

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA

APRIL 16, 2012

ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)
4115 Ambassador Blvd. NW

5:00 pm Board of Review – Anoka County Assessor’s will be present regarding Property Values

6:00 pm Regular City Council Meeting

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - a. Approve City Council Minutes – April 2, 2012
 - b. Bobcat Buyback Program
 - c. St. Francis Jaycees – Temporary On-Sale Liquor License for Pioneer Days June 7-10, 2012
 - d. Agreement between Allina Hospitals and Clinics (“Allina Medical Transportation”) and the St. Francis Fire Department
 - e. Pay Estimate No. 5 from Amcon Construction Management for Gopher State Contractors Inc., SCR Inc.-St Cloud, McDowall Company, Heartland Glass Company, Inc., Electrical Solutions, Inc., and Brothers Fire Protection
 - f. Payment of Claims
5. Meeting Open to the Public
6. Petitions, Requests, Applications
 - a. ISD #15 – School Clinic 3325 Bridge Street NW (Ordinance and Resolution)
7. Ordinances & Resolutions:
 - a.
8. Reports of Consultants & Staff Members
 - a. Engineer:
 - b. Attorney: Closed Meeting to discuss Labor Negotiation Strategy Pursuant to MN Statue 13D.03
 - c. Staff:
Fire Dept.: Joint Fire Study Group Update
Public Works:
Liquor Store:
Police:
City Administrator:
9. Reports from Council Members
10. Report from Mayor
11. Old Business
12. New Business
 - a. Efficiency Report Card-Public Works
13. Adjournment

Calendar of Events

Apr 18: Planning Comm. Mtg. @ ISD #15 Central Services Center 7:00 pm-**CANCELLED**
Apr 19: Pioneer Day Meeting @ American Legion 7:00 pm
Apr 21: 2012 St. Francis Area Business & Community Expo @ SFHS 10 am – 3 pm
May 5: Recycling Day @ Middle/Elem. School Parking Lots 8 am – Noon
May 5: Pet Clinic @ Fire Station 9 am - Noon
May 7: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
May 21: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm

TO: Mayor & City Council

FROM: Matthew L. Hylen,
City Administrator



RE: Agenda Memorandum – April 16, 2012 Meeting

Agenda Items:

4. Consent Agenda:

- b. Bobcat Buyback Program: Annually Bobcat “upgrades” our skid steer machine with a guaranteed buyback program.
- e. Pay Estimate #5: Attached is pay estimate #5 from Amcon Construction Management for our Police/Public Works Facility in the amount of \$220,961.

6. Petitions, Requests, Applications:

- a. *ISD#15 Clinic Zoning*: Attached is a memorandum from City Planner Nate Sparks along with a Council directed Ordinance 165, Second Series (first Reading), and the requested Conditional Use Permit for a clinic operation in the St. Francis High School. Note the Ordinance needs a 4/5ths vote to pass due to this being in the zoning chapter of our City Code.

7. Ordinances & Resolutions:

8. Reports:

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

Fire: Joint Fire Presentation/Questions: Staff would welcome any additional questions following the joint fire discussion on April 12, 2012.

Public Works:

Liquor Store:

Police:

City Administrator:

11. Old Business

12. New Business:

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

CITY COUNCIL MINUTES

APRIL 2, 2012

1. **Call to Order/Pledge of Allegiance:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:00 p m.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Jeff Sandoval, Tim Brown, Steve Kane and Chris McClish. Also present were City Attorney Scott Lepak (Barna, Guzy and Steffen, Ltd) City Engineer Jared Voge (Bolton & Menk, Inc.), Police Chief Jeff Harapat, Public Works Director Paul Teicher, Fire Chief Dean Kapler, Finance Director Darcy Mulvihill, City Administrator Matt Hylén and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY SANDOVAL SECOND BROWN TO ADOPT THE APRIL 2, 2012 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY KANE SECOND McCLISH TO APPROVE THE APRIL 2, 2012, CITY COUNCIL CONSENT AGENDA-G AS FOLLOWS:
 - a. Approve the City Council Minutes of March 19, 2012.
 - b. Receive and File URRWMO Minutes – January 3, 2012
 - c. Receive and File the URRWMO Draft Minutes – March 6, 2012
 - d. Receive and File the City Council/Management Team Work Session – March 18, 2012
 - e. Approve the hiring of Barbara Ellefson as a Part Time Liquor Store Clerk.
 - f. Approve the Extension of the Interim Fire Chief (Dean Kapler) Contract with the City of Ramsey until April 30, 2013.
 - g. Payment of Claims for \$281,198.08 (Check No. 63399-63473 \$174,257.60 and ACH Debits 30E-31E \$106,940.48).Motion carried 5-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Liquor License approval for the Ponds Golf Course:** Richard Lund has applied for a Liquor License at the Ponds Golf Course located at 2881-229th Avenue NW. Mr. Lund also requested in writing that the license fees be prorated for the remainder of the year. There are still some documents that need to be provided before a liquor license will be issued. MOTION BY KANE SECOND BROWN APPROVING A LIQUOR LICENSE TO RICHARD LUND FOR THE PONDS GOLF COURSE CONTINGENT UPON SUBMITTING THE REQUIRED DOCUMENTS AND GRANTING APPROVAL OF THE PRORATED LICENSE FEES. Motion carried 5-0.
 - b. **ISD #15 Ordinance Amendment & Conditional Use Permit:** Nate Sparks, City Planner provided a memorandum for the City Council stating the St. Francis School District

would like to open up a clinic for school staff and dependents in the high school building as a way to lower health care costs. The High School building is located in the R-2, Single Family Residential District and accessory medical clinics are not allowed in residential areas. Therefore, the School made an application for a text amendment to allow for this use. Since there are conditions upon which this use would be allowed, it is proposed as a conditional use. The School has also made an application for the CUP.

At the February Planning Commission meeting, a public hearing was held for a text amendment and conditional use permit for the St. Francis School District. Motions for both approval and denial failed 2-2. The Council reviewed the application and directed the item back to the Planning Commission for a formal recommendation. The Planning Commission discussed the matter again at their March meeting. Once again, the Planning Commission voted 2-2. As noted in the Planner's memorandum the City Council must make a policy decision on the acceptability of the accessory medical clinic to a public institution in the R-2 District. The draft ordinance attempts to mitigate potential impacts that may be presented by a clinic in the school. The City Council may direct Staff to do one of the following actions, keeping in mind that a final decision must be made by the Council at the May 21st meeting at the latest:

1. Return the application to the Planning Commission for further discussion.
2. Direct Staff to bring back a resolution denying the request.
3. Direct Staff to bring back an ordinance and resolution approving the request.

Tom Larson, Community Servicer Director of ISD #15 stated we have been before the City Council a couple times. Our ultimate goal in opening this clinic is to save money for ISD #15 and the taxpayers. Larson also stated if we had to do this all over again we would have taken more time in the planning stages. There are currently three school districts in the State that have the same type of program. Larson said keep in mind 70% of our employees reside in St. Francis and that is the reasoning for having the clinic in St. Francis. We will respect the decision of the City Council. Larson asked if there were any questions. The City Council had some questions and comments for Larson. **MOTION BY KANE SECOND McCLISH TO DIRECT STAFF TO BRING BACK AN ORDINANCE AND RESOLUTION APPROVING THE REQUEST.**
Motion carried 3-2. Sandoval and Brown voting nay.

7. **Ordinances & Resolutions:**

a. **Ordinance 168, Second Series-Amending and Restating the City of St. Francis Home Rule Charter Section 7.16 Capital Improvement Program (Second Reading):**

MOTION BY SANDOVAL SECOND BROWN APPROVING THE SECOND READING OF ORDINANCE 168, SECOND SERIES AMENDING AND RESTATING THE CITY OF ST FRANCIS HOME RULE CHARTER SECTION 7.16 CAPITAL IMPROVEMENT PROGRAM. Roll Call: Ayes: Brown, Kane, McClish, Sandoval, and Tveit. Nays: None.
Motion carried 5-0.

b. **Ordinance 169, Second Series-Amending and Restating the City of St. Francis Home Rule Charter Chapter 5 Pertaining to Primary Elections (Second Reading):**

MOTION BY KANE SECOND BROWN APPROVING THE SECOND READING OF ORDINANCE 169, SECOND SERIES AMENDING AND RESTATING THE CITY OF ST. FRANCIS HOME RULE CHARTER CHAPTER 5 PERTAINING TO PRIMARY ELECTIONS. Roll Call: Ayes: McClish, Kane, Brown, and Tveit. Nays: Sandoval. Motion carried 4-1.

Council member Kane asked to be excused from the Council meeting at 6:18 pm.

c. Resolution 2012-09: Setting the 2012 Yearly Rate for the Disposal of Excess Personal Property: MOTION BY SANDOVAL SECOND BROWN TO ADOPT RESOLUTION 2012-09 A RESOLUTION SETTING THE 2012 YEARLY RATE FOR THE DISPOSAL OF EXCESS PERSONAL PROPERTY. Motion carried 4-0.

d. Resolution 2012-10: Declaring Surplus Property: MOTION BY SANDOVAL SECOND McCLISH TO ADOPT RESOLUTION 2012-10 A RESOLUTION DECLARING SURPLUS PROPERTY; 2008 DODGE CHARGER AND THE FIRE DEPARTMENT COMMAND TRAILER. Motion carried 4-0.

8. Reports of Consultants & Staff Members:

a. Engineer: Trunk Highway 47 Signage Inquiry: City Engineer Jared Voge provided the City Council a memorandum on the Trunk Highway 47 signage that was noted at the February 20, 2012 City Council meeting. Council member Brown inquired about signage installation along Trunk Highway 47 for Ambassador Boulevard as the one the City of Ramsey has for Alpine Drive. The signage, materials, and installation required for advanced street name signage for northbound and southbound Trunk Highway 47 traffic totals approximately \$4,500 plus permit fees.

b. Attorney: "Old" Food N Fuel Property Discussion: City Attorney Scott Lepak provided a memorandum regarding the "Old" Food N Fuel building the Council inquired about at their last meeting.

c. Staff:

Fire Department: Chief Kapler gave a brief update on the Joint Fire Study Group. A copy of the group's report will be sent to the city clerk tomorrow who will then forward it on to all councilmembers. Some of the attachments will not be included at this time. Also, reminded everyone of the joint meeting on Thursday, April 12, 2012 at the Ramsey Municipal Center.

Public Works: Equipment Purchase: Public Works Director Paul Teicher provided the City Council an Agenda Report asking for authorization to purchase a Wheel Loader. The Wheel Loader has been in the CIP for many years. This piece of equipment is a proven efficient snow removal tool and is essential for managing a road salt storage pile. The purchase has been delayed over the years because we have not had a proper facility for the storage and care for such a large piece of equipment. Storm sewer management and practices also recommends having a

street sweeper. In Teicher's Agenda Report it states the reasoning for purchasing the Loader this year instead of 2013. In order to balance the 2012 and 2013 budgets, the Council will be spending reserve dollars in 2012 and staff will eliminate the 2013 scheduled purchase of a wheel loader. This item would not be replaced with anything in the 2013 budget. Therefore, over the two year budget cycle, there should not be any negative budget impacts. The Council had questions about the warranty and the variety of uses for this piece of equipment. MOTION BY SECOND AUTHORIZING THE PUBLIC WORKS DIRECTOR TO PURCHASE THE CAT LOADER WITH PALLET FORKS AS QUOTED PER STATE BID FROM ZIEGLER CATERPILLAR OF COLUMBUS, MN FOR AN AMOUNT NOT TO EXCEED \$167,000.00. Motion carried 4-0. MOTION BY SECOND AUTHORIZING THE PUBLIC WORKS DIRECTOR TO PURCHASE A USED SWEEPSTER ATTACHMENT FOR WHEEL LOADER AS QUOTED FORM ZIEGLER CATERPILLAR OF COLUMBUS, MN FOR \$17,100.00. Motion carried 4-0.

We have been receiving a number of calls regarding the condition of our graveled roads. The frost is finally out in the shaded areas and expect to be out grading soon. They are in need of grading.

Liquor Store:

Police:

City Administrator: Legislative Updates: Hylen reported a week and a half ago I and Council member Kane met with our representatives at the Capital. Some of the legislation to keep an eye on is the Voter ID and the fireworks amendment.

There is a meeting tentatively scheduled for next week with a number of different entities regarding the safety of Pederson Drive and Highway 47 intersection. Once the exact date and time is scheduled, Hylen stated he would contact the Mayor.

Anoka County Library Visionary Retreat: Hylen reported he attended the Library meeting as a City Administrator and a resident. Approximately 25 people attended the meeting. The one area the Library Board reported that has exceeded their expectations is in the electronic book request. They are looking at a number of ideas on how and where people might be able to download books.

9. **Reports from Council Members:** No reports.

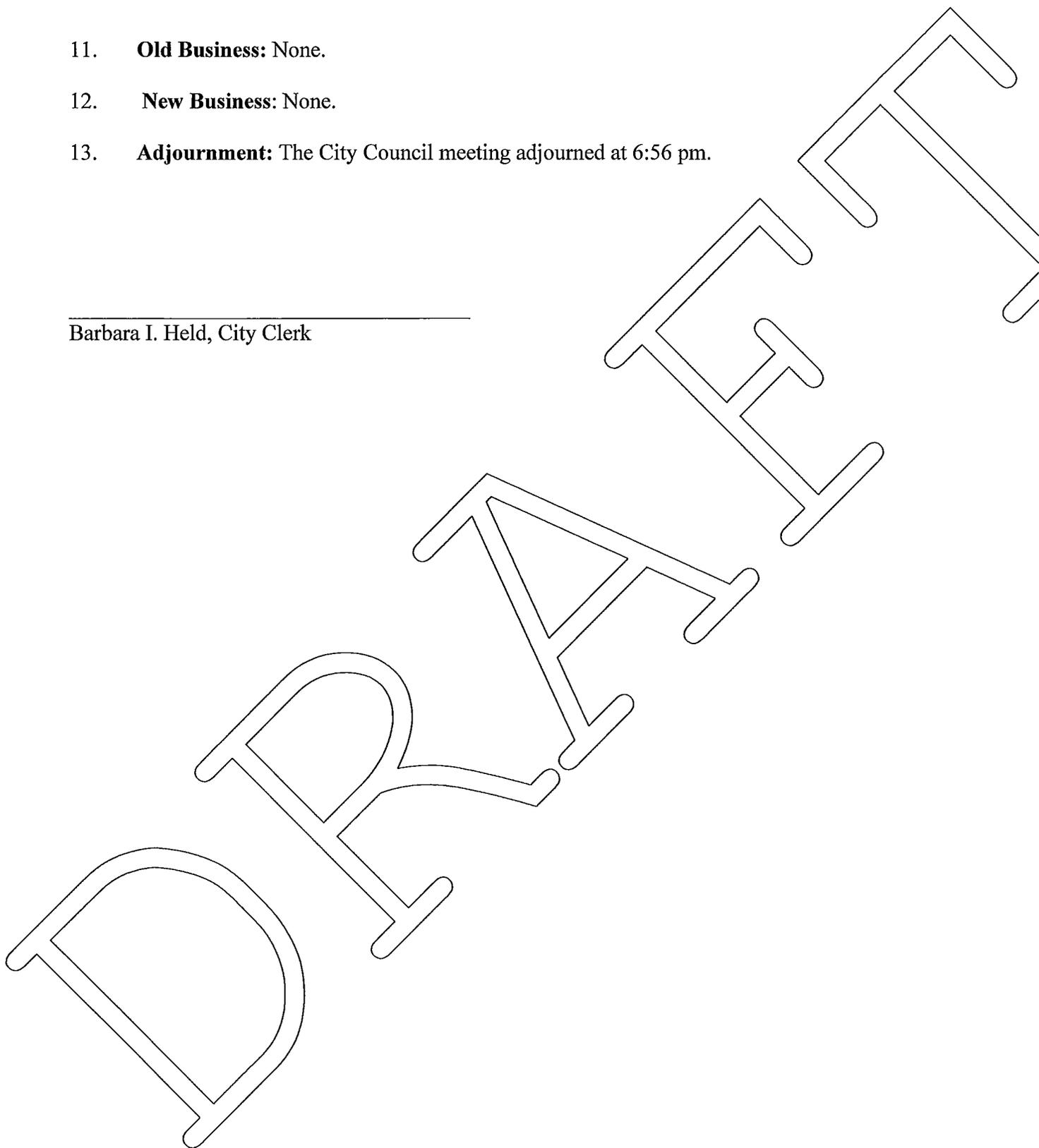
10. **Report from Mayor:** Mayor Tveit stated he plans on attending the Annual League of MN Conference at the end of June in Duluth.

Tveit thanked the City Council for allowing him to be part of the Joint Fire Study Group. Anytime communities can come together and talk it is great.

Tveit stated he will be having a Mayor's Motorcycle Ride again on June 16, 2012. More information will follow and just a clarification this is not a City sponsored event.

11. **Old Business:** None.
12. **New Business:** None.
13. **Adjournment:** The City Council meeting adjourned at 6:56 pm.

Barbara I. Held, City Clerk



AGENDA REPORT

TO: City Administrator
FROM: Public Works Director 
SUBJECT: Routine Bobcat Buyback
DATE: 4-16-2012

INTRODUCTION

Our year is up; it is time to trade for a new Bobcat Skid Loader. If we order now we should see delivery in the beginning of June.

BACKGROUND

Each year since the original purchase of the Bobcat, the City has purchased a replacement machine on the Guaranteed Buyback Program offered through a local Bobcat dealer. For approximately \$1,610 the City will get a new identically equipped machine with a new warranty. This is a substantial savings compared to repairs/maintenance and replacement costs that would be required over the machine's life.

RECOMMENDATION

Authorize the trade of our old Bobcat Skid Loader for a new Bobcat Skid Loader for \$1610.00 from Crawford's Equipment.

BUDGET IMPACT

None, this is in our Budget.

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Attachments:

1. Crawford's quote.



Bobcat®

Product Quotation

Quotation Number: NEW

Date:

Ship to	Bobcat Dealer	Bill To
CRAWFORDS Attn: PAUL T CITY OF ST FRANCIS 4020 ST FRANCIS BLVD ST FRANCIS MN 55070 763 753 2304 763 753 9881	Crawford's Equipment, Inc., Cambridge, MN 4853 HIGHWAY 95 NW CAMBRIDGE MN 55008 Phone: (763) 689-1794 Fax: (763) 689-3028 Contact: Brian Crawford Phone: 763-689-1794 Cellular: 612-889-0001 E Mail: brian@crawfordsequip.com	CRAWFORDS Attn: HOUSE SALES 4853 HWY 95 NW CAMBRIDGE, MN 55008 Phone: (763) 689-1794

Description	Part No	Qty	Price Ea.	Total
S185 Bobcat Skid-Steer Loader 61 HP Turbo Interim Tier IV Diesel Engine Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Bobcat Standard Engine/Hydraulic Systems Shutdown Glow Plugs (Automatically Activated) Horn Instrumentation: Engine Temp, Fuel, Hourmeter Gauges and Warning Lights Lift Arm Support	M0009	1	\$32,467.00	\$32,467.00
Lift Path: Vertical Lights, Front & Rear Operator Cab Includes: Adjustable Cushion Seat, Dome Light, Electrical Power Port, Interior Cab Foam, Top & Rear Windows, Parking Brake, Seat Bar, Seat Belt Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471 Falling Object Protective Structure (FOPS) meets SAE- J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts) Tires: 10-16.5, 8 PR, Bobcat Standard Duty Spark Arrestor Muffler Warranty: 12 Months, Unlimited Hours				
Factory Installed A91 Option Package Cab enclosure with Heat and AC High Flow Hydraulics Two-Speed Travel Sound Reduction Hydraulic Bucket Positioning Power Bob-Tach	M0009-P01-A91	1	\$8,136.00	\$8,136.00
Deluxe Instrument Panel Keyless Start Suspension Seat with 3-Point Belt Engine Block Heater Attachment Control Kit Cab Accessory Harness				
Dealer Installed Bolt-On Cutting Edge, 74"	6718007	1	\$241.00	\$241.00
Radio Antenna	6676114	1	\$17.00	\$17.00
Radio Installation Kit, Loaders	6983066	1	\$65.00	\$65.00
Radio Speaker	6676112	1	\$60.00	\$60.00
Radio, AM/FM/WB	6983067	1	\$214.00	\$214.00
Strobe Light Kit, Amber	6719857	1	\$204.00	\$204.00
Attachments 74" Low Profile Bucket	6731421	1	\$1,043.00	\$1,043.00
Total of Items Quoted				\$42,447.00
Dealer P.D.I.				\$150.00
Freight Charges				\$425.00
Trade-in S185 A91 PACKAGE 2SPD				(\$28,788.00)
Discount MUNIT BID				(\$12,734.00)
Sales total before Taxes and Trades				\$1,500.00
Taxes: STATE OF MN				\$103.13

Quote Total - US dollars

\$1,603.13

Notes:

CITY OF ST FRANCIS ATTEN MR PAUL T
MUNI BID THANK YOU BRIAN

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.
Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar Street Suite 222, St. Paul MN 55101-5133
 (651) 201-7507 Fax (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



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**APPLICATION AND PERMIT
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION St. Francis Jaycees		DATE ORGANIZED Nov. 2001	TAX EXEMPT NUMBER 04-3611262	
STREET ADDRESS 00000 P.O. BOX 721		CITY St. Francis	STATE MN	ZIP CODE 55070
NAME OF PERSON MAKING APPLICATION Angela Westbrook		BUSINESS PHONE () /	HOME PHONE	
DATES LIQUOR WILL BE SOLD June 7, 8, 9, 10 2012		TYPE OF ORGANIZATION CLUB CHARITABLE RELIGIOUS OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME ANGELA WESTBROOK		ADDRESS St. Francis MN 55070		
ORGANIZATION OFFICER'S NAME MICHELLE DUETHN		ADDRESS P.O. BOX 721 St. Francis MN 55070		
ORGANIZATION OFFICER'S NAME MICHAEL DUETHN		ADDRESS P.O. BOX 721 St. Francis MN 55070		
Location license will be used. If an outdoor area, describe				
St. Francis Community Park				
22825 St. Francis Blvd. St. Francis MN 55070				
Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.				
no				
Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.				
Insurance By Design \$1,000,000.00				
APPROVAL				
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT				
CITY/COUNTY _____		DATE APPROVED _____		
CITY FEE AMOUNT _____		LICENSE DATES _____		
DATE FEE PAID _____		_____		
SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____		APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT _____		

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event



23340 Cree Street NW • PO Box 730
St. Francis, Minnesota 55070
763-753-2630
FAX 763-753-9881

License Fee: \$ _____
Investigation Fee: \$ _____
Sunday Liquor Fee: \$ _____
Date Rec'd: _____
Receipt # _____
License # _____
Term of Insurance _____

APPLICATION FOR BEER, WINE, LIQUOR SALES

PART ONE: GENERAL INFORMATION

Type of License:

Beer-Off Sale _____ Liquor-Club On Sale _____ Wine-On Sale _____
-On Sale _____ -On Sale _____
-Temp. On Sale x -On Sale Limited _____
-On Sale Sunday _____
-On Sale Temporary x

ADDRESS FOR WHICH APPLICATION IS MADE:

 P.O. BOX 721
 St. Francis MN 55070

NAME OF OPERATION AT ABOVE ADDRESS:

 St. Francis Jaycees

Is applicant an: Individual Partnership Corporation Other Organization

Name of individual, partnership, corporation or other form of organization making application:

 St. Francis Jaycees

Address: P.O. BOX 721 St. Francis MN 55070

Phone Number: _____

If incorporated, state of incorporation: _____

*Please attach a copy of Certificate of Incorporation or other documentation of legal status.

In case of a partnership, corporation or other form of organization, please provide names of each officer, director and partner: Angela Westbrook

List the nature of any other business to be operated in conjunction with the sale of beer, wine or liquor: _____

Is applicant the owner/operator of such other business, and if so, the length of time in such business: NO

Have all real estate taxes and local assessments, which are due and payable for the premises to be licensed been paid? YES NO; If no, list the years and amounts which are unpaid: N/A

Is applicant or any member of partnership, officer/directors of corporation or other organization a holder of a federal retail liquor dealer's special tax stamp? YES
 NO; If yes, name of holder: St. Francis Jaycees

In Case of a temporary license, please provide the following:

1. Date of Event: June 7, 8, 9 & 10 Pioneer Days
2. Include a site plan of the area where sales will occur indicating the size, location and nature of the premises planned to be used along with a description of its relationship to the adjacent premises.
3. A statement from property owner granting permission to applicant for use of the premises on which the stated activity is proposed.
4. Full legal name of person in charge of event, if not applicant. Include date of birth and full address and phone number: Angela Westbrook 3-17-77

In the case of an On Sale Club license, please provide the following:

1. Certified copy of By-Laws of the club, including a definition of the word "member".
2. List of membership.
3. Copy of Charter.
4. List of corporate officers, board of directors and manager.
5. Copy of lease agreement or statement of ownership of premises where license to be held.

An applicant for an on-sale wine or liquor license shall submit a floor plan of the dining room(s) which shall be open to the public, shall show dimensions, and shall indicate the number of persons intended to be served in each of said rooms.

SUNDAY LIQUOR SALES INFORMATION (NOT APPLICABLE TO BEER OR WINE).

Establishments to which on-sale liquor or on-sale Club Liquor licenses have been issued may serve intoxicating liquors in conjunction with the serving of food between the hours of 10:00 a.m. on Sundays to 1:00 am on Mondays, provided that such establishment is in conformance with the Minnesota Clean Air Act. Such license must coincide with the date of applicant's intoxicating liquor license.

APPLICATION ACKNOWLEDGEMENT:

If the application is by a natural person, it shall be signed and sworn to by such person, if by a corporation or other organization, by an authorized representative of the same.

All information presented with this application is true and correct and no other persons than those named in the application have any interest in the management and control of such business. I herein consent to any and all investigations the City deems appropriate in the processing of this application.

APPLICANTS SIGNATURE: Angela Westbrook DATE: 4-9-12

Witnessed by: Kathy Rind DATE: 4-9-12

*Liquor Liability Insurance must be provided by all applicants with this application in Certificate of Insurance form and must have a thirty (30) day written notification to the City prior to cancellation. Term of Insurance coverage must follow the license year of January 1 through December 31 of each year or state that the coverage is continuous until cancelled.

PART TWO: APPLICANT INFORMATION (to be completed by applicant, and each officer, director and partner):

Full Legal Name of applicant: Angela Marie Westbrook
(First) (Middle Name) (Last)

Has applicant ever used or been known by a name other than his true name? YES
X NO. If yes, what was such name or names and provide information concerning dates and places where used. _____

Is applicant a citizen of the United States? X YES NO

Is applicant a resident alien? YES X NO

Agreement

This Agreement is made and entered into this date, **December 31, 2011** by and between Allina Health System, a Minnesota non-profit corporation, d/b/a **Allina Hospitals and Clinics ("Allina Medical Transportation")** located at 167 Grand Avenue, St. Paul, Minnesota 55102 and **St. Francis Fire Department ("First Responder")** having principal offices at 3740 Bridge Street, St. Francis MN 55070

Witnesseth

WHEREAS, First Responder is an entity engaged in providing emergency response, care and treatment services to patients within its geographical service area; and

WHEREAS, Allina Medical Transportation is the ALS and/or BLS service provider in First Responder's service area and has the personnel and resources to provide medical direction oversight to First Responder; and

WHEREAS, First Responder wishes to utilize medical direction oversight in the manner and to the extent set forth in this Agreement and the attachments hereto;

NOW, THEREFORE, the parties hereto hereby agree as follows:

1. Medical Direction Oversight: Allina Medical Transportation hereby agrees to provide medical direction oversight to First Responder throughout the term of this Agreement. For the purposes of this Agreement, medical direction oversight will include:
 - a. approving standards for training and orientation of personnel that impact patient care;
 - b. approving standards for purchasing equipment and supplies that impact patient care;
 - c. establishing standing orders for prehospital care;
 - d. approving triage, treatment and transportation protocols;
 - e. participating in the development and operation of continuous quality improvement programs;
 - f. establishing procedures for the administration of drugs;
 - g. maintaining the quality of care according to the standards and procedures established under clauses (a) to (f);
 - h. Training as specified in Exhibit A.

Allina Medical Transportation shall perform the Medical Education in a good, professional manner and in accordance with: (a) all applicable federal, state and local laws, including but not limited to HIPAA privacy requirements and the federal health care program anti-kickback statute (United States Code, Title 42, §1320a-7b); (b) substantial conformity to industry and/or academic standards required for the Medical Education; (c) the requirements of this Agreement; Allina Medical Transportation represents and warrants that all of its employees, agents and associates whose services may be used to fulfill Allina Medical Transportation's obligations under this Agreement shall be properly trained to perform the Medical Education.

Allina Medical Transportation agrees to (i) develop and provide all required educational tools for the Medical Education, including but not limited to, handouts, overheads, practice scenarios, and certification tests related to each of the Medical Education topics; (ii) provide all equipment required for practicing skills during the Medical Education, including but not limited to, mannequins, splints, and bandages; and (iii) complete on behalf of the participants of the Medical Education all required documentation for processing certifications, including but not limited to EMT / 1st Responder and CPR certifications, for the Medical Education participants. All documentation shall be completed by Allina Medical Transportation in accordance with the proper governing body in charge of the certification.

2. Contract Administration. Communications between the First Responder and Allina Medical Transportation shall be coordinated through the Lead Instructor of Allina Medical Transportation assigned to First Responder; or through Allina's External Education Supervisor. Physician medical direction oversight will be provided through the Allina Medical Transportation Medical Director and such other physicians as Allina Medical Transportation may contract with from time-to-time for such services.
3. Additional Services. In addition to the medical education identified above, Allina Medical Transportation may make available from time-to-time other services including, but not limited to, those services set forth in Exhibit A attached hereto. The parties shall agree to the provision of any additional services.
4. First Responder Responsibilities. First Responder shall be solely responsible for the direction and control of its employees and the services provided by its employees when they are engaged in providing emergency response, care and treatment services to patients. In no event shall Allina Medical Transportation be liable for the acts of First Responder or its employees.
5. Fee. In exchange for the services to be provided by Allina Medical Transportation, First Responder agrees to pay Allina Medical Transportation the annual fee(s) set forth in Exhibit A attached hereto. Payment shall be due Allina Medical Transportation within thirty (30) days following the effective date of this Agreement and the remainder paid quarterly over the term of the Agreement. In the event Allina Medical Transportation terminates this Agreement prior to the expiration of the term hereof, Allina Medical Transportation shall refund to First Responder a pro rata portion of the annual fee(s), except that First Responder is responsible for the costs of any medical education already provided.

6. **Term and Termination.** **This Agreement shall be effective for a term of two (2) years from the date hereof.** This Agreement may be terminated at any time by either party, with or without cause, upon the giving of thirty (30) days written notice to the other. This Agreement will have an auto-renewal date of December 31, 2013. The auto-renewal will be for a period of no less than 2 years, and ***will include an increase of five point zero (5.0%) percent for 2014 from 2013 prices, and then an additional five point zero (5.0%) percent for 2015 based on the prices for 2014 for all listed offerings***. Including those listed as "Per Request".

7. **Insurance.**
 - a. **Allina Medical Transportation.** Allina Medical Transportation agrees to maintain such policies of insurance, self-insurance reserves, or combinations thereof in amounts not less than \$1,000,000.00 per occurrence and \$3,000,000.00 umbrella coverage. In addition, Allina Medical Transportation agrees to hold harmless and indemnify First Responder from any and all liability which Responder may incur as a result of the negligent or intentional misconduct of any Allina Medical Transportation employee providing services pursuant to this Agreement.

 - b. **First Responder.** First Responder agrees to provide and maintain insurance with limits of not less than \$1,500,000.00 per occurrence and \$2,000,000.00 annual aggregate. First Responder agrees to indemnify and hold harmless Allina Medical Transportation from any and all liability arising out of the negligent or intentional misconduct of any of its employees.

8. **Independent Contractor.** In performing the medical education provided for under this Agreement, Allina Medical Transportation is acting as an independent contractor, not as an employee or agent of First Responder, and nothing contained herein shall be construed to constitute Allina Medical Transportation and First Responder as partners

9. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

10. Nothing herein shall constitute a waiver of any defense or limitation on liability established by M. S. Chapter 466. No person shall be considered as a third party beneficiary of this Agreement.

Signature Page to immediately follow

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the day and date first written above.

Allina Medical Transportation

By: _____ Date _____
Brian LaCroix
President

By: _____ Date _____
Charles Lick M.D.
Medical Director

Saint Francis Fire Department

By: _____ Date _____
Fire Chief

By: _____ Date _____

By: _____ Date _____

EXHIBIT A

St. Francis Fire Department Medical Direction Oversight Agreement

Basic Package	2012	2013
<ul style="list-style-type: none"> • Medical Director <ul style="list-style-type: none"> • Administration <i>Includes Monthly EMS Drills, BLS Quality Assurance</i> 	\$ 1200.00	\$ 1200.00
<ul style="list-style-type: none"> • Use of Allina Medical Transportation Protocols 	<i>Included</i>	<i>Included</i>
<ul style="list-style-type: none"> • Refresher of Existing Members <ul style="list-style-type: none"> • First Responders X / person • EMT's X / person • Healthcare Provider CPR X / person 	<i>Included</i>	<i>Included</i>

TOTAL PACKAGE COST: **\$ 2400.00**

2012Cost **\$ 1200.00**

2013Cost **\$ 1200.00**

The total contract will be paid in 8 quarterly payments at a rate of **\$300.00/quarter**.

*This Agreement will have an auto-renewal date of December 1, 2013. The auto-renewal will be for a period of no less than 2 years, and will include an **increase of five point zero percent for 2014 from 2013 prices, and then an additional five point zero percent for 2015 based on the prices for 2014 for all listed offerings**. Including those listed as "Per Request".*

APPLICATION AND CERTIFICATE FOR PAYMENT

To (Owner): City of St. Francis
23340 Cree St. NW
St. Francis, MN 55070

Project: St. Francis Police & Public Works
4058 St. Francis Blvd
St. Francis, MN 55070

Construction Amcon CM, LLC
Manager: 1715 Yankee Doodle Road, Suite 200
Eagan, MN 55121

Architect: Power Engineers Inc
105 East 4th St., Suite 200
Northfield, MN 55057

Application #: 5
Dated: 3/31/2012
Project No: CM234
Page: 1 of 2

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Amcon CM, LLC

BY: 
DATE: 3/29/12

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

ARCHITECT: Power Engineers Inc.

BY: 
DATE: _____

OWNER: City of St. Francis

BY: _____
DATE: _____

CHANGE ORDER SUMMARY

Change Order Number	Approval Date	Amount
1	3/29/2012	18,435

TOTAL \$18,435

Thank You

Application is made for payment as shown below in connection with the Contract Continuation Sheet attached.

The present status of the account for this contract is as follows:

Original Budget Sum:	\$6,425,937
Change Orders To Contract:	\$18,435
Contract Value	<u>\$6,444,372</u>
Total Completed & Stored To Date:	\$2,157,501
Retention:	\$107,875
Total Earned, Less Retention:	<u>\$2,049,626</u>
Previous Applications For Payment:	<u>\$1,828,665</u>
Current Payment Due:	\$220,961
Previously Submitted & Not Paid Applications:	\$0
TOTAL DUE:	\$220,961



CONTRACT CONTINUATION

Project: St. Francis Police & Public Works
St. Francis, MN

Application #: 5
 Dated: 3/31/2012
 Project No: CM 234

Cost # Code	Description	Subcontractor/Supplier	Original Contract	Changes To Contract	Sum to Date	Total		Total Earned		Previous Requests	Current Payment Due	Completed %	Balance to Finish
						Completed to Date	Retention	Less Retention	Retention				
1 C-01	Site Grading/Excavating/Demo	North Metro Asphalt & Contract	\$344,942	\$715	\$345,657	\$145,939	\$7,297	138,642	\$138,642	\$0	\$0	42%	\$139,718
2 C-02	Site Utilities	New Look Contracting Inc.	284,500	7,333	291,833	113,702	5,685	108,017	108,017	0	0	39%	178,131
3 C-03	Asphalt Paving	Northland Paving, LLC	448,200	275	448,475	4,500	225	4,275	4,275	0	0	1%	443,975
4 C-04	Landscaping/Irrigation/Ret. Walls	Noble Nursery Retail	47,365	(1,500)	45,865	0	0	0	0	0	0	0%	45,865
5 C-05	Concrete & Masonry	Classic Construction of Cedar R	777,988	(5,850)	772,138	238,105	11,905	226,200	226,200	0	0	31%	534,033
6 C-06	Precast Concrete	Fabcon Inc	677,907	1,040	678,947	675,557	33,778	641,779	641,779	0	0	100%	3,390
7 C-07	Steel Fabrication (Supply)	Central Minnesota Fabricating	340,330	760	341,090	250,560	12,528	238,032	238,032	0	0	73%	90,530
8 C-08	Steel Erection	Maxx Steel Erectors	69,900	1,026	70,926	58,813	2,941	55,872	55,872	0	0	83%	12,113
9 C-09	Windows-Fiberglass (Supply)	Shaw Stewart Lumber Co	22,225	0	22,225	22,225	1,111	21,114	21,114	0	0	100%	0
10 C-10	Carpenry-Gen Construction	Gopher State Contractors Inc	123,310	(84)	123,226	66,585	3,329	63,256	30,970	32,286	0	54%	56,641
11 C-11	Architectural Woodwork, Cabinet	Southern MN Woodcraft Inc	47,950	3,388	51,338	3,040	152	2,888	2,888	0	0	6%	48,298
12 C-12	Flat Roofing	McDowall Company	400,650	0	400,650	367,025	18,351	348,674	245,024	103,650	0	92%	33,625
13 C-13	HM Doors/Hardware (Supply)	Straughan Hardware Inc	96,980	(205)	96,775	0	0	0	0	0	0	0%	96,775
14 C-14	Overhead Doors	Overhead Door of the Northlan	70,298	1,381	71,679	0	0	0	0	0	0	0%	71,679
15 C-15	Specialty Doors - Detention	Stronghold Industries Inc	24,400	0	24,400	0	0	0	0	0	0	0%	24,400
16 C-16	Glass and Glazing	Hearthand Glass	49,060	518	49,578	22,449	1,122	21,327	0	21,327	0	45%	27,129
17 C-17	Drywall/Metal Stud Framing	M. Reinert Drywall Inc	83,000	0	83,000	9,296	465	8,831	8,831	0	0	11%	73,704
18 C-18	Flooring (Carpet and VCT)	Multiple Concept Interior Inc	23,949	0	23,949	0	0	0	0	0	0	0%	23,949
19 C-19	Ceramic and Quarry Tile	Grazzini Brothers & Company	31,397	0	31,397	0	0	0	0	0	0	0%	31,397
20 C-20	Painting & Coatings	Steinbrecher Painting	37,200	0	37,200	750	38	712	712	0	0	2%	36,450
21 C-21	Acoustical Ceiling	Acoustics Associates	26,825	0	26,825	0	0	0	0	0	0	0%	26,825
22 C-22A	Misc. Specialties	Barbes Sales Company Inc	16,891	0	16,891	0	0	0	0	0	0	0%	16,891
23 C-22B	Detention	Mid America Business Systems	36,218	(13,257)	22,961	0	0	0	0	0	0	0%	22,961
24 C-22C	Laundry Access, Wash Bay	Construction Supply Inc	13,621	8	13,629	0	0	0	0	0	0	0%	13,629
25 C-22D	Visual Display	Newline Products Inc	1,103	0	1,103	0	0	0	0	0	0	0%	1,103
26 C-22E	Supply Police Personnel Lockers	Greystone Construction Co	13,561	0	13,561	0	0	0	0	0	0	0%	13,561
27 C-23	Fabric Covered Storage Struct.	Olympus Lockers & Storage Pr	114,950	0	114,950	0	0	0	0	0	0	0%	114,950
28 C-24	Lockers	Sigarama	17,800	(291)	17,509	0	0	0	0	0	0	0%	17,509
29 C-25	Signage	Electrical Solutions Inc	9,896	0	9,896	0	0	0	0	0	0	0%	9,896
30 C-26	Mechanical -H/VAC,Plumbing, Fir	St. Cloud Refrigeration	1,084,200	11,515	1,095,715	120,604	6,030	114,574	65,592	48,982	0	11%	975,111
31 C-27	Electrical	Electrical Solutions Inc	693,100	9,743	702,843	49,600	2,480	47,120	32,870	14,250	0	7%	653,243
32 C-28	Overhead Crane Systems	Altech Engineering Corp	43,940	0	43,940	0	0	0	0	0	0	0%	43,940
33 C-29	Fencing/Gates	Midwest Fence	127,730	0	127,730	0	0	0	0	0	0	0%	127,730
34 C-30	Low Voltage Systems	Brothers Fire Protection	223,198	1,920	225,118	8,751	438	8,313	7,847	466	0	4%	216,367
35 C-31	Window Treatment	Custom Expressions	1,353	0	1,353	0	0	0	0	0	0	0%	1,353
TOTALS			\$6,425,937	\$18,435	\$6,444,372	\$2,157,501	\$107,875	2,049,626	\$1,828,665	\$220,961	33%	\$4,296,871	

Contract Summaries

St. Francis Police & Public Works

Contractor	Signed Contract	Insurance Expires	Bond	Original Contract	Change Orders	Current Contract
St. Francis Contractors						
C-01 North Metro Asphalt and Contracting	X	4/15/12	X	344,942	715	345,657
C-02 New Look Contracting, Inc	X	1/9/12	X	284,500	7,333	291,833
C-03 Northland Paving, LLC	X	1/1/12	X	448,200	275	448,475
C-04 Noble Nursery Retail	X			47,385	(1,500)	45,885
C-05 Classic Construction of Cedar, MN. Inc.	X	3/1/12	X	777,988	(5,850)	772,138
C-06 Fabcon, Inc	X	12/31/12	X	677,907	1,040	678,947
C-07 Central Minnesota Fabricating	X	11/1/12	X	340,330	760	341,090
C-08 Maxx Steel Erectors	X	6/2/12	X	69,900	1,026	70,926
C-09 Shaw Stewart Lumber Co,				22,225		22,225
C-10 Gopher State Contractors, Inc	X	5/29/12	X	123,310	(84)	123,226
C-11 Southern Minnesota Woodcraft, Inc	X	4/1/12	X	47,950	3,388	51,338
C-12 McDowall Company	X	4/1/12	X	400,650		400,650
C-13 Straughan Hardware, Inc	X	6/30/12		96,980	(205)	96,775
C-14 Overhead Door of the Northland	X	10/26/12	X	70,298	1,381	71,679
C-15 Stronghold Industries, Inc	X	11/1/12	X	24,400		24,400
C-16 Heartland Glass	X	5/15/12	X	49,060	518	49,578
C-17 M. Reinert Drywall, Inc	X	1/30/12	X	83,000		83,000
C-18 Multiple Concept Interior, Inc	X	1/1/12	X	23,949		23,949
C-19 Grazzini Brothers & Company	X	12/31/12	X	31,397		31,397
C-20 Steinbrecher Painting	X	3/1/12	X	37,200		37,200
C-21 Acoustics Associates	X	5/1/12	X	26,825		26,825
C-22A Bartley Sales Company, Inc	X	1/29/13		16,891		16,891
C-22B Mid-America Business Systems and	X	9/1/12	X	36,218	(13,257)	22,961
C-22C Construction Supply, Inc	X			13,621	8	13,629
C-22D Newline Products, Inc	X			1,103		1,103
C-22E Tiffin Metal Products	X			13,561		13,561
C-23 Greystone Construction Company	X	4/1/12	X	114,950		114,950
C-24 Olympus Lockers & Storage Products, Inc	X	7/1/12	X	17,800		17,800
C-25 Signarama				9,896	(291)	9,605
C-26 St. Cloud Refrigeration	X	12/31/12	X	1,084,200	11,515	1,095,715
C-27 Electrical Solutions, Inc	X	9/1/12	X	693,100	9,743	702,843
C-28 Alltech Engineering Corp	X	7/1/12	X	43,940		43,940
C-29 Midwest Fence				127,730		127,730
C-30 Brothers Fire Protection	X	4/1/12	X	223,198	1,920	225,118
C-31 Custom Expressions	X	9/29/12		1,353		1,353
				6,425,937	18,435	6,444,372

AIA[®] Document G702™ - 1992

Application and Certificate for Payment

G-10

TO OWNER: City of St. Francis
 23340 Cree Street
 St. Francis, MN 55070

PROJECT: St. Francis Public Works Facility

APPLICATION NO 2
PERIOD TO: 3/31/2012

Distribution to:

FROM CONTRACTOR: Gopher State Contractors, Inc. **VIA ARCHITECT:**
 PO Box 7
 Rice, MN 56367

CONTRACT FOR:
CONTRACT DATE:
PROJECT NOS: 1120 / /

OWNER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

CONTRACTOR'S APPLICATION FOR PAYMENT

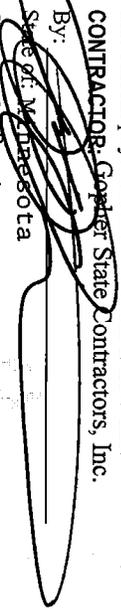
Application is made for payment, as shown below, in connection with the Contract.
 AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM \$ 123,310.00
 2. NET CHANGE BY CHANGE ORDERS \$ ~~84~~ ~~000~~
 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ ~~123,310.00~~ ~~123,310.00~~
 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 66,585.00
 5. RETAINAGE:
 - a. 5.00 % of Completed Work
 (Columns D + E on G703) \$ 3,329.25
 - b. _____ % of Stored Material
 (Column F on G703) \$ _____
- Total Retainage (Lines 5a + 5b, or Total in Column I of G703) \$ 3,329.25
6. TOTAL EARNED LESS RETAINAGE \$ 63,255.25
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 30,970.00
 (Line 4 minus Line 5 Total)
 (Line 6 from prior Certificate)
 8. CURRENT PAYMENT DUE \$ 32,285.25
 (Line 6 minus Line 5)
 9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 60,054.25
 (Line 3 minus Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$
Total approved this month	\$	\$
TOTAL	\$	\$
NET CHANGES by Change Order	\$	\$

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes ~~will~~ not be obscured.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Gopher State Contractors, Inc.
 By: 
 State of Minnesota
 County of: Benton
 Date: 3-26-2012

Subscribed and sworn to before me this 26 day of March

Notary Public:
 My commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 32,286

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:
 By: 
 Date: 4-5-12
 3/30/12

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Continuation Sheet

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT,

containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 2
 APPLICATION DATE: 3/26/2012
 PERIOD TO: 2
 ARCHITECT'S PROJECT NO: 3/31/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	(G ÷ C) %	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
01100	General Conditions							1120	
011000	General Conditions	10,500.00	2,000.00	1,500.00		3,500.00	33.33	7,000.00	175.00
011001	Bond	4,000.00	4,000.00			4,000.00	100.00		200.00
011002	Labor Hours - 100 Laborer	3,200.00		1,856.00		1,856.00	58.00	1,344.00	92.80
011003	Labor Hours - 100 Carpenter	4,100.00		2,009.00		2,009.00	49.00	2,091.00	100.45
061053	Misc. Rough Carpentry	24,800.00	15,000.00	9,000.00		24,000.00	96.77	800.00	1,200.00
061600	Sheathing	14,920.00	11,100.00	3,820.00		14,920.00	100.00		746.00
066400	Plastic Paneling	5,800.00						5,800.00	
079200	Joint Sealants	600.00		300.00		300.00	50.00	300.00	15.00
081113	Hollow Metal Doors & Frames	4,000.00						4,000.00	
081416	Flush Wood Doors	3,000.00						3,000.00	
083463	Detent Doors & Frames w/0814								
085413	Fiberglass Windows	16,500.00	500.00	15,500.00		16,000.00	96.97	500.00	800.00
087100	Door Hardware	10,300.00						10,300.00	
101100	Visual Display Surfaces	1,000.00						1,000.00	
102113	Toilet Compartments	2,800.00						2,800.00	
102600	Wall Protection	1,200.00						1,200.00	
102800	Toilet, Bath, & Laundry Access	2,400.00						2,400.00	
104413	Fire Extinguisher Cabinets	1,690.00						1,690.00	
104416	Fire Extinguishers w/104413								
107500	Flagpoles	2,600.00						2,600.00	
111900	Detention Equipment	2,500.00						2,500.00	
111916	Detention Gun Lockers	2,800.00						2,800.00	
112200	Vehicle Wash Bay Curtain	3,000.00						3,000.00	
113100	Residential Appliances	1,600.00						1,600.00	

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AIA® Document G703™ - 1992

Continuation Sheet

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: _____
 APPLICATION DATE: 2
 PERIOD TO: 3/26/2012
 ARCHITECT'S PROJECT NO: 3/31/2012

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)						
Totals		123,310.00	32,600.00	33,985.00		66,585.00	\$4.00	56,725.00	3,329.25

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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TO (OWNER):
 AMCON CM
 1715 YANKER DOODLE RD STE 200
 BAGAN, MN 55121

FROM (CONTRACTOR):
 MCDOWALL COMPANY
 P O BOX 606
 WAITE PARK, MN 56387

VIA (ARCHITECT):
 PROFESSIONAL DESIGN GROUP

PERIOD TO: 03/31/12
 ARCHITECT'S PROJECT NO:
 [] OWNER
 [] ARCHITECT
 [] CONTRACTOR

CONTRACT FOR: ROOFING WORK

CONTRACT DATE: 11/07/11

C01810

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY

Change Orders approved in previous months by Owner	ADDITIONS	DEDUCTIONS	TOTAL
Approved this Month	0.00	0.00	
Number	Date Approved		
TOTALS	0.00	0.00	0.00

Net change by Change Orders 0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which Previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: MCDOWALL COMPANY

BY: *[Signature]*
 ARCHITECT'S CERTIFICATE FOR PAYMENT
 Date: March 21, 2012

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM\$ 400,650.00
2. Net change by Change Orders\$ 0.00
3. CONTRACT SUM TO DATE (line 1 (+-) 2)\$ 400,650.00
4. TOTAL COMPLETED & STORED TO DATE\$ 367,025.00
 (Column G on G703)
5. RETAINAGE:
 a. 5 % of Completed Work \$ 18,351.25
 (Column D + E on G703)
 b. 0 % of Stored Material \$ 0.00
 (Column F on G703)
 Total Retainage (line 5a + 5b or Total in Column I of G703)\$ 18,351.25
6. TOTAL EARNED LESS RETAINAGE\$ 348,673.75
 (Line 4 less line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT\$ 245,024.00
 (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE\$ 103,649.75
 (Line 7 less line 6)
9. BALANCE TO FINISH, PLUS RETAINAGE\$ 103,649.75
 (Line 3 less line 6)

State of: MN County: 215
 Subscribed and sworn to before me this 21 day of March, 2012
 Notary Public: *[Signature]*
 My Commission expires: 01-31-17
 AMOUNT CERTIFIED\$ 103,649.75
 (Attach explanation if amount certified differs from the amount applied for.)
 ARCHITECT: *[Signature]* Date: 4-5-12



By: *[Signature]* Date: 4-5-12
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

[Handwritten notes]
 3/30/12

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: _____
 APPLICATION NUMBER: 882489-02
 APPLICATION DATE: 03/21/12
 PERIOD TO: 03/31/12

(A) ITEM NO.	(B) DESCRIPTION OF WORK	(C) SCHEDULED VALUE	(D) ---WORK COMPLETED--- PREVIOUS THIS PERIOD APPLIC. (D+E)	(E) 78825.00	(F) MATERIALS PRESENTLY STORED (NOT IN D OR E)	(G) TOTAL COMPLETED AND STORED TO DATE (D+E+F)	(H) % (G/C)	(I) BALANCE TO FINISH (C-G)	(J) RETAINAGE
01L	ROOFING LABOR	105,100.00	21,020.00	78825.00	0.00	99,845.00	95	5,255.00	4992.25
01M	ROOFING MATERIAL	236,900.00	0.00	0.00	0.00	236,900.00	100	0.00	11845.00
02L	SHEETMETAL LABOR	25,500.00	0.00	20400.00	0.00	20,400.00	80	5,100.00	1020.00
02M	SHEETMETAL MATERIAL	7,630.00	0.00	7630.00	0.00	7,630.00	100	0.00	381.50
03L	STANDING SEAM LABOR	1,520.00	0.00	0.00	0.00	0.00	0	1,520.00	0.00
03M	STANDING SEAM MATERIAL	2,000.00	0.00	0.00	0.00	0.00	0	2,000.00	0.00
04	UNLIMITED IMAGES	17,500.00	0.00	0.00	0.00	0.00	0	17,500.00	0.00
05	SOLAR MIDWEST	4,500.00	0.00	2250.00	0.00	2,250.00	50	2,250.00	112.50
JOB TOTALS:		400,650.00	257,920.00	109105.00	0.00	367,025.00	92	33,625.00	18351.25

AIA DOCUMENT G703 * APPLICATION AND CERTIFICATE FOR PAYMENT * MAY 1983 EDITION * AIA 1983
 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006

G703-1983



AIA Document G702™ - 1992

C-250

Application and Certificate for Payment

TO OWNER: AMCON CONSTRUCTION MGMT EAGAN 1715 YANKEE DOODLE ROAD SUITE 200 EAGAN MN 55121-1616	PROJECT: ST FRANCIS PUBLIC WORKS ST FRANCIS, MN	APPLICATION NO: 3	Distribution to:
FROM CONTRACTOR: SCR, INC. - ST. CLOUD 604 LINCOLN AVE NE ST CLOUD, MN 56304	VIA ARCHITECT: AMCON CONSTRUCTION MGMT EAGAN 1715 YANKEE DOODLE ROAD SUITE 200 EAGAN MN 55121-1616	PERIOD TO: 03/25/12	<input type="checkbox"/> OWNER
		CONTRACT FOR NEW FACILITY	<input type="checkbox"/> ARCHITECT
		CONTRACT DATE: 11/28/11	<input type="checkbox"/> CONTRACTOR
		PROJECT NOS: / /	<input type="checkbox"/> FIELD
			<input type="checkbox"/> OTHER

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM \$ 1,084,200.00
 2. NET CHANGE BY CHANGE ORDERS \$ 11,515.00
 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 1,095,715.00
 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 120,604.00
 5. RETAINAGE:
 - a. 5.00% of Completed Work
(Columns D + E on G703) \$ 6,030.20
 - b. 5.00% of Stored Material
(Column F on G703) \$.00
- Total Retainage (Lines 5a + 5b, or Total in Column I of G703) \$ 6,030.20
6. TOTAL EARNED LESS RETAINAGE \$ ~~114,592.00~~ 114,592.00
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ ~~65,592.00~~ 65,592.00
(Line 6 from prior Certificate)
 8. CURRENT PAYMENT DUE \$ 48,982.00
 9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 981,141.20
(Line 3 minus Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 8,190.00	\$ 960.00
Total approved this month	\$ 4,285.00	\$.00
TOTAL	\$ 12,475.00	\$ 960.00
NET CHANGES by Change Order	\$	\$ 11,515.00

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
By: Lucy W. DeLo Date: 3/22/12
State of: Minnesota
County of: Benton

Subscribed and sworn to before me this 22nd day of March, 2012

Notary Public: Tonya M. Lardy
My commission expires: 1/31/15
TONYA M. LARDY
NOTARY PUBLIC - MINNESOTA
My Comm. Exp. 1st Jan. 31, 2015

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 48,982.00
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:
By: Walter P. Burt Date: 4-5-12
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



AIA Document G703™ - 1992

Continuation Sheet

AIA Document G702™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition.

In tabulations below, amounts are in US dollars. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 3
APPLICATION DATE: 03/22/12
PERIOD TO: 03/25/12
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED <i>(Not in D or E)</i>	G TOTAL COMPLETED AND STORED TO DATE <i>(D+E+F)</i>	H BALANCE TO FINISH <i>(C-G)</i>	I RETAINAGE <i>(if variable rate)</i>
			FROM PREVIOUS APPLICATION <i>(D + E)</i>	THIS PERIOD				
100	MATERIAL/EQUIPMENT	206,000	41,200	28,800	0	70,000	136,000	3,500
200	LABOR	122,000	2,440	0	0	2,440	119,560	122
300	SUBCONTRACTOR	724,000	7,240	22,760	0	30,000	694,000	1,500
400	PERMIT	8,000	8,000	0	0	8,000	0	400
500	MISCELLANEOUS	24,200	10,164	0	0	10,164	14,036	508
600	C/O #1 - PR 006	8,190	0	0	0	0	8,190	0
700	C/O #2 - PR 010	960-	0	0	0	0	960-	0
800	C/O #3 - PR REVISE GAS PIPING	2,175	0	0	0	0	2,175	0
900	C/O #4 - MODIFY MDA'S	1,520	0	0	0	0	1,520	0
1000	C/O #5 - EWC CHANGES	590	0	0	0	0	590	0
GRAND TOTAL		1,095,715	69,044	51,560	0	120,604	975,111	6,030

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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APPLICATION AND CERTIFICATE FOR PAYMENT

CONSTRUCTION MANAGER-ADVISER EDITION

PAGE ONE OF TWO PAGES

(Handwritten: 2-16)

AIA DOCUMENT G702/Cma (Instructions on reverse side)

TO OWNER: Amcon CM, LLC
1715 Yankee Doodle Road, Suite 200
Eagan, MN 55121-1616

PROJECT:

St Francis Police & Public Work

APPLICATION NO.:

1

Distribution to:

PERIOD TO:

3/31/2012

OWNER

PROJECT NOS:

1176T

CONSTRUCTION

FROM CONTRACTOR:

VIA CONSTRUCTION MANAGER:

CONTRACT DATE:

11/8/2011

ARCHITECT

HEARTLAND GLASS CO, INC. VIA ARCHITECT:

CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$49,060.00
- 2. Net Change By Change Orders \$ 518.00
- 3. CONTRACT SUM TO DATE (Line 1 +/- line 2) \$ 49,578.00
- 4. TOTAL COMPLETED & STORED TO DATE \$22,449.00
(Column G on G703)

5. RETAINAGE:

- a. 5% of Completed Work \$ -
(Columns D + E on G703)
- b. 5% of Stored Material \$ 1,122.45
(Column f on G703)

Total Retainage (line 5a +5b or Total in Column l of G703) \$ 1,122.45

6. TOTAL EARNED LESS RETAINAGE \$24,226.55 *21,327*

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$0.00
(Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE ~~\$21,326.55~~ *21,327*

9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 28,251.45
(Line 3 Less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 518.00	
Total approved this Month	\$ 518.00	
TOTALS	\$ 518.00	\$ -
NET CHANGES by Change Order		\$ 518.00

CONTRACTOR: ARCHITECT CONTRACTOR

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Heartland Glass Co Inc.
By: *(Signature)* Date: 3/21/12

State of: MINNESOTA
County of: STEARNS
Subscribed and sworn to before me this 21st day of March 2012
Notary Public: *(Signature)*

My Commission expires: Jan 31, 2015



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 21,327

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MANAGER:
By: *(Signature)* Date: 3/30/12

ARCHITECT:
By: *(Signature)* Date: 4-5-12

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are with out prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

APPLICATION NUMBER: 1

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

APPLICATION DATE: 3/21/12

In tabulations below, amounts are stated to the nearest dollar

PERIOD TO: 3/31/12

Use Column I on Contracts where variable retainage for line items may apply.

PROJECT NO. 1176T

St Francis Police & Public Work

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G/C)	I BALANCE TO FINISH (C-G)	J RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)							
1	Section 08410 Aluminum Entrances & Storefront materials labor	\$ 49,060.00 -	\$ -	\$ -	\$ -	\$ 22,449.00 -	\$ 22,449.00 -	46% #DIV/0!	\$ 26,611.00 -	\$ 1,122.45 -
2	Section 08800 Glazing materials labor	\$ - -	\$ -	\$ -	\$ -	\$ - -	\$ - -	#DIV/0! #DIV/0!	\$ - -	\$ - -
3	Change Order #C16-1	\$ 518.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 518.00	\$ -
Grand Total		\$49,578.00	\$0.00	\$0.00	\$0.00	\$22,449.00	\$22,449.00	45%	\$27,129.00	\$1,122.45

HEARTLAND GLASS CO., INC.

401 Sundial Drive
WAITE PARK, MN 56387
(320) 259-1679 Fax (320) 259-4566
1-800-688-1679

INVOICE

DATE	NUMBER
03/21/12	0000001857

Bill To:

AMCON CM, LLC
ST FRANCIS POLICE & PUBLIC WORKS
1715 YANKEE DOODLE ROAD, SUITE 200
EAGAN, MN 55121-1616

Ship To/Remarks:

ST FRANCIS POLICE & PUBLIC WORKS

Customer P.O.	Customer #	Our Work Order #	Terms	Due Date
	AMC100-6	1176T	0/ 0/ N30	04/20/12
Description	Ordered	Shipped	Unit Price	Extended Price
Application #1 Material & Labor		1.00	22,449.00	22,449.00
SUBTOTAL			SALES TAX	TOTAL DUE
22,449.00			0	22,449.00

AMC100-6
AMCON CM, LLC

Please Remit to:

HEARTLAND GLASS Co., Inc.
Attn: Accounts Receivable
401 Sundial Drive
Waite Park, MN 56387

Invoice Number 0000001857
Invoice Date 03/21/12

DATE DUE 04/20/12

SUBTOTAL 22,449.00
SALES TAX 0
TOTAL DUE 22,449.00

AMOUNT ENCLOSED

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

Heartland Glass Co., Inc.
401 Sundial Drive
Waite Park, MN 56387

DATE: 3/9/2012

Heartland Glass Co., Inc. Job:
St Francis Police & Public Works

The undersigned hereby acknowledges receipt of the sum of \$11,904.00

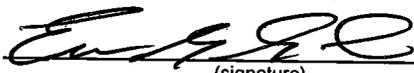
CHECK ONLY ONE

- 1) As partial payment for labor, skill and material furnished on P.O.
- 2) As payment for all labor, skill and material furnished or to be furnished
Except the sum of _____ retainage or holdback.
- 3) As full and final payment for all labor, skill and material furnished or to be furnished
to the following described real property: (legal description, street address or project name)

<u>Invoice #</u>	<u>Heartland P.O.#</u>	<u>Heartland Ck #</u>	<u>Ck Amount</u>
5152	46325	37002	\$ 11,904.00

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's lien against said real property for labor, skill or material furnished to said real property (only for the amount paid if box 1 is check, and except for retainage shown if box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Note: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, must be signed by a partner.

Total Security Solutions
(vendor/supplier)

(signature)
ERIC MALZAHN
(print name)
PROJECT MANAGER
(title)
170 NATIONAL PARK DR
(address)
FOWLERVILLE, MI 48836
(address)



RELEASE FORM 2
UNCONDITIONAL WAIVER AND RELEASE
UPON PROGRESS PAYMENT
(Civil Code 3262(d)(2))

[The undersigned has been paid and has received a progress payment in the sum of \$2,546.84 | for labor, services, equipment or material furnished to

HEARTLAND GLASS CO., INC.
(Your Customer)

on the job of ST. FRANCIS POLICE & PUBLIC WORKS
(Owner)

[and does hereby release pro tanto* any mechanic's lien, stop notice or bond right that the undersigned has on the above referenced job to the following extent. This release covers a progress payment for labor, services, equipment or materials

furnished to HEARTLAND GLASS CO., INC. through 02/05/12
(Your Customer) (Date)

only and does not cover any retention or items furnished after that date.

Dated: 02/13/12

KAWNEER COMPANY

By Deona Watson

(Title)
Sr. Credit Analyst

[NOTICE: THIS DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL RELEASE FORM.

[NOTE: This form of release complies with the requirements of Civil Code Section 3262(d)(2). It is to be used to release claims to the extent that a progress payment has actually been received by the releasing party.



UNCONDITIONAL WAIVER & FINAL RELEASE

The undersigned has been paid in full for all labor, services, equipment or material

furnished to HEARTLAND GLASS CO., INC.
(Your Customer)

on the job of ST. FRANCIS POLICE DEPARTMENT
(Owner)

and does hereby waive and release any right to a mechanic's lien, stop notice, or any right against a labor and material bond on the job, except for disputed claims

for extra work in the amount of \$ -0-

This waiver is in the amount of \$3,375.72 - PAID IN FULL

Dated: 03/05/12

KAWNEER COMPANY

By *Reona Watson*
(Title)

Sr. Credit Analyst

**|NOTICE TO PERSONS SIGNING THIS WAIVER: THIS
|DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND
|STATES THAT YOU HAVE BEEN PAID FOR GIVING UP
|THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE
|AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT
|BEEN PAID, IF YOU HAVE NOT BEEN PAID, USE A
|CONDITIONAL RELEASE FORM.**

APPLICATION FOR PAYMENT

Construction Manager Version

CAP702
Page: 1 of 2

To: Amcon
17715 Yankee Doodle Road
Suite 200
Eagan, MN 55121

PROJECT: ELE111-09625
City of St Francis-Police & Public
23340 Cree Street
St Francis, MN 55070

From Contractor:
Electrical Solutions Inc
702 9th Avenue South
Sauk Rapids, MN 56379

VIA ARCHITECT:
Professional Design Group
105 East 4th Street
P.O. Box 641
Northfield, MN 55057-2047

CONTRACT FOR: Electrical Work

Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 693,100.00
2. Net of Change Orders: \$ ~~9142.40~~ ~~156.00~~
3. Net Amount of Contract: \$ ~~102,913.69~~ ~~256.00~~
4. Total Completed & Stored to Date: \$ 49,600.00
5. Retainage Summary:
 - a. 5.00 % of Completed Work \$ 2,480.00
 - b. 5.00 % of Stored Material \$ 0.00
 Total Retainage: \$ 2,480.00
6. Total Completed Less Retainage: \$ 47,120.00
7. Less Previous Applications: \$ 32,870.00
8. Current Payment Due, This Application: \$ 14,250.00

9. Contract Balance (Including Retainage): \$ 656,136.00

CHANGE ORDER Activity	Additions	Subtractions
Total previously approved:	14,880.00	-4,724.00
Total approved this Month:	0.00	0.00
Sub Totals:	14,880.00	-4,724.00
NET of Change Orders:	10,156.00	

CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for work on previous Applications for Payment and also that the Current Payment is Due.

(Authorizing Signature) [Signature]

Electrical Solutions Inc
Date: MAR 22, 2012
State Authorized: Minnesota
County of: Benton



Subscribed and sworn to before me this 22nd day of March
Notary Public: [Signature]
My Commission expires: 12-31-12

CONSTRUCTION MANAGER'S & ARCHITECT'S CERTIFICATION:

The Construction Manager's & Architect's signature here certifies that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment. The Construction Manager & Architect also certifies the Contractor is entitled to the amount certified for payment.

AMOUNT CERTIFIED:

Construction Manager (Signature) [Signature] Date: 3/30/12
Architect (Signature) [Signature] Date: 4-5-12

APPLICATION FOR PAYMENT - CONTINUATION SHEET

CAP703

Page 2 of 2 Pages

From:

Electrical Solutions Inc
702 9th Avenue South
Sauk Rapids, MN 56379

To:

Arncon
1715 Yankee Doodle Road
Suite 200
Eagan, MN 55121

Project:

ELE111-09625
City of St Francis-Police & Public
23340 Cree Street
St Francis, MN 55070

Application No: 2

Application Date: 3/22/2012
Period To: 3/22/2012
Contract Date: 11/07/2011
Architects Project#:

A Item No	B Description of Work	C Contract Value	D Work Completed		F Materials Presently Stored (Not In D or E)	G Total Completed and Stored (D+E+F)	% (G / C)	H Balance To Finish (C - G)	I Retainage (If Variable Rate)
			From Previous Application (D + E)	This Period E					
1	Mobilization/Bonding	34,600.00	34,600.00	0.00	0.00	34,600.00	100	0.00	1,730.00
2	Generator	260,000.00	0.00	0.00	0.00	0.00	0	260,000.00	0.00
3	Material	173,500.00	0.00	10,000.00	0.00	10,000.00	6	163,500.00	500.00
4	Labor	225,000.00	0.00	5,000.00	0.00	5,000.00	2	220,000.00	250.00
5	C27-01 Modify Electrical PR002	1,004.00	0.00	0.00	0.00	0.00	0	1,004.00	0.00
6	C27-02 Deduct PVS & Conductors	2,543.00-	0.00	0.00	0.00	0.00	0	2,543.00-	0.00
7	C27-04 Monument Sign	1,978.00-	0.00	0.00	0.00	0.00	0	1,978.00-	0.00
8	C27-03 overhead door	203.00-	0.00	0.00	0.00	0.00	0	203.00-	0.00
9	C27-05 Upgrade Generator Feed	13,876.00	0.00	0.00	0.00	0.00	0	13,876.00	0.00
		703,256.00	34,600.00	15,000.00	0.00	49,600.00	7	653,656.00	2,480.00

ELECTRICAL SOLUTIONS, INC.
 702 9TH AVENUE S
 SAUK RAPIDS, MN 56379
 Office: (320) 258-5204
 Fax: (320) 230-2790
 Cell: (320) 250-1023



Invoice No.	7164
Page	1

B I L L T O	AMCON CONSTRUCTION 1715 YANKEE DOODLE ROAD SUITE 200 EAGAN MN 55121-1616	S I T E	CITY OF ST FRANCIS PUBLIC WORK 23340 CREE STREET ST FRANCIS MN 55070
----------------------------	--	------------------	---

Invoice Date	Invoice No.	Customer No.	Payment Terms	Contract No.
03/26/12	7164	AMC001	UPON RECEIPT	

Ticket #	Qty	Unit Meas	Description	Unit Price	Extended Price
W/O # - B20326002					
PER WRITTEN CONTRACT					
PROGRESS BILL #2 \$15,000.00					
B20326002	1.00	EA	LABOR AND MATERIALS	15000.00	15,000.00
Gross				Tax	Net Amount
15,000.00				.00	15,000.00

C-30

Application and Certificate for Payment

TO OWNER: CITY OF ST. FRANCIS
 4058 ST. FRANCIS BLVD
 ST. FRANCIS, MN 55070

FROM CONTRACTOR:
 BROTHERS FIRE PROTECTION CO
 9950 EAST HIGHWAY 10
 ELK RIVER, MN 55330

PROJECT: ST. FRANCIS POLICE & PUBLIC WORK APPLICATION NO. AC-00003900003

Distribution to:

- OWNER
 - ARCHITECT
 - CONTRACTOR
 - FIELD
 - OTHER
- PERIOD TO: _____
- CONTRACT FOR: _____
- CONTRACT DATE: _____
- PROJECT NOS.: AC-000039 / _____
- BFP INVOICE NO.: 88002

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM \$ 223,198.00
2. NET CHANGE BY CHANGE ORDERS \$ 1,920.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 225,118.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ ~~225,118.00~~ 225,118.00
5. RETAINAGE:
 - a. 5.00 % of Completed Work \$ 437.56
 (Column D + E on G703)
 - b. _____ % of Stored Material \$ _____
 (Column F on G703)

Total Retainage (Lines 5a + 5b, or Total in Column I of G703) \$ 437.56

6. TOTAL EARNED LESS RETAINAGE \$ 8,313.56
 (Line 4 minus Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 5,728.50
 (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE \$ 2,585.06
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 216,804.44
 (Line 3 minus Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$
Total approved this month	\$	\$
TOTAL	\$	\$
NET CHANGES by Change Order	\$	\$

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED.

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The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shows the amount now due.

CONTRACTOR: Brothers Fire Protection Co

By: [Signature]
 State of: MINNESOTA
 County of: SHERBURN

Subscribed and sworn to before me this 19th day of March

Notary Public: [Signature]
 My commission expires: 1/31/17



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 446.00
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: [Signature]
 By: [Signature]
 Date: 4-5-12

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

3/30/12

Continuation Sheet

AIA Document G702™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
 In tabulations below, amounts are in US dollars.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: AC-00003900003
 APPLICATION DATE: 3/19/2012
 PERIOD TO:
 ARCHITECT'S PROJECT NO: AC-000039

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED <i>(Not in D or E)</i>	G TOTAL COMPLETED AND STORED TO DATE <i>(D+E+F)</i>	H % <i>(G ÷ C)</i>	I BALANCE TO FINISH <i>(C - G)</i>	J RETAINAGE <i>(If variable rate)</i>
			FROM PREVIOUS APPLICATION <i>(D + E)</i>							
1	BOND	2,230.00	2,230.00				2,230.00	100.00		144.50
2	PERMIT	1,150.00	1,150.00				1,150.00	100.00		57.50
3	DESIGN	2,650.00	2,650.00				2,650.00	100.00		132.50
4	MATERIAL	122,000.00							122,000.00	
5	FIELD LABOR	90,704.00			2,721.12		2,721.12	3.00	87,982.88	136.06
6	CLEANUP	4,464.00							4,464.00	
7	CO#1 PULL WIRE FOR OUTDC	1,675.00							1,675.00	
8	CO#2 ADD CLOSED CIRCUIT: <i>over payment on PR 1</i>	245.00			-2,230.00				245.00	
Totals		GRAND TOTAL	225,118.00	6,030.00	491.12 2,721.12		8,751.12	3.89	216,366.88	437.56

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PAYMENT BATCH AP 04-16-12

10,000 LAKES CHAPTER

E 101-42400-433	Dues and Subscriptions	B INSPECT DUES	85.00
			<u>\$85.00</u>

A TO Z LANDCLEARING, INC.

04/04/2012 1357	E 101-45200-311 Contract	GRIND STUMPS DEER CREEK P	1,615.00
			<u>\$1,615.00</u>

ACE SOLID WASTE, INC.

04/01/2012 9289612	E 101-42110-384 Refuse/Garbage Disposal	SERVICE 4/1/12 - 4/30/12	14.96
04/01/2012 9289612	E 101-42210-384 Refuse/Garbage Disposal	SERVICE 4/1/12 - 4/30/12	14.96
04/01/2012 9289612	E 101-43100-384 Refuse/Garbage Disposal	SERVICE 4/1/12 - 4/30/12	40.75
04/01/2012 9289612	E 101-43210-384 Refuse/Garbage Disposal	SERVICE 4/1/12 - 4/30/12	35.32
04/01/2012 9289612	E 101-45200-384 Refuse/Garbage Disposal	SERVICE 4/1/12 - 4/30/12	40.75
04/01/2012 9289612	E 601-49440-384 Refuse/Garbage Disposal	SERVICE 4/1/12 - 4/30/12	79.77
04/01/2012 9289612	E 602-49490-384 Refuse/Garbage Disposal	SERVICE 4/1/12 - 4/30/12	79.77
04/01/2012 9289612	E 609-49750-384 Refuse/Garbage Disposal	SERVICE 4/1/12 - 4/30/12	130.50
			<u>\$436.78</u>

AIRGAS NORTH CENTRAL

03/31/2012 105534725	E 101-43100-217 Other Operating Supplies	CHEMICALS	4.53
03/31/2012 105534725	E 101-43210-217 Other Operating Supplies	CHEMICALS	4.53
03/31/2012 105534725	E 101-45200-217 Other Operating Supplies	CHEMICALS	4.53
03/31/2012 105534725	E 601-49440-217 Other Operating Supplies	CHEMICALS	4.53
03/31/2012 105534725	E 602-49490-217 Other Operating Supplies	CHEMICALS	4.53
			<u>\$22.65</u>

ALLIED BLACKTOP COMPANY

04/09/2012 16288	E 101-43100-403 Street Sweeping	2012 SWEEPING-SWEEPER	4,602.00
04/09/2012 16290	E 101-43100-403 Street Sweeping	2012 SWEEPING-TRUCK	2,052.00
			<u>\$6,654.00</u>

AMCON

03/31/2012 CM234-10	E 402-43000-300 Professional Services	CONSTRUCTION MGT	7,500.00
03/31/2012 CM234-10	E 402-43000-314 Construction	GENERAL CONDITIONS	20,706.06
03/31/2012 CM234-10	E 402-43000-340 Advertising	PRINTING	16.96
			<u>\$28,223.02</u>

AMERIPRIDE LINEN & APPAREL SER

03/29/2012 1002095023	E 609-49750-219 Rug Maintenance	RUG MAINT	49.07
04/05/2012 1002101741	E 101-41940-219 Rug Maintenance	MATS	52.09
			<u>\$101.16</u>

ANOKA COUNTY

03/26/2012	E 101-42110-311 Contract	JOINT LAW ENFORCE COUNCIL	3,612.00
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\$3,612.00

ASPEN MILLS

04/04/2012	119867	E 101-42110-437	Uniform Allowance	BULERA UNIFORMS	21.05
04/04/2012	119868	E 101-42110-437	Uniform Allowance	JOHNSON UNIFORMS	11.60
04/04/2012	119869	E 101-42110-437	Uniform Allowance	MAROS UNIFORMS	12.53
04/04/2012	119870	E 101-42110-437	Uniform Allowance	STEMME UNIFORMS	201.60
04/05/2012	119866	E 101-42110-437	Uniform Allowance	SCHMITZ UNIFORMS	21.05
					<hr/>
					\$267.83

AVCAM

04/10/2012	433	E 101-42110-433	Dues and Subscriptions	SCHWEIGER MEMBERSHIP	30.00
					<hr/>
					\$30.00

B&B PRODUCTS / RIGS & SQUADS

04/09/2012	3696	E 101-42110-221	Vehicle Repair & Maintenance	OLD CAR STRIP & CHIEF'S CAR	750.89
					<hr/>
					\$750.89

BELLBOY CORPORATION

03/31/2012	72904600	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.65
03/31/2012	72904600	E 609-49751-253	Wine For Resale	WINE	138.00
					<hr/>
					\$145.65

BERGMAN, DONALD

		E 601-49440-444	Refund & Reimbursement	REIMB OVERPAYMENT	37.15
					<hr/>
					\$37.15

BERNICK COMPANIES, THE

04/06/2012	151961	E 609-49751-252	Beer For Resale	BEER	477.50
04/06/2012	151961	E 609-49751-255	N/A Products	N/A	20.50
					<hr/>
					\$498.00

BGS (BARNA GUZY)

03/31/2012	95716	E 101-41600-312	Criminal Legal Fees	MISC FORFEITURES	182.42
03/31/2012	95718	E 101-41600-312	Criminal Legal Fees	HANSON FORFEITURE	25.00
					<hr/>
					\$207.42

BJORKLUND COMPANIES

03/20/2012	14018	E 101-43100-407	Gravel Repair & Maint	ROCK	2,500.58
					<hr/>
					\$2,500.58

BUREAU OF CRIM APPREHENSION

03/31/2012	33613	E 101-42110-311	Contract	1/1/12 - 3/31/12	270.00
					<hr/>
					\$270.00

CENTURY LINK

04/01/2012	8624.0412	E 101-41940-321	Telephone	City Hall	92.40
04/01/2012	8624.0412	E 101-42110-321	Telephone	PD	77.00
04/01/2012	8624.0412	E 101-42210-321	Telephone	FD	77.00
04/01/2012	8624.0412	E 101-43100-321	Telephone	S/P phone	15.40
04/01/2012	8624.0412	E 101-45200-321	Telephone	S/P phone	15.40
04/01/2012	8624.0412	E 601-49440-321	Telephone	PW phone	15.40
04/01/2012	8624.0412	E 602-49490-321	Telephone	PW phone	15.40
					<hr/>
					\$308.00

CHISAGO LAKES DISTRIBUTING CO.

04/09/2012	470057	E 609-49751-252	Beer For Resale	BEER	425.00
					<u>\$425.00</u>
COCA COLA REFRESHMENTS					
04/03/2012	0198091423	E 609-49751-254	Miscellaneous Merchandise	MISC	417.12
					<u>\$417.12</u>
COUNTY MARKET - CITY ACCOUNT					
04/03/2012	0224.0412	E 101-42210-212	Motor Fuels	FUEL	419.17
					<u>\$419.17</u>
COURIER, THE					
04/05/2012	41346	E 101-43210-439	Recycling Days	ADS	290.00
04/05/2012	41346	E 101-43210-439	Recycling Days	ADS	89.00
04/05/2012	41346	E 230-49990-441	Miscellaneous	ADS	48.00
04/05/2012	41346	E 230-49990-441	Miscellaneous	ADS	48.00
					<u>\$475.00</u>
CRYSTAL SPRINGS ICE					
03/31/2012	520053C	E 609-49751-254	Miscellaneous Merchandise	MISC CREDIT	(11.60)
04/03/2012	113600	E 609-49751-254	Miscellaneous Merchandise	MISC	173.00
					<u>\$161.40</u>
DAHLHEIMER DIST. CO. INC.					
04/04/2012	1016778	E 609-49751-252	Beer For Resale	BEER	6,108.05
04/04/2012	1016778	E 609-49751-254	Miscellaneous Merchandise	MISC	42.00
					<u>\$6,150.05</u>
DALMATION FIRE SUPPRESSION					
03/28/2012	5577	E 101-42110-401	Repairs/Maint Buildings	ANNUAL SERVICE & INSPECTIO	496.78
					<u>\$496.78</u>
DAY DISTRIBUTING CO.					
03/30/2012	644610	E 609-49751-252	Beer For Resale	BEER	1,548.40
					<u>\$1,548.40</u>
DE LAGE LANDEN					
04/10/2012	041012	E 101-41400-240	Office Equip	COPIER	261.92
04/10/2012	041012	E 101-42110-200	Office Supplies	COPIER	253.89
					<u>\$515.81</u>
DEX MEDIA EAST LLC					
04/05/2012	110097517.0412	E 609-49750-340	Advertising	ADVERTISING	57.64
					<u>\$57.64</u>
ECM PUBLISHERS, INC.					
04/06/2012	IQ001796726	E 601-49440-352	General Notices and Pub Info	EMPLOYMENT AD	60.00
04/06/2012	IQ001796726	E 602-49490-352	General Notices and Pub Info	EMPLOYMENT AD	60.00
04/06/2012	IQ001796790	E 101-41400-351	Legal Notices Publishing	LEGAL NOTICE ASSESSMENT	56.38
04/06/2012	IQ001796791	E 101-41400-351	Legal Notices Publishing	LEGAL ORDINANCE	82.00
04/06/2012	IQ001796914	E 101-41110-343	Other Advertising	NOTICE OF MEETING	41.00
					<u>\$299.38</u>
ENVENTIS					
04/01/2012	737705.0412	E 101-41940-321	Telephone	CHARGES THROUGH 4/30/12	222.15
04/01/2012	737705.0412	E 101-42110-321	Telephone	CHARGES THROUGH 4/30/12	259.19

04/01/2012	737705.0412	E 101-42210-321	Telephone	CHARGES THROUGH 4/30/12	37.02
04/01/2012	737705.0412	E 101-43100-321	Telephone	CHARGES THROUGH 4/30/12	37.02
04/01/2012	737705.0412	E 101-45200-321	Telephone	CHARGES THROUGH 4/30/12	37.05
04/01/2012	737705.0412	E 601-49440-321	Telephone	CHARGES THROUGH 4/30/12	37.02
04/01/2012	737705.0412	E 602-49490-321	Telephone	CHARGES THROUGH 4/30/12	37.02
04/01/2012	737705.0412	E 609-49750-321	Telephone	CHARGES THROUGH 4/30/12	74.04
					\$740.51

FIRST MINNESOTA

		E 601-49440-444	Refund & Reimbursement	REIMB OVERPAY 23279 KERRY	156.58
					\$156.58

FREEDOM SERVICES, INC.-FD

04/06/2012	12600	G 101-21706	Flex Account	MAY FUND DEPOSIT	418.34
04/06/2012	12600	G 101-21708	Health Premium	MAY FUND DEPOSIT	1,781.06
					\$2,199.40

FREEDOM SERVICES, INC-MA

04/06/2012	12601	E 101-41540-301	Auditing and Acct g Services	MAY ADMIN FEE	88.80
					\$88.80

G&K SERVICES, INC

04/06/2012	1043149125	E 601-49440-402	Janitorial Service	MATS	90.39
					\$90.39

GERDIN AUTO SERVICE, INC.

01/13/2012	60508C	E 208-42110-436	Towing Charges	PAID TWICE	(128.98)
03/07/2012	61113	E 208-42110-436	Towing Charges	97 CHEV BLAZER	118.63
03/13/2012	61281	E 208-42110-436	Towing Charges	93 DODGE CARAVAN	132.18
03/14/2012	61282	E 208-42110-436	Towing Charges	92 BUICK PARK AVE	132.18
					\$254.01

GOPHER STATE ONE-CALL

04/05/2012	36130	E 601-49440-442	Gopher State	CALLS	21.08
04/05/2012	36130	E 602-49490-442	Gopher State	CALLS	21.07
					\$42.15

GRANITE CITY JOBBING CO.

03/27/2012	715961	E 609-49750-210	Operating Supplies	OPERATING	23.49
03/27/2012	715961	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
03/27/2012	715961	E 609-49751-254	Miscellaneous Merchandise	MISC	26.12
03/27/2012	715961	E 609-49751-256	Tobacco Products For Resale	TOBACCO	867.95
03/27/2012	715961	G 101-20810	Sales Tax Payable	USE TAX	(0.39)
04/03/2012	716835	E 609-49750-210	Operating Supplies	OPERATING	33.47
04/03/2012	716835	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
04/03/2012	716835	E 609-49751-254	Miscellaneous Merchandise	MISC	46.85
04/03/2012	716835	E 609-49751-256	Tobacco Products For Resale	TOBACCO	600.56
04/03/2012	716835	G 101-20810	Sales Tax Payable	USE TAX	(0.39)
					\$1,606.16

GUYER, TOMMY

04/10/2012	041012	E 230-49990-441	Miscellaneous	PIONEER DAYS	1,000.00
					\$1,000.00

HACH COMPANY

03/29/2012	7687580	E 601-49440-233	Water Treatment Plant Maint	CHLORINE	360.43
					\$360.43

INNOVATIVE OFFICE SOLUTIONS, L

03/29/2012	IN0015919	E 101-41410-441	Miscellaneous	ELECTIONS	86.18
03/29/2012	IN0015920	E 101-42210-217	Other Operating Supplies	SUPPLIES	20.43
04/03/2012	IN 18622	E 101-43100-200	Office Supplies	SUPPLIES	25.30
04/03/2012	IN 18622	E 101-45200-200	Office Supplies	SUPPLIES	25.30
04/03/2012	IN 18622	E 601-49440-200	Office Supplies	SUPPLIES	25.30
04/03/2012	IN 18622	E 602-49490-200	Office Supplies	SUPPLIES	25.29
04/09/2012	IN022034	E 101-43100-200	Office Supplies	SUPPLIES	48.98
					\$256.78

JOHNSON BROS WHLSE LIQUOR

04/04/2012	1268052	E 609-49751-206	Freight and Fuel Charges	FREIGHT	36.75
04/04/2012	1268052	E 609-49751-251	Liquor For Resale	LIQUOR	2,000.76
04/04/2012	1268053	E 609-49751-206	Freight and Fuel Charges	FREIGHT	61.74
04/04/2012	1268053	E 609-49751-253	Wine For Resale	WINE	1,962.10
04/05/2012	530905	E 609-49751-206	Freight and Fuel Charges	LIQUOR CREDIT	(1.47)
04/05/2012	530905	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(112.00)
					\$3,947.88

MCDONALD DIST CO.

03/29/2012	297642	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
03/29/2012	297642	E 609-49751-252	Beer For Resale	BEER	8,181.50
03/30/2012	297755	E 609-49751-252	Beer For Resale	BEER	656.00
04/05/2012	298188	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
04/05/2012	298188	E 609-49751-252	Beer For Resale	BEER	4,772.75
					\$13,616.25

MEDTOX LABORATORIES, INC.

03/31/2012	03201295907	E 101-43100-441	Miscellaneous	MED TESTING	26.16
03/31/2012	03201295907	E 101-45200-441	Miscellaneous	MED TESTING	26.16
03/31/2012	03201295907	E 601-49440-441	Miscellaneous	MED TESTING	26.16
03/31/2012	03201295907	E 602-49490-441	Miscellaneous	MED TESTING	26.17
					\$104.65

METRO WEST INSPECTIONS SERVICE

04/10/2012		G 101-20820	Surcharge Payable	INSPECTION SERVICES	187.89
					\$187.89

MN DEPT OF HEALTH

04/10/2012	041012	E 601-49440-434	Permit Fees	WELL MONITORING	125.00
04/10/2012	041012	E 602-49490-434	Permit Fees	WELL MONITORING	125.00
					\$250.00

MN MUNICIPAL UTILITIES ASSOC.

04/01/2012	39094	E 101-41400-311	Contract	SAFETY MGT - 2ND QTR	423.75
04/01/2012	39094	E 101-42110-311	Contract	SAFETY MGT - 2ND QTR	423.75
04/01/2012	39094	E 101-42210-311	Contract	SAFETY MGT - 2ND QTR	423.75
04/01/2012	39094	E 101-43100-311	Contract	SAFETY MGT - 2ND QTR	635.62
04/01/2012	39094	E 101-45200-311	Contract	SAFETY MGT - 2ND QTR	635.62
04/01/2012	39094	E 601-49440-311	Contract	SAFETY MGT - 2ND QTR	635.62
04/01/2012	39094	E 602-49490-311	Contract	SAFETY MGT - 2ND QTR	635.62

04/01/2012	39094	E 609-49750-311	Contract	SAFETY MGT - 2ND QTR	423.77
					<u>\$4,237.50</u>
NORTHWEST ASSOC. CONSULTANTS					
04/03/2012	20202	E 101-41910-311	Contract	MARCH 2012 TECH ASSIST - CIT	4,903.98
04/03/2012	20203	E 101-41910-311	Contract	MARCH 2012 - TECH ASSIST - M	200.00
04/03/2012	20204	G 803-22095	Esc-ISD #15 Clinic	MARCH 2012 TECH ASSIST - PR	118.50
					<u>\$5,222.48</u>
OLSON POWER AND EQUIPMENT, INC					
02/06/2012	79530	E 101-45200-218	Equipment Repair & Maintenance	CARTRIDGE, OIL FILTER	32.53
					<u>\$32.53</u>
OPUS 21					
04/09/2012	120360	E 601-49440-382	Utility Billing	MARCH 2012	1,436.56
04/09/2012	120360	E 602-49490-382	Utility Billing	MARCH 2012	1,436.56
					<u>\$2,873.12</u>
PACE ANALYTICAL SERVICES					
03/28/2012	VM124915	E 602-49490-313	Sample Testing	TESTS	103.00
03/28/2012	VM125031	E 602-49490-313	Sample Testing	TESTS	90.00
03/29/2012	VW125127	E 601-49440-313	Sample Testing	TESTS	120.00
04/03/2012	VM125133	E 601-49440-313	Sample Testing	TESTS	168.00
					<u>\$481.00</u>
PHILLIPS WINE & SPIRITS CO.					
04/04/2012	220683	E 609-49751-206	Freight and Fuel Charges	FREIGHT	2.94
04/04/2012	220683	E 609-49751-254	Miscellaneous Merchandise	MISC	57.95
04/04/2012	2220681	E 609-49751-206	Freight and Fuel Charges	FREIGHT	13.23
04/04/2012	2220681	E 609-49751-251	Liquor For Resale	LIQUOR	733.00
04/04/2012	2220682	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.29
04/04/2012	2220682	E 609-49751-253	Wine For Resale	WINE	255.50
					<u>\$1,072.91</u>
PREMIUM WATERS, INC.					
03/31/2012	453056-03-12	E 101-42110-311	Contract	MONTHLY APRIL	19.24
					<u>\$19.24</u>
PRINTING UNLIMITED					
03/30/2012	6220	E 101-42210-200	Office Supplies	BUSINESS CARDS - DEAN KAPL	22.44
					<u>\$22.44</u>
RELIANCE USA					
03/31/2012	32012	E 101-42210-212	Motor Fuels	GASOLINE	118.01
					<u>\$118.01</u>
RJM DISTRIBUTING INC.					
04/04/2012	17138	E 609-49751-252	Beer For Resale	BEER	94.50
					<u>\$94.50</u>
SIGN STATION					
03/28/2012	9866	E 101-42110-550	C-O-L Motor Vehicles	GRAPHICS ON #112	317.74
					<u>\$317.74</u>
SOUTHERN WINE & SPIRITS OF MN					
04/03/2012	1739726	E 609-49751-206	Freight and Fuel Charges	FREIGHT	2.50

04/03/2012	1739726	E 609-49751-251	Liquor For Resale	LIQUOR	358.00
04/03/2012	1739726	E 609-49751-253	Wine For Resale	WINE	56.00
					<hr/>
					\$416.50

ST. FRANCIS TRUE VALUE HARDWAR

03/08/2012	19884	E 601-49440-217	Other Operating Supplies	SUPPLIES	4.04
03/26/2012	19913	E 101-41940-401	Repairs/Maint Buildings	SUPPLIES	1.80
03/31/2012		E 101-42110-221	Vehicle Repair & Maintenance	SUPPLIES	4.45
					<hr/>
					\$10.29

STAPLES

03/27/2012	112937951	E 101-42110-200	Office Supplies	SUPPLIES	196.71
					<hr/>
					\$196.71

STREICHER S

03/28/2012	1917509	E 101-42110-437	Uniform Allowance	FLASHLIGHTS	170.98
					<hr/>
					\$170.98

TELECIDE (TWIN CITIES EMEDIA)

03/21/2012	20120030	E 101-42110-200	Office Supplies	COMPUTER KEYBOARD	14.45
04/04/2012	20120037	E 101-42400-310	Computer Consulting Fees	CODE 2 PUBLIC FOLDERS	64.13
04/04/2012	20120037	E 101-43100-310	Computer Consulting Fees	CODE 2 PUBLIC FOLDERS	64.12
					<hr/>
					\$142.70

TOM LYNCH ELECTRIC

03/24/2012	032412	E 101-45200-401	Repairs/Maint Buildings	WARMING HOUSE	225.00
03/26/2012	032612	E 601-49440-233	Water Treatment Plant Maint	WATER PLANT STARK AVE	170.00
04/02/2012	040212	E 101-45200-401	Repairs/Maint Buildings	COMMUNITY PARK	503.00
					<hr/>
					\$898.00

UNIVERSITY OF MINNESOTA

04/03/2012	040312	E 101-45200-208	Training and Instruction	SORENSEN-PAVED TRAILS	50.00
					<hr/>
					\$50.00

UTILITY TRUCK SERVICES

03/29/2012	0034850	E 602-49490-221	Vehicle Repair & Maintenance	MK ANNUAL TESTIN	424.00
					<hr/>
					\$424.00

VERIZON WIRELESS

04/02/2012	2723194735	E 101-43100-321	Telephone	3/3/12 - 4/2/12	51.49
04/02/2012	2723194735	E 101-45200-321	Telephone	3/3/12 - 4/2/12	51.49
04/02/2012	2723194735	E 601-49440-321	Telephone	3/3/12 - 4/2/12	51.49
04/02/2012	2723194735	E 602-49490-321	Telephone	3/3/12 - 4/2/12	51.49
					<hr/>
					\$205.96

WIRTZ BEVERAGE MN

03/27/2012	856887	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(23.23)
03/30/2012	857333	E 609-49751-253	Wine For Resale	WINE CREDIT	(84.51)
04/04/2012	726184	E 609-49751-206	Freight and Fuel Charges	FREIGHT	23.20
04/04/2012	726184	E 609-49751-251	Liquor For Resale	LIQUOR	1,185.25
04/04/2012	726184	E 609-49751-253	Wine For Resale	WINE	299.88
04/04/2012	857454	E 609-49751-253	Wine For Resale	WINE CREDIT	(32.00)
04/05/2012	726964	E 609-49751-206	Freight and Fuel Charges	FREIGHT	9.30
04/05/2012	726964	E 609-49751-254	Miscellaneous Merchandise	MISC	83.88

\$1,461.77

\$100,101.14

FUND SUMMARY

101 GENERAL FUND	\$31,352.78
208 POLICE FORFEITURE	\$254.01
230 PIONEER DAYS	\$1,096.00
402 CAPITAL EQUIPMENT	\$28,223.02
601 WATER FUND	\$3,624.52
602 SEWER FUND	\$3,134.92
609 MUNICIPAL LIQUOR FUND	\$32,297.39
803 ESCROW	\$118.50
Total	<u>100,101.14</u>

CITY OF ST. FRANCIS PLANNING REPORT

TO: St. Francis City Council
Matt Hysten, City Administrator

FROM: Nate Sparks, City Planner

MEETING DATE: April 16, 2012

DATE: April 11, 2012

RE: Ordinance Amendment & Conditional Use Permit
3325 Bridge Street

BACKGROUND

The City Council requested that Staff bring back findings of approval for the St. Francis School District's request for an ordinance amendment and conditional use permit to open up a clinic for school staff and dependents in the high school building. The High School building is located in the R-2, Single Family Residential District and accessory medical clinics are not currently allowed in this district.

REQUESTED ACTION

An ordinance amendment and resolution approving the CUP are provided. The ordinance amendment requires a 4/5ths and the CUP requires a 3/5ths vote of all Council members.

ORDINANCE
AN ORDINANCE CONDITIONALLY PERMITTING CLINICS ACCESSORY TO SCHOOLS
IN THE R-2, URBAN SINGLE FAMILY RESIDENTIAL DISTRICT

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Adopted. That Section 10-57-4-D (R-2 Conditional Uses) shall hereby be added to read as follows:

D. Accessory Medical Clinic to a Public School provided:

1. The clinic is located within an existing school building.
2. The clinic exclusively serves school district employees and dependents.
3. The clinic shall be clearly accessory and incidental to the school use.
4. The school shall demonstrate that adequate required parking is available on site to serve both the school and the clinic.
5. The clinic shall not exceed 1,400 square feet in area.

Section 2. Effective Date. This Ordinance shall take effect 30 days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS _____
DAY OF APRIL 2012.

APPROVED:

Jerry Tveit
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk

(seal)

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

RESOLUTION 2012-XX

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR AN
ACCESSORY CLINIC TO OPERATE AT THE ST. FRANCIS HIGH SCHOOL
LOCATED AT 3325 BRIDGE STREET

WHEREAS, the St. Francis School District made an application for a Conditional Use Permit to operate an accessory clinic at the High School located at 3325 Bridge Street; and

WHEREAS, the proposed clinic is intended to serve all district staff and dependents of staff; and

WHEREAS, the High School is located within the R-2, Urban Single-Family Residential Zoning District; and

WHEREAS, the property is guided for a Public land use in the Comprehensive Plan; and

WHEREAS, the St. Francis Planning Commission held a public hearing regarding the Conditional Use Permit on February 15, 2012 and further discussed the application at the March 21, 2012 meeting; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of St. Francis hereby approves the conditional use permit amendment based on the following findings of fact:

- A. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the Official City Comprehensive Plan.
- B. The proposed use is compatible with present and future land uses of the area.
- C. The proposed use conforms with all performance standards contained in this Ordinance.
- D. The proposed use can be accommodated with existing public services and will not overburden the City's service capacity.
- E. Traffic generation by the proposed use is within capabilities of streets serving the property.
- F. The clinic is located within an existing school building and does not have a separate entrance.

- G. The clinic exclusively serves the school students and/or the school district employees and dependents.
- H. As proposed, the clinic is clearly incidental and accessory to the school use on the site.
- I. The subject site has adequate areas for required parking to accommodate both the school and clinic use.
- J. The area utilized in the school building for the clinic use shall be limited to 1400 square feet or less.

BE IT FURTHER RESOLVED that the City of St. Francis hereby approves the conditional use permit amendment on the most current plans and information received to date subject to the following conditions:

- 1. The clinic shall be allowed for use by the staff and dependents of staff only.
- 2. The school shall provide a parking plan depicting the parking for both the school and clinic use. Such plan shall meet with approval of the Zoning Administrator in accordance with Section 10-19-9 of the Zoning Ordinance.
- 3. The general floor plan attached as Exhibit A is incorporated into this permit. Any significant deviation from this plan shall require an amendment to this permit.
- 4. This permit shall only be in effect upon the effective date of Ordinance No. _____. If said ordinance is not placed into effect, this approval shall be considered to be null and void.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 16th DAY OF APRIL, 2012.

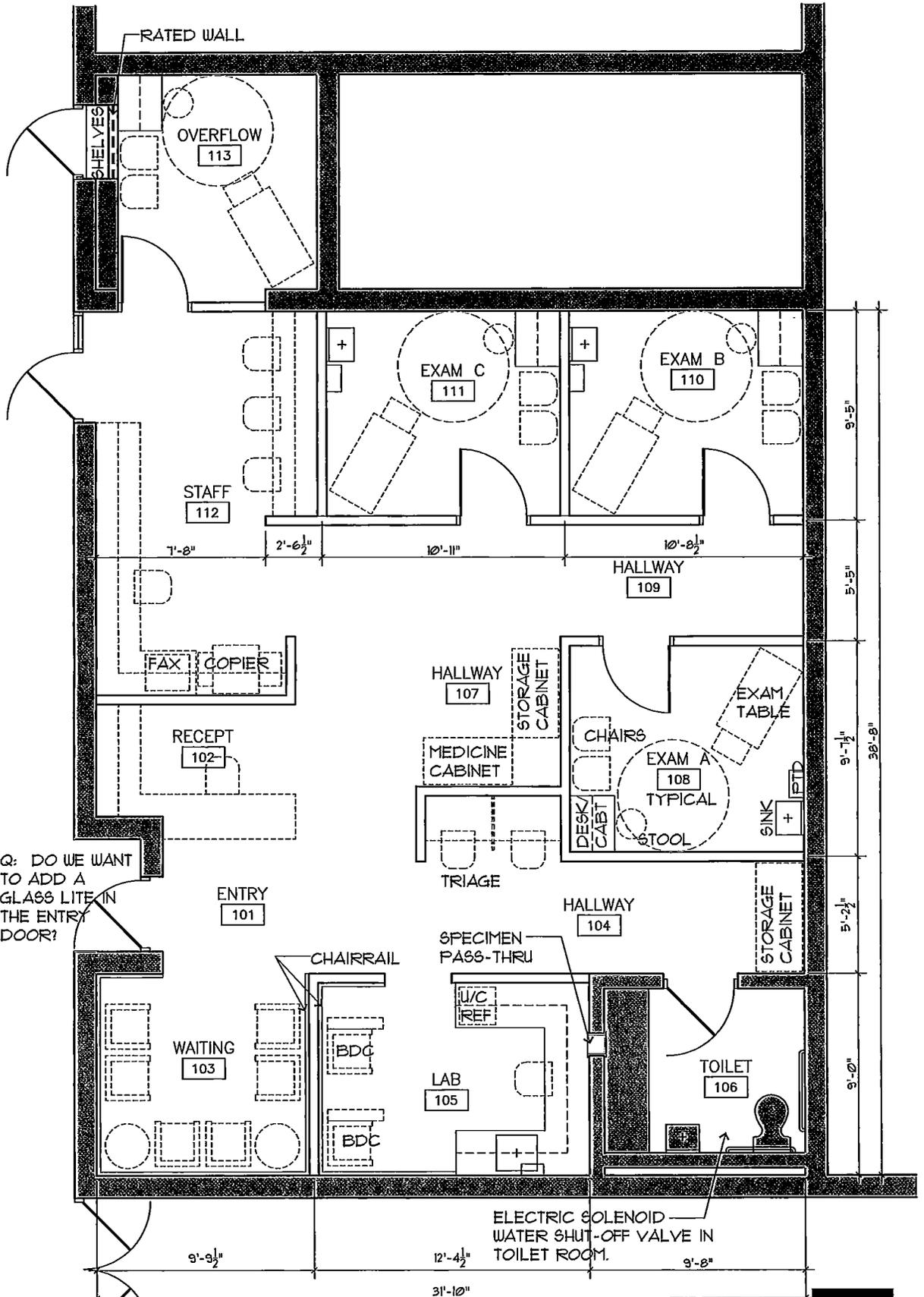
APPROVED

Jerry Tveit
Mayor of St. Francis

Attest:

Barbara I. Held
City Clerk/Treasurer

Attachments:
Exhibit A – Proposed Floor Plan



DESIGN PLAN

NeoPath HEALTH CLINIC
 ST. FRANCIS HIGH SCHOOL, ST. FRANCIS, MN
 01-13-12

NOTE: LAB & EXAM ROOM CABINETRY IS BUILT-IN BY CONTRACTOR. ALL OTHER ITEMS ARE FURNITURE PROVIDED AND INSTALLED BY NeoPath OR THE SCHOOL.

