaron Schroeder
  - d. Approve the Tobacco License for All Seasons Home Furnishing at 3220 Bridge Street
  - e. Approve the 3.2 Malt Liquor Permit for Reliance/Super America at 22945 Lake George Blvd.
  - f. Payment of Claims \$290,176.37 (Check #66575-66662 \$199,711.33 and ACH 74E & 75E \$90,465.04)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:** None.
7. **Ordinances & Resolution:**
  - a. **Ordinance 186, Second Series –Amending Section 8-7-3 Entitled “Disposal of Excess Property” (2<sup>nd</sup> Reading):** MOTION BY McCLISH SECOND BROWN TO APPROVE THE SECOND READING OF ORDINANCE 186, SECOND SERIES AMENDING SECTION 8-7-3 ENTITLED “DISPOSAL OF EXCESS PROPERTY”. Roll Call: Ayes: Brown, Lazere, McClish, and Tveit Nays: None. Motion carried 4-0.
  - b. **Ordinance 187, Second Series - Amending Section 2-9-1 Regarding the Fee Schedule 2014 (2<sup>nd</sup> Reading):** MOTION BY BROWN SECOND LAZERE TO APPROVE THE SECOND READING OF ORDINANCE 187, SECOND SERIES AMENDING SECTION 2-9-1 REGARDING THE 2014 FEE SCHEDULE, Roll Call: Ayes: McClish, Brown, Lazere, and Tveit. Nays: None. Motion carried 4-0.
  - c. **Ordinance 188, Second Series – Amending Section 4-2 Entitled “Rental Housing Licensing” (2<sup>nd</sup> Reading):** MOTION BY McCLISH SECOND LAZERE TO APPROVE THE SECOND READING OF ORDINANCE 188, SECOND SERIES

AMENDING SECTION 4-2 ENTITLED “RENTAL HOUSING LICENSING” Roll Call: Ayes: Lazere, Brown, McClish, and Tveit. Nays: None. Motion carried 4-0.

**d. Ordinance 189, Second Series – Amending Section 10-20-2-D Regarding District Standards for Fences (2<sup>nd</sup> Reading):** MOTION BY BROWN SECOND LAZERE TO APPROVE THE SECOND READING OF ORDINANCE 189, SECOND SERIES AMENDING SECTION 10-20-2-d REGARDING DISTRICT STANDARDS FOR FENCES. Roll Call: Ayes: Brown, McClish, Lazere, and Tveit. Nays: None. Motion carried 4-0.

**e. Ordinance 190, Second Series – Amending Sections 10-16-15 and 8-2-6 Regarding Property Access and Parking in Residential Areas (2<sup>nd</sup> Reading):** MOTION BY McCLISH SECOND LAZERE TO APPROVE THE SECOND READING OF ORDINANCE 190, SECOND SERIES AMENDING SECTION 10-16-15 AND 8-2-6 REGARDING PROPERTY ACCESS AND PARKING IN RESIDENTIAL AREAS. Roll Call: Ayes: Lazere, Brown, McClish, and Tveit. Nays: None Motion carried 4-0.

**f. Ordinance 191, Second Series – Amending the City Charter to Hold a Primary (1st Reading):** MOTION BY McCLISH SECOND BROWN TO APPROVE THE FIRST READING OF ORDINANCE 191, SECOND SERIES AMENDING THE CITY CHARTER TO HOLD A PRIMARY. Roll Call: Ayes: Brown, Lazere, McClish and Tveit. Nays: None. Motion carried 4-0.

**g. Ordinance 192, Second Series – Amending the City Charter to Clarify Vote counting for Write in Candidates and to Comply with Current Law (1st Reading):** MOTION BY LAZERE SECOND McCLISH TO APPROVE THE FIRST READING OF ORDINANCE 192, SECOND SERIES AMENDING THE CITY CHARTER TO CLARIFY VOTE COUNTING FOR WRITE IN CANDIDATES AND TO COMPLY WITH CURRENT LAW. Roll Call: Ayes: McClish, Brown, Lazere, and Tveit. Nays: None. Motion carried 4-0.

**h. Resolution 2013-42: 2014 License Renewals:** MOTION BY BROWN SECOND McCLISH TO ADOPT RESOLUTION 2013-42 A RESOLUTION APPROVING THE 2014 LICENSE RENEWALS. Motion carried 4-0.

**i. Resolution 2013-43: Certifying Taxes Payable in 2014:** MOTION BY McCLISH SECOND BROWN TO ADOPT RESOLUTION 2013-43 A RESOLUTION CERTIFYING TAXES PAYABLE IN 2014. McClish just wanted to mention that this includes a zero percent levy increase again this year. Motion carried 4-0.

**j. Resolution 2013-44: Adopting a Budget for 2014:** MOTION BY BROWN SECOND McCLISH TO ADOPT RESOLUTION 2013-44 A RESOLUTION ADOPTING A BUDGET FOR 2014. Motion carried 4-0.

**k. Resolution 2013-45: End of Year Transfers:** MOTION BY LAZERE SECOND McCLISH TO ADOPT RESOLUTION 2013-45 A RESOLUTION APPROVING THE END OF YEAR TRANSFERS. Motion carried 4-0.

**8. Reports of Consultants & Staff Members:**

- a. **Engineer:**
- b. **Attorney:**
- c. **Staff:**

**Building Official:**

**Fire Dept.:**

**Public Works:**

**Liquor Store:**

**Police Dept.:**

**City Administrator: Joint Fire Update:** Hysten reported on last Thursdays Joint Fire meeting. They are still active and a lot of committee work has been completed with some still going on. Four of the five cities have agreed to move on. Continued research is proceeding. The next meeting is January 23, 2014. We are hoping the final reports from the committees will be heard at this meeting.

9. **Reports from Council Members:** Brown just asked Hysten if the City returned the call to the City of Bethel on water

Lazere reported on upcoming dates; this Wednesday the Chamber as a planning Pioneer Days meeting starting at 11:00 am in the community room. The St. Francis Chamber's annual dinner this year will be holding a Murder/Mystery Dinner on January 31, 2014 at the Refuge Golf Course. Lazere stated she was excited about the retreat that we (the city council) attended.

McClish thanked Chief Harapat for his professionalism at the last city council meeting. It was not an easy situation to be in. Wish everyone safe and happy holidays.

10. **Report from Mayor:** Tveit stated he too thought the workshop was very productive.

About three weeks ago, I met with representatives of the non-union employees, not all of them could make it do to fact I get back in town late. They indicated the Federal COLA for 2014 is 3.25 %. McClish was thinking somewhere between 2.5 and 3%. I would like to try to keep up with inflation. Tveit stated we budgeted a 2% increase. Brown asked why are we talking about this after we approved the budget. Therefore, if we give more than 2% we will have to cut somewhere else. Tveit said if you like we could table this. Lazere would also like to table this to see what the amount would be over the 2%. Tveit asked the city clerk to place this item on the January 6, 2014 agenda.

Again, I would just like to mention the Mayor's Snowmobile ride February 1, 2014. Any proceeds made will be divided between the five cities. St. Francis' proceeds will be going to the St. Francis Ambassador program.

11. **Old Business:** Brown said the 40-degree temperatures are coming. Tveit stated Brown is always saying the snowmobile ride will be cancelled and it has been.

12. **New Business:** Tveit stating we brainstormed a lot during the work shop/retreat we attended. One of the topics was to meet for a worksession every month. McClish stated maybe start off every other month. Lazere said she would like to meet before the regular city council meetings. Brown said every other month would be good to start with. Tveit said sometimes, it is tough for me to get here early. Tveit asked do we have a date and time. McClish asked what

about the first meeting of every other month. Consensus of the council agreed to meet every other month starting in January 2014 at 5:15 pm before the regular city council meeting.

Unanimously we are supportive of our fire department and they are doing a great job. We agreed we would like the city council to attend their meetings to show support. Tveit asked that their general meetings be listed on the calendar of events. We can talk about who will be attending the meetings at our council meetings that we do not have too many attending, violating the open meeting law.

Brown said coming up in January 2014, we will have applications to fill the council vacancy. How are we going to proceed? Hulen said after 30 days, the council has a number of options. You can just appoint, interview each applicant or however you like. There are no rules of how you fill the vacancy. McClish said if we have just a small amount interview them all. Tveit said if we get a lot of applicants' maybe narrow if down.

At the start of the next year, we will have new appointments to the various commissions and organizations. Therefore, I would like you (the city council) to think of the different committees and let the city clerk know if you are interested in a certain committee. At the retreat, we also talked about expectations of our councilmembers. We also discussed that we want the council members be more involved in the community.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:53 pm.

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Barbara I. Held, City Clerk



# BOLTON & MENK, INC.

## Consulting Engineers & Surveyors

7533 Sunwood Drive NW, Suite 206 • Ramsey, MN 55303

Phone (763) 433-2851 • Fax (763) 427-0833

www.bolton-menk.com

December 31, 2013

Mr. Matt Hylen, City Administrator  
City of St. Francis  
23340 Cree Street  
St. Francis, MN 55070

Re: Rum River Bluffs- Phase 2  
St. Francis, Minnesota  
BMI Project No: R18.106578

Dear Matt:

Enclosed please find three copies of Pay Estimate No. 3 for the above referenced project. I recommend that the Pay Estimate be approved as shown. If you agree, please sign all copies and return one each with payment to the contractor and one each to me for our files.

If you have any questions on the above, please call.

Sincerely,

BOLTON & MENK, INC.

Jared Voge, P.E.  
City Engineer

JAV/nh  
Enclosure

CONTRACTOR'S PAY REQUEST  
RUM RIVER BLUFFS - PHASE 2  
ST. FRANCIS, MINNESOTA  
BMI PROJECT NO. R18.106578

CONTRACTOR  
OWNER  
ENGINEER

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS.....	\$	472,920.40
TOTAL, COMPLETED WORK TO DATE.....	\$	376,583.55
TOTAL, STORED MATERIALS TO DATE.....		\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED.....		\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS.....	\$	376,583.55
RETAINED PERCENTAGE ( 5% ).....	\$	18,829.18
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS).....	\$	-
NET AMOUNT DUE TO CONTRACTOR TO DATE.....	\$	357,754.37
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES.....	\$	331,927.20
PAY CONTRACTOR AS ESTIMATE NO. 3 .....	\$	25,827.17

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: LaTour Construction, Inc.  
2134 County Road 8 NW  
Maple Lake, MN 55358

By Steve Latour Project Manager 12/26/13  
Name Title Date

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:  
BOLTON & MENK, INC., ENGINEERS, 7533 SUNWOOD DRIVE NW, SUITE 206, RAMSEY, MN 55303

By Jared Voge City Engineer 12/31/13  
Name Title Date

APPROVED FOR PAYMENT:  
Owner: ST. FRANCIS, MINNESOTA

By Matt Hylan City Administrator  
Name Title Date

**PARTIAL PAY ESTIMATE NO. 3**

RUM RIVER BLUFFS - PHASE 2  
ST. FRANCIS, MINNESOTA  
BMI PROJECT NO. R18-106578

WORK COMPLETED THROUGH DECEMBER 20, 2013

ITEM NO.	DESCRIPTION	UNIT PRICE	ESTIMATED		QUANTITY PREVIOUS ESTIMATE		QUANTITY COMPLETED TO DATE	
			BID QUANTITY	BID AMOUNT	LS	LF	LS	LF
1	MOBILIZATION	\$ 16,250.00	1	\$ 16,250.00	0.75	\$ 12,187.50	0.80	\$ 13,000.00
2	REMOVE CURB & GUTTER	\$ 10.00	6	\$ 60.00	6.00	\$ 60.00	6	\$ 60.00
3	REMOVE BITUMINOUS PAVEMENT	\$ 5.00	22	\$ 110.00	10	\$ 50.00	32	\$ 160.00
4	COMMON LABORER	\$ 65.00	10	\$ 650.00	10	\$ 650.00	14	\$ 910.00
5	12 CU YD TRUCK	\$ 92.00	8	\$ 736.00	6	\$ 552.00	8	\$ 736.00
6	SKID LOADER	\$ 100.00	20	\$ 2,000.00	6	\$ 600.00	20	\$ 2,000.00
7	COMMON EXCAVATION (EV)	\$ 5.00	100	\$ 500.00	100	\$ 500.00	900	\$ 4,500.00
8	SUBGRADE EXCAVATION (EV)	\$ 5.00	25	\$ 125.00	25	\$ 125.00	25	\$ 125.00
9	SUBGRADE PREPARATION	\$ 0.45	8,360	\$ 3,762.00	8,397	\$ 3,778.65	8,397	\$ 3,778.65
10	TOPSOIL BORROW (LV)	\$ 16.00	302	\$ 4,832.00	48	\$ 768.00	48	\$ 768.00
11	BITUMINOUS TACK COAT	\$ 3.70	380	\$ 1,406.00			40	\$ 148.00
12	SALVAGE AND REINSTALL TYPE 3 BARRICADES	\$ 150.00	4	\$ 600.00			4	\$ 600.00
13	GRANULAR BORROW (CV)	\$ 15.00	300	\$ 4,500.00				
14	AGGREGATE BASE CLASS 5 (CV) (P)	\$ 25.90	1,825	\$ 47,267.50	1,733	\$ 44,884.70	1,833	\$ 47,474.70
15	TYPE SP 12.5 WEARING COURSE (2B) 1.5" THICK	\$ 5.30	6,325	\$ 33,522.50	6,350	\$ 41,910.00	6,350	\$ 41,910.00
16	TYPE SP 12.5 NON WEARING COURSE (2B) 2" THICK	\$ 6.80	6,325	\$ 41,745.00	6,350	\$ 41,745.00	6,350	\$ 41,745.00
17	TYPE SP 12.5 WEARING COURSE (2B) 3" THICK (TRAIL)	\$ 27.70	535	\$ 14,819.50			535	\$ 14,819.50
18	27" RC PIPE APRON W/ TRASH GUARD	\$ 1,150.00	1	\$ 1,150.00	1	\$ 1,150.00	1	\$ 1,150.00
19	21" RC PIPE APRON W/ TRASH GUARD	\$ 920.00	1	\$ 920.00	1	\$ 920.00	1	\$ 920.00
20	18" RC PIPE APRON W/ TRASH GUARD	\$ 770.00	1	\$ 770.00	1	\$ 770.00	1	\$ 770.00
21	15" RC PIPE APRON W/ TRASH GUARD	\$ 720.00	2	\$ 1,440.00	2	\$ 1,440.00	2	\$ 1,440.00
22	12" RC PIPE APRON W/ TRASH GUARD	\$ 660.00	1	\$ 660.00	1	\$ 660.00	1	\$ 660.00
23	CONSTRUCT DRAINAGE STRUCTURE, DES G	\$ 220.00	47.14	\$ 10,370.80	41.65	\$ 9,163.00	41.65	\$ 9,163.00
24	CONSTRUCT DRAINAGE STRUCTURE, DES 4020-48	\$ 200.00	20.42	\$ 4,084.00	31.79	\$ 6,358.00	31.79	\$ 6,358.00
25	CONSTRUCT DRAINAGE STRUCTURE, DES 4020-80	\$ 270.00	7.44	\$ 2,008.80	6.44	\$ 1,738.80	6.44	\$ 1,738.80
26	CONSTRUCT SKIMMER STRUCTURE	\$ 3,700.00	1	\$ 3,700.00	1	\$ 3,700.00	1	\$ 3,700.00
27	CASTING ASSEMBLY (STORM)	\$ 490.00	13	\$ 6,370.00	11	\$ 5,390.00	11	\$ 5,390.00
28	ADJUST STORM CASTING	\$ 230.00	5	\$ 1,150.00	2	\$ 460.00	2	\$ 460.00
29	27" RC PIPE SEWER CLASS IV	\$ 45.00	25	\$ 1,125.00	20	\$ 900.00	25.0	\$ 1,125.00
30	21" RC PIPE SEWER CLASS IV	\$ 29.00	438	\$ 12,702.00	441	\$ 12,789.00	441	\$ 12,789.00
31	18" RC PIPE SEWER CLASS IV	\$ 27.00	99	\$ 2,673.00	98	\$ 2,646.00	98	\$ 2,646.00
32	15" RC PIPE SEWER CLASS V	\$ 24.50	512	\$ 12,544.00	517	\$ 12,666.50	517	\$ 12,666.50
33	12" RC PIPE SEWER CLASS V	\$ 33.00	24	\$ 792.00	24	\$ 792.00	24	\$ 792.00
34	CONNECT TO EXISTING SANITARY SEWER	\$ 4,700.00	2	\$ 9,400.00	1	\$ 4,700.00	1	\$ 4,700.00
35	SANITARY SEWER TELEVISION (EXISTING PIPE)	\$ 1.10	2302	\$ 2,532.20				
36	CONSTRUCT SANITARY SEWER MANHOLE	\$ 160.00	33.7	\$ 5,392.00	33.77	\$ 5,403.20	33.77	\$ 5,403.20
37	CASTING ASSEMBLY (SANITARY)	\$ 350.00	3	\$ 1,050.00	3	\$ 1,050.00	3	\$ 1,050.00
38	ADJUST SANITARY CASTING	\$ 230.00	11	\$ 2,530.00	4	\$ 920.00	4	\$ 920.00
39	8"x4" PVC WYE	\$ 190.00	29	\$ 5,510.00	29	\$ 5,510.00	29.0	\$ 5,510.00
40	4" PVC PIPE SEWER (SDR-26)	\$ 8.40	1,222	\$ 10,264.80	1,224	\$ 10,281.60	1,224	\$ 10,281.60
41	8" PVC PIPE SEWER (SDR-35)	\$ 26.00	1,130	\$ 29,380.00	1,145	\$ 29,770.00	1,145	\$ 29,770.00
42	10" PVC PIPE SEWER (SDR-26)	\$ 62.00	65	\$ 4,030.00				
43	CONNECT TO EXISTING WATER MAIN	\$ 910.00	3	\$ 2,730.00	3	\$ 2,730.00	3	\$ 2,730.00
44	ADJUST VALVE BOX	\$ 120.00	9	\$ 1,080.00	3	\$ 360.00	3	\$ 360.00
45	6" GATE VALVE & BOX	\$ 1,200.00	4	\$ 4,800.00	4	\$ 4,800.00	4	\$ 4,800.00
46	8" GATE VALVE & BOX	\$ 1,800.00	2	\$ 3,600.00	2	\$ 3,600.00	2.0	\$ 3,600.00
47	HYDRANT - 9' 0" BURY DEPTH	\$ 3,800.00	2	\$ 7,600.00	2	\$ 7,600.00	2	\$ 7,600.00
48	HYDRANT - 11' 6" BURY DEPTH	\$ 4,100.00	1	\$ 4,100.00	1	\$ 4,100.00	1	\$ 4,100.00
49	HYDRANT - 12' 0" BURY DEPTH	\$ 4,300.00	1	\$ 4,300.00	1	\$ 4,300.00	1	\$ 4,300.00
50	1" CORPORATION STOP	\$ 200.00	29	\$ 5,800.00	29	\$ 5,800.00	29	\$ 5,800.00
51	1" CURB STOP & BOX	\$ 250.00	29	\$ 7,250.00	29	\$ 7,250.00	29	\$ 7,250.00
52	1" WATER SERVICE PIPE	\$ 7.30	1,197	\$ 8,738.10	1,197	\$ 8,738.10	1,197.0	\$ 8,738.10

ITEM NO.	DESCRIPTION	UNIT PRICE	ESTIMATED		QUANTITY PREVIOUS ESTIMATE		QUANTITY COMPLETED TO DATE	
			BID QUANTITY	BID AMOUNT	LF	TON	LF	TON
53	6" PVC WATERMAIN	\$ 15.00	48	\$ 720.00	48		48	
54	8" PVC WATERMAIN	\$ 17.00	1,205	\$ 20,485.00	1,205		1,205	
55	12" DIP WATERMAIN	\$ 59.00	58	\$ 3,422.00	72		72	
56	WATERMAIN FITTINGS	\$ 5.50	703	\$ 3,866.50	692		742	
57	RANDOM RIPRAP CL IV	\$ 67.00	96	\$ 6,432.00	96		96	
58	5" CONCRETE WALK	\$ 3.70	7,075	\$ 26,177.50				
59	MOUNTABLE CONCRETE CURB & GUTTER	\$ 9.70	3,514	\$ 34,085.80	3,570		3,570	
60	TRUNCATED DOMES	\$ 35.00	52	\$ 1,820.00				
61	TRAFFIC CONTROL	\$ 2,950.00	1	\$ 2,950.00	0.75		0.80	
62	SIGN PANELS, TYPE C	\$ 45.00	12.5	\$ 562.50				
63	STREET NAME SIGNS	\$ 350.00	2	\$ 700.00				
64	SILT FENCE TYPE MACHINE SLICED	\$ 2.50	350	\$ 875.00	487		487	
65	STORM DRAIN INLET PROTECTION	\$ 102.00	10	\$ 1,020.00				
66	WOOD FIBER BIO ROLL	\$ 3.00	60	\$ 180.00				
67	TEMPORARY ROCK CONSTRUCTION ENTRANCE	\$ 830.00	2	\$ 1,660.00				
68	EROSION CONTROL BLANKET CATEGORY 0	\$ 1.50	3,270	\$ 4,905.00	1,080		1,080	
69	HYDRAULIC SOIL STABILIZER, TYPE 8 BFM	\$ 1.25	5,500	\$ 6,875.00				
			TOTAL =		\$ 472,920.40	\$ 349,397.05	\$ 376,583.55	



PAYMENT BATCH AP 01-06-14

**ACE SOLID WASTE, INC.**

01/01/2014	0010991828	E 101-42110-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	61.00
01/01/2014	0010991828	E 101-42210-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	40.82
01/01/2014	0010991828	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	40.90
01/01/2014	0010991828	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	15.24
01/01/2014	0010991828	E 101-43210-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	35.45
01/01/2014	0010991828	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	40.89
01/01/2014	0010991828	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	15.25
01/01/2014	0010991828	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	15.25
01/01/2014	0010991828	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	64.18
01/01/2014	0010991828	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	64.17
01/01/2014	0010991828	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	15.25
01/01/2014	0010991828	E 609-49750-384	Refuse/Garbage Disposal	GARBAGE-JANUARY	130.96
					\$539.36

**ALEX AIR APPARATUS INC.**

12/02/2013	24812	E 101-42210-218	Equipment Repair & Maintenance	REPAIRS	1,643.86
					\$1,643.86

**ANOKA COUNTY TREASURY DEPT.**

12/06/2013	232789	E 101-42110-321	Telephone	JAN 2014 BROADBAND	50.00
12/06/2013	232789	E 101-42210-321	Telephone	JAN 2014 BROADBAND	50.00
12/06/2013	232789	E 101-43100-321	Telephone	JAN 2014 BROADBAND	50.00
12/06/2013	232789	E 101-45200-321	Telephone	JAN 2014 BROADBAND	50.00
12/06/2013	232789	E 601-49440-321	Telephone	JAN 2014 BROADBAND	50.00
12/06/2013	232789	E 602-49490-321	Telephone	JAN 2014 BROADBAND	50.00
					\$300.00

**ANOKA TECH COLLEGE**

12/27/2013	357065	E 101-41110-208	Training and Instruction	COUNCIL RETREAT	2,300.00
					\$2,300.00

**ASPEN MILLS**

12/13/2013	143586	E 101-42210-437	Uniform Allowance	BICHLER UNIFORMS	128.94
12/20/2013	1439007	E 101-42110-437	Uniform Allowance	HARAPAT UNIFORMS	147.15
12/20/2013	143906	E 101-42110-437	Uniform Allowance	ALLEN UNIFORMS	540.13
12/20/2013	143908	E 101-42110-437	Uniform Allowance	REHLING UNIFORMS	101.50
					\$917.72

**ASSURANT EMPLOYEE BENEFITS**

01/01/2014	5447229.0114	E 101-41400-130	Employer Paid Insurance	01-01/14 - 01/31/14	158.73
01/01/2014	5447229.0114	E 101-41500-130	Employer Paid Insurance	01-01/14 - 01/31/14	60.09
01/01/2014	5447229.0114	E 101-42110-130	Employer Paid Insurance	01-01/14 - 01/31/14	620.35
01/01/2014	5447229.0114	E 101-42400-130	Employer Paid Insurance	01-01/14 - 01/31/14	52.70
01/01/2014	5447229.0114	E 101-43100-130	Employer Paid Insurance	01-01/14 - 01/31/14	68.13

01/01/2014	5447229.0114	E 101-43210-130	Employer Paid Insurance	01-01/14 - 01/31/14	15.13
01/01/2014	5447229.0114	E 101-45200-130	Employer Paid Insurance	01-01/14 - 01/31/14	68.13
01/01/2014	5447229.0114	E 601-49440-130	Employer Paid Insurance	01-01/14 - 01/31/14	71.89
01/01/2014	5447229.0114	E 602-49490-130	Employer Paid Insurance	01-01/14 - 01/31/14	71.89
01/01/2014	5447229.0114	E 609-49750-130	Employer Paid Insurance	01-01/14 - 01/31/14	103.95
					\$1,290.99

**BELLBOY CORPORATION**

12/10/2013	40867100	E 609-49751-206	Freight and Fuel Charges	FREIGHT	17.31
12/10/2013	40867100	E 609-49751-251	Liquor For Resale	LIQUOR	2,004.44
12/30/2013	89563900	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.26
12/30/2013	89563900	E 609-49751-254	Miscellaneous Merchandise	MISC	52.50
12/31/2013	41217700	E 609-49751-206	Freight and Fuel Charges	FREIGHT	18.45
12/31/2013	41217700	E 609-49751-251	Liquor For Resale	LIQUOR	1,215.45
					\$3,312.41

**BERNICK COMPANIES, THE**

12/16/2013	99683	E 609-49751-254	Miscellaneous Merchandise	MISC	20.00
12/16/2013	99684	E 609-49751-252	Beer For Resale	BEER	120.00
12/30/2013	102686	E 609-49751-255	N/A Products	N/A	20.50
12/31/2013	102685	E 609-49751-254	Miscellaneous Merchandise	MISC	41.60
					\$202.10

**BUCKET MAN**

01/02/2014	.0114	E 101-43100-311	Contract	REPLACE BANNERS	380.00
					\$380.00

**CENTERPOINT ENERGY**

12/15/2013	5944643-5.1213	E 609-49750-383	Gas Utilities	LIQUOR	244.43
12/15/2013	5945449-6.1213	E 101-42210-383	Gas Utilities	FIRE	1,156.57
12/15/2013	5963820-5.1213	E 101-45200-383	Gas Utilities	WARMING HOUSE	198.18
12/15/2013	6002544-2.1213	E 601-49440-383	Gas Utilities	PUBLIC WORKS	79.39
12/15/2013	6002544-2.1213	E 602-49490-383	Gas Utilities	PUBLIC WORKS	79.39
12/15/2013	6002548-3.1213	E 602-49490-383	Gas Utilities	WWTP	343.22
12/15/2013	6886465-1.1213	E 101-41940-383	Gas Utilities	CITY HALL	44.57
12/15/2013	6886468-5.1213	E 101-41940-383	Gas Utilities	CITY HALL	30.13
12/15/2013	6886472-7.1213	E 101-41940-383	Gas Utilities	CITY HALL	32.27
12/15/2013	6886475-0.1213	E 101-41940-383	Gas Utilities	CITY HALL	37.34
12/15/2013	7900331-5.1213	E 601-49440-383	Gas Utilities	WATER	829.43
12/15/2013	8964221-9.1213	E 602-49490-383	Gas Utilities	LIFT STATION	42.42
12/15/2013	9680285-5.1213	E 101-42110-383	Gas Utilities	POLICE/PW	1,513.68
12/15/2013	9680285-5.1213	E 101-43100-383	Gas Utilities	POLICE/PW	378.42
12/15/2013	9680285-5.1213	E 101-45200-383	Gas Utilities	POLICE/PW	378.42
12/15/2013	9680285-5.1213	E 601-49440-383	Gas Utilities	POLICE/PW	378.42
12/15/2013	9680285-5.1213	E 602-49490-383	Gas Utilities	POLICE/PW	378.41
					\$6,144.69

**COCA COLA REFRESHMENTS**

12/17/2013	138094528	E 609-49751-254	Miscellaneous Merchandise	MISC	585.16
					\$585.16

**COLONIAL INSURANCE**

12/26/2013	7129661-0105638	G 101-21712	Colonial Insurance	JAN PREMIUM	226.96
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\$226.96

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**CONNEXUS ENERGY**

12/18/2013	298392.1213	E 101-41940-381	Electric Utilities	CITY HALL	259.88
12/18/2013	298393.1213	E 602-49451-381	Electric Utilities	LIFT STATION	6,330.46
12/18/2013	298394.1213	E 101-45200-381	Electric Utilities	PARK	260.26
12/18/2013	298395.1213	E 601-49440-380	Electric-System	WATER	3,719.96
12/18/2013	298396.1213	E 101-43100-386	Street Lighting	STREET LIGHTS	3,538.54
12/18/2013	301895.1213	E 101-41940-381	Electric Utilities	SIGN	53.67
12/18/2013	302965.1213	E 101-42110-381	Electric Utilities	AMBASSADOR SIREN	5.34
12/18/2013	302965.1213	E 101-42110-381	Electric Utilities	WOODBINE SIREN	5.34
12/18/2013	302965.1213	E 101-42210-381	Electric Utilities	FIRE	480.88
12/18/2013	302965.1213	E 609-49750-381	Electric Utilities	LIQUOR	974.79
12/18/2013	303103.1213	E 101-42110-381	Electric Utilities	POLICE/PW	692.36
12/18/2013	303103.1213	E 101-43100-381	Electric Utilities	POLICE/PW	173.10
12/18/2013	303103.1213	E 101-45200-381	Electric Utilities	POLICE/PW	173.10
12/18/2013	303103.1213	E 601-49440-381	Electric Utilities	POLICE/PW	173.10
12/18/2013	303103.1213	E 602-49451-381	Electric Utilities	POLICE/PW	173.10
					<hr/>
					\$17,013.88

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**CONSTRUCTION & GENERAL**

12/31/2013	123113	G 101-21707	Union Dues	MAINT UNION DUES JAN 14	200.00
					<hr/>
					\$200.00

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**CRYSTAL SPRINGS ICE**

12/19/2013	31600	E 609-49751-254	Miscellaneous Merchandise	MISC	69.68
12/31/2013	45346	E 609-49751-254	Miscellaneous Merchandise	MISC	76.56
					<hr/>
					\$146.24

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**DAHLHEIMER DIST. CO. INC.**

12/11/2013	3087389	E 609-49751-252	Beer For Resale	BEER	3,856.17
12/18/2013	1090235	E 609-49751-252	Beer For Resale	BEER	11,675.50
12/18/2013	1090235	E 609-49751-254	Miscellaneous Merchandise	MISC	382.00
12/26/2013	1064514	E 609-49751-252	Beer For Resale	BEER	9,108.25
12/26/2013	1064514	E 609-49751-255	N/A Products	N/A	31.00
					<hr/>
					\$25,052.92

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**DAY DISTRIBUTING CO.**

12/20/2013	732388	E 609-49751-252	Beer For Resale	BEER	1,383.56
					<hr/>
					\$1,383.56

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**DELTA DENTAL**

12/15/2013	5342271	G 101-21711	Dental Insurance	JAN PREMIUM	512.50
					<hr/>
					\$512.50

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**DRIVER & VEHICLE SERVICES**

01/01/2014		E 101-42110-221	Vehicle Repair & Maintenance	CHIEF'S CAR	181.00
					<hr/>
					\$181.00

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**ECM PUBLISHERS, INC.**

12/20/2013	58153	E 101-41910-351	Legal Notices Publishing	SURPLUS PROPERTY	153.75
12/20/2013	58154	E 101-41400-351	Legal Notices Publishing	FEE SCHEDULE	41.00
12/20/2013	58155	E 101-41910-351	Legal Notices Publishing	RENTAL HOUSING	1,291.50
12/20/2013	58156	E 101-41910-351	Legal Notices Publishing	FENCES	82.00
12/20/2013	58157	E 101-41910-351	Legal Notices Publishing	PARKING	71.75

12/20/2013	58158	E 101-41910-351	Legal Notices Publishing	RENTAL HOUSING	522.75
					\$2,162.75

**ELITE SANITATION**

12/17/2013	21590	E 101-45200-402	Janitorial Service	PORTABLE TOILET	301.17
					\$301.17

**EMBEDDED SYSTEMS**

12/16/2013	33393	E 101-42110-311	Contract	6 MO SIREN FEE	502.08
					\$502.08

**EMERGENCY APARATUS MAINTENENC**

12/19/2013	71332	E 101-42210-218	Equipment Repair & Maintenance	TANKER #2	540.35
12/19/2013	71333	E 101-42210-218	Equipment Repair & Maintenance	ENGINE #1	130.46
12/19/2013	71734	E 101-42210-218	Equipment Repair & Maintenance	ENGINE 1	88.29
					\$759.10

**G&K SERVICES, INC**

12/17/2013	1043597536	E 101-41940-219	Rug Maintenance	CITY HALL RUGS	18.13
12/17/2013	1043597537	E 609-49750-219	Rug Maintenance	LIQUOR-RUGS	11.23
12/17/2013	1043597543	E 101-42110-402	Janitorial Service	POLICE/PW RUGS	22.77
12/17/2013	1043597543	E 101-43100-402	Janitorial Service	POLICE/PW RUGS	5.69
12/17/2013	1043597543	E 101-45200-402	Janitorial Service	POLICE/PW RUGS	5.69
12/17/2013	1043597543	E 601-49440-402	Janitorial Service	POLICE/PW RUGS	5.69
12/17/2013	1043597543	E 602-49490-402	Janitorial Service	POLICE/PW RUGS	5.69
12/17/2013	1043597544	E 601-49440-402	Janitorial Service	MATS	27.07
					\$101.96

**GERDIN AUTO SERVICE, INC.**

12/18/2013	69723	E 208-42110-436	Towing Charges	TOW-MCGINNIS	137.87
					\$137.87

**GRANITE CITY JOBBING CO.**

12/10/2013	792232	E 609-49750-210	Operating Supplies	OPERATING	111.16
12/10/2013	792232	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
12/10/2013	792232	E 609-49751-254	Miscellaneous Merchandise	MISC	22.56
12/10/2013	792232	E 609-49751-256	Tobacco Products For Resale	TOBACCO	335.90
12/10/2013	792232	G 101-20810	Sales Tax Payable	TAX	(0.88)
12/17/2013	793281	E 609-49750-210	Operating Supplies	OPERATING	167.94
12/17/2013	793281	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
12/17/2013	793281	E 609-49751-254	Miscellaneous Merchandise	MISC	55.90
12/17/2013	793281	E 609-49751-256	Tobacco Products For Resale	TOBACCO	1,295.37
					\$1,996.45

**HAWKINS, INC.**

12/19/2013	3546290	E 602-49490-216	Chemicals and Chem Products	CHEMICALS	1,573.68
12/30/2013	3549177	E 602-49490-216	Chemicals and Chem Products	CHEMICALS	1,573.68
					\$3,147.36

**INNOVATIVE OFFICE SOLUTIONS, L**

12/19/2013	0430175	E 101-42110-200	Office Supplies	SUPPLIES	102.70
12/27/2013	IN0433559	E 101-41400-200	Office Supplies	SUPPLIES	335.35
					\$438.05

**INTERNAL REVENUE SERVICE**

G 101-21716	Other Deductions	LEVY-1/2/14 PAYROLL	1,223.54
			<u>\$1,223.54</u>

**JJ TAYLOR DISTRIBUTING**

12/18/2013	2104577	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
12/18/2013	2104577	E 609-49751-252	Beer For Resale	BEER	519.95
					<u>\$522.95</u>

**JOHNSON BROS WHLSE LIQUOR**

12/11/2013	1736044	E 609-49751-206	Freight and Fuel Charges	FREIGHT	45.57
12/11/2013	1736044	E 609-49751-251	Liquor For Resale	LIQUOR	2,302.65
12/11/2013	1736045	E 609-49751-206	Freight and Fuel Charges	FREIGHT	13.23
12/11/2013	1736045	E 609-49751-253	Wine For Resale	WINE	345.50
12/18/2013	1741931	E 609-49751-206	Freight and Fuel Charges	FREIGHT	13.47
12/18/2013	1741931	E 609-49751-251	Liquor For Resale	LIQUOR	582.70
12/18/2013	1741932	E 609-49751-206	Freight and Fuel Charges	FREIGHT	170.53
12/18/2013	1741932	E 609-49751-253	Wine For Resale	WINE	5,301.45
12/26/2013	603419	E 609-49751-251	Liquor For Resale	LIQUOR	(43.00)
12/26/2013	603420	E 609-49751-253	Wine For Resale	WINE	(29.73)
12/26/2013	603421	E 609-49751-253	Wine For Resale	WINE	(11.73)
					<u>\$8,690.64</u>

**KIMS KLEANING**

12/28/2013	2614	E 101-41940-402	Janitorial Service	CITY HALL	160.32
12/28/2013	2615	E 101-45000-402	Janitorial Service	COMMUNITY CENTER	64.13
12/28/2013	2616	E 101-43100-402	Janitorial Service	PUBLIC WORKS	742.82
12/28/2013	2617	E 601-49440-233	Water Treatment Plant Maint	WATER PLANT	213.75
12/28/2013	2618	E 101-42110-402	Janitorial Service	POLICE	961.92
12/28/2013	2619	E 101-42210-402	Janitorial Service	FIRE	400.80
12/28/2013	2620	E 101-45200-402	Janitorial Service	WARMING HOUSE	42.75
					<u>\$2,586.49</u>

**LAW ENFORCEMENT LABOR SVCS.**

12/31/2013	123113	G 101-21707	Union Dues	POLICE UNION DUES JAN 2014	382.50
					<u>\$382.50</u>

**LAZERE, AMY**

12/18/2013	121813	E 101-41110-331	Travel Expenses	MILEAGE	106.22
					<u>\$106.22</u>

**LEGGETTE, BRASHEARS & GRAHM**

12/19/2013	201312230	E 601-49440-303	Engineering Fees	WATER	1,101.09
					<u>\$1,101.09</u>

**MCCLISH, CHRISTOPHER**

12/15/2013	121513	E 101-41110-331	Travel Expenses	MILEAGE	36.16
					<u>\$36.16</u>

**MCDONALD DIST CO.**

12/12/2013	345395	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
12/12/2013	345395	E 609-49751-252	Beer For Resale	BEER	4,674.85
12/12/2013	345395	E 609-49751-254	Miscellaneous Merchandise	MISC	34.00
12/12/2013	345395	E 609-49751-255	N/A Products	N/A	69.75
12/19/2013	345862	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
12/19/2013	345862	E 609-49751-252	Beer For Resale	BEER	5,664.00

12/19/2013	345862	E 609-49751-254	Miscellaneous Merchandise	MISC	13.00
12/19/2013	345862	E 609-49751-255	N/A Products	N/A	18.55
12/26/2013	346282	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
12/26/2013	346282	E 609-49751-252	Beer For Resale	BEER	4,720.35
12/26/2013	346282	E 609-49751-254	Miscellaneous Merchandise	MISC	13.00
12/26/2013	346282	E 609-49751-255	N/A Products	N/A	69.75
					\$15,286.25

**MEDIATION SERVICES**

11/30/2013	113013	E 101-41400-433	Dues and Subscriptions	2014 CONTRIBUTION	794.00
					\$794.00

**MN COUNTY ATTORNEYS ASSN.**

12/13/2013	18156510	E 101-42110-200	Office Supplies	2012 PROPERTY RECEIPT	61.99
					\$61.99

**MN NCPERS LIFE INSURANCE**

12/20/2013	7334114.0114	G 101-21713	MN Life	JAN PREMIUM	16.00
					\$16.00

**MY ALARM CENTER**

01/01/2014	RINVO2795764	E 609-49750-445	Security	1/1/14 - 1/31/14 MONITORING	29.94
					\$29.94

**NORTHWEST ASSOC. CONSULTANTS**

01/02/2014	21137	E 101-41910-311	Contract	DECEMBER	3,758.82
01/02/2014	21138	E 101-41910-311	Contract	DECEMBER	200.00
					\$3,958.82

**PACE ANALYTICAL SERVICES**

12/17/2013	131235668	E 602-49490-313	Sample Testing	TESTING	120.00
12/23/2013	131235773	E 602-49490-313	Sample Testing	TESTING	103.00
					\$223.00

**PAUSTIS & SONS**

12/16/2013	8459175	E 609-49751-206	Freight and Fuel Charges	FREIGHT	8.75
12/16/2013	8459175	E 609-49751-253	Wine For Resale	WINE	665.74
					\$674.49

**PHILLIPS WINE & SPIRITS CO.**

12/11/2013	2529485	E 609-49751-206	Freight and Fuel Charges	FREIGHT	94.08
12/11/2013	2529485	E 609-49751-251	Liquor For Resale	LIQUOR	4,971.15
12/11/2013	2529486	E 609-49751-206	Freight and Fuel Charges	FREIGHT	35.28
12/11/2013	2529486	E 609-49751-253	Wine For Resale	WINE	1,351.80
12/13/2013	3517937	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.47)
12/13/2013	3517937	E 609-49751-251	Liquor For Resale	LIQUOR	(274.95)
12/18/2013	2533443	E 609-49751-206	Freight and Fuel Charges	FREIGHT	58.80
12/18/2013	2533443	E 609-49751-251	Liquor For Resale	LIQUOR	4,113.42
12/18/2013	2533444	E 609-49751-206	Freight and Fuel Charges	FREIGHT	24.99
12/18/2013	2533444	E 609-49751-253	Wine For Resale	WINE	815.80
12/20/2013	3518433	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(5.88)
12/20/2013	3518433	E 609-49751-253	Wine For Resale	WINE	(208.00)
					\$10,975.02

**PIRTEK**

12/17/2013	S1851231.001	E 101-43100-218	Equipment Repair & Maintenance	REPAIRS	494.10
					<u>\$494.10</u>

**ROYAL SUPPLY**

12/17/2013	13966	E 101-41940-210	Operating Supplies	SUPPLIES	53.13
12/17/2013	13966	E 101-42110-217	Other Operating Supplies	SUPPLIES	106.26
12/17/2013	13966	E 101-43100-217	Other Operating Supplies	SUPPLIES	53.13
12/17/2013	13966	E 101-45200-217	Other Operating Supplies	SUPPLIES	53.13
12/17/2013	13966	E 601-49440-217	Other Operating Supplies	SUPPLIES	53.13
12/17/2013	13966	E 602-49490-217	Other Operating Supplies	SUPPLIES	53.15
12/17/2013	13966	G 101-20810	Sales Tax Payable	SUPPLIES	(23.93)
12/27/2013	14010	E 101-41940-210	Operating Supplies	SUPPLIES	18.29
12/27/2013	14010	E 101-42110-217	Other Operating Supplies	SUPPLIES	36.58
12/27/2013	14010	E 101-43100-217	Other Operating Supplies	SUPPLIES	18.29
12/27/2013	14010	E 101-45200-217	Other Operating Supplies	SUPPLIES	18.29
12/27/2013	14010	E 601-49440-217	Other Operating Supplies	SUPPLIES	18.29
12/27/2013	14010	E 602-49490-217	Other Operating Supplies	SUPPLIES	18.30
12/27/2013	14010	G 101-20810	Sales Tax Payable	SUPPLIES	(8.24)
					<u>\$467.80</u>

**SKINNER, MARLINE**

12/31/2013	123113	E 101-42700-311	Contract	DEC 2013	500.00
					<u>\$500.00</u>

**SOUND SYSTEMS, INC.**

12/12/2013	7167194	E 101-41940-445	Security	MONITORING W/ MAINT AGREEI	242.61
					<u>\$242.61</u>

**SOUTHERN WINE & SPIRITS OF MN**

12/19/2013	1113200	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.25
12/19/2013	1113200	E 609-49751-251	Liquor For Resale	LIQUOR	354.96
12/31/2013	1110373	E 609-49751-206	Freight and Fuel Charges	FREIGHT	12.50
12/31/2013	1110373	E 609-49751-251	Liquor For Resale	LIQUOR	1,021.72
12/31/2013	1110374	E 609-49751-206	Freight and Fuel Charges	FREIGHT	41.87
12/31/2013	1110374	E 609-49751-253	Wine For Resale	WINE	1,740.50
					<u>\$3,177.80</u>

**STREICHER S**

12/11/2013	1061785	E 101-42110-437	Uniform Allowance	REHLING-UNIFORMS	19.99
12/17/2013	1055000CM	E 101-42110-437	Uniform Allowance	REHLING UNIFORMS	(114.99)
12/19/2013	1063197	E 101-42110-217	Other Operating Supplies	DRUG TEST KIT	10.68
					<u>\$(84.32)</u>

**TECH SALES CO.**

12/20/2013	318335	E 602-49490-228	Equipment Maintenance	SEMI-ANNUAL SERVICE	300.00
					<u>\$300.00</u>

**THE AMERICAN BOTTLING COMPANY**

12/23/2013	24497222226	E 609-49751-254	Miscellaneous Merchandise	MISC	136.66
12/23/2013	2449722227	E 609-49751-254	Miscellaneous Merchandise	MISC	(24.96)
					<u>\$111.70</u>

**THORPE DISTRIBUTING COMPANY**

12/20/2013	795788	E 609-49751-252	Beer For Resale	BEER	183.50
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\$183.50

**UPPER RUM RIVER WATERSHED MGT**

12/04/2013	120413	E 101-49200-471	Watershed	1ST HALF OF 2014 BUDGET AMC	1,242.62
					<u>\$1,242.62</u>

**VINOCOPIA, INC.**

12/12/2013	89304	E 609-49751-206	Freight and Fuel Charges	FREIGHT	16.00
12/12/2013	89304	E 609-49751-251	Liquor For Resale	LIQUOR	654.50
12/12/2013	89304	E 609-49751-253	Wine For Resale	WINE	136.00
					<u>\$806.50</u>

**WIRTZ BEVERAGE MN**

11/27/2013	2080023819	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.45)
11/27/2013	2080023819	E 609-49751-251	Liquor For Resale	LIQUOR	(126.54)
12/12/2013	1080119415	E 609-49751-206	Freight and Fuel Charges	FREIGHT	27.73
12/12/2013	1080119415	E 609-49751-251	Liquor For Resale	LIQUOR	2,442.29
12/12/2013	1080119415	E 609-49751-253	Wine For Resale	WINE	104.00
12/12/2013	1080119415	E 609-49751-254	Miscellaneous Merchandise	MISC	33.62
12/19/2013	1080122374	E 609-49751-206	Freight and Fuel Charges	FREIGHT	46.03
12/19/2013	1080122374	E 609-49751-251	Liquor For Resale	LIQUOR	638.47
12/19/2013	1080122374	E 609-49751-253	Wine For Resale	WINE	1,930.00
					<u>\$5,094.15</u>

\$131,085.70

FUND SUMMARY

101 GENERAL FUND	\$33,153.36
208 POLICE FORFEITURE	\$137.87
601 WATER FUND	\$6,800.64
602 SEWER FUND	\$11,295.81
609 MUNICIPAL LIQUOR FUND	\$79,698.02
Total	131,085.70

**PURCHASE AGREEMENT:  
VACANT LAND (RESIDENTIAL)**

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1. Date 12/18/13

2. Page 1 of \_\_\_\_\_

3. BUYER (S): Ryan Teppo (Fix Construction)

4. \_\_\_\_\_

5. Buyer's earnest money in the amount of Five Hundred Dollars

6. Five Hundred Dollars (\$ 500.00 ) shall

7. be delivered to listing broker within two (2) Business Days after Final Acceptance Date of this Purchase Agreement.

8. Buyer and Seller agree that listing broker shall deposit any earnest money in the listing broker's trust account within three (3) Business Days of receipt of the earnest money.

10. Said earnest money is part payment for the purchase of the property located at

11. Street Address: PID # 33-34-24-33-0019

12. City of St Francis, County of Anoka State of Minnesota, legally

13. described as  
**LOT 8 BLK 2 ROYAL OAKS SUBJ TO EASE OF REC**

14. \_\_\_\_\_  
15. \_\_\_\_\_  
16. including all fixtures, if any, **AND**  INCLUDING  EXCLUDING the following personal property, if any, which shall  
.....(Check one.).....

17. be transferred with no additional monetary value, and free and clear of all liens and encumbrances:

18. \_\_\_\_\_

19. \_\_\_\_\_ (collectively the "Property"),

20. all of which Property Seller has this day agreed to sell to Buyer for the sum of (\$ 7,500.00 )

21. \_\_\_\_\_

22. Seven Thousand Five Hundred Dollars,

23. which Buyer agrees to pay in the following manner:

24. 1. **CASH** of 100 percent (%) of the sale price, or more in Buyer's sole discretion, which includes the earnest  
25. money; PLUS

26. 2. **FINANCING** of \_\_\_\_\_ percent (%) of the sale price, which will be the total amount secured against this  
27. Property to fund this purchase.

28. Such financing shall be  a first mortgage  contract for deed or  a first mortgage with subordinate  
.....(Check one.).....

29. financing, as described in the attached Addendum:

30.  Conventional  FHA  DVA  Assumption  Contract for Deed  Other: \_\_\_\_\_  
.....(Check all that apply.).....

31. \_\_\_\_\_

32. The date of closing shall be December 31st, 20 13.

33. This Purchase Agreement  IS  IS NOT subject to an Addendum to Purchase Agreement: Sale of Buyer's Property  
.....(Check one.).....

34. Contingency. (If answer is IS, see attached Addendum.) (If answer is IS NOT, the closing of Buyer's property, if any,  
35. may still affect Buyer's ability to obtain financing, if financing is applicable.)

36. This Purchase Agreement  IS  IS NOT subject to cancellation of a previously written purchase agreement dated  
.....(Check one.).....

37. \_\_\_\_\_, 20 \_\_\_\_\_. (If answer is IS, said cancellation shall be obtained

38. no later than \_\_\_\_\_, 20 \_\_\_\_\_. )

**PURCHASE AGREEMENT:  
VACANT LAND (RESIDENTIAL)**

39. Page 2 Date 12/18/13

40. Property located at PID # 33-34-24-33-0019 St Francis

41. If said cancellation is not obtained by said date, this Purchase Agreement is canceled. Buyer and Seller shall  
42. immediately sign a *Cancellation of Purchase Agreement* confirming said cancellation and directing all earnest money  
43. paid hereunder to be refunded to Buyer.)

44. **SPECIAL CONTINGENCIES:** This Purchase Agreement is subject to the following contingencies, and if the  
45. contingencies checked below are not satisfied or waived, in writing, by Buyer by December 31st, 2013,  
46. this Purchase Agreement is canceled as of said date. Buyer and Seller shall immediately sign a *Cancellation of*  
47. *Purchase Agreement* confirming said cancellation and directing all earnest money paid hereunder to be refunded to  
48. Buyer.

49. *(Select appropriate options a-i.)*

50.  (a)  BUYER  SELLER shall provide a certificate of survey of the Property, at  BUYER  SELLER  
51. *(Check one.)* expense.

52.  (b) Buyer obtaining approval of city/township of proposed building plans and specifications at  
53.  BUYER  SELLER expense.  
*(Check one.)*

54.  (c) Buyer obtaining approval of city/township of proposed subdivision development plans at  
55.  BUYER  SELLER expense.  
*(Check one.)*

56.  (d) Buyer obtaining approval of city/township for rezoning or use permits at  BUYER  SELLER expense.  
*(Check one.)*

57.  (e) Buyer obtaining, at  BUYER  SELLER expense, percolation tests which are acceptable to Buyer.  
*(Check one.)*

58.  (f) Buyer obtaining, at  BUYER  SELLER expense, soil tests which indicate that the Property may be  
59. improved without extraordinary building methods or cost.

60.  (g) Buyer obtaining approval of building plans and/or specifications in accordance with any recorded subdivision  
61. covenants and approval of the architectural control committee.

62.  (h) Buyer obtaining, at  BUYER  SELLER expense, copies of all covenants, reservations and restrictions  
63. affecting the Property.  
*(Check one.)*

64.  (i) Other: Seller to confirm build-able pad is available on lot and approval of new construction  
65. would be imminent with approved building plans.

67. Seller's expenses for these contingencies (if any) shall not exceed \$ .00

68. **DEED/MARKETABLE TITLE:** Upon performance by Buyer, Seller shall deliver a *(check one)*:

69.  Warranty Deed,  Personal Representative's Deed,  Contract for Deed,  Trustee's Deed, or

70.  Other: \_\_\_\_\_ Deed joined in by spouse, if any, conveying marketable title, subject to

71. (a) building and zoning laws, ordinances, state and federal regulations;

72. (b) restrictions relating to use or improvement of the Property without effective forfeiture provisions;

73. (c) reservation of any mineral rights by the State of Minnesota;

74. (d) utility and drainage easements which do not interfere with existing improvements;

75. (e) **rights of tenants as follows** (unless specified, not subject to tenancies): \_\_\_\_\_

76. \_\_\_\_\_; and

77. (f) others (must be specified in writing): \_\_\_\_\_

78. \_\_\_\_\_

79. \_\_\_\_\_

**PURCHASE AGREEMENT:  
VACANT LAND (RESIDENTIAL)**

80. Page 3 Date 12/18/13

81. Property located at PID # 33-34-24-33-0019 St Francis

82. **REAL ESTATE TAXES:** Seller shall pay on the date of closing all real estate taxes due and payable in all prior years including all penalties and interest.

84. Buyer shall pay  **PRORATED FROM DAY OF CLOSING**  \_\_\_\_\_ **12ths OF**  **ALL**  **NO** real estate  
-----  
(Check one.)

85. taxes due and payable in the year 20 13 .

86. Seller shall pay,  **PRORATED TO DAY OF CLOSING**  \_\_\_\_\_ **12ths OF**  **ALL**  **NO** real estate taxes  
-----  
(Check one.)

87. due and payable in the year 20 13 . If the closing date is changed, the real estate taxes paid shall, if prorated,  
88. be adjusted to the new closing date.

89. Buyer shall pay real estate taxes due and payable in the year following closing and thereafter, the payment of which  
90. is not otherwise herein provided. No representations are made concerning the amount of subsequent real estate  
91. taxes.

**92. DEFERRED TAXES/SPECIAL ASSESSMENTS:**

93.  **BUYER SHALL PAY**  **SELLER SHALL PAY** on date of closing any deferred real estate taxes  
-----  
(Check one.)

94. (e.g. Green Acres) or special assessments, payment of which is required as a result of the closing of this sale.

95.  **BUYER AND SELLER SHALL PRORATE AS OF THE DATE OF CLOSING**  **SELLER SHALL PAY ON**  
-----  
(Check one.)

96. **DATE OF CLOSING** all installments of special assessments certified for payment, with the real estate taxes due and  
97. payable in the year or closing.

98.  **BUYER SHALL ASSUME**  **SELLER SHALL PAY** on date of closing all other special assessments levied as  
-----  
(Check one.)

99. of the date of this Purchase Agreement.

100.  **BUYER SHALL ASSUME**  **SELLER SHALL PROVIDE FOR PAYMENT OF** special assessments pending as  
-----  
(Check one.)

101. of the date of this Purchase Agreement for improvements that have been ordered by any assessing authorities.  
102. (Seller's provision for payment shall be by payment into escrow of two (2) times the estimated amount of the  
103. assessments or less, as required by Buyer's lender.)

104. Buyer shall pay any unpaid special assessments payable in the year following closing and thereafter, the payment of  
105. which is not otherwise herein provided.

106. As of the date of this Purchase Agreement, Seller represents that Seller  **HAS**  **HAS NOT** received a notice  
-----  
(Check one.)

107. regarding any new improvement project from any assessing authorities, the costs of which project may be assessed  
108. against the Property. Any such notice received by Seller after the date of this Purchase Agreement and before  
109. closing shall be provided to Buyer immediately. If such notice is issued after the date of this Purchase Agreement and  
110. on or before the date of closing, then the parties may agree in writing, on or before the date of closing, to pay, provide  
111. for the payment of or assume the special assessments. In the absence of such agreement, either party may declare  
112. this Purchase Agreement canceled by written notice to the other party, or licensee representing or assisting the other  
113. party, in which case this Purchase Agreement is canceled. If either party declares this Purchase Agreement canceled,  
114. Buyer and Seller shall immediately sign a *Cancellation of Purchase Agreement* confirming said cancellation and  
115. directing all earnest money paid hereunder to be refunded to Buyer.

116. **POSSESSION:** Seller shall deliver possession of the Property no later than 12/31/13 after closing.

117. Seller agrees to remove ALL DEBRIS AND ALL PERSONAL PROPERTY NOT INCLUDED HEREIN from the Property  
118. by possession date.

119. **PRORATIONS:** All interest; unit owners' association dues; rents; and charges for city water, city sewer, electricity and  
120. natural gas shall be prorated between the parties as of date of closing. Buyer shall pay Seller for remaining gallons of  
121. fuel oil or liquid petroleum gas on the day of closing, at the rate of the last fill by Seller.

**PURCHASE AGREEMENT:  
VACANT LAND (RESIDENTIAL)**

122. Page 4 Date 12/18/13

123. Property located at PID # 33-34-24-33-0019 St Francis.
124. **TITLE AND EXAMINATION:** Within a reasonable time period after Final Acceptance Date of this Purchase Agreement,
125. Seller shall provide one of the following title evidence options, at Seller's selection, which shall include proper searches
126. covering bankruptcies, state and federal judgments and liens, and levied and pending special assessments to Buyer
127. or Buyer's designated title service provider:
128. (1) A commitment for an owner's policy of title insurance on a current ALTA form issued by an insurer licensed to write
129. title insurance in Minnesota as selected by Buyer. Seller shall be responsible for the title search and exam costs
130. related to the commitment. Buyer shall be responsible for all additional costs related to the issuance of the title
131. insurance policy(ies), including but not limited to the premium(s), Buyer's name search and plat drawing, if any.
132. Seller shall surrender a copy of any owner's title insurance policy and Abstract of Title, if in Seller's possession or
133. control, for this Property to Buyer or Buyer's designated title service provider.
134. (2) An Abstract of Title certified to date if Abstract Property or a Registered Property Abstract (RPA) certified to date
135. if Registered (Torrens) Property. Seller shall pay for the abstracting or RPA costs and surrender any abstract for
136. this Property in Seller's possession or control to Buyer or Buyer's designated title service provider. If Property is
137. Abstract and Seller does not have an Abstract of Title, Option (1) will automatically apply.
138. Seller shall use Seller's best efforts to provide marketable title by the date of closing. In the event that Seller has not
139. provided marketable title by the date of closing, Seller shall have an additional 30 days to make title marketable or, in
140. the alternative, Buyer may waive title defects by written notice to Seller. In addition to the 30-day extension, Buyer
141. and Seller may by mutual agreement further extend the closing date. Lacking such extension, either party may declare
142. this Purchase Agreement canceled by written notice to the other party, or licensee representing or assisting the other
143. party, in which case this Purchase Agreement is canceled. If either party declares this Purchase Agreement canceled,
144. Buyer and Seller shall immediately sign a *Cancellation of Purchase Agreement* confirming said cancellation and
145. directing all earnest money paid hereunder to be refunded to Buyer.
146. **SUBDIVISION OF LAND, BOUNDARIES, AND ACCESS:** If this sale constitutes or requires a subdivision of land
147. owned by Seller, Seller shall pay all subdivision expenses and obtain all necessary governmental approvals. This
148. provision deals with the necessity of subdividing land to complete the sale of the Property described herein in contrast
149. to the subdivision provision of lines 54-55 which deals with the future development plans of Buyer. Seller warrants the
150. legal description of the real Property to be conveyed has been or shall be approved for recording as of the date of
151. closing. Seller warrants that there is a right of access to the Property from a public right of way.
152. **MECHANIC'S LIENS:** Seller warrants that prior to the closing, payment in full will have been made for all labor,
153. materials, machinery, fixtures or tools furnished within the 120 days immediately preceding the closing.
154. **NOTICES:** Seller warrants that Seller has not received any notice from any governmental authority as to condemnation
155. proceedings or violation of any law, ordinance or regulation. If the Property is subject to restrictive covenants, Seller
156. warrants that Seller has not received any notice from any person or authority as to a breach of the covenants. Any
157. such notices received by Seller shall be provided to Buyer immediately.
158. **DIMENSIONS:** Buyer acknowledges any dimensions, square footage or acreage of land or improvements provided
159. by Seller, third party, or broker representing or assisting Seller are approximate. Buyer shall verify the accuracy of
160. information to Buyer's satisfaction, if material, at Buyer's sole cost and expense.
161. **ACCESS AGREEMENT:** Seller agrees to allow Buyer reasonable access to the Property for performance of any
162. surveys, inspections or tests or for water, sewer, gas or electrical service hookup as agreed to herein. Buyer shall
163. restore the premises to the same condition it was in prior to the surveys, inspections or tests and pay for any restoration
164. costs relative thereto.
165. **RISK OF LOSS:** If there is any loss or damage to the Property between the date hereof and the date of closing for
166. any reason, including fire, vandalism, flood, earthquake or act of God, the risk of loss shall be on Seller. If the Property
167. is destroyed or substantially damaged before the closing date, this Purchase Agreement is canceled, at Buyer's
168. option, by written notice to Seller or licensee representing or assisting Seller. If Buyer cancels this Purchase Agreement,
169. Buyer and Seller shall immediately sign a *Cancellation of Purchase Agreement* confirming said cancellation and
170. directing all earnest money paid hereunder to be refunded to Buyer.
171. **TIME OF ESSENCE:** Time is of the essence in this Purchase Agreement.
172. **CALCULATION OF DAYS:** Any calculation of days begins on the first day (calendar or Business Days as specified)
173. following the occurrence of the event specified and includes subsequent days (calendar or Business Days as specified)
174. ending at 11:59 PM on the last day.

**PURCHASE AGREEMENT:  
VACANT LAND (RESIDENTIAL)**

175. Page 5 Date 12/18/13

176. Property located at PID # 33-34-24-33-0019 St Francis

177. **BUSINESS DAYS:** "Business Days" are days which are not Saturdays, Sundays or state or federal holidays unless  
178. stated elsewhere by the parties in writing.

179. **DEFAULT:** If Buyer defaults in any of the agreements herein, Seller may cancel this Purchase Agreement, and any  
180. payments made hereunder, including earnest money, shall be retained by Seller as liquidated damages and Buyer  
181. and Seller shall affirm the same by a written cancellation agreement.

182. If Buyer defaults in any of the agreements hereunder, Seller may terminate this Purchase Agreement under the  
183. provisions of either MN Statute 559.21 or MN Statute 559.217, whichever is applicable. If either Buyer or Seller defaults  
184. in any of the agreements hereunder or there exists an unfulfilled condition after the date specified for fulfillment,  
185. either party may cancel this Purchase Agreement under MN Statute 559.217, Subd. 3. Whenever it is provided herein  
186. that this Purchase Agreement is canceled, said language shall be deemed a provision authorizing a Declaratory  
187. Cancellation under MN Statute 559.217, Subd. 4.

188. If this Purchase Agreement is not canceled or terminated as provided hereunder, Buyer or Seller may seek actual  
189. damages for breach of this Purchase Agreement or specific performance of this Purchase Agreement; and, as to  
190. specific performance, such action must be commenced within six (6) months after such right of action arises.

191. **NOTICE REGARDING AIRPORT ZONING REGULATIONS:** The Property may be in or near an airport safety zone  
192. with zoning regulations adopted by the governing body that may affect the Property. Such zoning regulations are  
193. filed with the county recorder in each county where the zoned area is located. If you would like to determine if such  
194. zoning regulations affect the Property, you should contact the county recorder where the zoned area is located.

195. **NOTICE REGARDING PREDATORY OFFENDER INFORMATION:** Information regarding the predatory offender  
196. registry and persons registered with the predatory offender registry under MN Statute 243.166 may be  
197. obtained by contacting the local law enforcement offices in the community where the Property is located  
198. or the Minnesota Department of Corrections at (651) 361-7200, or from the Department of Corrections web  
199. site at [www.corr.state.mn.us](http://www.corr.state.mn.us).

200. **SPECIAL DISCLOSURES:** Seller discloses, to the best of Seller's knowledge, that the Property described in this  
201. Purchase Agreement consists of approximately 19,321  ACRES  SQUARE FEET and is currently zoned  
.....(Check one.).....

202. Residential

203. Seller discloses, to the best of Seller's knowledge, that the Property  IS  IS NOT in a designated flood plain  
.....(Check one.).....  
204. area.

205. Seller discloses, to the best of Seller's knowledge, that the Property  DOES  DOES NOT currently receive  
.....(Check one.).....  
206. preferential tax treatment (e.g. Green Acres).

207. **BUYER HAS THE RIGHT TO A WALK-THROUGH REVIEW OF THE PROPERTY PRIOR TO CLOSING TO**  
208. **ESTABLISH THAT THE PROPERTY IS IN SUBSTANTIALLY THE SAME CONDITION AS OF THE DATE OF THIS**  
209. **PURCHASE AGREEMENT.**

210. BUYER HAS RECEIVED A (check any that apply):  DISCLOSURE STATEMENT: VACANT LAND OR A  
211.  DISCLOSURE STATEMENT: SELLER'S DISCLOSURE ALTERNATIVES FORM.

212. **DESCRIPTION OF PROPERTY CONDITION:** See *Vacant Land Disclosure Statement* or *Seller's Disclosure*  
213. *Alternatives* for description of disclosure responsibilities and limitations, if any.

214. **BUYER HAS RECEIVED THE INSPECTION REPORTS, IF REQUIRED BY MUNICIPALITY.**

215. **BUYER IS NOT RELYING ON ANY ORAL REPRESENTATIONS REGARDING THE CONDITION OF THE PROPERTY.**

216. **ENVIRONMENTAL CONCERNS:** To the best of the Seller's knowledge there are no hazardous substances or  
217. underground storage tanks, except where herein noted.

218. \_\_\_\_\_

219. \_\_\_\_\_

220.



**PURCHASE AGREEMENT:  
VACANT LAND (RESIDENTIAL)**

260. Page 7 Date 12/18/13

261. Property located at PID # 33-34-24-33-0019 St Francis

**DUAL AGENCY REPRESENTATION**

262. **PLEASE CHECK ONE OF THE FOLLOWING SELECTIONS:**

264.  Dual Agency representation DOES NOT apply in this transaction. *Do not complete lines 265-281.*

265.  Dual Agency representation DOES apply in this transaction. *Complete the disclosure in lines 266-281.*

266. Broker represents both the Seller(s) and the Buyer(s) of the Property involved in this transaction, which creates a  
267. dual agency. This means that Broker and its salespersons owe fiduciary duties to both Seller(s) and Buyer(s). Because  
268. the parties may have conflicting interests, Broker and its salespersons are prohibited from advocating exclusively for  
269. either party. Broker cannot act as a dual agent in this transaction without the consent of both Seller(s) and Buyer(s).  
270. Seller(s) and Buyer(s) acknowledge that

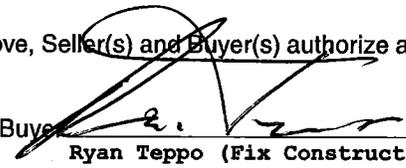
271. (1) confidential information communicated to Broker which regards price, terms or motivation to buy or sell will  
272. remain confidential unless Seller(s) or Buyer(s) instructs Broker in writing to disclose this information. Other  
273. information will be shared;

274. (2) Broker and its salespersons will not represent the interest of either party to the detriment of the other; and

275. (3) within the limits of dual agency, Broker and its salespersons will work diligently to facilitate the mechanics of  
276. the sale.

277. With the knowledge and understanding of the explanation above, Seller(s) and Buyer(s) authorize and instruct Broker  
278. and its salesperson to act as dual agents in this transaction.

279. Seller \_\_\_\_\_

Buyer   
Ryan Teppo (Fix Construction)

280. Seller \_\_\_\_\_

Buyer \_\_\_\_\_

281. Date \_\_\_\_\_

Date 12/18/13

282. **CLOSING COSTS:** Buyer or Seller may be required to pay certain closing costs, which may effectively increase the  
283. cash outlay at closing or reduce the proceeds from the sale.

284. **ENTIRE AGREEMENT:** This Purchase Agreement and any addenda or amendments signed by the parties shall  
285. constitute the entire agreement between Buyer and Seller. Any other written or oral communication between Buyer  
286. and Seller, including, but not limited to, e-mails, text messages, or other electronic communications are not part of this  
287. Purchase Agreement. This Purchase Agreement can be modified or canceled only in writing signed by Buyer and  
288. Seller or by operation of law. All monetary sums are deemed to be United States currency for purposes of this  
289. Purchase Agreement.

290. **ELECTRONIC SIGNATURES:** The parties agree the electronic signature of any party on any document related to this  
291. transaction constitute valid, binding signatures.

292. **FINAL ACCEPTANCE:** To be binding, this Purchase Agreement must be fully executed by both parties and a copy  
293. must be delivered.

294. **SURVIVAL:** All warranties specified in this Purchase Agreement shall survive the delivery of the deed or contract  
295. for deed.

296. **OTHER:** \_\_\_\_\_

297. \_\_\_\_\_

298. \_\_\_\_\_

299. \_\_\_\_\_

300. \_\_\_\_\_

301. \_\_\_\_\_

302. \_\_\_\_\_

303. \_\_\_\_\_

**PURCHASE AGREEMENT:  
VACANT LAND (RESIDENTIAL)**

304. Page 8 Date 12/18/13

305. Property located at PID # 33-34-24-33-0019 St Francis

306. **ADDENDA AND PAGE NUMBERING: Attached addenda are a part of this Purchase Agreement.**

307. **Enter total number of pages of this Purchase Agreement, including addenda, on line two (2) of page one (1).**

308. **NOTE: Disclosures and optional Arbitration Agreement are not part of this Purchase Agreement and should**

309. **not be part of the page numbering.**

310. I, the owner of the Property, accept this Purchase  
311. Agreement and authorize the listing broker to withdraw  
312. said Property from the market, unless instructed otherwise  
313. in writing.

314. **I have reviewed all pages of this Purchase Agreement.**

315.  **If checked, this Agreement is subject to attached**  
316. **Addendum to Purchase Agreement: Counteroffer.**

I agree to purchase the Property for the price and on  
the terms and conditions set forth above.

**I have reviewed all pages of this Purchase  
Agreement.**

317. X \_\_\_\_\_  
(Seller's Signature) (Date)

X  12/18/13  
(Buyer's Signature) (Date)

318. X \_\_\_\_\_  
(Seller's Printed Name)

X Ryan Teppo (Fix Construction)  
(Buyer's Printed Name)

319. X \_\_\_\_\_  
(Marital Status)

X Married  
(Marital Status)

320. X \_\_\_\_\_  
(Seller's Signature) (Date)

X \_\_\_\_\_  
(Buyer's Signature) (Date)

321. X \_\_\_\_\_  
(Seller's Printed Name)

X \_\_\_\_\_  
(Buyer's Printed Name)

322. X \_\_\_\_\_  
(Marital Status)

X \_\_\_\_\_  
(Marital Status)

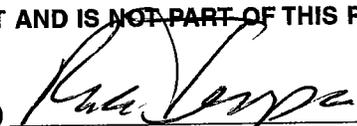
323. **FINAL ACCEPTANCE DATE:** \_\_\_\_\_ The Final Acceptance Date

324. is the date on which the fully executed Purchase Agreement is delivered.

325. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYER(S) AND SELLER(S).**  
326. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**

327. **I ACKNOWLEDGE THAT I HAVE RECEIVED AND HAVE HAD THE OPPORTUNITY TO REVIEW THE**  
328. **DISCLOSURE STATEMENT: ARBITRATION DISCLOSURE AND RESIDENTIAL REAL PROPERTY ARBITRATION**  
329. **AGREEMENT, WHICH IS AN OPTIONAL, VOLUNTARY AGREEMENT AND IS NOT PART OF THIS PURCHASE**  
330. **AGREEMENT.**

331. SELLER(S) \_\_\_\_\_

BUYER(S)   
Ryan Teppo (Fix Construction)

332. SELLER(S) \_\_\_\_\_

BUYER(S) \_\_\_\_\_

**AMENDMENT TO PURCHASE AGREEMENT**

This form approved by the Minnesota Association of REALTORS®, which disclaims any liability arising out of use or misuse of this form. © 2006 Minnesota Association of REALTORS®, Edina, MN

1. Date 01/02/14

2. The undersigned parties to a Purchase Agreement, dated 12/18/13, pertaining to  
3. the purchase and sale of the property at PID # 33-34-24-33-0019  
4. St Francis

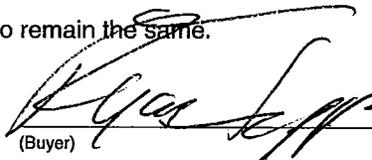
5. hereby mutually agree to amend said Purchase Agreement as follows:

6. **Closing Date to be changed to January 21st, with the ability to close  
7. earlier if possible.**

- 8.
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- 29.

30. All other terms and conditions of the Purchase Agreement to remain the same.

31. \_\_\_\_\_  
(Seller) (Date)

 \_\_\_\_\_ 1/2/14  
(Buyer) (Date)

32. \_\_\_\_\_  
(Seller) (Date) (Buyer) (Date)

33. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYERS AND SELLERS.**  
34. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**

ORDINANCE NO. 99, SECOND SERIES

CITY OF ST. FRANCIS  
ANOKA COUNTY  
STATE OF MINNESOTA

AN ORDINANCE APPROVING THE SALE OF  
CITY OWNED REAL ESTATE

THE CITY OF ST. FRANCIS ORDAINS;

Section 1. The City is hereby authorized and shall sell the following described real property at such time, under such terms and for amount that the City Council deems appropriate at the time of sale:

33-34-24-33-0019 23021 Ivywood Street (Lot 8 Blk 2 Royal Oaks Addn)

Section 2. The Mayor and the City Administrator are hereby authorized to execute the necessary documents to convey the interest of the City of St. Francis to said property.

Section 3. That pursuant to Section 12.03 of the City Charter, any net cash proceeds of the sale of said property shall be used to retire any outstanding indebtedness incurred by the City in the acquisition or improvement of the property. Any remaining proceeds shall be used to finance other improvements in the capital improvement budget or to retire any other bonded indebtedness.

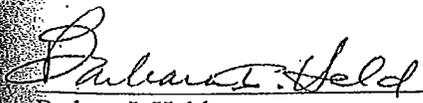
Section 4. Effective Date. This Ordinance shall take effect thirty (30) days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS  
THIS 5<sup>TH</sup> DAY OF JUNE, 2006.

APPROVED:

  
\_\_\_\_\_  
Randy Dressen  
Mayor of St. Francis

ATTEST:

  
\_\_\_\_\_  
Barbara I. Held  
City Clerk/Treasurer

JEFFREY S. JOHNSON  
RUSSELL H. CROWDER  
JON P. ERICKSON  
THOMAS P. MALONE  
MICHAEL F. HURLEY  
DOUGLAS G. SAUTER  
HERMAN L. TALLE  
CHARLES M. SEYKORA  
DANIEL D. GANTER, JR.  
BEVERLY K. DODGE  
JAMES D. HOEFT  
\*JOAN M. QUÄDE  
\*JOHN T. BUCHMAN  
SCOTT M. LEPAK



Barna, Guzy & Steffen, Ltd.

ATTORNEYS AT LAW  
200 Coon Rapids Boulevard, Suite 400  
Minneapolis, MN 55433-5894  
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STEVEN G. THORSON  
ELIZABETH A. SCHÄDING  
WILLIAM F. HUEFNER  
BRADLEY A. KLETSCHER  
DOUGLAS J. DEHN  
KRISTI R. RILEY  
WILLIAM D. SIEGEL  
TIMOTHY D. ERB  
KAREN K. KURTH  
ANGELA M. WOESSNER  
ADRIEL B. VILLARREAL  
TAMMY J. SCHEMMELE  
SHELDON M. CLARK

OF COUNSEL  
DARRELL A. JENSEN  
W. JAMES VOGL, JR.

\* Also Licensed in Wisconsin

MEMORANDUM

TO: St. Francis Mayor, City Council and City Administrator  
FROM: Scott Lepak, City Attorney  
RE: Changes to Charter  
DATED: December 10, 2013  
City Council Meeting Dates: December 16, 2013 & January 6, 2014

As the Council will recall, at the last meeting the Council approved two of the three Charter Commission recommendations. The first recommendation approved was to adopt language related to establishing a primary. The second recommendation approved was to adopt language regarding write in ballots.

In order to formally adopt these changes (and to allow the primary to be held in 2014), these changes must now be adopted by ordinance (two readings followed by publication). The affirmative roll call votes of all four council members is required.

The applicable language requiring, as a practical matter, the primary change to be acted upon at the last council meeting in December and the first council meeting in January is as follows:

**Subd. 2. Resolution or ordinance.**

The governing body of a city may, **by ordinance or resolution adopted by April 15 in the year when a municipal general election is held**, elect to choose nominees for municipal offices by a primary as provided in this section. The resolution or ordinance, when adopted, is effective for all ensuing municipal elections until it is revoked. The municipal clerk shall notify the secretary of state and the county auditor within 30 days after the adoption of the resolution or ordinance.

(emphasis added).

Recommended action:

1. Adopt Ordinance 191, Second Series (Second Reading). An Ordinance amending the City Charter to hold a primary
2. Adopt Ordinance 192, Second Series (Second Reading). An Ordinance amending the City Charter to clarify vote counting for write in candidates and to comply with current law.

A copy of the proposed ordinances are attached. Separate action on these items is requested.

ORDINANCE 191, SECOND SERIES

AN ORDINANCE AMENDING THE CITY CHARTER  
RELATING TO HOLDING A PRIMARY

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Charter Revised. That Chapter 5, Section 5.01, Subdivision 2 of the St. Francis City Charter be amended as follows:

Subdivision 2. Filing and Nomination. Not more than eighty-four (84) nor less than seventy (70) days ~~weeks~~ before the date of the primary election, an individual who is eligible and desires to have his name placed on the official ballot as a candidate for an office to be voted for at the primary election or general election, depending upon the number of candidates that actually file for each office, shall file his affidavit of candidacy with the City Clerk. The City Clerk shall also accept an application signed by not less than five (5) voters and filed on behalf of an eligible person whom they desire to be a candidate, if service of a copy of the application has been made on the candidate and proof of service is endorsed on the application being filed. Upon receipt of a filing fee in the amount of five dollars (\$5.00) the City Clerk shall place the name of the candidate on the official ballot without partisan designation.

Section 2. Charter Revised. That Chapter 5, Section 5.01, Subdivision 3 of the St. Francis City Charter be amended as follows:

Subdivision 3. Notice. At least two (2) weeks before the first day to file affidavits or applications of candidacy, and at least two (2) weeks prior to each primary election, general election, and special election, the City Clerk shall publish and post in the Clerk's office a notice thereof.

Section 3. Charter Revised. That Chapter 5, Section 5.01, Subdivision 3 of the St. Francis City Charter be amended as follows:

Subdivision 7. Primary Election. ~~There will be no primary election.~~ Effective for the 2014 elections and thereafter, primary elections shall be held on the same date as prescribed by the Minnesota Statutes, which establishes the statewide primary election date. The primary election shall be for the selection of two nominees for each elective office at the regular municipal election, unless two nominees or fewer file for each elective office. In the event two nominees or fewer file for an elective office, the names of such nominees shall be placed on the municipal general election ballot as the nominee for that office and no primary election shall be held for such elective office.

Section 4. Effective Date. This Ordinance shall take effect \_\_\_\_\_ days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

613073-v1

ORDINANCE 192 SECOND SERIES

AN ORDINANCE AMENDING THE CITY CHARTER RELATING TO FILING AND NOMINATION OF CANDIDATES FOR OFFICE

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Charter Revised. That Chapter 5, Section 5.01, Subdivision 2 of the St. Francis City Charter be amended as follows:

Subdivision 2. Filing and Nomination. Not more than eighty-four (84) nor less than seventy (70) days ~~weeks~~ before the date of the election, an individual who is eligible and desires to have his name placed on the official ballot as a candidate for an office to be voted for at the election shall file his affidavit of candidacy with the City Clerk. The City Clerk shall also accept an application signed by not less than five (5) voters and filed on behalf of an eligible person whom they desire to be a candidate, if service of a copy of the application has been made on the candidate and proof of service is endorsed on the application being filed. A write-in candidate who wants their write-in votes to be counted in the general election must file a written request with the city clerk no later than seven (7) days before the general election. All write-in votes for candidates who have not filed a written request to have these votes counted shall be treated collectively as votes for a single nonqualified candidate referenced as "other". Upon receipt of a filing fee in the amount of five dollars (\$5.00) the City Clerk shall place the name of the candidate on the official ballot without partisan designation.

Section 2. Effective Date. This Ordinance shall take effect \_\_\_\_\_ days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**CITY OF ST. FRANCIS  
ST. FRANCIS, MN  
ANOKA COUNTY**

**RESOLUTION 2014-01**

**A RESOLUTION APPROVING THE APPOINTMENTS FOR 2014**

Mayor Pro Tem	Tim Brown, Council member
City Assessor	Anoka County Assessor's Office
City Attorney	Barna, Guzy & Steffen, Ltd.
City Engineer	Bolton & Menk, Inc.
Planning Consultants	NAC – Northwest Associated Consultants
Health Officer	Allina Medical Clinic – Coon Rapids
Weed Inspector	Jerry Tveit, Mayor
Assistant Weed Inspector	Paul Teicher, Public Works Director
Emergency Management Director	Matthew Hylan, City Administrator
Joint Law Enforcement Council: Police Chief	Jeff Harapat, Police Chief
Council Representative	Amy Lazere, Council member
Official Newspaper	Anoka County Union
Official Public Depository	Village Bank of St. Francis Anoka County Federal Credit Union Morgan Stanley Northland Securities RBC Dain Rauscher US Bank 4 M Fund
Financial Consultant/Bond Underwriter	Northland Securities
Official Signatures	Jerry Tveit, Mayor Tim Brown, Mayor Pro Tem Matthew L. Hylan, City Administrator Barbara I. Held, City Clerk Darcy Mulvihill, Finance Director (2 signatures required)

Council Representative to Boards/Commissions/Committees:

Planning Commission	Tim Brown, Council member
Charter Commission	Jerry Tveit, Mayor
School District #15	Chris McClish, Council member
Park Commission	Amy Lazere, Council member
Economic Development Authority:	
Council Representative (Term Expires 09-06-13)	Chris McClish, Council member
Council Representative (Term Expires 09-06-14)	Jerry Tveit, Mayor
Upper Rum River Watershed:	
Council Representative/Consultant Rep. Resident Member	Vacant/Jared Voge, City Engineer Lan Tornes
Metropolitan Council	Jerry Tveit, Mayor
Heritage Preservation Commission	Ray Steinke, Resident

The motion for the adoption of the foregoing resolution was made by Councilmember and was duly seconded by Councilmember and upon vote being taken thereon, the following voted in favor:

and the following voted against the same:

and the following abstained:

and the following were absent:

**ADOPTED BY THE CITY COUNCIL OF ST. FRANCIS THIS 6th DAY OF JANUARY 2014.**

**APPROVED:**

\_\_\_\_\_  
Jerry Tveit, Mayor of St. Francis

**ATTEST:**

\_\_\_\_\_  
Barbara I. Held, City Clerk



# BOLTON & MENK, INC.<sup>®</sup>

## Consulting Engineers & Surveyors

7533 Sunwood Drive NW • Ramsey, MN 55303

Phone (763) 433-2851 • Fax (763) 427-0833

www.bolton-menk.com

### MEMORANDUM

**Date:** December 31, 2013

**To:** Honorable Mayor Tveit and Members of the City Council  
City of St. Francis

**From:** Jared Voge, P.E.  
City Engineer

**Subject:** Aztec Street Improvements  
St. Francis, Minnesota  
BMI Project No: R18.106098

---

#### **INTRODUCTION:**

A roadway providing access to the O'Reilly site currently under construction as well as the platted parcel south of the O'Reilly property is needed.

#### **BACKGROUND:**

O'Reilly is currently constructing a facility located south of the City municipal liquor store on the south side of 233<sup>rd</sup> Avenue. During the development process, O'Reilly platted the property and dedicated right-of-way to the City of St. Francis. The dedicated right-of-way does not line up with the existing right-of-way of Aztec Street located north of 233<sup>rd</sup> Avenue. In order to provide the safest intersection possible, the City Council authorized City Staff to work with the Abby Field Townhomes property owner to obtain the property necessary to ensure that Aztec Street south of 233<sup>rd</sup> aligns with Aztec Street north of 233<sup>rd</sup>. Staff has been in contact with the property owner and the next step in the process is identify the costs associated with the street improvements and property acquisition. A Feasibility Report is required to determine those costs.

#### **RECOMMENDATION:**

Staff recommends that the City Council authorize the preparation of a Feasibility Report for the Aztec Street Improvements by adopting the enclosed resolution.

#### **BUDGET IMPACT:**

The costs associated with the Aztec Street Improvements and property acquisition will be identified by the Feasibility Report. The estimated costs associated with the preparation of a Feasibility Report is \$5,000.00. The City's General Fund and Street Funds have been identified as the interim funding sources of the Feasibility Report until the project costs are assessed to the benefiting properties.

If you have any questions on the above, please call.

JAV/kg

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF THE CITY  
OF ST. FRANCIS, MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of St. Francis, Anoka County, Minnesota, was duly called and held at the St. Francis School District Office, 4115 Ambassador Boulevard NW in said City on the 6th day of January, 2014, at 7:30 o'clock p.m.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption.

**RESOLUTION ORDERING PREPARATION OF  
REPORT ON IMPROVEMENT  
CITY OF ST. FRANCIS, MINNESOTA  
RESOLUTION NO. 2014 -\_\_**

WHEREAS, it is proposed to improve Aztec Street between the south line of 233<sup>rd</sup> Avenue NW and Approximately 550 feet south of 233<sup>rd</sup> Avenue NW by the construction of street, sidewalk, and utilities and to assess the benefited property for all or portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ST. FRANCIS, MINNESOTA:

That the proposed improvement be referred to the City Engineer for study and that he is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Adopted by the council the 6<sup>th</sup> day of January, 2014.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

STATE OF MINNESOTA  
CITY OF ST. FRANCIS  
COUNTY OF ANOKA

The motion for the adoption of the foregoing resolution was duly seconded by member \_\_\_\_\_, and upon vote being taken thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

I, the undersigned, being the duly qualified and acting Clerk of the City of St. Francis, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes ordering the preparation of a report for an improvement.

WITNESS my hand and the seal of said City this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
City Clerk

(SEAL)



# BOLTON & MENK, INC.

## Consulting Engineers & Surveyors

7533 Sunwood Drive NW • Ramsey, MN 55303

Phone (763) 433-2851 • Fax (763) 427-0833

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### MEMORANDUM

**Date:** December 31, 2013  
**To:** Honorable Mayor Tveit and Members of the City Council  
City of St. Francis  
**From:** Jared Voge, P.E.  
City Engineer  
**Subject:** Bridge Street Improvements  
St. Francis, Minnesota  
BMI Project No: R18.107257

---

#### **INTRODUCTION:**

Anoka County submitted an application for federal transportation funding for the Bridge Street corridor from Kerry Street west to approximately Casey's. Numerous city utilities exist within the Bridge Street corridor.

#### **BACKGROUND:**

Anoka County's application for federal funding was approved for funding in 2015. Anoka County is currently preparing plans and specifications for improvements to the corridor which consist of the construction of two roundabouts. City utilities including sanitary sewer and watermain exist within the corridor. It would be prudent to investigate the condition, capacity and alignment of the existing utilities prior to the reconstruction of the corridor so that should modifications be required, they can be completed during the county improvement project in 2015. In addition, Council has previously discussed the desire for doing the project right and referenced the installation of lighting along the corridor as long as trail and sidewalk facilities. Additionally, Council has inquired regarding the City's portion of the cost associated with the improvements, most recently at the December 2, 2013 City Council meeting. A Feasibility Report will identify the improvements recommended to any utilities within the corridor as well as identify potential costs associated with those improvements.

#### **RECOMMENDATION:**

Staff recommends that the City Council authorize the preparation of a Feasibility Report for the 2015 Bridge Street Improvements by adopting the enclosed resolution.

#### **BUDGET IMPACT:**

The Feasibility Report will identify the costs associated with the improvements. The estimated costs associated with the preparation of a Feasibility Report is \$10,000.00. The City's Street and Utility Enterprise Funds have been identified as the funding sources for the Feasibility Report.

If you have any questions on the above, please call.

JAV/kg

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF THE CITY  
OF ST. FRANCIS, MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of St. Francis, Anoka County, Minnesota, was duly called and held at the St. Francis School District Office, 4115 Ambassador Boulevard NW in said City on the 6th day of January, 2014, at 7:30 o'clock p.m.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption.

**RESOLUTION ORDERING PREPARATION OF  
REPORT ON IMPROVEMENT  
CITY OF ST. FRANCIS, MINNESOTA  
RESOLUTION NO. 2014 - \_\_**

WHEREAS, it is proposed to improve Bridge Street between the east line of Kerry Street and the Rum River by the reconstruction of street and utilities and to assess the benefited property for all or portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ST. FRANCIS, MINNESOTA:

That the proposed improvement be referred to the City Engineer for study and that he is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Adopted by the council the 6<sup>th</sup> day of January, 2014.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

STATE OF MINNESOTA  
CITY OF ST. FRANCIS  
COUNTY OF ANOKA

The motion for the adoption of the foregoing resolution was duly seconded by member \_\_\_\_\_, and upon vote being taken thereof:

and the following voted against the same:

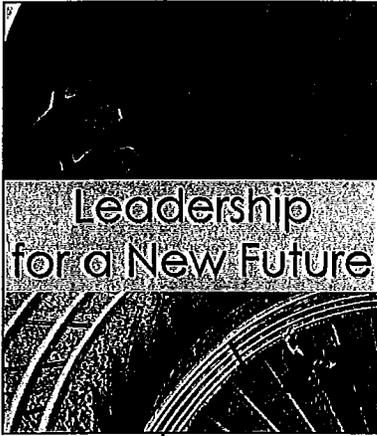
Whereupon said resolution was declared duly passed and adopted.

I, the undersigned, being the duly qualified and acting Clerk of the City of St. Francis, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes ordering the preparation of a report for an improvement.

WITNESS my hand and the seal of said City this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
City Clerk

(SEAL)



# The Anoka Area Chamber of Commerce Leadership Academy

New Skills. New Networks. New Opportunities.

Be one of a small group to experience powerful leadership development to help you meet the challenges of our complex and changing community. The Leadership Academy is in its eighth year of building better leaders! Designed especially for current and future business and community leaders and middle-level managers.

***Session 1—Leadership Capital: The Advantage of Developing Your Potential (February 20, 2014)***

- Find out your own personal leadership style using the *Leadership Challenge*
- Take a Leadership Practices Inventory
- Learn about the five leadership disciplines

***Session 2—Community Capital: Where Have We Been and Where Are We Going? (March 13, 2014)***

- Learn from the experts how communities are changing in the north metro
- Discuss with community leaders the future plans to create a vibrant region, while honoring the area's legacy
- Go deeper into the leadership disciplines

***Session 3—Workforce Capital: Cultural Competency & Other Issues of Leading People (April 3, 2014)***

- Discover the challenges and benefits of leading and working with diversity
- Address the ways to manage cultural and generational differences in the workplace
- Dig deeper into two of the leadership disciplines

***Session 4—Political Capital: Get it to Work for You (April 24, 2014)***

- Learn to develop effective leadership skills during these times of shrinking budgets and conflicting priorities
- Challenge yourself to truly understand how government works and the ways it impacts you in your business and your community
- Interact with government officials to learn how to influence policies and gain positive outcomes
- Take a trip to the State Capitol to observe law-making in process

***Session 5—Business Capital: Leadership in the Real World of Work (May 15, 2014)***

- Meet local business leaders and become acquainted with the variety of leadership models within our communities
- Investigate differing models of decision making
- Discover current and future trends in business

***Session 6—Pulling It All Together: So What Now? (June 5, 2014)***

- Connect all your learning experiences of the Leadership Academy
- Identify and share the ways in which you have developed as a leader
- Apply your new skills
- Graduate with a Leadership Certificate

Reserve your space today!  
Registration deadline is 2/10/14.  
Call Sarah at 763-576-4775 to  
register or for more information.

Beginning February 20, the sessions run one Thursday of each month (except April) from 8:30 a.m.-4:00 p.m. at the Professional Training Center at Anoka-Ramsey Community College.

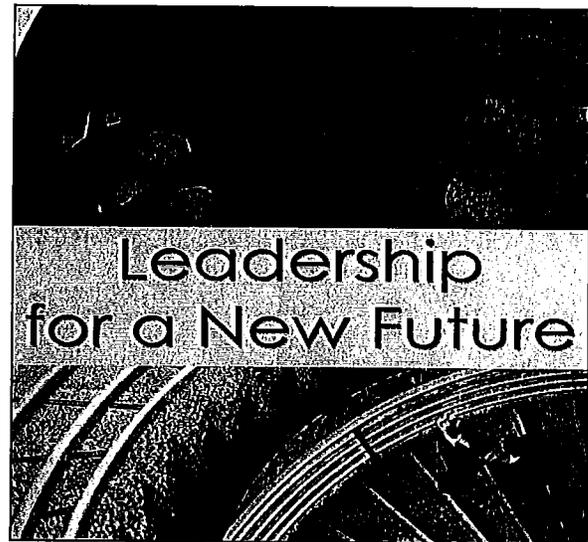
## What's In It for You?

### Benefits to Employers & the Community:

- Identify and prepare leaders within your organization
- Enhance critical thinking, problem solving, and ethical decision making skills
- Develop leaders who are knowledgeable and informed about the local issues
- Identify leaders who desire to make a positive contribution to our communities

### Benefits to Participants:

- Receive a Diploma and Continuing Education Units (CEUs)
- A broader perspective of key local issues
- Improved leadership skills
- Tools to seek out leadership roles
- Networking opportunities



**Register online at <http://anokaramsey.augusoff.net> or mail/fax your registration form to 763-433-1201.**

**Registration deadline is February 10, 2014.**

1. Complete the mail-in/fax registration form below.
2. Pay fees by check or credit card; make checks payable to ARCC and mail to: ARCC, Professional & Workforce Training, CEU Registration, 11200 Mississippi Blvd NW, Coon Rapids, MN, 55433.
3. Only ONE person per registration form.
4. This form may be duplicated.
5. Retain your check as your receipt.

### Refunds/Cancellation

College reserves the right to cancel the offerings should the need arise and you will receive a 100% refund. A 75% refund is granted if the refund is requested in writing at least **one week** prior to first class session (email: [training@anokaramsey.edu](mailto:training@anokaramsey.edu)). Cancellations received after this date and no-shows are subject to the full course fee.

**Program Fee: \$1800/person**  
**Includes all materials, assessments, and lunches**  
**Some Scholarships available**

**To register or for more information, contact:**

Lori Amborn  
Professional & Workforce Training  
Anoka-Ramsey Community College and Anoka  
Technical College  
[Lori.amborn@anokaramsey.edu](mailto:Lori.amborn@anokaramsey.edu)  
**763-422-6102**

## Anoka Area Leadership Academy Registration

Name (please print) \_\_\_\_\_  
First Last MI

Title \_\_\_\_\_ Company Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_  
(Day)

Program Fee: \$1800/person Method of Payment:  Check  Visa  MasterCard

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_  
*If paying by credit card, please provide photo id. Thank you!*

Cardholder's /Authorized Signature \_\_\_\_\_ Today's Date \_\_\_\_\_

City of St. Francis  
Non-Union Salaries Increase-2014 Worksheet

**Total City Payroll-Union & Non Union**

	Budgeted			
	2.00%	2.50%	3.00%	3.25%
General	\$ 1,970,219	\$ 1,973,925	\$ 1,977,632	\$ 1,979,485
Water	\$ 140,862	\$ 140,986	\$ 141,109	\$ 141,171
Sewer	\$ 140,862	\$ 140,986	\$ 141,109	\$ 141,171
Liquor	\$ 217,988	\$ 218,974	\$ 219,960	\$ 220,453
<b>Total</b>	<b>\$ 2,469,931</b>	<b>\$ 2,474,871</b>	<b>\$ 2,479,810</b>	<b>\$ 2,482,280</b>

**Difference from Budgeted-non union only**

General	\$ 3,706	\$ 7,413	\$ 9,266
Water	\$ 124	\$ 247	\$ 309
Sewer	\$ 124	\$ 247	\$ 309
Liquor	\$ 986	\$ 1,972	\$ 2,465
<b>Total Increase</b>	<b>\$ 4,940</b>	<b>\$ 9,879</b>	<b>\$ 12,349</b>

Note: This includes Administrator, Department Heads and Part-time Employees

**St. Francis Area Chamber  
of Commerce invites you to its...**

# **Crime & Pun-ishment Murder Mystery Annual Dinner**

## **Friday, January 31**

6:00 p.m. Social Hour      The Refuge Golf Club  
7:00 p.m. Dinner & Show      Oak Grove

Seats are \$50 per person. Advanced registration required, seating is limited. Reserve your seats online at [stfrancischamber.org](http://stfrancischamber.org) or return enclosed RSVP card with payment.

Crime & Pun-ishment is a murder mystery set in the world of 1920s gansterland. Mobsters, murder and comic mayhem ensues after the mysterious death of one of the "family."  
Channel your inner thug and dress the part for this fun-filled evening with audience participation and a delicious sit-down dinner!

2014 Annual Chamber Dinner • Please reply by January 24

Name \_\_\_\_\_

Name \_\_\_\_\_

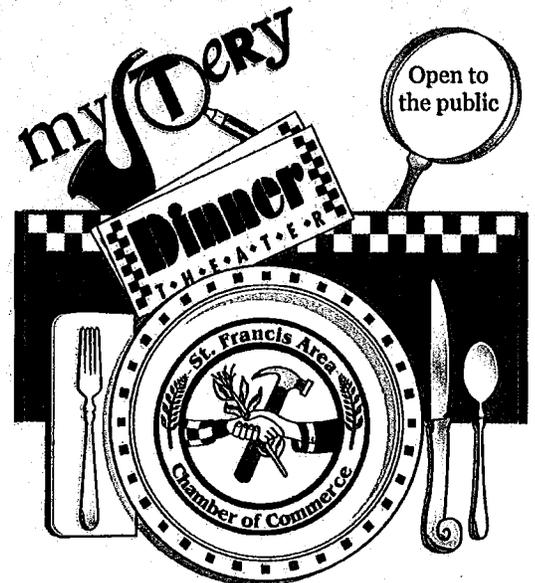
Name \_\_\_\_\_

Name \_\_\_\_\_

Number of persons attending at \$50 per person \_\_\_\_\_

Total enclosed \$ \_\_\_\_\_

Make checks payable to St. Francis Area Chamber of Commerce



Mystery created by The Murder Mystery Co. • [www.grimimprov.com](http://www.grimimprov.com)