CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
TUESDAY, JANUARY 22, 2013
ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)
4115 Ambassador Blvd. NW
6:00 PM

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
   a. City Council Minutes – January 7, 2013
   b. Receive and File the URRWMO Minutes – January 9, 2013
   c. Agreement for Residential Recycling Program with Anoka County
   d. Liquor License Renewal/Transfer of Name for The Ponds Golf Course
   e. Pay Equity Compliance Report
   f. Payment of Claims
5. Meeting Open to the Public
6. Petitions, Requests, Applications
7. Ordinances & Resolution
8. Reports of Consultants & Staff Members
   a. Engineer:
   b. Attorney:
   c. Staff:
      Finance Director: Debt Service Discussion
      Bond Refunding Update
      Fire Dept:
      Public Works: Skating Rink Update
      Liquor Store:
      Police:
      City Administrator Report: Update on the Joint Fire Service
      Spring Open House for Public Works/Police Facility for Public/Businesses
      Scanning/Document Imaging Storage Discussion
9. Reports from Council Members
10. Report from Mayor:
    a. Anoka Area Chamber of Commerce State of the Cities Presentation
11. Old Business
12. New Business
13. Adjournment

Calendar of Events

Feb 4:	City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Feb 18:	City Offices Closed for the Martin Luther King Holiday
Feb 19:	City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Feb 20:	Planning Commission Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm
Mar 4:	City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Mar 20:	Planning Commission Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm

TO: Mayor & City Council

FROM: Matthew L. Hylen, (BH)
City Administrator

RE: Agenda Memorandum – January 22, 2013 Meeting

Agenda Items:

4. **Consent Agenda:**
   d. The Ponds Golf Course has applied for a liquor license. The applicant from last year is the same this year, however they have changed the legal name of the business. The application and insurance will be at the meeting Tuesday evening if anyone would like to review it.
   e. Pay Equity Report: Every few years the City is mandated to be in compliance with the MN Pay Equity law. The attached report shows we are in compliance.
6. **Petitions, Requests, Applications:**
7. **Ordinances & Resolutions:**
8. **Reports:**
   a. **Engineer:**
   c. **Staff:**

   Finance: *Debt Service Discussion:* Darcy Mulvihill, Finance Director will give an overview of our city debt and answer any questions.

   G.O. Crossover Refunding Bond Refinance Update: Darcy Mulvihill and I have been in communication with our financial advisor on progressing. We intend to go ahead with the bond rating call to prepare the city for this possible refunding. Rates have been moving lower to make the refinancing financially beneficial.

   Fire:

   Public Works: *Skating Rink Update:* Paul Teicher, Public Works Director will discuss the current arrangement with the baseball association as well as the length of time to operate the rink.

   Liquor Store:

   Police:

   City Administrator: *Update on the Joint Fire Service:* As reported earlier, the five city group was awarded a grant in the amount of $29,494 to further study the possibility of a type of joint fire service.

   Spring Open House for PD/PW: Staff would like Council input on hosting another open house for the public this spring. Additional discussion is recommended on hosting an "after-hours" open house for our business leaders.
11. **Old Business:**
12. **New Business:**

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

CITY COUNCIL MINUTES

January 7, 2013

Pursuant to due call and notice duly given, a special meeting of the "outgoing" City Council was held at ISD #15 District Offices at 6:00 pm. The meeting was called to order by Mayor Jerry Tveit at 6:00 pm with the following council members present: Jeff Sandoval, Amy Lazere, Steve Kane, and Chris McClish. Also present was City Attorney Scott Lepak (Barna, Guzy & Steffen), Public Works Director Paul Teicher, Police Chief Jeff Harapat, Finance Director Darcy Mulvihill, Fire Chief Dean Kapler, City Administrator Matt Hylen and City Clerk Barb Held.

MOTION BY KANE SECOND SANDOVAL TO APPROVE THE DECEMBER 17, 2012 CITY COUNCIL MINUTES. Motion carried 5-0.

Points of Privilege: Mayor Tveit presented to Council members Steve Kane and Jeff Sandoval certificates of appreciation for their years of service as a councilmember. Tveit said it was his pleasure to work with both of the council members. Kane stated I said my "thank you's" at the last city council meeting. Sandoval honor and privilege to serve the City of St. Francis. Great respect for the staff we have. We serve the community as a whole. MOTION BY SANDOVAL SECOND KANE TO ADJOURN AT 6:05 PM. Motion carried 5-0.

Oaths of Office: The following individuals having been duly elected with valid Certificates of Election and qualified themselves to take the Oath of Office. City Attorney Scott Lepak administered the Oaths of Office to elected Mayor Jerry Tveit and Councilmembers Tim Brown and Mike Haggard.

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:12 pm.

2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Mike Haggard, Amy Lazere, Tim Brown, and Chris McClish. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), Police Chief Jeff Harapat, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, Fire Chief Dean Kapler, City Administrator Matt Hylen and City Clerk Barb Held.

3. **Adopt Agenda:** MOTION BY BROWN SECOND McCLISH TO ADOPT THE JANUARY 7, 2013 CITY COUNCIL AGENDA. Motion carried 5-0.

Mayor Tveit gave a brief overview of the Roberts Rule of Order.

4. **Consent Agenda:** MOTION BY McCLISH SECOND LAZERE TO APPROVE THE JANUARY 7, 2013, CITY COUNCIL CONSENT AGENDA AS A-D AS FOLLOWS:

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a. Approve the Criminal Justice System Services Agreement (CJIIN) between the County of Dakota, Minnesota and the City of St. Francis.

b. Enter into a 2013 Animal Control Officer Agreement with Marline Skinner.

c. Accept the 2012 Donation of $2,000 for Police/Fire from an Anonymous Donor.

d. Approve the Payment of Claims for $326,173.24 (ACH 48E and 49E $95,636.18 and Check #64874-64941 $326,173.24)

Motion carried 5-0.

5. **Meeting Open to the Public:** None.

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

7. **Ordinances & Resolution:**

a. **Resolution 2013-01: Approving Appointments for 2013:** MOTION BY LAZERE SECOND BROWN TO ADOPT RESOLUTION 2013-01 A RESOLUTION APPROVING THE APPOINTMENTS FOR 2013. Tveit said I know Council member Haggard said he was not able to meet on Wednesdays for the URRWMO meetings. Tveit said why don't you stay, as the representative and I will be your alternate. Motion carried 5-0.

b. **Resolution 2013-02: Approving State of Minnesota Joint Powers Agreements with the City of St. Francis on Behalf of its City Attorney and Police Department:**

MOTION BY LAZERE SECOND McCLISH TO ADOPT RESOLUTION 2013-02 A RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF ST. FRANCIS ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT. Motion carried 5-0.

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

a. **Engineer:**

b. **Attorney:**

c. **Staff:**

Bldg. Official: Update/Annual Report: Building Official Andy Schreder gave a brief re-cap of activity in the building department for 2012. It was a busy year in the building department. We went from contracting out this servicer to going in house fulltime. Schreder stated seven (7) new homes were started in 2012. Over 432 building permits were applied for which includes residential and commercial. The required inspections are 942 for the 432 permits. The goal is to be revenue neutral. The City started to contract at the end of June with the City of Nowthen. The Administrative Citation Program was also implemented in 2012. We have been able to gain compliance on some properties and still working on others. We believe this will continue to increase as residents see properties being taken care of and will be more willing to report nuisances. Private septic systems need to be inspected every three years by a licensed hauler and we are working on keeping the list current. Another area we will be looking at this year is property identification mostly in the rural areas. Being the only one conducting inspections the City has contacted the city of Elk River and are working on an agreement in case I am not able to conduct inspections due to illness, vacation or an unforeseen incident.

Fire Dept.:

Public Works: Water Test Fee Discussion: In 2010, the City Council changed the water/sewer rates. The water base rate changed to $12.28 that included the $.53 for the State Test Fee. These numbers were submitted to our utility billing vendor. Unfortunately, they

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entered the base rate as $12.28 plus charging the $.53. This created the customers to be billed the $.53 twice each month. A letter will go out in the January statements explaining the error with credited adjustments to each customer's account. Commercial customers might see more of a credit based on the equivalent connection factor. So this does not happen again anytime there is a change in rates, they need to send us a copy and be approved before they implement it.

Liquor Store:

Police Dept: Purchase of Scheduled Police Chargers: Chief Harapat is asking for authorization to purchase two 2013 Dodge Chargers off State Bid. One is a replacement of the 2009 Charger that has over 110,000 miles and the second is an additional squad. The practice has been to replace one squad per year since the early 1980's. However, that has become impractical, as the department has assigned more personnel to patrol. These are budgeted items between the trade in value of the 2009 Charger and the equipment reused after tear down we should be under budget. However, if not under budget the difference would be made up by purchasing some of the new equipment with forfeiture funds. Tveit asked Finance Director Mulvihill how much do we have in the forfeiture fund. Mulvihill stated the City has over $9,000 in this fund. Tveit asked why couldn't we just use the whole $9,000 from the drug forfeiture fund, if there is a shortfall. Hylen stated only non-budgeted amounts can be used from this fund. The use of the funds are strictly governed by the State. MOTION BY McCLISH SECOND BROWN APPROVING THE POLICE DEPARTMENT TO PURCHASE TWO DODGE CHARGERS OFF STATE BID FOR $ $45,272 AND EQUIPMENT/SET UP OF THESE TWO SQUADS IN THE AMOUNT OF $25,680. McClish stated this should be a great asset to the department. If one would need repair and one in the shop this would not leave, the department short a vehicle. Motion carried 5-0.

City Administrator Report: 1) G.O. Crossover Refunding Bond Refinance Update: As I stated in the Agenda Memorandum as interest rates have "crept" up in the last couple of weeks, staff and Northland Securities are watching very carefully if this refinancing should commence. The savings may not be there. We will keep you informed.

2) Setting Date for Council Retreat: Does the January 27, 2013 date work for a Council Retreat? Historically we typically start at 1:00 pm. Hylen asked do you want to hire a facilitator or do you want to handle it internally. Lazere asked how much does a facilitator cost. After a brief discussion, the council agreed to handle it internally this year. All the council members thought they would make it except for Mayor Tveit. Mayor Tveit said he hopes to find out tomorrow.

3) Economic Development Project (s): I have been working on an economic development package. At this time they choose to be confidential. Hylen asked if the Council would be interested on setting some parameters on economic incentives for economic development purposes. Option are Tax Increment Financing (TIF), Tax Abatement, another is utilizing the money we have in the Anoka County HRA funds. Anoka County does have some extra funds but there is not too much available. Hylen said he also has been talking to the State of MN on such fund MIF Funds and the Veteran Job assistance program. What is your tolerance level on using HRA funds, TIF or Tax Abatement, is there any general opinion on using any of these? Tveit said I would be in favor trying to draw businesses to St. Francis. Lazere said we want to bring the right type of businesses and jobs to St. Francis. We need to be creative to get people to come here. Brown is open to these incentives but it may be a case-by-case item. Haggard would

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like to know more about the programs. McClish agree with all three and feel we need to get aggressive especially with the condition of the roads we have in the area.

9. **Reports from Council Members**: Brown said it feels good to be back on the Council. Also, excited about getting new businesses to St. Francis.

10. **Report from Mayor:** Mayor's Snowmobile Ride is January 19 this year. Like to invite everyone to participate in the ride. There is also a Vintage Snowmobile Show at the Anoka County Fairgrounds, which is also the starting location for the ride.

11. **Old Business**: Lazere asked about the video equipment. Mulvihill stated she did contact the school representative, but is waiting for a response.

12. **New Business:** None.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:58 pm.

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Barbara I. Held, City Clerk

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Upper Rum River Watershed Management Organization
Meeting Minutes for January 9, 2013

Chair Miller called the meeting to order at 7:05 pm.

Present: Kevin Armstrong
Scott Heaton
Todd Miller
Lan Tornes
John Wangensteen

Absent: Ed Faherty
Richard Lawrence
Orval Leistico
Jerry Tveit
Richard Walstrom

Also present: Jamie Schurbon, Anoka Conservation District (ACD)

APPROVAL OF AGENDA

Scott Heaton moved and Lan Tornes seconded to approve the agenda as presented. All in favor, motion carried.

APPROVAL OF MINUTES

Lan Tornes moved and Kevin Armstrong seconded to approve the November 7, 2012 meeting minutes as presented. All in favor, motion carried.

Unapproved

TREASURER'S REPORT

Balance of 12/31/12 was $7,793.51.

UNFINISHED BUSINESS

A. Insurance Coverage – Chair Miller will fill out and submit a survey received from LMCIT regarding coverage. The LMCIT has been notified that billings to the URRWMO must be submitted in October, in order to be approved at the November meeting and paid by the December due date.

MCIT - **Lan Tornes moved and John Wangensteen seconded to direct Gail Gessner to fill out the application for MN Counties Intergovernmental Trust (MCIT), with her services not to exceed $150.00. All in favor, motion carried.** Gessner was also asked to check how soon the URRWMO could be approved for coverage.

B. Bethel City report – Bethel is updating its ordinances through an outside source. Chair Miller expects the City of Bethel to be in compliance with URRWMO standards soon.

C. 2012 draft work results report from ACD – Jamie Schurbon reviewed the report. Lan Tornes asked that the wetland hydrology redox information be reviewed for accuracy. Chair Miller will contact Secretary/Treasurer Walstrom for a 2012 spreadsheet to be used for annual reporting to BWSR.

Work recommendations for 2013 are:
1. Actively participate in the MPCA Rum River WRAPP (watershed Restoration and Protection Plan), which is beginning in 2013. There is no cost the to WMO.
2. Consider a St. Francis stormwater assessment.
3. Promote groundwater conservation.
4. Correct water quality issues discovered during the 2010 Rum River Survey.
5. Encourage public works departments to implement measures to minimize road deicing salt applications.
6. Investigate the condition of Ditch 19, the only inlet to Lake George.
7. Facilitate resident efforts to control aquatic plant growth on Rogers Lake.
8. Promote water quality improvement projects.

D. 2013-2017 Water Monitoring Plan – Jamie Schurbon reviewed the revised pages showing the changes requested at the last meeting. **Lan Tornes moved and Chair Miller seconded to adopt the 2013-2017 water monitoring plan and to direct ACD to distribute it to member communities, BWSR, and place it on the URRWMO website. All in favor, motion carried.**

Unapproved

E. Website migration and update – Jamie Schurbon presented three website options and cost estimates for each option. #1 URRWMO and SRWMO have separate websites; use different templates, #2 URRWMO and SRWMO have separate websites; use same template, and #3 URRWMO and SRWMO share a websites. Option two was most favored. This item was tabled to the March meeting, after another bid is presented.

NEW BUSINESS

A. 2013 work contract with ACD

Soliciting Bids - Discussed soliciting bids for 2013. It was decided that bids could be for all or part of the work proposal. Kevin Armstrong will prepare a request for proposals based on ACD's proposal and contract. Scott Heaton will proofread the proposal and send it to board members for approval. Thereafter, Heaton will send it to Jamie Schurbon to post on the URRWMO website, and to each WMO representative to present to their city's consulting engineer.

ACD Contract – Jamie Schurbon reviewed the proposed contract. ACD was asked to list the website upgrade and migration to new host cost at $800, and to eliminate the $75 cost for traffic counting at the site. **Scott Heaton moved and Kevin Armstrong seconded to table approval of the ACD-URRWMO 2013 contract until the March meeting, after other bids are solicited. All in favor, motion carried.**

B. 2014 Budget – Reviewed a 2014 draft budget compiled by ACD, and discussed line items showing increases from last year's budget. Changes under other expenses, the secretarial service is to be increased to $1,200, the Oak Grove administrative assistance cost for $300 removed, and copies and postages to be combined for $25 total; making the total DRAFT budget $28,744. Gail Gessner will send out a revised draft budget for the March meeting.

MAIL

Peoples Bank statements
Dividend check from LMCIT for $622.00
LMCIT insurance information and survey
Credit card solicitations

Unapproved

OTHER

A. Members were reminded to notify Gail Gessner of any representative changes to the URRWMO board.

INVOICE APPROVAL

John Wangensteen moved and Kevin Armstrong seconded to approve the recording secretary invoice for $250.00. All in favor, motion carried.

ADJOURN

Scott Heaton moved and Kevin Armstrong seconded to adjourn. All in favor, meeting adjourned at 8:50 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 1/11/13

COUNTY OF ANOKA

Integrated Waste Management Department

Government Center
2100 3rd Avenue, STE 340 • Anoka, Minnesota 55303-5032
763-323-5730 • Fax 763-323-5731
E-mail • recycle@co.anoka.mn.us
www.AnokaCounty.us/recycle

Memo To: Municipal Recycling Coordinators

From: Carolyn Smith, Solid Waste Abatement Specialist CSmith

Regarding: New 2013 Funding and Goals, Carolyn Smith, Anoka County

The proposed 2013 municipal funding allocation is a fixed base of $10,000 for each municipality and $5.00 per household. In addition, targeted program funds are available for specific program areas. The household count is based on the latest population and household estimate available from the Metropolitan Council. This funding allocation is not dependent upon the receipt of the second SCORE allocation but will use reserve funds if the second grant payment is not received in the spring of 2013. In addition, grant funds may be used for problem materials, yard waste/organics and if previous year goal achievement is 108%, some funds may be used for non-residential recycling.

The 2013 Residential Recycling Agreements include a $10,000 base and $5 per household and options for the following programs:

Full service drop-off recycling centers $30,000
Monthly drop-off recycling centers - $5,000* to $15,000 depending on the number of households
Municipal Park Recycling - $2,000 to $6,000 depending on the number of households
Community Event Recycling - $2,000 to $6,000 depending on the number of households
Enhancement Grant $1/Household
*Up to 2,000 HH $5,000, 2001-4,999 $10,000 and 5,000 and up $15,000

The proposed 2013 municipal recycling goal is 185 pounds per person single family households (up to 4 units) and 175 pounds per person for multi-unit households (5 units or more). This goal reflects the estimated tonnage needed to assist the county in achieving its recycling goal as established by the State of Minnesota. The goals have been set to reflect the difference between single family and multi-unit housing.

These changes have been included in the 2013 Residential Recycling Agreements Section 4. b.i. – iv. and Section 7 c. and d. Three copies have been enclosed for your municipality. Please have **all three** signed and fill in the 2013 Municipal Funding Request – Attachment B. Each contract must have a completed Attachment B.

Thank you for your cooperation and efforts to reduce waste and increase the amount of material recycled in our county. Please do not hesitate to call me if you have questions regarding our new program.

Affirmative Action / Equal Opportunity Employer
Printed on 50% recycled paper of which 30% is post-consumer

AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM

THIS AGREEMENT made and entered into on the 1st day of January, 2013, notwithstanding the date of the signatures of the parties, between the COUNTY OF ANOKA, State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF ST. FRANCIS, hereinafter referred to as the "MUNICIPALITY".

WITNESSETH:

WHEREAS, Anoka County will receive $810,000.00 in funding from the State of Minnesota pursuant to Minn. Stat. § 115A.557 (hereinafter "SCORE funds") and $330,000.00 in funding pursuant to Minn. Stat. § 473.8441 (hereinafter "LRDG funds ") prior to the effective date of this Agreement; and

WHEREAS, the County wishes to assist the Municipality in meeting recycling goals established by the Anoka County Board of Commissioners by providing said SCORE and LRDG funds to cities and townships in the County for solid waste recycling programs.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions:

77. **PURPOSE.** The purpose of this Agreement is to provide for cooperation between the County and the Municipality to implement solid waste recycling programs in the Municipality.

78. **TERM.** The term of this Agreement is from January 1, 2013 through December 31, 2013, unless earlier terminated as provided herein.

79. **DEFINITIONS.**

    a. "Problem material" shall have the meaning set forth in Minn. Stat. § 115A.03, subdivision 24a.
    b. "Multi-unit households" means households within apartment complexes, condominiums, townhomes, mobile homes and senior housing complexes.
    c. "Opportunity to recycle" means providing recycling and curbside pickup or collection centers for recyclable materials as required by Minn. Stat. § 115A.552.
    d. "Recycling" means the process of collecting and preparing recyclable materials and reusing the materials in their original form or using them in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use.
    e. "Recyclable materials" means materials that are separated from mixed municipal solid waste for the purpose of recycling, including paper, glass, plastics, metals, fluorescent lamps, major appliances and vehicle batteries.
    f. Refuse derived fuel or other material that is destroyed by incineration is not a recyclable material.
    g. "Yard waste" shall have the meaning set forth in Minn. Stat. § 115A.03, subdivision 38.

80. **PROGRAM.** The Municipality shall develop and implement a residential solid waste recycling program adequate to meet the Municipality's annual recycling goal of 572 tons of recyclable materials as established by the County. The Municipality shall ensure that the recyclable materials collected are delivered to processors or end markets for recycling.

a. The Municipal recycling program shall include the following components:
   i. Each household (including multi-unit households) in the Municipality shall have the opportunity to recycle at least four broad types of materials, such as paper, glass, plastic, metal and textiles.
   ii. The recycling program shall be operated in compliance with all applicable federal, state, and local laws, ordinances, rules and regulations.
   iii. The Municipality shall implement a public information program that contains at least the following components:
      (1) One promotion is to be mailed to each household focused exclusively on the Municipality's recycling program;
      (2) One promotion advertising recycling opportunities available for residents is to be included in the Municipality's newsletter or local newspaper; and
      (3) Two community presentations are to be given on recycling.

      The public information components listed above must promote the focused recyclable material of the year as specified by the County. The County will provide the Municipality with background material on the focused recyclable material of the year.
   iv. The Municipality, on an ongoing basis, shall identify new residents and provide detailed information on the recycling opportunities available to these new residents.

b. The Municipality is encouraged to expand its recycling program to include one or more of the following components in order to receive additional funding.
   i. The Municipality shall organize either spring and fall clean-up recycling drop-off events or monthly recycling drop offs which can be held in conjunction with a neighboring municipality on a cooperative basis for the citizens of both Municipalities.
   ii. The Municipality shall provide a community event recycling program, which at a minimum would consist of a providing recycling opportunities at all municipality sponsored events and festivals.
   iii. The Municipality shall provide the opportunity for citizens to engage in recycling activities at municipal parks.
   iv. The Municipality shall organize and manage a Full Service Recycling Drop-off Center.

c. If the Municipality's recycling program did not achieve the Municipality's recycling goals as established by the County for the prior calendar year, the Municipality shall prepare and submit to the County by March 31, 2013, a plan acceptable to County that is designed to achieve the recycling goals set forth in this Agreement.

5. **REPORTING.** The Municipality shall submit the following reports semiannually to the County no later than July 20, 2013 and January 20, 2014:

a. An accounting of the amount of waste which has been recycled as a result of the Municipality's activities and the efforts of other community programs, redemption

centers and drop-off centers. For recycling programs, the Municipality shall certify the number of tons of each recyclable material which has been collected and the number of tons of each recyclable material which has been marketed. For recycling programs run by other persons or entities, the Municipality shall also provide documentation on forms provided by the County showing the tons of materials that were recycled by the Municipality's residents through these other programs. The Municipality shall keep detailed records documenting the disposition of all recyclable materials collected pursuant to this agreement. The Municipality shall also report the number of cubic yards or tons of yard waste collected for composting or landspreading, together with a description of the methodology used for calculations. Any other material removed from the waste stream by the Municipality, i.e. tires and used oil, shall also be reported separately.

b. Information regarding any revenue received from sources other than the County for the Municipality's recycling programs.

c. Copies of all promotional materials that have been prepared by the Municipality during the term of this Agreement to promote its recycling programs.

The Municipality agrees to furnish the County with additional reports in form and at frequencies requested by the County for financial evaluation, program management purposes, and reporting to the State of Minnesota.

6. **BILLING AND PAYMENT PROCEDURE**. The Municipality shall submit itemized invoices semiannually to the County for abatement activities no later than July 20, 2013 and January 20, 2014. Costs not billed by January 20, 2014 will not be eligible for funding. The invoices shall be paid in accordance with standard County procedures, subject to the approval of the Anoka County Board of Commissioners.

7. **ELIGIBILITY FOR FUNDS**. The Municipality is entitled to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities up to the project maximum as computed below, which shall not exceed $43,618.00. The project maximum for eligible expenses shall be computed as follows:

a. A base amount of $10,000.00 for recycling activities only; and
b. $5.00 per household for recycling activities only; and
c. As provided according to the eligibility schedule in Attachment A for each of the following services: Full Service Recycling Drop-off Center, Spring/Fall or Monthly Drop-off events; Municipal Park Recycling; Community Event Recycling; and Enhancement Grants; and
d. After considering the 2013 Municipal Funding Request (Attachment B) designating the additional Grant Projects that the City will undertake in the upcoming year.

Notwithstanding any provision to the contrary, the County reserves the right to reduce the funding provided hereunder in the event the City does not undertake and complete the additional Grant Projects referenced in Attachment B.

8. **RECORDS**. The Municipality shall maintain financial and other records and accounts in accordance with requirements of the County and the State of Minnesota. The Municipality shall maintain strict accountability of all funds and maintain records of all

receipts and disbursements. Such records and accounts shall be maintained in a form which will permit the tracing of funds and program income to final expenditure. The Municipality shall maintain records sufficient to reflect that all funds received under this Agreement were expended in accordance with Minn. Stat. § 115A.557, subd. 2, for residential solid waste recycling purposes. The Municipality shall also maintain records of the quantities of materials recycled. All records and accounts shall be retained as provided by law, but in no event for a period of less than five years from the last receipt of payment from the County pursuant to this Agreement.

9. **AUDIT.** Pursuant to Minn. Stat. § 16C.05, the Municipality shall allow the County or other persons or agencies authorized by the County, and the State of Minnesota, including the Legislative Auditor or the State Auditor, access to the records of the Municipality at reasonable hours, including all books, records, documents, and accounting procedures and practices of the Municipality relevant to the subject matter of the Agreement, for purposes of audit. In addition, the County shall have access to the project site(s), if any, at reasonable hours.

10. **GENERAL PROVISIONS.**

a. In performing the provisions of this Agreement, both parties agree to comply with all applicable federal, state or local laws, ordinances, rules, regulations or standards established by any agency or special governmental unit which are now or hereafter promulgated insofar as they relate to performance of the provisions of this Agreement. In addition, the Municipality shall comply with all applicable requirements of the State of Minnesota for the use of SCORE funds provided to the Municipality by the County under this Agreement.

b. No person shall illegally, on the grounds of race, creed, color, religion, sex, marital status, public assistance status, sexual preference, handicap, age or national origin, be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to unlawful discrimination under any program, service or activity hereunder. The Municipality agrees to take affirmative action so that applicants and employees are treated equally with respect to the following: employment, upgrading, demotion, transfer, recruitment, layoff, termination, selection for training, rates of pay, and other forms of compensation.

c. The Municipality shall be responsible for the performance of all subcontracts and shall ensure that the subcontractors perform fully the terms of the subcontract. The Agreement between the Municipality and a subcontractor shall obligate the subcontractor to comply fully with the terms of this Agreement.

d. The Municipality agrees that the Municipality's employees and subcontractor's employees who provide services under this agreement and who fall within any job classification established and published by the Minnesota Department of Labor & Industry shall be paid, at a minimum, the prevailing wages rates as certified by said Department.

e. It is understood and agreed that the entire Agreement is contained herein and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.

f. Any amendments, alterations, variations, modifications, or waivers of this Agreement shall be valid only when they have been reduced to writing, duly signed by the parties.

g. Contracts let and purchases made under this Agreement shall be made by the Municipality in conformance with all laws, rules, and regulations applicable to the Municipality.

h. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, such decision shall not affect the remaining portion of this Agreement.

i. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between the County and Municipality, nor shall the Municipality, its employees, agents or representatives be considered employees, agents, or representatives of the County for any purpose.

11. **PUBLICATION.** The Municipality shall acknowledge the financial assistance of the County on all promotional materials, reports and publications relating to the activities funded under this Agreement, by including the following acknowledgement: "Funded by the Anoka County Board of Commissioners and State SCORE funds (Select Committee on Recycling and the Environment).

12. **INDEMNIFICATION.** The County agrees to indemnify, defend, and hold the Municipality harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the County under this Agreement.

The Municipality agrees to indemnify, defend, and hold the County harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the Municipality under this Agreement.

The provisions of this subdivision shall survive the termination or expiration of the term of this Agreement.

13. **TERMINATION.** This Agreement may be terminated by mutual written agreement of the parties or by either party, with or without cause, by giving not less than seven (7) days written notice, delivered by mail or in person to the other party, specifying the date of termination. If this Agreement is terminated, assets acquired in whole or in part with funds provided under this Agreement shall be the property of the Municipality so long as said assets are used by the Municipality for the purpose of a landfill abatement program approved by the County.

IN WITNESS WHEREOF, the parties hereunto set their hands as of the dates first written above:

CITY OF ST. FRANCIS

By:_____

Name:_____

Title:_____

Date:_____

By:_____
Municipality's Clerk

Date:_____

Approved as to form and legality:

_____

COUNTY OF ANOKA

By:_____
Rhonda Sivarajah, Chair
Anoka County Board of Commissioners

Date:_____

By:_____
Jerry Soma
County Administrator

Date:_____

Approved as to form and legality:

_____
Assistant County Attorney

Attachment A

Proposed 2013 SCORE Funding and Goals Funding Base of $10,000 and $5.00 per household Goal 185 #/p single family up to 4 units and 175#/p multi-units 5 units or more					Full Service Drop-Off Center	Monthly Drop-Off Center			Municipal Park Recycling			Community Event Recycling			Enhancement Grant $1/HH	
					Ultimate Goal of 3-4 in County	Up to 2,000 households	2,001- 4,999 households	5,000 and up households	Up to 2,000 households	2,001- 4,999 households	5,000 and up households	Up to 2,000 households	2,001- 4,999 households	5,000 and up households	All municipalities are eligible equally	
Municipality	HH	Population	Goal	2013 Funding	$30,000	$5,000	$10,000	$15,000	$2,000	$4,000	$6,000	$2,000	$4,000	$6,000	Multi unit/ orgaincs/ promotion/ etc.	
St Francis	2,603	6,254	572	$ 23,015.00			$ 10,000			$ 4,000			$ 4,000		$ 2,603.00	$

2013 Municipal Funding Request
Attachment B

The CITY of ST. FRANCIS is requesting the following funding for their municipal efforts in 2013.

Grant Projects	Eligible Allocations	Amount Requested
Municipal Grant Funding Allocation	$23,015.00	$23,015.00
Full Service Drop-off Center Allocation (Staffed recycling center, open a minimum of 5 days per week, collecting mattresses, traditional recyclables, scrap metal, carpet, etc.)	$30,000.00 Only Coon Rapids is currently eligible	
Monthly Drop-off Center	$10,000.00	$
Municipal Park Recycling	$4,000.00	$
Community Event Recycling	$4,000.00	$
Recycling Enhancement Grant (Additional promotion efforts, multi-units, organics program) Insert a description of the efforts being proposed below.	$2,603.00	$
Total Amount Eligible/Requested for 2013	$43,618.00	$ *

A description of the efforts being proposed for the Recycling Enhancement Grant.

The CITY of ST. FRANCIS requests *_____ for 2013 Municipal Funding.

Date_____
Name_____

Title_____

*these amounts should match and may not exceed eligible allocation total.

AGENDA REPORT

TO: Matt Hylen, City Adminstrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: **Pay Equity Report**

DATE: January 15, 2013

INTRODUCTION

Every city must comply with the 1984 Local Government Pay Equity Act. This report is due every three years.

BACKGROUND

This report is required by the Local Government Pay Equity Act, Minnesota Legislature enacted Chapter 471.99-471.999 and Minnesota Rules, Chapter 3920. This Act required every political subdivision of the state to establish equitable compensation relationships between female-dominated, male-dominated, and balanced classes of employees to eliminate sex-based wage disparities in public employment. The Act further required that a job evaluation system meeting the specified statutory criteria be used to determine comparable work value of employee classes.

The Act requires St. Francis to submit pay equity report for the year ending 2012 by January 31, 2013.

RECOMMENDATION

A motion would be in order to receive and approve the Pay Equity Report as submitted.

BUDGET IMPACT

None

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Attachments:

1. Pay Equity Compliance Report

Compliance Report

Jurisdiction: St. Francis
23340 Cree St NW

St. Francis MN 55070

Report Year: 2013
Case: 1 - 2013 DATA (Private (Jur Only))

Contact: Darcy Mulvihill Phone: (763) 753-2630 E-Mail: finance@stfrancismn.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	11	8	0	19
# Employees	22	14	0	36
Avg. Max Monthly Pay per employee	5,363.64	3,521.64		4,647.31

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 218.18 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	5	6
b. # Below Predicted Pay	6	2
c. TOTAL	11	8
d. % Below Predicted Pay (b divided by c = d)	54.55	25.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 34	Value of T = 2.705

a. Avg. diff. in pay from predicted pay for male jobs = $4

b. Avg. diff. in pay from predicted pay for female jobs = ($362)

III. SALARY RANGE TEST = 104.90 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 6.82

B. Avg. # of years to max salary for female jobs = 6.50

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP 0.00 *
B. % of female classes receiving ESP 0.00

*(If 20% or less, test result will be 0.00)

City of St. Francis

PAYMENT BATCH AP YE12-2

AA BEST PEST SERVICES, INC					
12/28/2012	5061	E 101-41940-401	Repairs/Maint Buildings	PEST CONTROL	63.24
12/28/2012	5061	E 101-42110-401	Repairs/Maint Buildings	PEST CONTROL	63.24
12/28/2012	5061	E 101-42210-401	Repairs/Maint Buildings	PEST CONTROL	63.24
12/28/2012	5061	E 101-45200-401	Repairs/Maint Buildings	PEST CONTROL	63.23
12/28/2012	5061	E 602-49490-401	Repairs/Maint Buildings	PEST CONTOL	63.23
12/28/2012	5061	E 609-49750-401	Repairs/Maint Buildings	PEST CONTROL	63.23
					$379.41
ABDO, EICK & MEYERS, LLP					
01/08/2013	303082	E 101-41540-301	Auditing and Acct g Services	Annual audit services	1,560.00
01/08/2013	303082	E 601-49440-301	Auditing and Acct g Services	Annual audit services	260.00
01/08/2013	303082	E 602-49490-301	Auditing and Acct g Services	Annual audit services	260.00
01/08/2013	303082	E 609-49750-301	Auditing and Acct g Services	Annual audit services	520.00
					$2,600.00
ACE SOLID WASTE, INC.					
01/17/2013	0010104066	E 101-43210-439	Recycling Days	2012 RECYCLE DAYS	1,780.31
					$1,780.31
AIRGAS NORTH CENTRAL					
12/26/2012	9011314950	E 101-43100-217	Other Operating Supplies	CHEMICALS	64.27
12/26/2012	9011314950	E 101-43210-217	Other Operating Supplies	CHEMICALS	64.27
12/26/2012	9011314950	E 101-45200-217	Other Operating Supplies	CHEMICALS	64.27
12/26/2012	9011314950	E 601-49440-217	Other Operating Supplies	CHEMICALS	64.27
12/26/2012	9011314950	E 602-49490-217	Other Operating Supplies	CHEMICALS	64.30
12/31/2012	9906785914	E 101-43100-217	Other Operating Supplies	CHEMICALS	4.61
12/31/2012	9906785914	E 101-43210-217	Other Operating Supplies	CHEMICALS	4.61
12/31/2012	9906785914	E 101-45200-217	Other Operating Supplies	CHEMICALS	4.61
12/31/2012	9906785914	E 601-49440-217	Other Operating Supplies	CHEMICALS	4.61
12/31/2012	9906785914	E 602-49490-217	Other Operating Supplies	CHEMICALS	4.62
					$344.44
AMERIPRIDE LINEN & APPAREL SER					
01/02/2013	1002343917	E 609-49750-219	Rug Maintenance	LIQUOR STORE RUGS	49.07
01/09/2013	1002349742	E 101-41940-219	Rug Maintenance	Rugs-City Hall	52.09
					$101.16
ANCHOR PROMOTIONS					
01/01/2013	.0113	E 101-42210-209	Fire Prevention Supplies	2013 FIRE PREVENTION SUPPLI	1,942.99
					$1,942.99
BELLBOY CORPORATION					
01/02/2013	76506700	E 609-49751-206	Freight and Fuel Charges	FREIGHT CREDIT	(1.55)
01/02/2013	76506700	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(152.00)

01/02/2013	87823300	E 609-49751-254	Miscellaneous Merchandise	MISC	30.50
01/03/2013	76502100	E 609-49751-251	Liquor For Resale	LIQUOR	1,426.95
					$1,303.90

BOLTON & MENK, INC.

12/19/2012	152974	E 101-43100-303	Engineering Fees	GIS	155.83
12/19/2012	152974	E 601-49440-303	Engineering Fees	GIS	155.83
12/19/2012	152974	E 602-49490-303	Engineering Fees	GIS	155.84
12/19/2012	152975	G 602-16500	Construction in Progress	AMBASSADOR TRUNK UTILITY I	3,023.00
12/19/2012	152977	E 601-49440-303	Engineering Fees	WOODHAVEN WATER METER IN	1,583.50
12/19/2012	152978	E 101-41910-303	Engineering Fees	GEN ENGINEERING	1,510.00
12/19/2012	152978	E 101-43100-303	Engineering Fees	GEN ENGINEERING	1,577.00
12/19/2012	152978	E 101-45200-303	Engineering Fees	GEN ENGINEERING	545.00
12/19/2012	152978	E 601-49440-303	Engineering Fees	GEN ENGINEERING	545.00
12/19/2012	152978	E 602-49490-303	Engineering Fees	GEN ENGINEERING	1,015.00
12/19/2012	152978	G 803-22097	ESC-Prate	GEN ENGINEERING	130.00
12/19/2012	152978	G 803-22100	Esc-Village Bank (PUD Amend)	GEN ENGINEERING	130.00
12/19/2012	152979	E 101-43100-303	Engineering Fees	2012 STATE AID	390.00
12/21/2012	153092	E 101-43100-303	Engineering Fees	245TH CULVERT IMP	597.50
12/21/2012	153093	E 101-43100-303	Engineering Fees	47TH PEDESTRAIN FLASHER IM	9,752.00
					$21,265.50

BUREAU OF CRIM APPREHENSION

12/31/2012	99387	E 101-42110-311	Contract	10/1/12 - 12/31/12	270.00
					$270.00

CEDAR CREEK BAKING COMPANY

01/15/2013	011513	E 101-41110-441	Miscellaneous	1/4 SHEET CAKE	25.00
					$25.00

CENTURY LINK

	1049.0113	E 101-41940-321	Telephone	City Hall	50.04
	1049.0113	E 101-42110-321	Telephone	PD	41.70
	1049.0113	E 101-42210-321	Telephone	FD	41.70
	1049.0113	E 101-43100-321	Telephone	S/P phone	8.34
	1049.0113	E 101-45200-321	Telephone	S/P phone	8.34
	1049.0113	E 601-49440-321	Telephone	PW phone	8.34
	1049.0113	E 602-49490-321	Telephone	PW phone	8.34
					$166.80

COUNTY MARKET - CITY ACCOUNT

01/01/2013	0224.0113	E 101-42210-212	Motor Fuels	GAS	309.48
01/01/2013	0224.0113	E 101-43100-212	Motor Fuels	GAS	300.00
					$609.48

COURIER, THE

01/10/2013	46325	E 101-41400-441	Miscellaneous	PLANNING	64.00
01/10/2013	46325	E 101-43210-439	Recycling Days	RECYCLE	89.00
01/10/2013	46769	E 101-45230-340	Advertising	PIONEER DAYS	98.00
					$251.00

CRYSTAL SPRINGS ICE

12/31/2012	28493	E 609-49751-254	Miscellaneous Merchandise	MISC	97.60

					$97.60
DAHLHEIMER DIST. CO. INC.					
01/03/2013	1049701	E 609-49751-252	Beer For Resale	BEER	10,267.80
01/03/2013	1049701	E 609-49751-254	Miscellaneous Merchandise	MISC	272.00
01/09/2013	1049737	E 609-49751-252	Beer For Resale	BEER	2,989.87
01/09/2013	1049737	E 609-49751-255	N/A Products	N/A	15.50
					$13,545.17
DAY DISTRIBUTING CO.					
01/04/2013	683570	E 609-49751-252	Beer For Resale	BEER	1,485.50
					$1,485.50
DE LAGE LANDEN					
01/12/2013	16523598	E 101-41400-240	Office Equip	CITY HALL COPIER	261.92
01/12/2013	16583110	E 101-42110-200	Office Supplies	POLICE COPIER	253.89
					$515.81
DEPT OF EMPLOYMENT AND					
01/08/2013	7984131.0113	E 101-43100-101	Full-Time Employees	1034.75	1,034.75
01/08/2013	7984131.0113	E 101-45200-101	Full-Time Employees	QTR 4 2012	1,034.75
01/08/2013	7984131.0113	E 601-49440-101	Full-Time Employees	QTR 4 2012	1,034.75
01/08/2013	7984131.0113	E 602-49490-101	Full-Time Employees	QTR 4 2012	1,034.75
					$4,139.00
DERBY INDUSTRIES					
10/12/2012	37949	E 402-43000-441	Miscellaneous	MATTRESS WITH PILLOW	364.02
10/12/2012	37949	G 101-20810	Sales Tax Payable	MATTRESS WITH PILLOW	(23.42)
					$340.60
DEX MEDIA EAST LLC					
01/15/2013	110097517.0113	E 609-49750-340	Advertising	ADVERTISING	66.30
					$66.30
ELITE SANITATION					
12/22/2012	20987	E 101-45200-402	Janitorial Service	PORTABLE RENTAL	296.89
01/10/2013	20994	E 101-45200-402	Janitorial Service	PORTABLE TOILET RENT	288.34
					$585.23
FERRELLGAS					
01/11/2013	D681343	E 101-43100-217	Other Operating Supplies	PROPANE	12.21
01/11/2013	D681343	E 101-43210-217	Other Operating Supplies	PROPANE	12.21
01/11/2013	D681343	E 101-45200-217	Other Operating Supplies	PROPANE	12.22
01/11/2013	D681343	E 601-49440-217	Other Operating Supplies	PROPANE	12.21
01/11/2013	D681343	E 602-49490-217	Other Operating Supplies	PROPANE	12.21
					$61.06
FREEDOM SERVICES, INC.-FD					
01/08/2013	10166	G 101-21706	Flex Account	FEB 2013	298.34
01/08/2013	10166	G 101-21708	Health Premium	FEB 2013	934.50
					$1,232.84
FREEDOM SERVICES, INC-MA					
01/08/2013	10167	E 101-41540-301	Auditing and Acct g Services	FEB ADMIN FEE	77.20
					$77.20

G&K SERVICES, INC					
12/21/2012	1043332919	E 101-42110-402	Janitorial Service	MATS	15.75
12/21/2012	1043332919	E 101-43100-402	Janitorial Service	MATS	3.93
12/21/2012	1043332919	E 101-45200-402	Janitorial Service	MATS	3.93
12/21/2012	1043332919	E 601-49440-402	Janitorial Service	MATS	3.93
12/21/2012	1043332919	E 602-49490-402	Janitorial Service	MATS	3.93
12/21/2012	1043332924	E 601-49440-402	Janitorial Service	MATS	16.03
01/04/2013	1043342997	E 101-42110-402	Janitorial Service	MATS	16.27
01/04/2013	1043342997	E 101-43100-402	Janitorial Service	MATS	4.05
01/04/2013	1043342997	E 101-45200-402	Janitorial Service	MATS	4.05
01/04/2013	1043342997	E 601-49440-402	Janitorial Service	MATS	4.05
01/04/2013	1043342997	E 602-49490-402	Janitorial Service	MATS	4.05
					$79.97
GOLD STAR AMUSEMENT					
01/01/2013	.0113	E 101-45230-311	Contract	PIONEER DAYS	2,000.00
					$2,000.00
GOPHER STATE ONE-CALL					
12/31/2012	56374	E 601-49440-442	Gopher State	EMAIL	13.83
12/31/2012	56374	E 602-49490-442	Gopher State	EMAIL	13.82
01/10/2013	61592	E 601-49440-442	Gopher State	ANNUAL FEE	50.00
01/10/2013	61592	E 602-49490-442	Gopher State	ANNUAL FEE	50.00
					$127.65
GRAINGER, INC.					
12/26/2012	9026898453	E 601-49440-237	Small Equipment	HYDRANT BALL VALVE	795.34
					$795.34
GRANITE CITY JOBBING CO.					
01/08/2013	747858	E 609-49750-210	Operating Supplies	OPERATING	103.63
01/08/2013	747858	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.01
01/08/2013	747858	E 609-49751-254	Miscellaneous Merchandise	MISC	12.10
01/08/2013	747858	E 609-49751-256	Tobacco Products For Resale	TOBACCO	305.46
01/08/2013	747858	G 101-20810	Sales Tax Payable	SALES TAX	(0.88)
					$426.32
HACH COMPANY					
12/14/2012	8073034	E 601-49440-235	Lab Supplies	REFILL VIAL-REAGENT	179.80
					$179.80
HARAPAT, JEFFREY					
01/09/2013	010913	E 101-42110-208	Training and Instruction	DEPT TRAINING	75.42
					$75.42
HAWKINS, INC.					
12/20/2012	3419375	E 602-49490-216	Chemicals and Chem Products	CHLORIDE	1,564.59
12/20/2012	3419377	E 601-49440-216	Chemicals and Chem Products	CHLORINE	242.10
					$1,806.69
HEWLETT-PACKARD COMPANY					
12/12/2012	52159380	E 101-42110-237	Small Equipment	COMPUTER IN SQUAD	960.81
					$960.81
INNOVATIVE OFFICE SOLUTIONS, L					

01/09/2012	198098	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	44.84
01/08/2013	IN0196816	E 101-43100-200	Office Supplies	LABELS	17.84
01/08/2013	IN0196816	E 101-45200-200	Office Supplies	LABELS	17.84
01/08/2013	IN0196816	E 601-49440-200	Office Supplies	LABELS	17.83
01/08/2013	IN0196816	E 602-49490-200	Office Supplies	LABELS	17.83
01/08/2013	IN0196881	E 601-49440-233	Water Treatment Plant Maint	MOP	13.68
					$129.86
JOHNSON BROS WHLSE LIQUOR					
01/02/2013	1472121	E 609-49751-206	Freight and Fuel Charges	FREIGHT	13.23
01/02/2013	1472121	E 609-49751-253	Wine For Resale	WINE	344.25
01/09/2013	1477417	E 609-49751-206	Freight and Fuel Charges	FREIGHT	55.37
01/09/2013	1477417	E 609-49751-251	Liquor For Resale	LIQUOR	3,696.41
01/09/2013	1477418	E 609-49751-206	Freight and Fuel Charges	FREIGHT	44.09
01/09/2013	1477418	E 609-49751-253	Wine For Resale	WINE	1,460.00
					$5,613.35
KID POWER PEDAL PULLS, LLC					
01/01/2013	.0113	E 101-45230-311	Contract	PIONEER DAYS	345.00
					$345.00
KRIS ENGINEERING, INC.					
01/04/2012	21535	E 101-43100-408	Ice& Snow Removal	PLOW BOLT	693.62
					$693.62
LEAGUE OF MN CITIES					
01/08/2013	172083	E 101-41110-208	Training and Instruction	HAGGARD TRAINING	299.00
					$299.00
MCDONALD DIST CO.					
01/03/2013	319529	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
01/03/2013	319529	E 609-49751-252	Beer For Resale	BEER	3,365.90
01/03/2013	319529	E 609-49751-255	N/A Products	N/A	16.35
01/03/2013	319530	E 609-49751-254	Miscellaneous Merchandise	MISC	34.00
01/10/2013	320053	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
01/10/2013	320053	E 609-49751-252	Beer For Resale	BEER	3,675.80
01/10/2013	320053	E 609-49751-255	N/A Products	N/A	17.65
01/10/2013	320054	E 609-49751-254	Miscellaneous Merchandise	MISC	34.00
					$7,149.70
MED-COMPASS, INC.					
12/14/2012	20701	E 101-42210-305	Medical & Testing Fees	TESTS	43.00
					$43.00
MEDIATION SERVICES					
01/10/2013	.0113	E 101-41400-433	Dues and Subscriptions	2013 CONTRIBUTION	794.00
					$794.00
MEDTOX LABORATORIES, INC.					
12/31/2012	122012985907	E 101-43100-441	Miscellaneous	MED TESTING	19.91
12/31/2012	122012985907	E 101-45200-441	Miscellaneous	MED TESTING	19.91
12/31/2012	122012985907	E 601-49440-441	Miscellaneous	MED TESTING	19.91
12/31/2012	122012985907	E 602-49490-441	Miscellaneous	MED TESTING	19.92
					$79.65

METRO CITIES - AMM					
01/01/2013	72	E 101-41400-433	Dues and Subscriptions	ANNUAL MEMBERSHIP	3,073.00
					$3,073.00
METROPOLITAN AREA MANAGERS					
01/10/2013	1129	E 101-41400-208	Training and Instruction	HYLEN MEETING	20.00
					$20.00
MIDWEST TESTING LLC					
01/10/2013	2699	E 601-49440-228	Equipment Maintenance	WOODHAVEN METER	250.00
					$250.00
MN CHIEFS OF POLICE ASSN.					
12/20/2012	2013	E 101-42110-433	Dues and Subscriptions	2013 DUES	230.00
					$230.00
MN DEPT OF HEALTH					
12/27/2012	761590.0113	E 602-49490-434	Permit Fees	MAINTENANCE PERMIT	50.00
					$50.00
MN DEPT OF PUBLIC SAFETY					
01/10/2013	6681.113	E 609-49750-433	Dues and Subscriptions	BUYERS CARD	20.00
					$20.00
M-R SIGN COMPANY, INC.					
12/17/2012	175157	E 101-43100-226	Sign Repair Materials	SIGNS	932.04
					$932.04
NORTHLAND SECURITIES, INC					
01/10/2013	3140	E 101-41540-301	Auditing and Acct g Services	CONTINUING DISCLOSURE 2012	750.00
					$750.00
NORTHWEST ASSOC. CONSULTANTS					
01/02/2013	20617	E 101-41910-311	Contract	2012 TECH ASSIST CITY PROJE	4,290.00
01/02/2013	20618	G 803-22100	Esc-Village Bank (PUD Amend)	GOLF COURSE-	197.50
01/02/2013	20618	G 803-22101	Esc-Gamin Subdivision	GJERTRIG AD	79.00
					$4,566.50
OLSON POWER AND EQUIPMENT, INC					
12/31/2012	16545	E 101-43100-218	Equipment Repair & Maintenance	FRONT GUARD	131.45
12/31/2012	16545	E 101-45200-218	Equipment Repair & Maintenance	FRONT GUARD	131.46
					$262.91
OPUS 21					
01/12/2013	121262	E 601-49440-382	Utility Billing	DECEMBER 2012	1,423.65
01/12/2013	121262	E 602-49490-382	Utility Billing	DECEMBER 2012	1,423.64
					$2,847.29
PACE ANALYTICAL SERVICES					
12/31/2012	121226497	E 601-49440-313	Sample Testing	REPORTS	120.00
01/03/2013	131226587	E 602-49490-313	Sample Testing	TESTS	103.00
01/04/2013	131226616	E 602-49490-313	Sample Testing	TESTING	103.00
					$326.00
PAUSTIS & SONS					
01/07/2013	8383032	E 609-49751-206	Freight and Fuel Charges	FREIGHT	26.25
01/07/2013	8383032	E 609-49751-253	Wine For Resale	WINE	1,443.02

					$1,469.27
PHILLIPS WINE & SPIRITS CO.					
01/02/2013	2358457	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.88
01/02/2013	2358457	E 609-49751-251	Liquor For Resale	LIQUOR	371.45
01/03/2013	2358458	E 609-49751-206	Freight and Fuel Charges	FREIGHT	20.58
01/03/2013	2358458	E 609-49751-253	Wine For Resale	WINE	842.50
01/09/2013	2361944	E 609-49751-206	Freight and Fuel Charges	FREIGHT	14.95
01/09/2013	2361944	E 609-49751-251	Liquor For Resale	LIQUOR	1,517.97
					$2,773.33
POWER ENGINEERS					
01/11/2013	107559	E 402-43000-300	Professional Services	FINAL ON BUILDING	14,975.00
					$14,975.00
PRINTING UNLIMITED					
12/27/2012	6530	E 601-49440-352	General Notices and Pub Info	SIGNS	188.10
01/15/2013	00006545	E 101-41110-441	Miscellaneous	CARDS-LAZERE, HAGGARD	38.48
					$226.58
ROSEVILLE, CITY OF					
01/02/2013	217082	E 101-41110-310	Computer Consulting Fees	IT SERVICES	238.79
01/02/2013	217082	E 101-41400-310	Computer Consulting Fees	IT SERVICES	795.97
01/02/2013	217082	E 101-42110-310	Computer Consulting Fees	IT SERVICES	1,074.56
01/02/2013	217082	E 101-42210-310	Computer Consulting Fees	IT SERVICES	198.99
01/02/2013	217082	E 101-43100-310	Computer Consulting Fees	IT SERVICES	198.99
01/02/2013	217082	E 101-45200-310	Computer Consulting Fees	IT SERVICES	198.99
01/02/2013	217082	E 601-49440-310	Computer Consulting Fees	IT SERVICES	198.99
01/02/2013	217082	E 602-49490-310	Computer Consulting Fees	IT SERVICES	198.99
01/02/2013	217082	E 609-49750-310	Computer Consulting Fees	IT SERVICES	238.81
01/09/2013	0217115	E 101-42110-217	Other Operating Supplies	TELEPHONE STAND	62.93
					$3,406.01
SCHARBER & SONS					
12/17/2012	05986	E 101-43100-218	Equipment Repair & Maintenance	BALL-PIN-WASHER	62.65
					$62.65
SCHREDER, ANDY					
01/11/2013	011113	E 101-42400-331	Travel Expenses	MILEAGE	6.78
					$6.78
SOUTHERN WINE & SPIRITS OF MN					
01/03/2013	1997302	E 609-49751-206	Freight and Fuel Charges	FREIGHT	22.50
01/03/2013	1997302	E 609-49751-251	Liquor For Resale	LIQUOR	698.04
01/03/2013	1997302	E 609-49751-253	Wine For Resale	WINE	748.00
01/03/2013	2000252	E 609-49751-206	Freight and Fuel Charges	FREIGHT	31.67
01/03/2013	2000252	E 609-49751-251	Liquor For Resale	LIQUOR	4,225.31
01/10/2013	1997320	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.75
01/10/2013	1997320	E 609-49751-253	Wine For Resale	WINE	160.00
01/10/2013	2000304	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.00
01/10/2013	2000304	E 609-49751-251	Liquor For Resale	LIQUOR	259.32
					$6,153.59
ST. FRANCIS AREA CHAMBER OF					
01/09/2013	393	E 609-49750-433	Dues and Subscriptions	ANNUAL DUES	150.00

					$150.00
ST. FRANCIS TRUE VALUE HARDWAR					
12/31/2012	22329	E 101-43100-217	Other Operating Supplies	SUPPLIES	5.92
12/31/2012	22330	E 601-49440-200	Office Supplies	SUPPLIES	5.06
12/31/2012	22330	E 602-49490-200	Office Supplies	SUPPLIES	5.07
12/31/2012	22331	E 101-43100-217	Other Operating Supplies	SUPPLIES	52.75
12/31/2012	22333	E 101-43100-217	Other Operating Supplies	SUPPLIES	14.13
12/31/2012	22333	E 101-45200-217	Other Operating Supplies	SUPPLIES	14.13
12/31/2012	22333	E 601-49440-217	Other Operating Supplies	SUPPLIES	14.12
12/31/2012	22333	E 602-49490-217	Other Operating Supplies	SUPPLIES	14.12
12/31/2012	22367	E 101-43100-217	Other Operating Supplies	SUPPLIES	7.60
12/31/2012	22367	E 101-45200-217	Other Operating Supplies	SUPPLIES	7.60
12/31/2012	22367	E 601-49440-217	Other Operating Supplies	SUPPLIES	7.60
12/31/2012	22367	E 602-49490-217	Other Operating Supplies	SUPPLIES	7.60
12/31/2012	22375	E 101-43100-217	Other Operating Supplies	SUPPLIES	9.38
12/31/2012	22375	E 101-45200-217	Other Operating Supplies	SUPPLIES	9.38
12/31/2012	22375	E 601-49440-217	Other Operating Supplies	SUPPLIES	9.38
12/31/2012	22375	E 602-49490-217	Other Operating Supplies	SUPPLIES	9.38
12/31/2012	22380	E 601-49440-217	Other Operating Supplies	SUPPLIES	0.86
12/31/2012	22392	E 101-43100-217	Other Operating Supplies	SUPPLIES	3.29
12/31/2012	22392	E 101-45200-217	Other Operating Supplies	SUPPLIES	3.29
12/31/2012	22392	E 601-49440-217	Other Operating Supplies	SUPPLIES	3.30
12/31/2012	22392	E 602-49490-217	Other Operating Supplies	SUPPLIES	3.30
12/31/2012	22395	E 101-43100-217	Other Operating Supplies	SUPPLIES	12.93
12/31/2012	22395	E 101-45200-217	Other Operating Supplies	SUPPLIES	12.92
12/31/2012	22395	E 601-49440-217	Other Operating Supplies	SUPPLIES	12.93
12/31/2012	22395	E 602-49490-217	Other Operating Supplies	SUPPLIES	12.93
12/31/2012	22421	E 101-43100-217	Other Operating Supplies	SUPPLIES	6.57
12/31/2012	22421	E 101-45200-217	Other Operating Supplies	SUPPLIES	6.58
12/31/2012	22421	E 601-49440-217	Other Operating Supplies	SUPPLIES	6.58
12/31/2012	22421	E 602-49490-217	Other Operating Supplies	SUPPLIES	6.58
12/31/2012	23329	E 101-43100-217	Other Operating Supplies	SUPPLIES	15.19
12/31/2012	23329	E 101-43100-408	Ice& Snow Removal	SUPPLIES	8.10
12/31/2012	23362	E 602-49490-217	Other Operating Supplies	SUPPLIES	5.07
12/31/2012	23389	E 101-43100-217	Other Operating Supplies	SUPPLIES	5.32
12/31/2012	23389	E 101-45200-217	Other Operating Supplies	SUPPLIES	5.32
12/31/2012	23389	E 601-49440-217	Other Operating Supplies	SUPPLIES	5.32
12/31/2012	23389	E 602-49490-217	Other Operating Supplies	SUPPLIES	5.32
12/31/2012	23395	E 602-49490-217	Other Operating Supplies	SUPPLIES	1.42
					$336.34
TECH SALES CO.					
12/19/2012	317416	E 602-49490-228	Equipment Maintenance	SEMI-ANNUAL CLAIBRATION SE	300.00
					$300.00
THOMPSON, DAN					
01/06/2013	010613	E 101-42210-237	Small Equipment	SHOP VAC	74.98
					$74.98
TOTAL CONTROL SYSTEMS, INC.					
12/31/2012	6389	E 601-49440-233	Water Treatment Plant Maint	TRANSDUCER	999.28

					$999.28
TOWMASTER					
01/08/2013	344803	E 101-43100-221	Vehicle Repair & Maintenance	PUMP	1,632.97
					$1,632.97
TURTLE RIDGE TOWNHOMES					
		E 250-49200-444	Refund & Reimbursement	TIF 2ND HALF 2012 PYMNT	6,811.71
					$6,811.71
VINOCOPIA, INC.					
01/03/2013	70219	E 609-49751-206	Freight and Fuel Charges	FREIGHT	16.00
01/03/2013	70219	E 609-49751-253	Wine For Resale	WINE	80.00
01/03/2013	70219	E 609-49751-254	Miscellaneous Merchandise	MISC	220.50
					$316.50
WIRTZ BEVERAGE MN					
12/31/2012	158214	E 609-49751-206	Freight and Fuel Charges	FREIGHT	98.60
12/31/2012	158214	E 609-49751-251	Liquor For Resale	LIQUOR	8,219.98
01/03/2013	158578	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.45
01/03/2013	158865	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.25
01/03/2013	158865	E 609-49751-251	Liquor For Resale	LIQUOR	717.58
01/10/2013	162075	E 609-49751-206	Freight and Fuel Charges	FREIGHT	13.05
01/10/2013	162075	E 609-49751-251	Liquor For Resale	LIQUOR	814.49
01/10/2013	162075	E 609-49751-254	Miscellaneous Merchandise	MISC	131.57
					$10,003.97
ZIEGLER INC.					
01/05/2013	50194199	E 602-49490-228	Equipment Maintenance	WWTP	2,517.43
01/09/2013	SW050194215	E 602-49490-228	Equipment Maintenance	WWTP INSPECTION	407.47
					$2,924.90
					$140,737.08

FUND SUMMARY

101 GENERAL FUND	$45,843.43
250 TURTLE RIDGE TIF	$6,811.71
402 CAPITAL EQUIPMENT	$15,339.02
601 WATER FUND	$8,270.18
602 SEWER FUND	$12,489.75
609 MUNICIPAL LIQUOR FUND	$51,446.49
803 ESCROW	$536.50
Total	140,737.08

CITY OF ST. FRANCIS
1/22/2013

Checks cut since last Council Meeting

Check Date	Check Number	Payee	Description	Amount
		TOTAL		0.00

Disbursements via Debits to 4M Account

		Payee	Description	Amount
1/30/2013		Northland Trust	2006 Bond Payment	525,072.50
1/30/2013		Northland Trust	2007 Bond Payment	260,205.00
1/30/2013		Northland Trust	2010 Bond Payment	82,165.63
1/30/2013		US Bank	2012 EDA Lease Revenue Payment	358,005.18
		TOTAL		1,225,448.31

City of St. Francis
Debt Service-Principal and Interest Payments
For Years 2013 to Maturity

	A	B	C	D	E	F	G	H	I	Total
Debt Issue	Fire Truck Lease	2007 GO Improve	EDA Lease Revenue	2006 GO Refunding	2006 GO Refunding	2007 GO Revenue	2007 GO Revenue	2008 PFA-Water Plant	2010 GO Revenue	All Funds
Fund Paying	General (101)	Debt Service (311)	EDA Debt Service (330)	Water (601)	Sewer (602)	Water (601)	Sewer (602)	Water (601)	Sewer (602)	
Percentage	100%	100%	100%	45%	55%	45%	55%	100%	100%	
2013	$ 33,121.54	$ 100,182.50	520,045.00	$ 250,113.38	$ 305,694.12	$ 103,804.88	$ 126,872.62	$ 504,554.32	$ 103,731.26	$ 2,048,119.62
2014	$ 33,121.54	$ 102,482.50	547,382.50	$ 250,749.00	$ 306,471.00	$ 103,849.88	$ 126,927.62	$ 503,788.44	$ 102,531.26	$ 2,077,303.74
2015	$ 16,560.76	$ 99,682.50	548,395.00	$ 254,889.00	$ 311,531.00	$ 103,804.88	$ 126,872.62	$ 503,843.14	$ 101,331.26	$ 2,066,910.16
2016		$ 101,782.50	548,510.00	$ 256,662.00	$ 313,698.00	$ 103,669.88	$ 126,707.62	$ 504,692.80	$ 100,056.26	$ 2,055,779.06
2017		$ 98,782.50	548,045.00			$ 105,649.88	$ 129,127.62	$ 696,311.78	$ 103,650.01	$ 1,681,566.79
2018		$ 100,642.50	546,980.00			$ 105,211.13	$ 128,591.37	$ 696,804.78	$ 102,187.51	$ 1,680,417.29
2019		$ 102,238.75	545,295.00			$ 104,630.06	$ 127,881.19	$ 696,938.94	$ 105,668.76	$ 1,682,652.70
2020		$ 98,711.25	547,895.00			$ 103,938.75	$ 127,036.25	$ 696,714.30	$ 104,093.76	$ 1,678,389.31
2021		$ 100,035.00	544,755.00			$ 105,319.13	$ 128,723.37	$ 697,130.82	$ 107,406.26	$ 1,683,369.58
2022		$ 101,103.75	545,908.75			$ 104,270.06	$ 127,441.19	$ 697,162.90	$ 110,466.26	$ 1,686,352.91
2023		$ 97,052.50	546,315.00			$ 105,306.75	$ 128,708.25	$ 696,810.54	$ 108,326.26	$ 1,682,519.30
2024			545,870.00			$ 103,928.63	$ 127,023.87	$ 697,073.72	$ 233,651.26	$ 1,707,547.48
2025			544,312.50			$ 104,632.88	$ 127,884.62	$ 696,926.82	$ 113,326.26	$ 1,587,083.08
2026			541,912.50			$ 102,918.94	$ 125,789.81	$ 696,369.84	$ 115,503.76	$ 1,582,494.85
2027			543,600.00			$ 103,296.10	$ 126,250.78	$ 696,402.78	$ 117,343.76	$ 1,586,893.42
2028			539,362.50			$ 103,464.85	$ 126,457.03		$ 118,884.38	$ 888,168.76
2029			538,706.25			$ -	$ -		$ 120,256.25	$ 658,962.50
2030			541,368.75			$ -	$ -		$ 121,387.50	$ 662,756.25
2031			537,956.25			$ -	$ -		$ 127,187.50	$ 665,143.75
2032			538,456.25			$ -	$ -			$ 538,456.25
2033			537,981.25			$ -	$ -			$ 537,981.25
2034			536,250.00			$ -	$ -			$ 536,250.00
2035			538,125.00			$ -	$ -			$ 538,125.00
2036			538,750.00			$ -	$ -			$ 538,750.00
2037			538,125.00			$ -	$ -			$ 538,125.00
Total	$ 82,803.84	$ 1,102,696.25	$ 13,550,302.50	$ 1,012,413.38	$ 1,237,394.12	$ 1,667,696.68	$ 2,038,295.83	$ 9,681,525.92	$ 2,216,989.53	$ 32,590,118.05

	Description
A	Purchase of Fire Truck in 2000
B	2007 $1,110,000 for Street work on 235th, Rum River and Poppy Street
C	2012 $8,200,000 for Lease Revenue Bonds for PW/Police Building
D	2006 $2,840,000 for Refunding Water and Sewer bonds from 1997 & 2000
E	2006 $2,840,000 for Refunding Water and Sewer bonds from 1997 & 2000
F	2007 $3,115,000 for Water & Sewer Utility Improvements
G	2007 $3,115,000 for Water & Sewer Utility Improvements
H	2008 $9,013,468.49 for Water Plant Construction
I	2010 $1,600,000 for Sewer Improvements Ambassador Trunk Utilities

Total Bonds Outstanding on December 31, 2012 is $23,289,000

	Water (601) Total	Sewer (602) Total
2013	$ 858,472.58	$ 536,298.00
2014	$ 858,387.32	$ 535,929.88
2015	$ 862,537.02	$ 539,734.88
2016	$ 865,024.68	$ 540,461.88
2017	$ 801,961.66	$ 232,777.63
2018	$ 802,015.91	$ 230,778.88
2019	$ 801,569.00	$ 233,549.95
2020	$ 800,653.05	$ 231,130.01
2021	$ 802,449.95	$ 236,129.63
2022	$ 801,432.96	$ 237,907.45
2023	$ 802,117.29	$ 237,034.51
2024	$ 801,002.35	$ 360,675.13
2025	$ 801,559.70	$ 241,210.88
2026	$ 799,288.78	$ 241,293.57
2027	$ 799,698.88	$ 243,594.54
2028	$ 103,464.85	$ 245,341.41
2029	$ -	$ 120,256.25
2030	$ -	$ 121,387.50
2031	$ -	$ 127,187.50
Total	$ 12,361,635.98	$ 5,492,679.48

NORTHLAND SECURITIES

45 South 7th Street
Suite 2000
Minneapolis, MN 55402

(800) 851-2920
(612) 851-5906
Fax (612) 851-5917

DATE: January 17, 2013

TO: Honorable Jerry Tveit, Mayor & Members of the City Council
Mr. Matthew Hylen, Administrator
Ms. Darcy Mulvihill, Finance Director
City of St. Francis

FROM: George Eilertson, Sr. Vice President
Northland Securities

RE: Update of possible refunding of the $4,225,000 General Obligation Improvement and Utility Revenue Bonds, Series 2007A

Northland Securities has been working on preparing documents regarding the possible advance refunding of the Series 2007A Bonds. The overall level of debt service savings presented to the City Council on December 17th was approximately $216,000. Near January 1st, rising interest rates reduced the savings to approximately $110,000. In the last couple of weeks, the trend of lower rates has returned the debt service savings to a higher level - currently at $153,000.

The bond rating call with Standard & Poor's had originally been scheduled for January 3rd. Due to the lower debt service savings at that time, we recommended that the call be delayed until market conditions improve. My recommendation is that we reschedule the bond rating call with an eye towards the issuance of the refunding bonds at a February Council meeting – most probable at the February 19th meeting. If interest rates move back higher, we could postpone the sale of bonds.

I will continue to provide market updates to the City Administrator and Finance Director. Thank you.

AGENDA REPORT

TO: City Administrator

FROM: Public Works Director

SUBJECT: **Pilot Project Rink Management**

DATE: 1-22-2013

INTRODUCTION: So far we have been having a successful ice rink season. Unfortunately, due to the warm fall we were unable to open the rinks on December 22nd as originally planned in the Management Agreement with the Homerun Club. The Homerun Club has requested we extend the season if the weather permits.

BACKGROUND: By partnering with the Homerun Club, we are attempting to accomplish two goals; 1. Follow Council direction to reduce our operation and maintenance budget for our parks. 2. Continue to manage overtime while maintaining the highest quality standard for snow and ice removal on our City streets. This season's agreement allowed for the rinks to be open from December 22nd to January 31st, a 41 day season. The warm fall did not allow us to get the rinks open until January 4th. This is a significantly shorter season. The Homerun Club has express interest in extending the season. Based on past practice and experience we would not recommend keeping the rink open after mid-February. The ice becomes much more difficult to maintain because of the sun's power.

RECOMMENDATION: A motion to authorize the Public Works Director to open or close the ice skating rinks based on the weather and ability to maintain the ice, not to remain open past February 10th, 2013.

BUDGET IMPACT: None; the rinks were scheduled and budgeted to be open for 41 days. Even with this extension the season will only be 38 days.

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Attachments:none