

CITY OF ST. FRANCIS CITY
COUNCIL AGENDA

May 4, 2015

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

6:00 pm

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - a. City Council Minutes – April 20, 2015
 - b. St. Francis Lions Temporary 3.2 Permit for Pioneer Days – June 5, 6, 7 in Community Park
 - c. Payment of Claims
5. Meeting Open to the Public - *Open Forum is an opportunity for citizens to sign up before the Council meeting and present an issue or concern to City Council. Each presentation should be limited to no more than three minutes unless City Council grants more time.*
6. Petitions, Requests, Applications
 - a. Northland Securities: Public Hearing on Adopting a Capital Improvement Plan and Providing Preliminary Approval for the Issuance of Bonds - Resolution 2015-17
 - b. Green Valley Preserve (formally known as Green Valley Estates): Final Plat – Resolution 2015-18
 - c. Martinson Addition Final Plat & Easement Vacation – Resolution 2015-19 & 2015-20
 - d. Jordon Mining: Interim Use Permit – Resolution 2015-21
7. Ordinances & Resolution
 - a. Res 2015-22: Andover Football Assn: Premise Permit Application for at the Ponds, 2881 229th Avenue NW
 - b. Ord. 201, Second Series: Amending Sec 2-9-1 of the City Code Regarding the Fee Schedule-2nd Reading
 - c. Ord. 202, Second Series: Amending Sec 10-23-5-E of the Zoning Ord Regarding Temporary Signs-1st Reading
8. Reports of Consultants & Staff Members
 - a. Engineer: Waste Water Treatment Plant Schedule Update
 - b. Attorney:
 - c. Staff:
 - Building Official:
 - Finance Dept.
 - Fire Dept.:
 - Public Works: Irrigation Wells Update
 - Liquor Store:
 - Police:
9. Reports from Council Members
10. Report from Mayor
11. Old Business
12. New Business
 - a. Heart Safe Community
13. Adjournment

Calendar of Events

Apr 11: SFHS Prom: Grand March at SFHS 4:30 pm
Apr 15: Planning Commission Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm
Apr 20: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
May 2: Spring Recycling Day @ 4020 St. Francis Blvd. 8 am to 2 pm
May 2: Pet Clinic @ St. Francis Fire Station 9 am to Noon
May 4: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm

TO: Mayor & City Council
FROM: Paul Teicher, Acting City Administrator
RE: Agenda Memorandum – May 4, 2015 Meeting

Agenda Items:

4. Consent Agenda:

6. Petitions, Requests, Applications:

a. *Northland Securities: Public Hearing on Adopting a Capital Improvement Plan and Providing Preliminary Approval for the Issuance of Bonds – Resolution 2015-17:* George Eilertson of Northland Securities will be present. The reason for the public hearing is to hear public comment on (1) the adoption of a five-year capital improvement plan for the City prepared in compliance with Minnesota Statutes, Section 475.521 (the “Plan”); and (2) the issuance of general obligation bonds (the “Bonds”) to finance capital projects described in the Plan, including the remodeling of the existing fire hall, the resurfacing of the existing fire department parking lot, and the acquisition of the police and public works facility through the refinancing of the Public Project Lease Revenue Bonds, Series 2012A, issued by the Economic Development Authority for the City of St. Francis. The maximum principal amount of the Bonds to be issued under the Plan is \$8,650,000. Mayor Kane will open the public hearing to receive public comment. After public comment is heard Mayor Kane will close the public hearing for council discussion. If the council moves forward with this a motion would be in order to adopt Resolution 2015-17.

b. *Green Valley Preserve (Formally known as Green Valley Estates)-Final Plat:* On March 2, 2015, the City Council approved a preliminary plat known as Green Valley Estates. Green Valley Development LLC has now made an application for the final plat which is now known as Green Valley Preserve. The property is located within the 6500 block of Ambassador Blvd. The plat is proposing to split the approximately 38 acre property into three separate lots. City Planner Nate Sparks has a detail memorandum on the request. City Staff finds the final plat to be generally consistent with the preliminary plat approval. Resolution 2015-18 is attached for consideration.

c. *Martinson Addition Final Plat & Easement Vacation:* On April 6, 2015, the City Council approved a preliminary plat known as the Martinson Addition. Martinson Machine LLLP has made an application for a final plat for the property. It is located at Stark Drive and Ambassador Blvd. The site is located at 3845 Stark Drive, 3855 Stark Drive, and an unaddressed property to the south. On April 20, 2015, the Council held a public hearing for an easement vacation related to the plat. City Planner Nate Sparks has a detail memorandum on the request. City Staff finds the final plat to be generally consistent with the preliminary plat approval. Resolution 2015-19 is attached for consideration for the final plat and Resolution 2015-20 for the easement vacation.

d. *Jordon Mining: Interim Use Permit:* Jordan Turf Farms & North Pine Aggregate have made an application for an Interim Use Permit to allow for sand extraction at a property located near Bluebird Street and 229th Avenue. The extraction of sand is proposed to take place over an approximately 10 acre area for two years. City Planner Nate Sparks has a detail memorandum on the request along with public comment from the public hearing, city engineer report and a letter from the applicant. The Planning Commission approved the mining interim use permit with conditions. Resolution 2015-21 is attached for consideration approving the mining interim use permit for Jordan Turf Farms. If approved a motion would also be in order approving the Development Contract Interim Use Permit Agreement.

7. Ordinances & Resolutions:

a. *Res 2015-22: Andover Football Assn: Premise Permit Application for at the Ponds, 2881 229th Avenue NW:* The Andover Football Association had submitted a Premises Permit Application to Conduct Lawful Gambling Activity at the Ponds Golf Course. Attached is the permit application along with a letter from the owner of the Ponds. Resolution 2015-22 is attached for consideration approving the gambling permit for Andover football Association at the Ponds.

b. *Ordinance 201, Second Series: Amending Section 2-9-1 of the City Code Regarding the Fee Schedule- Second Reading:* Amended Fee Schedule reflecting the changes in the water/sewer fees, excavation/mining, trunk line charge along with a couple minor changes is being presented for the second reading. Instead of the typical effective date of 30 days after publication, this ordinance will take effect July 1, 2015. A motion would be in order to adopt the second reading of Ordinance 201, Second Series along with a roll call vote.

c. *Ord. 202, Second Series: Amending Sec 10-23-5-E of the Zoning Ord Regarding Temporary Signs-1st Reading:* The Planning Commission held a public hearing at their April meeting regarding amendments to the temporary sign ordinance. The amendment process started when the Chamber of Commerce formed a Business Council that made recommendations to the City regarding the temporary sign ordinance. The Planning Commission reviewed the suggested changes and has recommended the proposed Ordinance 202. Second Series. Attached is also the Business Council's recommendations, a temporary sign duration survey and the April Planning Commission minutes. If the City Council agrees with the Planning Commission Amended Ordinance a motion would be in order along with a roll call vote.

8. Reports:

a. **Engineer:** *Waste Water Treatment Plant Schedule Update:* City Engineer Jared Voge will give a schedule update on the waste water treatment plant upgrade.

b. **Attorney:**

c. **Staff:**

Building Official:

Fire:

Public Works: *Irrigation Wells Update:* Acting City Administrator/Public Works Director will give an update regarding the irrigation wells on the City's 183 acres in Isanti County.

Liquor Store:

Police:

City Administrator:

11. Old Business:

12. New Business:

a. *Heart Safe Community:* Mayor Kane asked this be placed on the agenda for discussion.

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

CITY COUNCIL MINUTES

April 20, 2015

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Pro Tem Tim Brown at 6:00 pm.
2. **Roll Call:** Present were Mayor Pro Tem Tim Brown, Council members Richard Orpen, Rich Skordahl, and Chris McClish. Mayor Steve Kane excused. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk), Fire Chief Dean Kapler, Police Chief Jeff Harapat, Acting City Administrator/Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY McCLISH SECOND SKORDAHL TO ADOPT THE APRIL 20, 2015 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY ORPEN SECOND McCLISH TO APPROVE THE APRIL 20, 2015, CITY COUNCIL CONSENT AGENDA AS A-B AS FOLLOWS:
 - a. City Council Minutes – April 6, 2015
 - b. Approve the Payment of Claims for \$ (ACH 112E – 113E \$99,203.11 and Checks 68894-68952 \$341,324.89)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Martinson Easement Vacation-Public Hearing:** Martinson Machine LLLP has made an application for a vacation of the roadway easement for Zea Street and the former location of Stark Drive. This is related to the recently approved preliminary plat for the Martinson Addition. Planner Nate Sparks provided a memorandum in regards to their request. A public hearing is required for the vacation of the easements related to the re-plat. The final plat will be brought forward at a later date along with a resolution for the vacation. Mayor Pro-Tem Brown opened up the public hearing for any public comment at 6:03 pm. Brown closed the public hearing at 6:03 pm after hearing no public comment. The city council directed staff to bring back a resolution of approval for the easement vacation at the same time as the consideration of the final plat.
 - b. **SFYBA Request to have their field usage fee waived in 2015:** The St. Francis Youth Baseball Association would like to use the Hidden Park this year three nights a week. A letter was received from the president of the St. Francis Youth Baseball Association asking the fee be waived this year due to their committed donation of \$3,000 to the City for the improvements this year to this park. MOTION BY SKORDAHL SECOND McCLISH TO WAIVE THE 2015 FEE FOR THE ST FRANCIS YOUTH BASEBALL ASSOCIATION FOR

THE USE OF THE HIDDEN PONDS PARK. Motion carried 4-0.

7. **Ordinances & Resolution:**

a. Ordinance 201, Second Series: Amending Section 2-9-1 of the City Code Regarding the Fee Schedule- First Reading: In the packet is an amended Fee Schedule reflecting the changes in the water/sewer fees, excavation/mining, trunk line charge along with a couple minor changes. McClish stated regarding the water and sewer rates, under the new fee schedule you'll see a large increase in the monthly water and sewer fees. This is to pay for an upgrade to our current wastewater facility that is almost at full capacity. Without the upgrade, the city would not be able to allow new developments and/or businesses to build within the city utility area as we would be at full capacity. The State also has some strict regulations that the city must follow. Yes, our water and sewer rates will be higher than the metro area but we have a stand-alone system. This will be very tough for me as I pay the water and sewer rates as well, but I am also looking at the future of the City. McClish stated, I do have just a few questions here for you Paul that I would like clarification on.

MCCLISH: How many more connections can our current system hold?

TEICHER: Mayor Pro Tem, and Council, our current capacity, we would probably be able to handle about 200-250 more service connections to our existing facility but that is just capacity. That is not meeting the State regulations as far as what is required by the MPCA.

MCCLISH: If we upgrade our current wastewater facility, how many more years do we expect out of that facility before we look at another upgrade option?

TEICHER: Our currently designed, new facility will be 20 years, so 2035 before we would expect to see an upgrade. There is design in there for some thought of regionalization and the capacity of our population projections based on Met Council and our city comprehensive plan.

MCCLISH: Would it be possible for the rates to come down in the future if the City experiences a larger growth over the next 5 years?

TEICHER: Mayor Pro Tem and Council, the idea of rates going down I'm sure is not unheard of but I think there'd be more of a thought of stabilizing those rates for the future and not having to see those additional increases on rates year after year if we do experience a larger amount of growth. Therefore, I would say it is more stabilizing rates for future years.

MCCLISH: Having the Met Council run a line to St. Francis to take over our wastewater facility is not an option.

TEICHER: That option was explored at length many years ago and it was again explored when we did our wastewater facility plan in March of 2014 and the Met Council was not interested in making that happen at that time.

MCCLISH: The city did purchase some property in Isanti County for a future wastewater facility, are we ever going to use it?

TEICHER: We do have some discussion that we need to have on that property. The original purchase of that property was to build a treatment facility almost identical to the current facility. Council will need to explore that option and see what we can do with that property in the future, but we do have some concerns on that property right now.

MCCLISH: That is all I have for you.

Brown thanked McClish for coming up with those questions. I do have one question. Now, you said there are 250 available hookups, possibly right around there. Now any commercial comes in, they will greatly reduce that I'm assuming. Teicher said yes they could be used up very quickly.

Brown asked if anybody else had any questions. Skordahl asked for a clarification on what trunk line charges are. If I read this right, trunk line charges are new charges in the fee schedule and what are those? I'm just not familiar with the term trunk line charges. Teicher asked Voge if he would explain the charges. Voge stated, Mayor and Council, trunk line charges are essentially the charges that are charged to developments as they come in to pay for the extension of utilities to those properties. In the past, what has happened is we receive a development application request and it is a reactive process rather than a proactive process. Essentially what this does is it allows collections of those fees so we can systematically and appropriately plan for the future sewer and water distribution systems to accommodate those properties that we have identified in our comp plan as being served by municipal utilities. Skordahl said so it's kind of like the sewer and water version of park dedication fees so to speak, where you start building up the funds. Voge said yes, that is the principle behind it. MOTION BY ORPEN SECOND BROWN TO APPROVE THE FIRST READING OF ORDINANCE 201, SECOND SERIES. Roll Call: Ayes: McClish, Skordahl, Orpen, Brown Nays: None.

8. Reports of Consultants & Staff Members:

a. Engineer: 1) Stormwater Partnership Project with Anoka Conservation District:

The Anoka County Conservation District (ACD) has secured Clean Water Legacy Funding for Stormwater retrofit studies and has approached the city regarding a partnership opportunity to conduct a study within the city. The Stormwater Retrofit Analysis Project is an opportunity to partner with ACD to complete a study which will provide valuable data required for the MS4 Permit process. The purpose of the project is to improve Stormwater quality and reduce the volume of runoff from areas within the city which drain to the Rum River with little or no treatments. The City's share of the cost is a not to exceed \$6,000 the funding source would be from the Stormwater budget line item within the Streets Department budget.. Brown asked how long is the study good for . Voge said his best estimate is about ten years. Skordahl asked on the bottom of one the diagrams it shows a \$6,500 as the cost share. Voge stated I have a typo error in my memorandum, it should be \$6,500. MOTION BY MCCLISH SECOND ORPEN

Brown stated I think we should at least move forward we could at a future date decide whether or not to proceed. Teicher asked Voge the reclaim material from that street can we use that for shouldering. Voge said I believe we can use some of it but would still need additional gravel. MOTION BY McCLISH SECOND SKORDAHL TO ADOPT RESOLUTION 2015-16 RECEIVING PRELIMINARY ENGINEERING REPORT AND CALLING A PUBLIC HEARING ON THE 239th AVENUE NW IMPROVEMENTS PROJECT. Orpen said the only reason I am interested in moving forward to see if the residents want to see it upgraded. Motion carried 4-0.

b. Attorney:

c. Staff:

Bldg. Official:

Fire Dept.: Fire Chief Search and Extension of Fire Chief's contract: Fire Chief Dean Kapler provided an agenda report in regards to the fire chief search. On March 2, 2015 the Council approved to look internally for a part time chief. Four fire fighters applied for the position. All four were interviewed by the panel of the acting city administrator, the city clerk, a fire fighter, a police representative, the Elk River Fire Chief and myself. Two people moved on for a personality profile. The snapshot of today we are not ready to move forward with the internal applicants. Chief Kapler is recommending conducting and outside search at this time. The new person would begin a succession planning. I would also want to report that Assistant Chief Dan Thompson put in his resignation some time ago but I asked that he keep the position until we went through the interview process. Now that is complete I would like to honor his request. With that, I would like to appoint on an interim basis Captain Barry McDonough to Assistant Chief and Lieutenant Jon Faanes to Captain. Brown said it seems you have thought this out very well and have a good plan. MOTION BY ORPEN SECOND SKORDAHL TO APPOINT ON AN INTERIM BASIS BARRY McDONOUGH AS ASSISTANT FIRE CHIEF AND JON FAANES AS CAPTAIN. Motion carried 4-0.

Lepak said with that being said, a contract extension will need to be addressed for an additional 60 days for Fire Chief Dean Kapler. The current contract expires April 23, 2015. MOTION BY BROWN SECOND McCLISH TO EXTEND THE CONTRACT FOR ANOTHER 60 DAYS FOR DEAN KAPLER TO CONTINUE ON AS THE FIRE CHIEF. McClish want to thank Dean Kapler for his help. Brown also thanked Dean.

Public Works:

Liquor Store:

Police Dept:

City Administrator: Teicher said there were a couple of things that didn't make the packet deadline.

Miscellaneous: The transfer switch on the generator at the fire station needs to be replaced. The cost estimate plus labor from Lynch Electric was a not to exceed \$2,500. With the storm season, approaching this is something that needs to be taken care of soon.

Teicher stated he received an email from Building Official Andy Schreder on permit

activity. As of last Friday, April 16, 2015 the City has received 74 permits compared to 35 last year. In addition, 13 new homes to date while last year at this time we only had 2. The code enforcement side has also picked up. Two seasonal employees have been added to help this summer.

The irrigation wells on our Ag lease property need to be addressed. We were looking at changing the lease agreement language to accommodate the sludge application to the property. The current lease was up on April 1 so when we checked out the property we notice the three wells were not up to compliance. We had a well company and a State representative review our status and both agreed with the well company's recommendation on the repair. The cost to the project to bring it in State compliance will be approximately \$14,000. This site does need to comply with the funds coming from our wastewater budget. We do have interested parties that want to rent the property. Hopefully we can get all the work completed in a timely matter. McClish asked are we ever going to use this in the future. Teicher said there are options for the property with those being discussed at a later date. Orpen asked if the renters could pay for the improvements. Teicher said we are the owners of the wells and we are responsible for them. Teicher said they were using only using one pivot and do not believe they even knew there was a problem with the other two. McClish asked when did we purchase the property. Teicher said we purchased the property in 2007. McClish asked what did we pay for the property. Teicher stated a little over two million. Skordahl asked if one well could handle the land could we cap the other two. Teicher said with three working wells on the property for irrigation, the land is more marketable. MOTION BY SKORDAHL SECOND ORPEN AUTHORIZING THE EXPENDITURES FOR THE REPAIR AND CLEAN UP OF THE WELLS. Motion carried 4-0.

Staff is preparing a pamphlet on the wastewater treatment facility expansion.

No parking on 235th Avenue West of Rum River Blvd: We contacted the school district regarding posting the no parking signs along 235th. The school representative asked us to hold off on the no posting signs until they were able to make the school board aware of the plan.

9. **Reports from Council Members:** Skordahl will be gone on May 4, 2015 City Council meeting and possibly May 18, 2015. The temporary sign ordinance was at the last planning commission meeting and will be brought forward to the next city council meeting.

McClish said he also might not be here at the next meeting. Also thanked Teicher for answering his questions on the wastewater facility upgrade.

10. **Report from Mayor:** None.

11. **Old Business:** Students on Commission: A memorandum was prepared on the recommendations of the city council at a previous council meeting. We have a packet ready that can go out for prospective students. Skordahl said there was some discussion at the planning commission. The planning commission was not sure if a student is a stake holder to be able to

vote on issues. I understand they are a recommending body. Last planning commission there were four members and a student could of made a deciding vote. Brown is not sure how to go forward on this but feel it is worth exploring. Planning Commission was asked what they thought about it and if they should be voting members, and they did not think, the student should be a voting member. Lepak stated the city council did give direction in his memorandum to move forward.

12. **New Business:** None.

13. **Adjournment:** MOTION BY SKORDAHL SECOND ORPEN TO ADJOURN THE REGULAR CITY COUNCIL MEETING AT 7:18 PM. Motion carried 3-1. Skordahl voting nay.

Barbara I. Held, City Clerk



APPLICATION for TEMPORARY 3.2 MALT LIQUOR BEVERAGES

Date of Application: 04/23/15

NAME OF ORGANIZATION St. Francis Lions Club

PERSON RESPONSIBLE: Phil Baumann

ADDRESS: PO Box 173 PHONE: 753-2041

DATE OF EVENT: June 5, 6, & 7

TYPE OF EVENT: Pioneer Days

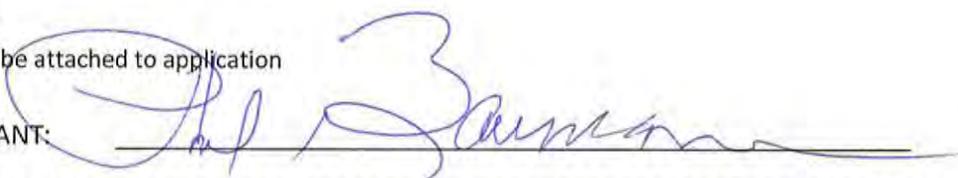
LOCATION OF EVENT: Community Park

NAME OF INSURANCE COMPANY: Willis of Illinois, Inc.

Liability \$25,000/\$50,000

Property Damage \$5,000

*Copy of Insurance must be attached to application

SIGNATURE OF APPLICANT: 

FEE: \$25.00

Receipt # _____

Council Approval: _____

License # _____

Council Stipulations: _____

INSURED MEMBER GENERAL LIABILITY DECLARATIONS CERTIFICATE

Insurance Company: GREAT AMERICAN E&S INSURANCE COMPANY

Address: RICHMOND, VA

Policy Number: PL 1944671

Certificate Number: 0590-V

Policyholder: Sports And Special Event Risk Purchasing Group, Inc. A Risk Retention
Purchasing Group Filed Under The Risk Retention Purchasing Group Act
Of 1986.

Address: P.O. Box 1250, Midlothian, VA 23113-1250

INSURED MEMBER AND ADDRESS

Lions Club of Minnesota/St. Francis Lions Club
c/o the Christensen Group
11100 Bren Road West
Minnetonka, MN 55343

Coverage Effective Date: 01/01/15
Coverage Expiration Date: 01/01/16
Both At 12:01 AM At The Address Of
The Insured Member.

Insured Operations: Fraternal Meetings

Location: Various

\$2,000,000	General Aggregate Per Participating Member
\$2,000,000	Products-Completed Operations Aggregate Limit
\$1,000,000	Each Occurrence Limit
\$1,000,000	Personal And Advertising Injury Liability Limit
\$ 100,000	Damage to Rented Premises
\$ 5,000	Medical Expense Limit Any One Person
\$ 0	Deductible Each Claim
\$1,000,000	Liquor Legal - \$1,000,000 OCC/\$2,000,000 AGG

The Coverage Afforded Is Subject To Policy Limits, Terms And Conditions. The Above Is A Recitation.
And Does Not Provide Separate, Increased Or Additional Limits. This Certificate Evidences That
Coverage Exists For The Insured Operations.

Additional Insured: St. Francis City Hall
23340 St. Francis Blvd.
St. Francis, MN 55070

This Endorsement/Certificate Is Issued At The Request Of: USG Insurance Services, Inc.

Dated At Richmond, Virginia
01/02/2015

John W. Frazier

John W. Frazier, Authorized Representative

SSERPG-01-GL (01/05)

Page 1 of 2



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/06/2015

City St. Francis

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis of Illinois, Inc. 425 N. Martingale Road, Suite 1100 Schaumburg, IL 60173	CONTACT NAME: John Adams PHONE (A/C, No, Ext): 1-800-316-6705 E-MAIL ADDRESS: lionsclubs@willis.com	FAX (A/C, No): 1-888-467-2378	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED St. Francis Lions St. Francis Minnesota	INSURER A: ACE American Insurance Company		22667
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000 GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			HDOG27336395	09/01/2014	09/01/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ISAH08827552	09/01/2014	09/01/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Provisions of the policy apply to the named insured's participation in the following activity during the policy period shown above: 6/6/15
 PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES.

CERTIFICATE HOLDER**CANCELLATION**

City of St. Francis
 23340 Cree St. NW
 St. Francis, Minnesota 55070

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



PAYMENT BATCH AP 05-04-15

ANOKA COUNTY PROPERTY RECORDS

04/28/2015	042815	E 101-41940-441	Miscellaneous	1ST HALF TAXES	272.58
04/28/2015	042815	E 101-42210-441	Miscellaneous	1ST HALF TAXES	69.14
04/28/2015	042815	E 601-49440-441	Miscellaneous	1ST HALF TAXES	69.14
04/28/2015	042815	E 602-49490-441	Miscellaneous	1ST HALF TAXES	272.58
04/28/2015	042815	E 609-49750-441	Miscellaneous	1ST HALF TAXES	69.14
					\$752.58

ANOKA COUNTY TREASURY DEPT.

05/01/2015	2015-21	E 101-41410-580	C-O-L Other Equipment	ELECTION EQUIPMENT	1,593.01
					\$1,593.01

ASSURANT EMPLOYEE BENEFITS

04/22/2015	5447229.0515	E 101-41400-130	Employer Paid Insurance	MAY INSURANCE	104.15
04/22/2015	5447229.0515	E 101-41500-130	Employer Paid Insurance	MAY INSURANCE	67.04
04/22/2015	5447229.0515	E 101-42110-130	Employer Paid Insurance	MAY INSURANCE	732.48
04/22/2015	5447229.0515	E 101-42400-130	Employer Paid Insurance	MAY INSURANCE	103.12
04/22/2015	5447229.0515	E 101-43100-130	Employer Paid Insurance	MAY INSURANCE	162.44
04/22/2015	5447229.0515	E 101-43210-130	Employer Paid Insurance	MAY INSURANCE	36.10
04/22/2015	5447229.0515	E 101-45200-130	Employer Paid Insurance	MAY INSURANCE	162.44
04/22/2015	5447229.0515	E 601-49440-130	Employer Paid Insurance	MAY INSURANCE	52.65
04/22/2015	5447229.0515	E 602-49490-130	Employer Paid Insurance	MAY INSURANCE	52.64
04/22/2015	5447229.0515	E 609-49750-130	Employer Paid Insurance	MAY INSURANCE	113.85
					\$1,586.91

BAUER BUILT INC.

04/21/2015	940029285	E 101-43100-221	Vehicle Repair & Maintenance	TIRES	205.33
04/21/2015	940029285	E 601-49440-221	Vehicle Repair & Maintenance	TIRES	205.33
04/21/2015	940029285	E 602-49490-221	Vehicle Repair & Maintenance	TIRES	205.34
					\$616.00

BELLBOY CORPORATION

04/14/2015	47757400	E 609-49751-206	Freight and Fuel Charges	FREIGHT	20.15
04/14/2015	47757400	E 609-49751-251	Liquor For Resale	LIQUOR	1,937.97
					\$1,958.12

BERNICK COMPANIES, THE

04/20/2015	212837	E 609-49751-254	Miscellaneous Merchandise	MISC	34.00
04/20/2015	212838	E 609-49751-252	Beer For Resale	BEER	259.15
					\$293.15

BUSKEY, CRYSTAL

		E 609-49750-200	Office Supplies	REIMBURSE SUPPLIES	7.48
					\$7.48

CENTERPOINT ENERGY

04/17/2015	.0415	E 101-41940-383	Gas Utilities	CITY HALL #1	24.73
04/17/2015	.0415	E 101-41940-383	Gas Utilities	CITY HALL #2	24.09
04/17/2015	.0415	E 101-41940-383	Gas Utilities	CITY HALL #4	29.98

04/17/2015	.0415	E 101-41940-383	Gas Utilities	CITY HALL #3	25.38
04/17/2015	.0415	E 101-42110-383	Gas Utilities	POLICE/PUBLIC WORKS	604.05
04/17/2015	.0415	E 101-42210-383	Gas Utilities	POLICE/FIRE	696.76
04/17/2015	.0415	E 101-42210-383	Gas Utilities	FIRE-GENERATOR	90.49
04/17/2015	.0415	E 101-43100-383	Gas Utilities	POLICE/PW	151.01
04/17/2015	.0415	E 101-45200-383	Gas Utilities	WARMING HOUSE	143.44
04/17/2015	.0415	E 101-45200-383	Gas Utilities	POLICE/PW	151.01
04/17/2015	.0415	E 601-49440-383	Gas Utilities	PUBLIC WORKS (4020 ST FRAN	43.52
04/17/2015	.0415	E 601-49440-383	Gas Utilities	POLICE/PW	151.01
04/17/2015	.0415	E 601-49440-383	Gas Utilities	WATER PLANT	744.66
04/17/2015	.0415	E 602-49490-383	Gas Utilities	POLICE/PW	151.02
04/17/2015	.0415	E 602-49490-383	Gas Utilities	PUBLIC WORKS (4020 ST FRAN	43.52
04/17/2015	.0415	E 602-49490-383	Gas Utilities	LIFT (23699 AMBASSADOR)	18.89
04/17/2015	.0415	E 602-49490-383	Gas Utilities	WWTP	124.19
04/17/2015	.0415	E 609-49750-383	Gas Utilities	LIQUOR	113.84
					<hr/>
					\$3,331.59

CENTURY FENCE COMPANY

04/20/2015	9636C00	E 101-45200-229	Project Repair & Maintenance	DUGOUTS	6,356.00
					<hr/>
					\$6,356.00

CHETS SAFETY SALES, INC.

04/01/2015	S12813	E 101-42400-417	Uniform Clothing & PPE	BOOTS	143.99
04/01/2015	S12813	E 101-43100-417	Uniform Clothing & PPE	BOOTS	352.22
04/01/2015	S12813	E 101-45200-417	Uniform Clothing & PPE	BOOTS	352.22
04/01/2015	S12813	E 601-49440-417	Uniform Clothing & PPE	BOOTS	352.22
04/01/2015	S12813	E 602-49490-417	Uniform Clothing & PPE	BOOTS	352.20
					<hr/>
					\$1,552.85

CITY EMPLOYEES UNION, LOCAL #3

04/27/2015	042715	G 101-21707	Union Dues	MAY DUES	120.00
					<hr/>
					\$120.00

CMI, INC.

04/16/2015	809620	E 101-42110-200	Office Supplies	SUPPLIES	227.59
					<hr/>
					\$227.59

COCA COLA REFRESHMENTS

04/21/2015	108335820	E 609-49751-254	Miscellaneous Merchandise	MISC	278.52
					<hr/>
					\$278.52

COLONIAL INSURANCE

04/25/2015	7129661-0505634	G 101-21712	Colonial Insurance	MAY INSURANCE	322.70
					<hr/>
					\$322.70

CRYSTAL SPRINGS ICE

04/13/2015	49365	E 609-49751-254	Miscellaneous Merchandise	MISC	111.48
					<hr/>
					\$111.48

DAHLHEIMER DIST. CO. INC.

04/15/2015	107865	E 609-49751-252	Beer For Resale	BEER	6,636.70
04/22/2015	108222	E 609-49751-252	Beer For Resale	BEER	6,586.05
04/22/2015	108222	E 609-49751-254	Miscellaneous Merchandise	MISC	306.00
04/22/2015	108222	E 609-49751-255	N/A Products	N/A	16.30
					<hr/>
					\$13,545.05

DAY DISTRIBUTING CO.

04/10/2015	798173	E 609-49751-252	Beer For Resale	BEER	1,609.30
04/27/2015	800321	E 609-49751-252	Beer For Resale	BEER	1,639.10

\$3,248.40

DELTA DENTAL

04/15/2015	5969568	G 101-21711	Dental Insurance	MAY INSURANCE	504.10
					<u>\$504.10</u>

EAGLE GARAGE DOOR CO.

04/09/2015	3871	E 101-42110-401	Repairs/Maint Buildings	NEW BRAKE ASSEMBLIES	247.00
04/09/2015	3871	E 101-43100-401	Repairs/Maint Buildings	NEW BRAKE ASSEMBLIES	247.00
04/09/2015	3871	E 101-45200-401	Repairs/Maint Buildings	NEW BRAKE ASSEMBLIES	247.00
04/09/2015	3871	E 601-49440-401	Repairs/Maint Buildings	NEW BRAKE ASSEMBLIES	247.00
04/09/2015	3871	E 602-49490-401	Repairs/Maint Buildings	NEW BRAKE ASSEMBLIES	247.00
					<u>\$1,235.00</u>

ECM PUBLISHERS, INC.

04/17/2015	209796	E 101-41400-352	General Notices and Pub Info	CIP NOTICE	80.63
04/19/2015	210885	E 101-41400-352	General Notices and Pub Info	ANOKA AREA CHAMBER MAP	295.00
					<u>\$375.63</u>

FREEDOM SERVICES, INC.-RE

04/13/2015	12217	E 101-41540-301	Auditing and Acct g Services	ANNUAL FEE	800.00
					<u>\$800.00</u>

G&K SERVICES, INC

04/21/2015	1043171074	E 609-49750-219	Rug Maintenance	RUGS	11.23
04/21/2015	1043171075	E 101-41940-219	Rug Maintenance	RUGS	16.96
04/21/2015	1043171076	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS	4.90
04/21/2015	1043171076	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	4.90
					<u>\$37.99</u>

GRANITE CITY JOBBING CO.

04/15/2015	852730	E 609-49750-210	Operating Supplies	OPERATING	25.75
04/15/2015	852730	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
04/15/2015	852730	E 609-49751-256	Tobacco Products For Resale	TOBACCO	565.51
04/15/2015	852730	G 101-20810	Sales Tax Payable	TAX	(0.88)
04/21/2015	853454	E 609-49750-210	Operating Supplies	OPERATING	45.54
04/21/2015	853454	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
04/21/2015	853454	E 609-49751-254	Miscellaneous Merchandise	MISC	5.28
04/21/2015	853454	E 609-49751-256	Tobacco Products For Resale	TOBACCO	734.28
					<u>\$1,383.98</u>

HAWKINS, INC.

04/10/2015	3714543	E 602-49490-216	Chemicals and Chem Products	CHLORIDE	808.12
					<u>\$808.12</u>

HENRICKSEN PSG

03/31/2015	562002R2	E 101-42110-401	Repairs/Maint Buildings	OFFICE DESK PARTS	248.84
03/31/2015	562002R2	E 101-43100-401	Repairs/Maint Buildings	OFFICE DESK PARTS	248.82
03/31/2015	562002R2	E 101-43210-401	Repairs/Maint Buildings	OFFICE DESK PARTS	248.82
03/31/2015	562002R2	E 101-45200-401	Repairs/Maint Buildings	OFFICE DESK PARTS	248.82
03/31/2015	562002R2	E 601-49440-401	Repairs/Maint Buildings	OFFICE DESK PARTS	248.82
03/31/2015	562002R2	E 602-49490-401	Repairs/Maint Buildings	OFFICE DESK PARTS	248.82
					<u>\$1,492.94</u>

HENRYS WATERWORKS, INC.

04/16/2015	17753	E 601-49440-229	Project Repair & Maintenance	MARKING PAINT	163.40
04/16/2015	17753	E 602-49490-229	Project Repair & Maintenance	MARKING PAINT	163.40
					<u>\$326.80</u>

INNOVATIVE OFFICE SOLUTIONS, L

04/17/2015	IN0769043	E 101-42110-200	Office Supplies	SUPPLIES	32.50
					<u>32.50</u>

INTERSTATE POWER SYSTEMS, INC.

04/27/2015	R001100312	E 101-42210-218	Equipment Repair & Maintenance	FIRE TRANSFER SWITCH	469.00
					<u>\$469.00</u>

ISANTI COUNTY TREASURER

04/28/2015	042815	E 602-49490-441	Miscellaneous	1ST HALF TAXES	4,429.00
					<u>\$4,429.00</u>

ISD #15

02/17/2015	1903	E 101-45200-218	Equipment Repair & Maintenance	2012 BOBCAT	197.41
02/17/2015	1904	E 101-43100-221	Vehicle Repair & Maintenance	2007 INTERNATIONAL 7400/SBA	144.98
02/17/2015	1905	E 601-49440-221	Vehicle Repair & Maintenance	2011 DODGE 2500	24.55
02/17/2015	1905	E 602-49490-221	Vehicle Repair & Maintenance	2011 DODGE 2500	24.54
04/26/2015	1990	E 601-49440-221	Vehicle Repair & Maintenance	2011 DODGE - 2500	40.99
04/26/2015	1990	E 602-49490-221	Vehicle Repair & Maintenance	2011 DODGE - 2500	40.99
04/29/2015	2004	E 101-42400-221	Vehicle Repair & Maintenance	2007 FORD CROWN VIC	21.18
					<u>\$494.64</u>

JOHNSON BROS WHLSE LIQUOR

04/10/2015	521824	E 609-49751-253	Wine For Resale	WINE	(75.91)
04/10/2015	521825	E 609-49751-251	Liquor For Resale	LIQUOR	(56.92)
04/10/2015	522286	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(3.04)
04/15/2015	5138730	E 609-49751-206	Freight and Fuel Charges	FREIGHT	41.04
04/15/2015	5138730	E 609-49751-251	Liquor For Resale	LIQUOR	1,824.75
04/15/2015	5138731	E 609-49751-206	Freight and Fuel Charges	FREIGHT	9.12
04/15/2015	5138731	E 609-49751-253	Wine For Resale	WINE	301.90
04/17/2015	523329	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.52)
04/17/2015	523329	E 609-49751-251	Liquor For Resale	LIQUOR	(81.00)
04/22/2015	5143755	E 609-49751-206	Freight and Fuel Charges	FREIGHT	106.40
04/22/2015	5143755	E 609-49751-251	Liquor For Resale	LIQUOR	5,467.85
04/22/2015	5143756	E 609-49751-206	Freight and Fuel Charges	FREIGHT	9.12
04/22/2015	5143756	E 609-49751-253	Wine For Resale	WINE	323.20
04/22/2015	5143757	E 609-49751-252	Beer For Resale	BEER	270.50
04/22/2015	5143758	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.52
04/22/2015	5143758	E 609-49751-254	Miscellaneous Merchandise	MISC	32.25
					<u>\$8,169.26</u>

KIMS KLEANING

04/27/2015	3261	E 101-41940-402	Janitorial Service	CITY HALL	120.00
04/27/2015	3262	E 101-45000-402	Janitorial Service	COMMUNITY CENTER	100.00
04/27/2015	3263	E 101-43100-402	Janitorial Service	PUBLIC WORKS	181.25
04/27/2015	3263	E 101-45200-402	Janitorial Service	PUBLIC WORKS	181.25
04/27/2015	3263	E 601-49440-402	Janitorial Service	PUBLIC WORKS	181.25
04/27/2015	3263	E 602-49490-402	Janitorial Service	PUBLIC WORKS	181.25
04/27/2015	3264	E 601-49440-402	Janitorial Service	WATER TREATMENT	160.00
04/27/2015	3265	E 101-42110-402	Janitorial Service	POLICE DEPARTMENT	900.00
04/27/2015	3266	E 101-42210-402	Janitorial Service	FIRE DEPARTMENT	300.00
					<u>\$2,305.00</u>

LAW ENFORCEMENT LABOR SVCS.

04/27/2015	042715	G 101-21707	Union Dues	MAY DUES	376.00
					<u>\$376.00</u>

LISA LYNN CONSULTING

04/26/2015	BGS:1:15	E 101-41400-311	Contract	ADMINISTRATOR SELECTION	1,130.00
					<u>\$1,130.00</u>

MCDONALD DIST CO.

04/13/2015	173511	E 609-49751-252	Beer For Resale	BEER	384.00
04/16/2015	172104	E 609-49751-252	Beer For Resale	BEER	4,072.21
04/16/2015	172104	E 609-49751-255	N/A Products	N/A	73.75
04/23/2015	174455	E 609-49751-252	Beer For Resale	BEER	8,378.95
					<u>\$12,908.91</u>

METRO SALES, INC.

04/21/2015	243509	E 101-41400-200	Office Supplies	COPIES	39.30
04/21/2015	243509	E 101-42110-200	Office Supplies	COPIES	39.30
04/21/2015	243509	E 101-42400-200	Office Supplies	COPIES	39.30
04/21/2015	243509	E 101-43100-200	Office Supplies	COPIES	39.30
04/21/2015	243509	E 101-45200-200	Office Supplies	COPIES	39.30
04/21/2015	243509	E 601-49440-200	Office Supplies	COPIES	39.30
04/21/2015	243509	E 602-49490-200	Office Supplies	COPIES	39.30
04/21/2015	243509	E 609-49750-200	Office Supplies	COPIES	39.36
					<u>\$314.46</u>

MIDCONTINENT COMMUNICATIONS

04/28/2015	042815	E 101-41940-321	Telephone	MAY	35.35
04/28/2015	042815	E 101-42110-321	Telephone	MAY	69.35
04/28/2015	042815	E 101-43100-321	Telephone	MAY	69.36
04/28/2015	042815	E 601-49440-321	Telephone	MAY	95.00
04/28/2015	042815	E 601-49440-321	Telephone	MAY	95.00
04/28/2015	042815	E 609-49750-321	Telephone	MAY	95.00
					<u>\$459.06</u>

MN NCPERS LIFE INSURANCE

04/23/2015	7334515	G 101-21713	MN Life	MAY INSURANCE	16.00
					<u>\$16.00</u>

MN POLLUTION CONTROL AGENCY

05/01/2014	.0514	E 101-43100-418	Storm Water Management	MS4 APPLICATION	400.00
					<u>\$400.00</u>

M-R SIGN COMPANY, INC.

04/22/2015	185448	E 101-43100-226	Sign Repair Materials	SIGNS	760.26
04/22/2015	185449	E 101-43100-226	Sign Repair Materials	SIGNS	97.50
					<u>\$857.76</u>

MY ALARM CENTER

04/27/2015	5475957	E 609-49750-445	Security	LIQUOR ALARM	31.28
					<u>\$31.28</u>

NELSON ELECTRIC MOTOR REPAIR

04/13/2015	7157	E 602-49490-229	Project Repair & Maintenance	REPAIRS	600.00
					<u>\$600.00</u>

NORTH MEMORIAL URGENT CARE

04/21/2015	663049	E 601-49440-441	Miscellaneous	TESTS	27.00
					<u>\$27.00</u>

NORTHERN AIR CORPORATION

04/22/2015	113729	E 602-49490-229	Project Repair & Maintenance	BLOWER ASSEMBLY	794.89
					<u>\$794.89</u>

PAUSTIS & SONS

04/13/2015	8494463	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.00
04/13/2015	8494463	E 609-49751-253	Wine For Resale	WINE	462.00
04/15/2015	8494907-CM	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.25)
04/15/2015	8494907-CM	E 609-49751-253	Wine For Resale	WINE	(88.00)
					<hr/>
					\$379.75

PHILLIPS WINE & SPIRITS CO.

04/15/2015	2773027	E 609-49751-206	Freight and Fuel Charges	FREIGHT	56.99
04/15/2015	2773027	E 609-49751-251	Liquor For Resale	LIQUOR	5,513.15
04/22/2015	2776391	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.56
04/22/2015	2776391	E 609-49751-251	Liquor For Resale	LIQUOR	512.25
04/22/2015	2776392	E 609-49751-206	Freight and Fuel Charges	FREIGHT	19.76
04/22/2015	2776392	E 609-49751-253	Wine For Resale	WINE	818.00
					<hr/>
					\$6,924.71

RAMSEY, CITY OF

04/27/2015	042715	E 101-42210-311	Contract	APRIL-KAPLER	666.00
					<hr/>
					\$666.00

ROYAL SUPPLY

04/16/2015	16514	E 101-41940-210	Operating Supplies	SUPPLIES	32.28
04/16/2015	16514	E 101-42110-217	Other Operating Supplies	SUPPLIES	64.57
04/16/2015	16514	E 101-43100-217	Other Operating Supplies	SUPPLIES	32.28
04/16/2015	16514	E 101-45200-217	Other Operating Supplies	SUPPLIES	32.28
04/16/2015	16514	E 601-49440-217	Other Operating Supplies	SUPPLIES	32.28
04/16/2015	16514	E 602-49490-217	Other Operating Supplies	SUPPLIES	32.31
					<hr/>
					\$226.00

SOUTHERN WINE & SPIRITS OF MN

04/16/2015	1275333	E 609-49751-206	Freight and Fuel Charges	FREIGHT	2.50
04/16/2015	1275333	E 609-49751-251	Liquor For Resale	LIQUOR	202.85
04/16/2015	1275334	E 609-49751-206	Freight and Fuel Charges	FREIGHT	18.75
04/16/2015	1275334	E 609-49751-253	Wine For Resale	WINE	927.00
04/23/2015	1277697	E 609-49751-206	Freight and Fuel Charges	FREIGHT	17.60
04/23/2015	1277697	E 609-49751-251	Liquor For Resale	LIQUOR	2,221.46
					<hr/>
					\$3,390.16

ST. FRANCIS COLLISION & GLASS

04/16/2015	8112	E 609-49750-447	Donations	FLOAT REPAIRS	775.50
					<hr/>
					\$775.50

SUMMIT COMPANIES

04/03/2015	1058832	E 101-42110-218	Equipment Repair & Maintenance	SUPPLIES	263.25
04/03/2015	1058835	E 101-42110-218	Equipment Repair & Maintenance	SUPPLIES	41.75
					<hr/>
					\$305.00

THE AMERICAN BOTTLING COMPANY

04/23/2015	5449822406	E 609-49751-254	Miscellaneous Merchandise	MISC	249.76
					<hr/>
					\$249.76

THORPE DISTRIBUTING COMPANY

04/24/2015	889869	E 609-49751-252	Beer For Resale	BEER	158.00
					<hr/>
					\$158.00

TWIN CITIES FLAG SOURCE, INC

04/20/2015	27854	E 101-45200-217	Other Operating Supplies	FLAGS	182.00
					<hr/>
					\$182.00

UTILITY SERVICE CO., INC.

05/01/2015	366561	E 601-49440-234	Water Tower Maintenance	WATER TOWER MAINTENANCE	23,511.75
					<u>23,511.75</u>

VESSCO, INC.

04/17/2015	63137	E 601-49440-233	Water Treatment Plant Maint	PARTS	661.45
04/22/2015	63194	E 601-49440-233	Water Treatment Plant Maint	SUPPLIES	285.40
					<u>\$946.85</u>

VINOCOPIA, INC.

04/17/2015	122465-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	30.00
04/17/2015	122465-IN	E 609-49751-251	Liquor For Resale	LIQUOR	135.25
04/17/2015	122465-IN	E 609-49751-253	Wine For Resale	WINE	616.00
					<u>\$781.25</u>

WIRTZ BEVERAGE MN

04/09/2015	2080084857	E 609-49751-251	Liquor For Resale	LIQUOR	(210.00)
04/09/2015	2080084860	E 609-49751-251	Liquor For Resale	LIQUOR	(60.00)
04/16/2015	1080312059	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.73
04/16/2015	1080312059	E 609-49751-251	Liquor For Resale	LIQUOR	748.75
04/23/2015	1080314895	E 609-49751-206	Freight and Fuel Charges	FREIGHT	26.09
04/23/2015	1080314895	E 609-49751-251	Liquor For Resale	LIQUOR	1,784.68
					<u>\$2,297.25</u>

\$117,474.73FUND SUMMARY

101 GENERAL FUND	\$23,867.90
601 WATER FUND	\$27,436.62
602 SEWER FUND	\$8,834.90
609 MUNICIPAL LIQUOR FUND	\$57,335.31
Total	<u><u>117,474.73</u></u>

CITY OF ST. FRANCIS
5/4/2015

Checks cut since last Council Meeting

<u>Check</u> <u>Date</u>	<u>Check</u> <u>Number</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
4/23/2015	68953	US Dept of Education	Wage Levy	325.20
4/23/2015	68954	Anoka County Treasury	Needed 2 checks	225.00
4/23/2015	68955	Anoka County Treasury	Needed 2 checks	46.00

TOTAL		596.20
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Disbursements via Debits to 4M Account

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
TOTAL		0.00

Disbursements via Debits to Checking Account

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
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TOTAL		0.00
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2015 through 2019

Five-year Capital Improvement Plan for the
City of St. Francis, Minnesota

April 20, 2015

Public Hearing Review May 4, 2015

Prepared by:

City of St. Francis
23340 Cree Street
St. Francis, MN 55070

Northland Securities
45 South 7th Street, Suite 2000
Minneapolis, Minnesota 55402

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CITY OF ST. FRANCIS
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
2015 THROUGH 2019

I. INTRODUCTION

In 2003, the Minnesota State Legislature adopted a statute that generally exempts City and Town general obligation bonds issued under a capital improvement plan from the referendum requirements usually required for city halls, public works, public safety facilities and libraries. The statute on general obligation capital improvement plan bonds is Minnesota Statutes, Section 475.521 (the “Act”).

II. PURPOSE

Under the Act, a capital improvement is a major expenditure of City funds for the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, town hall, library, public safety, or public works facility, which has a useful life of five years or more.

Under the Act, capital improvements do not include light rail transit or related activities, parks, road/bridges, administrative buildings other than a city hall or town hall, or land for those facilities. A Capital Improvement Plan (“CIP” or “Plan”) is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A CIP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the City considers the benefits, costs, alternatives and impact on operating expenditures.

The City of St. Francis, Minnesota (the “City”) believes the capital improvement process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management.

The CIP is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

III. THE CAPITAL IMPROVEMENT PLANNING PROCESS

The capital improvement planning process is as follows: the City Council authorizes the preparation of the CIP. City staff is instructed to assemble the capital expenditures to be undertaken within the next five years. The City Council then reviews the expenditures according to their priority, fiscal impact, and available funding. From this information, a preliminary Plan is prepared. A public hearing is held to solicit input from citizens and other governmental units. Changes are made based on that input and a final project list is established.

The City Council then prepares the Plan based on the available funding sources. If general obligation capital improvement plan bonding is necessary, the City works with its financial consultant to prepare a bond sale and repayment schedule. Over the life of the CIP, once the funding, including proceeds from the bond sales becomes available the individual capital expenditures can be made.

In subsequent years, the process is repeated as expenditures are completed and new needs arise. Capital improvement planning looks five years into the future.

For a City to use its authority to finance expenditures under the Act, it must meet the Act's requirements. Specifically, the City Council must approve the sale of general obligation capital improvement bonds by a three-fifths majority of its membership. In addition, it must hold a public hearing for public input on its intent to issue general obligation capital improvement bonds and on the CIP. Notice of such hearing must be published in the official newspaper of the City at least fourteen, but not more than twenty-eight days prior to the date of the public hearing. The City Council approves the CIP and the issuance of bonds following the public hearing.

Although a referendum is not required, a reverse referendum is applicable. If a petition bearing the signatures of at least five percent of the votes cast in the last general election requesting a vote on the issuance of general obligation capital improvement bonds is received by the municipal clerk within thirty days after the public hearing, a referendum vote on the issuance of the bonds must be held.

IV. FIVE-YEAR CAPITAL IMPROVEMENT PLAN

The City's five-year CIP is attached hereto as Exhibit A. Section V describes the projects to be financed with a 2015 General Obligation Capital Improvement Plan Bond.

As required by the Act, the City has considered the following eight points in preparing this CIP:

1. Condition of the City's infrastructure, including the projected need for repair or replacement and need for the project.
2. Likely demand for the improvement.

3. Estimated cost of the improvement.
4. Available public resources.
5. Level of overlapping debt in the City.
6. Relative benefits and costs of alternative uses of the funds.
7. Operating costs of the proposed improvements.
8. Alternatives for providing services most efficiently through shared facilities with other municipalities or local government units.

The CIP will allow the City to maintain the Fire Hall and to acquire and refinance the debt associated with the police and public works facility. The City has analyzed the eight points listed above both individually and as a whole.

V. PROJECTS TO BE BOND FINANCED

The expenditures to be financed with general obligation bonds under this CIP are limited to those listed below. All other foreseeable capital expenditures within the City government will be undertaken through other means. The following expenditures are proposed to be bond financed:

- a) Remodel of the existing fire hall. The space formerly occupied by the police department will be remodeled to address fire department space needs for a not to exceed amount of \$550,000. This project is anticipated to begin and be completed in 2015, and
- b) Acquisition of the St. Francis police and public works facility for a not to exceed amount of \$8,100,000. The Capital Improvement Plan will allow for the City to issue General Obligation Capital Improvement Plan Bonds to acquire the police and public works facility which is currently owned by the St. Francis Economic Development Authority. The acquisition is expected to occur during the time period associated with this Capital Improvement Plan (2015 – 2019).

1. Conditions of City Infrastructure, Including the Projected Need for Repair or Replacement and Need for the Project

Project – Fire Hall Remodel

The City of St. Francis constructed the first portion of the fire station building in 1963. In 1993, a second addition was put on for the police department. In 1996, the fire station side was enlarged to accommodate the needs of the fire department at that time. With the construction of the new Police/Public Works building, the police side of the old building allowed the space to be used by the fire department and local ambulance service. Because of the different additions, the building needs to be remodeled to effectively utilize the available space for the needs of the fire department.

Project – Police and Public Works Building Acquisition

In December of 2012, the Economic Development Authority (EDA) sold \$8,200,000 Lease Revenue Bonds, Series 2012A (the Series 2012A Bonds). The Series 2012A Bonds”), were issued to finance the acquisition, construction and equipping of a new public safety and public works building which is leased by the City. Pursuant to the lease, the City makes lease payments sufficient to pay all debt service on the Series 2012A Bonds. The Series 2012A Bonds mature in 2037 and have a one year debt service reserve fund. The proposed new capital improvement plan bonds will have a similar bond structure.

2. Likely Demand for the Improvement

Project – Fire Hall Remodel

The space that was previously occupied by the police department needs to be remodeled to be usable by the fire department. This includes demolition of some walls which enlarges the meeting/training room, updating the electrical service and HVAC systems, leveling different floor elevations, fixing the crumbling driveway and adding pavement to the alley and parking lot utilized by the fire department.

Project – Police and Public Works Building Acquisition

The existing Series 2012A Bonds have a remaining average interest rate of approximately 4.70%. The City expects to reduce its costs with respect to the police and public works building by buying out the lease. The funds to pay the purchase price will come from the issuance of a general obligation capital improvement plan bond. Based upon the interest rates in the municipal bond market as of April 15, 2015, the City may realize an approximate net debt service reduction of \$40,000 per year.

3. Estimated Cost of the Improvement

Project – Fire Hall Remodel

The cost for the remodeling along with the driveway repairs and the paving of the alley behind the fire station is estimated at approximately \$550,000.

Project – Police and Public Works Building Acquisition

The new bonds are anticipated to be issued during the time period of this capital improvement plan (2015 – 2019). The City will use the proceeds of the new bonds to acquire the courts facility which will result in an advance refunding of the Series 2012A Bond issue. The new General Obligation Capital Improvement Plan Bonds are estimated to be issued for a total par amount of \$8.1 million.

4. Available Public Resources

Project – Fire Hall Remodel

The City will finance the Bond principal and interest payments through a debt service tax levy.

Project – Police and Public Works Building Acquisition

The City will finance the Bond principal and interest payments through a debt service tax levy. The City may reduce the tax levy with available net revenues of the municipal water, sewer and liquor funds.

5. Level of Overlapping Debt in the City

Indirect Debt

<i>Issuer</i>	<i>2013/2014 Tax Capacity Value⁽¹⁾</i>	<i>2013/2014 Tax Capacity Value⁽¹⁾</i>	<i>Percentage Applicable in City</i>	<i>Net Debt⁽²⁾</i>	<i>Taxpayers' Share of Debt</i>
Anoka County	\$ 271,469,369	\$4,924,293	1.81%	\$ 127,551,281	\$ 2,308,678
Isanti County	24,783,005	5,190	.02	6,875,000	1,375
ISD No. 15, St. Francis	24,629,859	4,929,483	20.01	27,600,000	5,522,760
Metropolitan Council	3,010,354,901	4,929,483	.20	12,470,000	24,940
Metro Transit	2,644,022,508	4,929,483	.19	184,210,000	<u>349,999</u>
				<i>Total Indirect Debt:</i>	<u>\$ 8,207,752</u>

6. Relative Benefits and Costs of Alternative Uses of the Funds

Project – Fire Hall Remodel

The need to remodel this building to become one building for the fire department. There are no significant alternatives for the funds designated for this project.

Project – Police and Public Works Building Acquisition

The existing Series 2012A Lease Revenue Bond has an approximate remaining average interest rate of 4.70%. The City is hoping to lower the interest cost through the issuance of a general obligation capital improvement plan bond. Based upon the April 15, 2015 bond market, the average interest rate for new general obligation capital improvement plan bonds with a AA- bond rating is approximately 2.60%. The City may realize an approximate \$40,000 annual net debt service reduction by the issuance of an advance refunding bond issue. The lower interest cost should result in a lower debt service tax levy.

(1) Tax capacity values are after tax increment and fiscal disparity contribution adjustments, but before fiscal disparity distribution.

(2) As of December 31, 2014.

7. Operating Costs of the Proposed Improvements

Project – Fire Hall Remodel

This project will upgrade the facilities so that the heating and cooling system are run more efficiently. All available space is better utilized.

Project – Police and Public Works Building Acquisition

The police and public works facility was constructed in 2012-2013. The City has not identified any improvements to the facility that would address operating costs.

8. Alternatives for Providing Services Most Efficiently Through Shared Facilities with Other Municipalities or Local Government Units

Project – Fire Hall Remodel

Nearby municipalities include the cities of Isanti, Oak Grove and East Bethel. Each of the nearby cities own and maintain separate fire stations.

Project – Police and Public Works Building Acquisition

Nearby municipalities include the cities of Isanti, Oak Grove and East Bethel. Each of the nearby cities own and maintain separate police and public works facilities.

VI. FINANCING THE CAPITAL IMPROVEMENT PLAN

The total amount of requested bond financed expenditures under the CIP is \$8,650,000 which is the principal amount of the proposed general obligation capital improvement plan bond issue.

In the financing of the CIP, two statutory limitations apply. Under Chapter 475, with few exceptions, the City cannot incur debt in excess of 3% of the assessor's Estimated Market Value ("EMV") for the City. In the case of a City with a population of 2,500 or less, the Bonds are not subject to the net debt limits. The City's 2014 population is approximately 7,277. Therefore the proposed Bonds would be subject to the debt limit.

The City's Pay 2014 EMV is \$399,329,600. Three percent of the EMV = \$11,979,888. As of January 1, 2015, the City has \$7,550,000 subject to the legal debt limit.

Another limitation on bonding under the Act is that without referendum, the total amount that can be used for principal and interest in any one year for CIP debt cannot exceed 0.16% of the EMV for the City. The maximum annual principal and interest for the City is \$638,927 ($\$399,329,600 \times .0016$).

Under this CIP the City will issue up to \$8,650,000 in General Obligation Capital Improvement Plan Bonds. It is anticipated that the improvements to the fire hall project will begin and be completed in 2015. As a result, \$550,000 in bonds will be issued in 2015 with a financing term not to exceed 20 years. The acquisition of the police and public works facility is expected to be completed during the time period of this Capital Improvement Plan (2015 – 2019). The combined principal and interest payments for the proposed Bonds are estimated to be approximately \$562,000 in calendar years 2016 through 2036 (this amount takes into account the 105% debt service coverage requirement required by law).

Annual Review of the Capital Improvement Plan

The City Council, using the process outlined in this CIP, intends to review this CIP annually, taking into account proposed expenditures, making priority decisions and seeking funding for those expenditures it deems necessary for the City. If deemed appropriate, the City Council will prepare an update to this CIP.

EXHIBIT A – CITY OF ST. FRANCIS FIVE YEAR CAPITAL IMPROVEMENT PLAN FOR THE YEARS 2015 - 2019

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

A general meeting of the City Council of the City of St. Francis, Minnesota was called to order by _____ at 6:00 p.m. in the Council Chambers at 4115 Ambassador Blvd. NW, St. Francis, Minnesota, on Monday, May 4, 2015. The following Council Members were present: _____. The following Council Members were absent: _____. A motion to adopt the following resolution was made by Council Member _____ and seconded by Council Member _____.

RESOLUTION 2015-17

**ADOPTING A CAPITAL IMPROVEMENT PLAN AND
PROVIDING PRELIMINARY APPROVAL FOR THE ISSUANCE
OF BONDS THEREUNDER**

WHEREAS, pursuant to Minnesota Statutes, Section 475.521, as amended (the "Act"), cities are authorized to adopt a capital improvement plan and carry out programs for the financing of capital improvements; and

WHEREAS, the City of St. Francis, Minnesota (the "City"), has caused to be prepared the "2015 through 2019 Five-year Capital Improvement Plan for the City of St. Francis, Minnesota" (the "Capital Improvement Plan"); and

WHEREAS, on the date hereof, the City Council of the City (the "Council") conducted a duly noticed public hearing regarding adoption of the Capital Improvement Plan pursuant to the requirements of the Act and the issuance of one or more series of general obligation bonds thereunder in a maximum principal amount of \$8,650,000 over a span of several years; and

WHEREAS, in considering the Capital Improvement Plan, the Council has considered for each project and for the overall Capital Improvement Plan:

1. the condition of the City's existing infrastructure, including the projected need for repair and replacement;
2. the likely demand for the improvement;
3. the estimated cost of the improvement;
4. the available public resources;
5. the level of overlapping debt in the City;
6. the relative benefits and costs of alternative uses of the funds;
7. operating costs of the proposed improvements; and
8. alternatives for providing services more efficiently through shared facilities with other local government units.

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

1. The Capital Improvement Plan is hereby approved.
2. City staff are hereby authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Capital Improvement Plan in accordance with any applicable laws and regulations.

3. The City gives preliminary approval to the issuance of the bonds in the maximum principal amount of \$8,650,000, provided that if a petition requesting a vote on issuance of the bonds, signed by voters equal to five percent of the votes cast in the last general election, is filed with City Clerk by June 3, 2015, the City may issue the bonds only after obtaining approval of a majority of voters voting on the question at an election.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 4th DAY OF MAY, 2015.

APPROVED:

Steve Kane, Mayor

ATTEST:

Barbara Held, City Clerk

The following Council Members voted in favor:
The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

STATE OF MINNESOTA)
)SS.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this ____ day of May, 2015 by the Mayor and City Clerk of the City of St. Francis, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public



FIVE YEAR CAPITAL
IMPROVEMENT PLAN

2015-2019

City of St. Francis Capital Improvement Plan 2015-2019

The Capital Improvement Plan (CIP) is a schedule of proposed public projects and purchases over a five-year period. Capital improvements are projects, which require acquisition, construction, or replacement of various equipment or facilities, including public buildings, infrastructure, utilities and parks.

The purpose of the CIP is to a) identify capital expenditures which are anticipated to be requested over a five-year period; b) determine a source of funding for the requests; and c) provide an opportunity for long term planning.

The plan is not intended to provide for precise budgeting. Capital costs are projected as estimates. Upon each update of the plan, deletions, additions, delays, or other revisions may occur, reflecting changing community needs. These changes allow for budget refinements as a particular project nears actual construction.

Approval of the CIP by City Council does not authorize spending or initiation of a given project. The plan is a planning and financial tool which not only tells the viewer where things are going but also facilitates negotiation and decision making for community development.

The 2015-2019 CIP presents an excellent combination of maintenance and expansion projects. By proceeding with these scheduled improvements, the City Council can be assured that the infrastructure needs of the citizens are receiving the necessary level of attention.

HIGHLIGHTS OF THE CAPITAL IMPROVEMENT PLAN

The five-year total expenditures within the 2015-2019 CIP are \$45,129,578. Changes by project category over the last CIP are as follows:

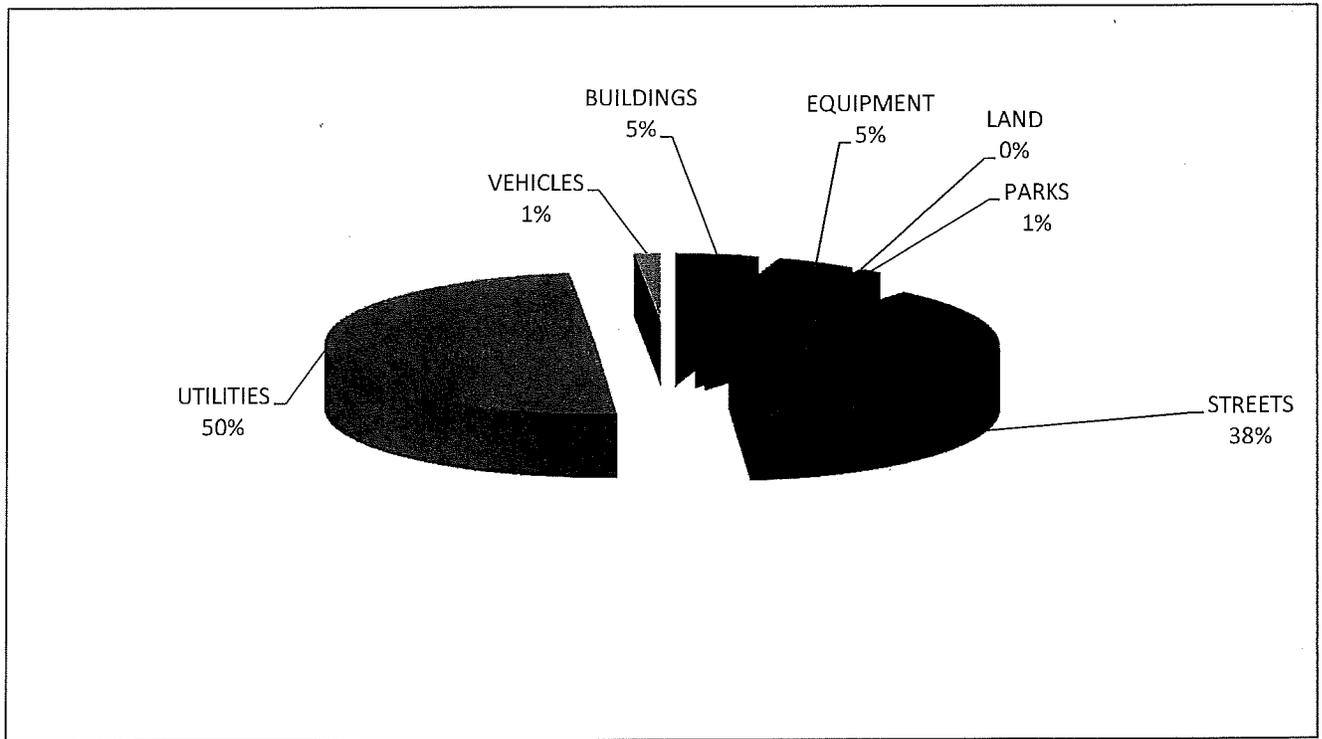
	2014-2018	2015-2019	Increase (Decrease)	
	CIP	CIP	Amount	Percent
Buildings	\$2,328,948	\$2,269,948	(\$59,000)	-2.5%
Equipment	1,350,014	2,195,400	845,386	62.6%
Land	-	-	-	0.0%
Parks	770,700	539,500	(231,200)	-30.0%
Streets	15,596,000	16,986,000	1,390,000	8.9%
Utilities	22,305,730	22,422,730	117,000	0.5%
Vehicles	1,186,500	716,000	(470,500)	-39.7%
TOTALS	\$43,537,892	\$45,129,578	\$1,591,686	3.7%

The five largest projects within the CIP are as follows:

1. East Side Wastewater Treatment Facility - \$18,000,000
Construction of this project is planned for 2015. It will be used to serve our growing population and industrial users.
2. Trunk Hwy 47 Water & Sewer Extension - \$4,017,000
Construction of this project is planned for 2018. Extension of water and sewer service North on Hwy 47 to 245th and West on 241st Avenue to Roanoke. Majority of the costs to be covered by trunk area assessments.
3. 241st Avenue - \$3,630,000
Construction of this project is planned for 2016. Reconstruction of the street to curb and gutter with utilities is planned to improve safety and traffic.
4. Bridge Street Extension - \$3,401,500
Construction of this project is planned for 2019. This extends Bridge Street NW west to Hwy 47. It includes signal lights at Hwy 47 and Ambassador.
5. Rum River Woods Addition Reconstruction (225th)-\$3,111,500
Reconstruction of 225th along with replacing sanitary sewer, storm sewer, water main and hydrants. This project would loop the watermain also. This project is planned for 2017.

FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS BY PROJECT CATEGORY

CATEGORY	TOTAL	PRIOR YEARS	ALLOCATION OF COSTS BY YEAR				
			2015	2016	2017	2018	2019
BUILDINGS	\$ 2,269,948	\$ -	\$ 411,948	\$ 738,000	\$ 360,000	\$ 380,000	\$ 380,000
EQUIPMENT	\$ 2,195,400	\$ -	\$ 463,692	\$ 636,782	\$ 504,802	\$ 438,352	\$ 151,772
LAND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PARKS	\$ 539,500	\$ -	\$ 290,000	\$ 20,000	\$ 173,500	\$ 26,000	\$ 30,000
STREETS	\$ 16,986,000	\$ -	\$ 5,442,000	\$ 5,031,000	\$ 3,111,500	\$ -	\$ 3,401,500
UTILITIES	\$ 22,422,730	\$ -	\$ 18,000,000	\$ -	\$ 405,730	\$ 4,017,000	\$ -
VEHICLES	\$ 716,000	\$ -	\$ 141,000	\$ 145,000	\$ 165,000	\$ 85,000	\$ 180,000
TOTALS	\$ 45,129,578	\$ -	\$ 24,748,640	\$ 6,570,782	\$ 4,720,532	\$ 4,946,352	\$ 4,143,272

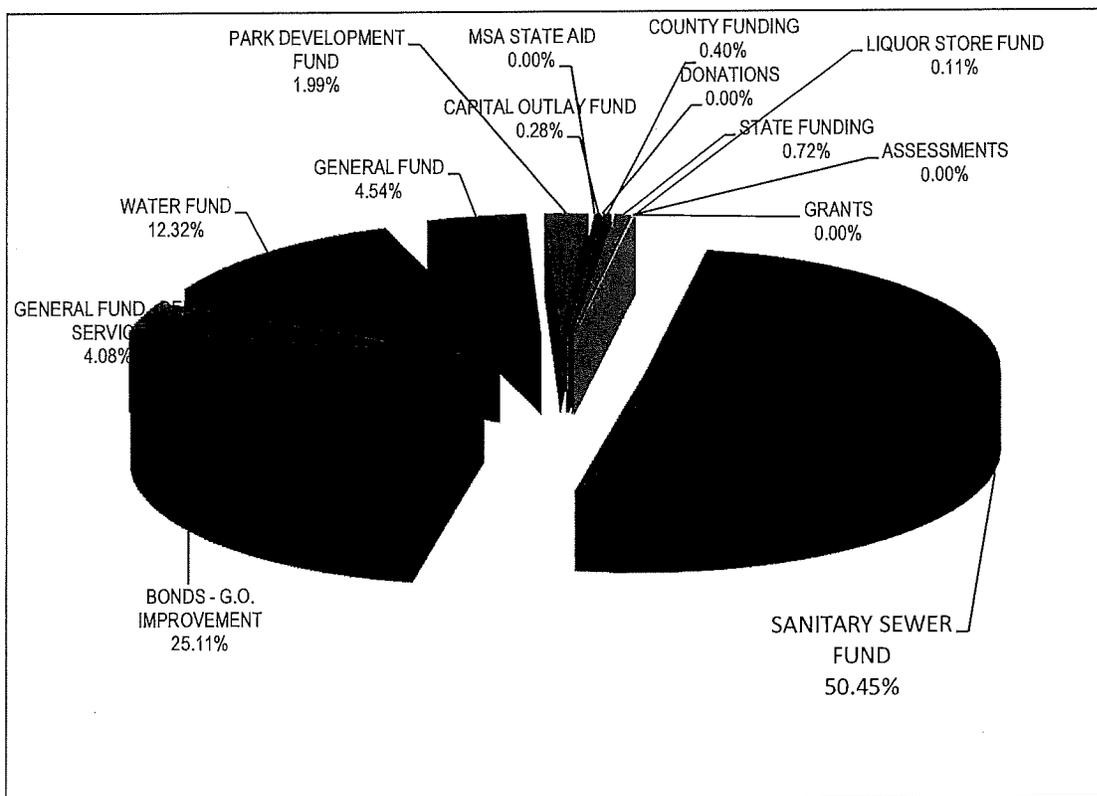


PROJECTS SCHEDULED FOR 2015

PROJECT TITLE	PROJECT CATEGORY	COST
PUBLIC WORKS/POLICE FACILITY DEBT SERVICE	BUILDINGS	360,000
FIRE STATION CONCRETE REPAIR	BUILDINGS	51,948
WASTEWATER TREATMENT PLANT		<u>18,000,000</u>
		<u>18,411,948</u>
CAD RMS EQUIPMENT	EQUIPMENT	15,400
FIRE RADIO REPLACEMENT	EQUIPMENT	22,170
POLICE RADIO REPLACEMENT	EQUIPMENT	4,000
SAFETY TRAILER	EQUIPMENT	24,000
PAINT GRADER	EQUIPMENT	12,000
TRAILER MOUNTED PSI WASHER	EQUIPMENT	8,000
INTERNATIONAL DUMP TRUCK REPLACEMENT	EQUIPMENT	249,500
BOBCAT ANNUAL REPLACEMENT	EQUIPMENT	32,900
MOWER DECK FOR BELOS	EQUIPMENT	20,000
HOUSEHOLD WATER METER CHANGEOUT	EQUIPMENT	65,722
LIQUOR STORE IMPROVEMENTS	EQUIPMENT	10,000
		<u>463,692</u>
PAVING, CURBING & UTILITIES BEHIND FIRE STATION	STREETS	125,000
KERRY & 232ND RECONSTRUCTION	STREETS	250,000
239TH & BITTERSWEET MILL & OVERLAY	STREETS	500,000
245TH & KINGS HWY	STREETS	1,045,000
BRIDGE STREET	STREETS	2,625,000
TAMMARACK STREET	STREETS	897,000
SEALCOATING TRAILS	PARKS	155,000
HOCKEY RINK IMPROVEMENTS	PARKS	135,000
		<u>5,732,000</u>
TANKER/PUMPER TRUCK REPLACEMENT	VEHICLES	50,000
INSPECTION VEHICLE	VEHICLES	26,000
SQUAD CAR REPLACEMENT	VEHICLES	65,000
		<u>141,000</u>
GRAND TOTAL		<u><u>\$24,748,640</u></u>

FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS FUNDING SOURCES

SANITARY SEWER FUND	\$22,768,500
BONDS - G.O. IMPROVEMENT	\$11,333,500
GENERAL FUND - DEBT SERVICE	\$1,840,000
WATER FUND	\$5,560,340
GENERAL FUND	\$2,050,738
PARK DEVELOPMENT FUND	\$897,500
MSA STATE AID	\$0
CAPITAL OUTLAY FUND	\$125,000
DONATIONS	\$0
COUNTY FUNDING	\$180,500
STATE FUNDING	\$323,500
ASSESSMENTS	\$0
LIQUOR STORE FUND	\$50,000
GRANTS	\$0
TOTALS	\$45,129,578



MAJOR FUNDING SOURCES

Assessments – funding from charges made to property owners who benefit from public improvements. The City would most likely issue bonds for the improvements and pay off the bonds with the bi-annual special assessment payments collected by the County.

Capital Improvement Plan Bonds – CIP General Obligation bonds are backed by the full faith, credit, and taxing powers of the City of St. Francis and may only be used to finance public projects such as city halls, public safety facilities and public works facilities. Specific criteria must be met before issuing this type of bond – see MN Statute 475.521.

Capital Outlay Fund – this fund was established to finance major capital outlay expenditures that cannot easily be financed by alternative revenue sources. Money is transferred to this fund and designated for specific future expenditures.

County Funding – this is used to identify that portion of public works improvement costs that are paid for by Anoka County. When county property within the city is improved, the cost of the improvements is jointly financed by the two governments.

General Fund – this fund accounts for all financial resources except those required to be accounted for in another fund. The fund accounts for the majority of the city's operating budget.

General Obligation Improvement Bonds – G.O. bonds are backed by the full faith, credit, and taxing powers of the City of St. Francis. These bonds represent the portion of public improvement project costs that are not assessed. At least 20% of the project cost must be assessed to issue these bonds.

Grants – it is anticipated that the City will receive grant funding to complete some of its projects. If the grant money is not obtained, the project will be put on hold until other financing sources can be found.

Lease Purchase Revenue Bonds – the City has the authority pursuant to Minnesota Statutes, Section 465.71 to construct facilities pursuant to a lease with option to purchase agreement. The City must have the right to terminate the lease purchase agreement at the end of any fiscal year during its term. Unless terminated at the end of any fiscal year the lease is payable from any revenues available to the City. Under current law, if the City wants the ability to levy taxes outside of levy limits to make the lease payments the bonds must be issued by the Economic Development Authority (EDA).

Liquor Store Fund – this fund accounts for profits derived from the sale of alcohol, cigarettes and other miscellaneous items. Profits are used to help keep city property taxes down and fund special projects.

MSA State Aid – this refers to money received from the state for street construction projects. State aid allotments for street construction are based on two factors: population and fiscal need. Fiscal need is determined by the estimated costs of construction and maintenance of the city's state aid streets over 25 years.

Park Development Fund – this fund mainly accounts for the receipt and disbursement of park availability charges. These charges are levied against all new buildings constructed and are paid when the building permit is issued.

Sanitary Sewer Fund – this fund accounts for customer sanitary sewer service charges that are used to finance the sanitary sewer system operating expenses.

State Funding – this is used to identify that portion of improvement costs that are paid by the State of Minnesota.

Water Fund – this fund accounts for customer water service charges that are used to finance the water system operating expenses.

PROJECT TITLE	FUNDING SOURCE	PROJECT CATEGORY	TOTAL COST	PRIOR YEARS	ALLOCATION OF COSTS BY YEAR				
					2015	2016	2017	2018	2019
CITY CAR		VEHICLES	20,000	-	-	20,000	-	-	-
	<i>General Fund</i>		20,000	-	-	20,000	-	-	-
ADMINISTRATION TOTAL			20,000	-	-	20,000	-	-	-
INSPECTION VEHICLE		VEHICLES	26,000	-	26,000	-	-	-	-
	<i>General Fund</i>		26,000	-	26,000	-	-	-	-
ADMINISTRATION TOTAL			26,000	-	26,000	-	-	-	-
FUTURE FIRE TRUCK REPLACEMENTS		VEHICLES	250,000	-	50,000	50,000	50,000	50,000	50,000
	<i>General Fund - transfer to Fire Truck Fund</i>		250,000	-	50,000	50,000	50,000	50,000	50,000
CONCRETE REPAIR AT FIRE STATION		BUILDINGS	51,948	-	51,948	-	-	-	-
	<i>General Fund</i>		51,948	-	51,948	-	-	-	-
PAVING, CURBING & UTILITIES BEHIND STATION		STREETS	125,000	-	125,000	-	-	-	-
	<i>Capital Outlay Fund</i>		125,000	-	125,000	-	-	-	-
CAD RMS EQUIPMENT		EQUIPMENT	15,400	-	15,400	-	-	-	-
	<i>General Fund</i>		15,400	-	15,400	-	-	-	-
RADIO REPLACEMENT		EQUIPMENT	66,510	-	22,170	22,170	22,170	-	-
	<i>General Fund</i>		66,510	-	22,170	22,170	22,170	-	-
FIRE DEPARTMENT TOTAL			508,858	-	264,518	72,170	72,170	50,000	50,000
DEBT SERVICE PAYMENTS FOR POLICE STATION		BUILDINGS	920,000	-	180,000	180,000	180,000	190,000	190,000
	<i>General Fund - transfer to Debt Service</i>		920,000	-	180,000	180,000	180,000	190,000	190,000
SQUAD CAR REPLACEMENT		VEHICLES	265,000	-	65,000	35,000	65,000	35,000	65,000
	<i>General Fund</i>		265,000	-	65,000	35,000	65,000	35,000	65,000
800 MHZ Radios		EQUIPMENT	20,000	-	4,000	4,000	4,000	4,000	4,000
	<i>General Fund</i>		20,000	-	4,000	4,000	4,000	4,000	4,000
POLICE DEPARTMENT TOTAL			1,205,000	-	249,000	219,000	249,000	229,000	259,000

PROJECT TITLE	FUNDING SOURCE	PROJECT CATEGORY	TOTAL COST	PRIOR YEARS	ALLOCATION OF COSTS BY YEAR				
					2015	2016	2017	2018	2019
SAFETY TRAILER		EQUIPMENT	24,000		24,000				
General Fund			12,000		12,000				
Water Fund			6,000		6,000				
Sewer Fund			6,000		6,000				
PAINT GRADER		EQUIPMENT	12,000		12,000				
General Fund			12,000		12,000				
TRAILER MOUNTED PSI WASHER		EQUIPMENT	8,000		8,000				
General Fund			4,000		4,000				
Water Fund			2,000		2,000				
Sewer Fund			2,000		2,000				
DEBT SERVICE PAYMENTS FOR POLICE STATION		BUILDINGS	920,000		180,000	180,000	180,000	190,000	190,000
General Fund - transfer to Debt Service			920,000		180,000	180,000	180,000	190,000	190,000
2005 INTERNATIONAL DUMP TRUCK REPLACEMENT		EQUIPMENT	249,500		249,500				
General Fund			249,500		249,500				
2002 CHEVY PICKUP REPLACEMENT		VEHICLES	40,000			40,000			
General Fund			20,000			20,000			
Water Fund			10,000			10,000			
Sewer Fund			10,000			10,000			
LOADER		EQUIPMENT	195,000			195,000			
General Fund			195,000			195,000			
BOBCAT TOBOCAT REPLACEMENT		EQUIPMENT	47,700					47,700	
General Fund			47,700					47,700	
2008 INTERNATIONAL DUMP TRUCK		EQUIPMENT	265,000					265,000	
General Fund			265,000					265,000	
2008 DODGE 3500 1 TON DUMP		EQUIPMENT	65,000						65,000
General Fund			65,000						65,000
KERRY & 232ND RECONSTRUCTION		STREETS	250,000		250,000				
Bonds - G.O. Improvement			250,000		250,000				
239TH & BITTERSWEET MILL AND OVERLAY		STREETS	500,000		500,000				
Bonds - G.O. Improvement			500,000		500,000				
245TH & KINGS HWY REALIGNMENT & DITCH WORK		STREETS	1,045,000		1,045,000				
Bonds - G.O. Improvement			1,045,000		1,045,000				
BRIDGE STREET TRAFFIC IMPROVEMENTS		STREETS	2,625,000					2,625,000	
Bonds - G.O. Improvement			1,100,000					1,100,000	
Water Fund			25,000					25,000	
Sewer Fund			1,500,000					1,500,000	
TAMMARACK STREET		STREETS	897,000		897,000				
Bonds - G.O. Improvement			897,000		897,000				
ARROWHEAD STREET MILLS AND OVERLAY		STREETS	181,000					181,000	
Bonds - G.O. Improvement			181,000					181,000	
BUTTERFIELD DRIVE RECONSTRUCTION		STREETS	620,000					620,000	
Bonds - G.O. Improvement			620,000					620,000	
POPPY STREET RECONSTRUCTION		STREETS	600,000					600,000	
Bonds - G.O. Improvement			400,000					400,000	
Water Fund			200,000					200,000	
241ST AVENUE		STREETS	3,630,000					3,630,000	
Bonds - G.O. Improvement			2,180,000					2,180,000	
Water Fund			725,000					725,000	
Sewer Fund			725,000					725,000	
RUM RIVER WOODS ADDITION RECONSTRUCTION		STREETS	3,111,500					3,111,500	
Bonds - G.O. Improvement			1,482,500					1,482,500	
Water Fund			1,423,000					1,423,000	
Sewer Fund			206,000					206,000	
BRIDGE STREET EXTENSION		STREETS	3,401,500						3,401,500
Bonds - G.O. Improvement			2,678,000						2,678,000
State Funding			323,500						323,500
County Funding			180,500						180,500
Water Fund			117,500						117,500
Sewer Fund			102,000						102,000
HWYS, STREETS AND ROADS TOTAL			18,687,200	-	5,790,500	5,446,000	3,291,500	502,700	3,656,500

PROJECT TITLE/FUNDING SOURCE	PROJECT CATEGORY	TOTAL COST	PRIOR YEARS	ALLOCATION OF COSTS BY YEAR				
				2015	2016	2017	2018	2019
Hockey Rink Improvements	PARKS	135,000	-	135,000	-	-	-	-
General Fund		20,000		20,000				
Park Development Fund		115,000		115,000				
BOBCAT ANNUAL REPLACEMENT	EQUIPMENT	174,580	-	32,900	33,890	34,910	35,930	36,950
General Fund		174,580		32,900	33,890	34,910	35,930	36,950
NEW MOWER DECK FOR BELOS	EQUIPMENT	20,000	-	20,000	-	-	-	-
General Fund		20,000		20,000				
SEALCOATING FOR BITUMINOUS TRAILS	PARKS	155,000	-	155,000	-	-	-	-
General Fund		155,000		155,000				
DEER CREEK PARK TRAIL	PARKS	20,000	-	-	20,000	-	-	-
Park Development Fund		20,000		-	20,000			
REPLACE BUILDING AT COMMUNITY PARK	BUILDINGS	378,000	-	-	378,000	-	-	-
Park Development Fund		25,000		-	25,000			
Park Development Fund		353,000		-	353,000			
Hidden Ponds Irrigation	EQUIPMENT	206,000	-	-	206,000	-	-	-
General Fund		16,000		-	16,000			
Park Development Fund		190,000		-	190,000			
Highland Woods Park Improvements	PARKS	48,500	-	-	-	48,500	-	-
Park Development Fund		48,500				48,500		
Rum River Woods Improvements	PARKS	125,000	-	-	-	125,000	-	-
General Fund		30,000				30,000		
Park Development Fund		95,000				95,000		
BENCHES AND TRASH BINS	EQUIPMENT	10,000	-	-	-	-	10,000	-
Park Development Fund		10,000					10,000	
DURIGAN LOCHER & SEEYLE BROOK	PARKS	26,000	-	-	-	-	26,000	-
Park Development Fund		26,000					26,000	
Zero Turn Mower	EQUIPMENT	20,100	-	-	-	-	-	20,100
General Fund		20,100						20,100
PICNIC TABLES AND CONCRETE PADS	EQUIPMENT	15,000	-	-	-	-	-	15,000
Park Development Fund		15,000						15,000
SPLASH PARK STUDY	PARKS	15,000	-	-	-	-	-	15,000
General Fund		15,000						15,000
DISC GOLF STUDY	PARKS	15,000	-	-	-	-	-	15,000
General Fund		15,000						15,000
PARKS DEPARTMENT TOTAL		1,363,180	-	342,900	637,890	208,410	71,930	102,050
HOUSEHOLD WATER METER CHANGEOUT	EQUIPMENT	328,610	-	65,722	65,722	65,722	65,722	65,722
Water Fund		328,610		65,722	65,722	65,722	65,722	65,722
EAST SIDE WASTEWATER TREATMENT FAC.	UTILITIES	18,000,000	-	18,000,000	-	-	-	-
Sewer Fund		18,000,000		18,000,000				
MONITORING WELL	EQUIPMENT	100,000	-	-	100,000	-	-	-
Water Fund		100,000			100,000			
WELL #5	UTILITIES	405,730	-	-	-	405,730	-	-
Water Fund		405,730				405,730		
CAB & CHASSIS	VEHICLES	50,000	-	-	-	50,000	-	-
Water Fund		25,000				25,000		
Sewer Fund		25,000				25,000		
PORTABLE GENSET	EQUIPMENT	58,000	-	-	-	58,000	-	-
Water Fund		29,000				29,000		
Sewer Fund		29,000				29,000		
VACUJETTER TRUCK	VEHICLES	310,000	-	-	-	310,000	-	-
Water Fund		155,000				155,000		
Sewer Fund		155,000				155,000		
TRUNK HWY 47 WATER & SEWER EXTENSION	UTILITIES	4,017,000	-	-	-	-	4,017,000	-
Water Fund		2,008,500					2,008,500	
Sewer Fund		2,008,500					2,008,500	
WATER AND SANITARY SEWER TOTAL		23,269,340	-	18,065,722	165,722	889,452	4,082,722	65,722
COOLER DOORS/LED LIGHTS	EQUIPMENT	50,000	-	10,000	10,000	10,000	10,000	10,000
Liquor Fund		50,000		10,000	10,000	10,000	10,000	10,000
LIQUOR STORE TOTAL		50,000	-	10,000	10,000	10,000	10,000	10,000
GRAND TOTAL		45,129,578	-	24,748,640	6,570,782	4,720,532	4,946,352	4,143,272

CITY OF ST. FRANCIS
 FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS
 DEPARTMENT SUMMARY

ADMINISTRATION

PROJECT TITLE	CATEGORY	PRIOR	2015	2016	2017	2018	2019
City Car	VEHICLES	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -
GRAND TOTAL		\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -

CITY OF ST. FRANCIS CAPITAL REQUESTS 2015 TO 2019

DEPARTMENT **ADMINISTRATION**

PROJECT **City Car**

		INFRASTRUCTURE
	EQUIPMENT	<input type="checkbox"/> STREETS
	COMPUTER	<input type="checkbox"/> NEW
X	VEHICLES	<input type="checkbox"/> RECONSTRUCTION
	BUILDING IMP.	<input type="checkbox"/> UTILITIES
	PARKS	<input type="checkbox"/> NEW
	OTHER	<input type="checkbox"/> RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
 City car to run errands to the bank, post office, Anoka County and various meetings.

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.
 This vehicle would be used by city staff to help eliminate mileage reimbursements for meetings, bank and post office runs and other errands.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="checkbox"/> September-16	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	<input type="checkbox"/> September-16	Construction	
		Equipment and Other	20,000
TOTAL COST			\$ 20,000

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund			20,000			
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	20,000	-	-	-

CITY OF ST. FRANCIS
 FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS
 DEPARTMENT SUMMARY

BUILDING INSPECTIONS

PROJECT TITLE	CATEGORY	PRIOR	2015	2016	2017	2018	2019
Inspection Vehicle	VEHICLES	\$ -	\$ 26,000	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL		\$ -	\$ 26,000	\$ -	\$ -	\$ -	\$ -

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **Building Inspection**

PROJECT **New Inspection Vehicle**

CATEGORY	INFRASTRUCTURE	
	<input type="checkbox"/>	EQUIPMENT
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/> NEW
<input checked="" type="checkbox"/>	VEHICLES	<input type="checkbox"/> RECONSTRUCTION
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/> UTILITIES
<input type="checkbox"/>	PARKS	<input type="checkbox"/> NEW
<input type="checkbox"/>	OTHER	<input type="checkbox"/> RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
 Replace vehicle for building inspection. Currently using older Crown Vic which experiencing increasing maintenance requirements.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
 This would replace the Crown Vic currently being utilized for inspections. Maintenance issues due to high mileage are cost prohibitive and would also like 4-wheel drive option. This would be justified by continued building permit revenues.

COST REQUEST

Project Starting Date (mm/yyyy)	October-15	Preliminaries	
Project Completion Date (mm/yyyy)	October-15	Land Acquisition	
		Construction	
		Equipment and Other	65,000
TOTAL COST			\$ 65,000

COSTS & FUNDING SOURCE (Show all that apply)	Prior Years	2015	2016	2017	2018	2019
General Fund		26,000				
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	26,000	-	-	-	-

CITY OF ST. FRANCIS
 FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS
 DEPARTMENT SUMMARY

FIRE DEPARTMENT

PROJECT TITLE	CATEGORY	PRIOR	2015	2016	2017	2018	2019
Fire Truck Replacement	VEHICLES	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Concrete Repair at Station	BUILDINGS	\$ -	\$ 51,948	\$ -	\$ -	\$ -	\$ -
Paving, Curbing & Utilities Behind Station	STREETS	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -
CAD RMS Equipment	EQUIPMENT	\$ -	\$ 15,400	\$ -	\$ -	\$ -	\$ -
Radio Equipment	EQUIPMENT	\$ -	\$ 22,170	\$ 22,170	\$ 22,170	\$ -	\$ -
GRAND TOTAL		\$ -	\$ 264,518	\$ 72,170	\$ 72,170	\$ 50,000	\$ 50,000

CITY OF ST. FRANCIS

CAPITAL REQUESTS

2005 to 2019

DEPARTMENT **FIRE**

PROJECT **Fire Truck Replacement Fund**

CATEGORY	INFRASTRUCTURE	
		EQUIPMENT
	COMPUTER	NEW
X	VEHICLES	RECONSTRUCTION
	BUILDING IMP.	UTILITIES
	PARKS	NEW
	OTHER	RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Set aside funds for future fire truck replacements.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
With the Shared Services process moving forward, a re-evaluation of apparatus needs will be completed. This schedule represents a best-guess of needed funding through 2019.

COST REQUEST

Project Starting Date (mm/yyyy)		Preliminaries	
Project Completion Date (mm/yyyy)		Land Acquisition	
		Construction	
		Equipment and Other	
TOTAL COST			\$ -

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund		50,000	50,000	50,000	50,000	50,000
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	50,000	50,000	50,000	50,000	50,000

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2005 to 2019**

DEPARTMENT **FIRE**

PROJECT **Concrete Repair at Fire Station**

CATEGORY	<input type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	INFRASTRUCTURE
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	STREETS
	<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	NEW
	<input checked="" type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	RECONSTRUCTION
	<input type="checkbox"/>	PARKS	<input type="checkbox"/>	UTILITIES
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	NEW
			<input type="checkbox"/>	RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
The Concrete at the fire station is crumbling more and more each year. Staff has received quotes for total replacement at the cost of \$51,948.

JUSTIFICATION renovate, replace, safety, efficiency, usage demand, etc.
The concrete will be replaced in two sections. The project could be pushed out some length of time with no harm to the station.

COST REQUEST

Project Starting Date (mm/yyyy)	May 15	Preliminaries	
Project Completion Date (mm/yyyy)	June 15	Land Acquisition	
		Construction	
		Equipment and Other	51,948
		TOTAL COST	\$ 51,948

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	51,948	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2005 to 2019**

DEPARTMENT **FIRE**

PROJECT **Paving, curbing and utilities behind fire station**

CATEGORY	<input type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	INFRASTRUCTURE
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	STREETS
	<input type="checkbox"/>	VEHICLES	<input checked="" type="checkbox"/>	NEW
	<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	RECONSTRUCTION
	<input type="checkbox"/>	PARKS	<input type="checkbox"/>	UTILITIES
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	NEW
			<input type="checkbox"/>	RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Pave and curbs the street behind the fire station with storm water improvements

JUSTIFICATION replacement, safety, efficiency, usage demand, etc.
Storm water system is temporary. Other city utilities can be brought down street at this time also

COST REQUEST

Project Starting Date (mm/yyyy)	May-15	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	October-15	Construction	125,000
		Equipment and Other	
TOTAL COST			\$ 125,000

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund		125,000				
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	125,000	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2005 to 2019**

DEPARTMENT **FIRE**

PROJECT **CAD/RMS Equipment for Fire Vehicles**

CATEGORY	EQUIPMENT		INFRASTRUCTURE	
	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	STREETS
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW
	<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	RECONSTRUCTION
	<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	UTILITIES
	<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Each fire vehicle in the county will be equipped with a computer tablet, antenna and hardware to utilize the new RMS/CAD system. Costs estimated at \$2200 per vehicle. SFFD has 7 vehicles for a total of \$15,400.

JUSTIFICATION manufacture, safety, efficiency, usage demand, etc.
The equipment will allow vehicle to access records for data on plans, maps. It will allow the fire department to respond faster and more efficiently. It will also allow the fire department to respond faster and more efficiently.

COST REQUEST

Project Starting Date (mm/yyyy)	April 15	Preliminaries	
Project Completion Date (mm/yyyy)	July 15	Land Acquisition	
		Construction	
		Equipment and Other	15,400
TOTAL COST			\$ 15,400

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	15,400	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **FIRE**

PROJECT **Replacement of Fire Department Radios**

CATEGORY	EQUIPMENT		INFRASTRUCTURE	
	<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	STREETS
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW	
<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	RECONSTRUCTION	
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	UTILITIES	
<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW	
<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY	

DESCRIPTION **brief statement with primary focus of purchase or construction**
In 2017 Motorola will not support the current radios used, a new purchase must be planned by all Police and Fire Departments for 2017.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
New mobile radios are estimated at \$3,500, new handhelds are estimated at \$2,800. SFFD is estimated to need 7 mobiles and 15 handhelds or a total of \$66,500. Staff is suggesting a 3 year plan to purchase putting \$22,170 aside each of 3 years.

COST REQUEST

Project Starting Date (mm/yyyy)	January-15	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	January-17	Construction	
		Equipment and Other	\$66,500
TOTAL COST			\$ 66,500

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund		22,170	22,170	22,170		
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	22,170	22,170	22,170	-	-

CITY OF ST. FRANCIS
 FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS
 DEPARTMENT SUMMARY

POLICE DEPARTMENT

PROJECT TITLE	CATEGORY	PRIOR	2015	2016	2017	2018	2019
Police Debt Service	BUILDINGS	\$ -	\$ 180,000	\$ 180,000	\$ 180,000	\$ 190,000	\$ 190,000
Squad Car Replacement	VEHICLES	\$ -	\$ 65,000	\$ 35,000	\$ 65,000	\$ 35,000	\$ 65,000
Radio Replacement	EQUIPMENT	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
GRAND TOTAL		\$ -	\$ 249,000	\$ 219,000	\$ 249,000	\$ 229,000	\$ 259,000

CITY OF ST. FRANCIS CAPITAL REQUESTS 2015 to 2019

DEPARTMENT **POLICE**

PROJECT **Building**

CATEGORY	INFRASTRUCTURE		
		EQUIPMENT	
	COMPUTER		NEW
	VEHICLES		RECONSTRUCTION
X	BUILDING IMP.		UTILITIES
	PARKS		NEW
	OTHER		RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Debt service payments on the construction of the new Public Works/Police Station that was built in 2011-2012

JUSTIFICATION **replace, safety, efficiency, usage demand, etc.**
To cover debt service payments on the new building

COST REQUEST

Project Starting Date (mm/yyyy)		Preliminaries	
Project Completion Date (mm/yyyy)		Land Acquisition	
		Construction	
		Equipment and Other	
TOTAL COST			\$ -

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund		180,000	180,000	180,000	190,000	190,000
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	180,000	180,000	180,000	190,000	190,000

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **POLICE**

PROJECT **Squad Car Replacement**

CATEGORY	INFRASTRUCTURE	
	<input type="checkbox"/>	EQUIPMENT
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/> NEW
<input checked="" type="checkbox"/>	VEHICLES	<input type="checkbox"/> RECONSTRUCTION
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/> UTILITIES
<input type="checkbox"/>	PARKS	<input type="checkbox"/> NEW
<input type="checkbox"/>	OTHER	<input type="checkbox"/> RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Annual replacement of squad cars. Amount includes cost for vehicle set-up and miscellaneous materials

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
Replacement of Police Department Squad Cars with vehicles that are more efficient will establish a new level of knowledge and skills and will be a major step in the city's future. This will be a five-year program to replace all of the current fleet. The program will be a major step in the city's future.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="checkbox"/> Preliminaries	<input type="checkbox"/>
Project Completion Date (mm/yyyy)	<input type="checkbox"/> Land Acquisition	<input type="checkbox"/>
	<input type="checkbox"/> Construction	<input type="checkbox"/>
	<input type="checkbox"/> Equipment and Other	<input type="checkbox"/>
TOTAL COST		\$ -

COSTS & FUNDING SOURCE (Show all that apply)	Prior Years	2015	2016	2017	2018	2019
General Fund		65,000	35,000	65,000	35,000	65,000
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	65,000	35,000	65,000	35,000	65,000

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **POLICE**

PROJECT **Radio Replacement-Police**

CATEGORY	INFRASTRUCTURE	
	<input checked="" type="checkbox"/> EQUIPMENT	<input type="checkbox"/> STREETS
<input type="checkbox"/> COMPUTER	<input type="checkbox"/> NEW	
<input type="checkbox"/> VEHICLES	<input type="checkbox"/> RECONSTRUCTION	
<input type="checkbox"/> BUILDING IMP.	<input type="checkbox"/> UTILITIES	
<input type="checkbox"/> PARKS	<input type="checkbox"/> NEW	
<input type="checkbox"/> OTHER	<input type="checkbox"/> RELAY	

DESCRIPTION **brief statement with primary focus of purchase or construction**
 The St. Francis Police department has been on the 800 mhz radio system for approximately 10 years. Nearly all of our 13 hand held portables (2,500) and our 6 vehicle radios (5,000) are or about to be out of warranty.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
 Would like to start setting aside funds for radio replacements as the cost to repair one is half the cost of a new one. Nearly all of our radio equipment was purchased at the same time and we should begin to prepare for their failure. These funds would be used to replace current equipment on a "as needed bases" not to add additional equipment.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="text"/>	Preliminaries	<input type="text"/>
Project Completion Date (mm/yyyy)	<input type="text"/>	Land Acquisition	<input type="text"/>
		Construction	<input type="text"/>
		Equipment and Other	<input type="text"/>
		TOTAL COST	\$ -

COSTS & FUNDING SOURCE (Show all that apply)	Prior Years	2015	2016	2017	2018	2019
General Fund		4,000	4,000	4,000	4,000	4,000
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	4,000	4,000	4,000	4,000	4,000

CITY OF ST. FRANCIS
 FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS
 DEPARTMENT SUMMARY

HWYS, STREETS AND ROADS

PROJECT TITLE	CATEGORY	PRIOR	2015	2016	2017	2018	2019
Safety Trailer	EQUIPMENT	\$ -	\$ 24,000	\$ -	\$ -	\$ -	\$ -
Paint Grader	EQUIPMENT	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -
Trailer Mounted PSI Washer	EQUIPMENT	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -
Public Works Facility	BUILDINGS	\$ -	\$ 180,000	\$ 180,000	\$ 180,000	\$ 190,000	\$ 190,000
Dump Truck	EQUIPMENT	\$ -	\$ 249,500	\$ -	\$ -	\$ -	\$ -
2002 Chevrolet Pickup Replacement	VEHICLES	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -
Loader	EQUIPMENT	\$ -	\$ -	\$ 195,000	\$ -	\$ -	\$ -
Tool Cat Replacement	EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 47,700	\$ -
2008 Dump Truck	EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 265,000	\$ -
2008 Dodge 3500 1 Ton Dump	VEHICLES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000
Kerry & 232nd Reconstruction	STREETS	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -
239th & Bittersweet (Mill & Overlay)	STREETS	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
245th & Kings Hwy Realign & Ditch	STREETS	\$ -	\$ 1,045,000	\$ -	\$ -	\$ -	\$ -
Bridge Street Traffic Improve	STREETS	\$ -	\$ 2,625,000	\$ -	\$ -	\$ -	\$ -
Tamarack Street	STREETS	\$ -	\$ 897,000	\$ -	\$ -	\$ -	\$ -
Arrowhead Street	STREETS	\$ -	\$ -	\$ 181,000	\$ -	\$ -	\$ -
Butterfield Drive Improvements	STREETS	\$ -	\$ -	\$ 620,000	\$ -	\$ -	\$ -
Poppy Street Reconstruction	STREETS	\$ -	\$ -	\$ 600,000	\$ -	\$ -	\$ -
241st Avenue	STREETS	\$ -	\$ -	\$ 3,630,000	\$ -	\$ -	\$ -
Rum River Woods Addition Recon.	STREETS	\$ -	\$ -	\$ -	\$ 3,111,500	\$ -	\$ -
Bridge Street Extension	STREETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,401,500
GRAND TOTAL		\$ -	\$ 5,790,500	\$ 5,446,000	\$ 3,291,500	\$ 502,700	\$ 3,656,500

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Safety Trailer**

CATEGORY	INFRASTRUCTURE	
<input checked="" type="checkbox"/> EQUIPMENT	<input type="checkbox"/>	STREETS
<input type="checkbox"/> COMPUTER	<input type="checkbox"/>	NEW
<input type="checkbox"/> VEHICLES	<input type="checkbox"/>	RECONSTRUCTION
<input type="checkbox"/> BUILDING IMP.	<input type="checkbox"/>	UTILITIES
<input type="checkbox"/> PARKS	<input type="checkbox"/>	NEW
<input type="checkbox"/> OTHER	<input type="checkbox"/>	RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Purchase trailer to hold all street safety equipment including class 1, 2 and 3 barricades, parade boards, flashers and cones and temporary signs

JUSTIFICATION **replace, safety, efficiency, usage demand, etc.**
Purchase new trailer equipped with new safety equipment to improve safety by being more efficient for emergency response. City currently lacks gear and has to be loaded and unloaded as needed.

COST REQUEST

Project Starting Date (mm/yyyy)	February-15	Preliminaries	
Project Completion Date (mm/yyyy)	February-15	Land Acquisition	
		Construction	
		Equipment and Other	24,000
TOTAL COST			\$ 24,000

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund		12,000				
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund		5,000				
Sanitary Sewer Fund		6,000				
Other (please specify)						
TOTAL	-	24,000	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Paint Motor Grader**

CATEGORY	<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	INFRASTRUCTURE	
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	<input type="checkbox"/>	STREETS
	<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	<input type="checkbox"/>	NEW
	<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	<input type="checkbox"/>	RECONSTRUCTION
	<input type="checkbox"/>	PARKS	<input type="checkbox"/>	<input type="checkbox"/>	UTILITIES
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	<input type="checkbox"/>	NEW
			<input type="checkbox"/>	<input type="checkbox"/>	RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Paint motor grader and attachments

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
Our 2007 motor grader is reaching the end of its useful life. With the new city of work, the machine will be used in a new area protected by a low wall. The machine has been used in a number of areas and will be used in a new area.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="text"/>	Preliminaries	<input type="text"/>
Project Completion Date (mm/yyyy)	<input type="text"/>	Land Acquisition	<input type="text"/>
		Construction	<input type="text"/>
		Equipment and Other	<input type="text" value="12,000"/>
		TOTAL COST	\$ 12,000

COSTS & FUNDING SOURCE

(Show all that apply)	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	12,000	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Replacement of trailer mounted hotsy psi washer**

CATEGORY	<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	INFRASTRUCTURE
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	STREETS
	<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	NEW
	<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	RECONSTRUCTION
	<input type="checkbox"/>	PARKS	<input type="checkbox"/>	UTILITIES
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	NEW
			<input type="checkbox"/>	RELAY

DESCRIPTION **Replacement of approximately 15 yr old trailer mounted hotsy psi washer.**

JUSTIFICATION **Approximately 15 yr old machine has become unreliable. Equipment is used for cleaning curb storm out, unblocking frozen storm sewer and culverts and is used to clean sewer lift stations.**

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="text"/>	Preliminaries	<input type="text"/>
Project Completion Date (mm/yyyy)	<input type="text"/>	Land Acquisition	<input type="text"/>
		Construction	<input type="text"/>
		Equipment and Other	<input type="text" value="8,000"/>
		TOTAL COST	\$ <input type="text" value="8,000"/>

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund		4,000				
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund		2,000				
Sanitary Sewer Fund		2,000				
Other (please specify)						
TOTAL	-	8,000	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Public Works/Police Facility**

CATEGORY	<input type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	INFRASTRUCTURE
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	STREETS
	<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	NEW
	<input checked="" type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	RECONSTRUCTION
	<input type="checkbox"/>	PARKS	<input type="checkbox"/>	UTILITIES
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	NEW
			<input type="checkbox"/>	RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Debt Service for the New Public Works/Police Station that was built in 2011-2012

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="checkbox"/>	Preliminaries	<input type="checkbox"/>
Project Completion Date (mm/yyyy)	<input type="checkbox"/>	Land Acquisition	<input type="checkbox"/>
	<input type="checkbox"/>	Construction	<input type="checkbox"/>
	<input type="checkbox"/>	Equipment and Other	<input type="checkbox"/>
		TOTAL COST	\$ -

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund		180,000	180,000	180,000	190,000	190,000
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease Revenue Bonds						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	180,000	180,000	180,000	190,000	190,000

NOTE: Transfer in Prior years were in City Hall, Fire and Police. These are now designated to just Police and Public Works for the debt service on the new building.

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **2005 International Dump Truck Replacement**

CATEGORY	EQUIPMENT		INFRASTRUCTURE	
	<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	STREETS
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW	
<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	RECONSTRUCTION	
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	UTILITIES	
<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW	
<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY	

DESCRIPTION brief statement with primary focus of purchase or construction
Replacement of 2005 Single Axle Dump Truck with snow & ice control equipment.

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.
This truck will be replaced on normal 10 year schedule. Replacement will be made with a tandem axle dump truck with snow & ice control equipment. The larger truck will allow us to be more efficient when hauling and allow us to be more efficient when snow plowing-less trips to fill with material.

COST REQUEST

Project Starting Date (mm/yyyy)	January-15	Preliminaries	
Project Completion Date (mm/yyyy)	January-15	Land Acquisition	
		Construction	
		Equipment and Other	249,500
TOTAL COST			\$ 249,500

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund		249,500				
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	249,500	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Replacement of 2002 Chevrolet 4x4 pickup**

CATEGORY	<input type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	INFRASTRUCTURE	
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	STREETS	
	<input checked="" type="checkbox"/>	VEHICLES	<input type="checkbox"/>	NEW	
	<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	RECONSTRUCTION	
	<input type="checkbox"/>	PARKS	<input type="checkbox"/>	UTILITIES	
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	NEW	
			<input type="checkbox"/>	RELAY	

DESCRIPTION **brief statement with primary focus of purchase or construction**
Routine replacement of 2002 Chevy 4x4 pickup

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
The vehicle is being replaced. We will still be using this vehicle for the day to day operations of all departments. Approximate amount of 40,000.

COST REQUEST

Project Starting Date (mm/yyyy)	January 16	Preliminaries	
Project Completion Date (mm/yyyy)	January 16	Land Acquisition	
		Construction	
		Equipment and Other	40,000
		TOTAL COST	\$ 40,000

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	40,000	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Front End Loader with Snow Equipment**

CATEGORY	EQUIPMENT		INFRASTRUCTURE	
	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
		EQUIPMENT		STREETS
		COMPUTER		NEW
		VEHICLES		RECONSTRUCTION
		BUILDING IMP.		UTILITIES
		PARKS		NEW
		OTHER		RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Cat 924H (or similar) Front End Loader with Falls Snow Plow and Wing.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
2012 front end loader has proven to be incredibly efficient and safe for snow plowing operations. An additional New front end loader for safe and efficient snow removal, material handling, park development, street and ditch maintenance and storm damage removal will improve department operations and efficiency.

COST REQUEST

Project Starting Date (mm/yyyy)	January-16	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	January-16	Construction	
		Equipment and Other	195,000
TOTAL COST			\$ 195,000

COSTS & FUNDING SOURCE
(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund			195,000			
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	195,000	-	-	-

CITY OF ST. FRANCIS

CAPITAL REQUESTS

2015 to 2019

DEPARTMENT **STREETS**

PROJECT **Replacement of Bobcat Toolcat**

CATEGORY

<input checked="" type="checkbox"/>	EQUIPMENT	STREETS	
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW
<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	RECONSTRUCTION
<input type="checkbox"/>	BUILDING IMP.	UTILITIES	
<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW
<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Routine replacement of 6 yr old machine.

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.
This machine is used year round and accumulates many hours. Trading this machine for a routine rebuild will minimize downtime, costly repairs and ensure reliability.

COST REQUEST			
Project Starting Date (mm/yyyy)		Preliminaries	
Project Completion Date (mm/yyyy)		Land Acquisition	
		Construction	
		Equipment and Other	47,700
TOTAL COST			\$ 47,700

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	-	47,700	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **2008 International Dump Truck**

CATEGORY	EQUIPMENT		INFRASTRUCTURE	
	<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	STREETS
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW	
<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	RECONSTRUCTION	
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	UTILITIES	
<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW	
<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY	

DESCRIPTION **brief statement with primary focus of purchase or construction**
2008 Single Axle Dump Truck with snow & ice control equipment.

JUSTIFICATION **renew/replace, safety, efficiency, usage demand, etc.**
This truck will be rotated out of main line first run operations following our normal 10 year schedule. Depending on evaluation at the time of purchase of new truck, this 2008 truck will be considered for back up service due to its unique hook lift abilities. Replacement will be made with a tandem axle dump truck with snow & ice control equipment. The larger truck will allow us to be more efficient when hauling and allow us to be more efficient when snow plowing with less trips to fill with material.

COST REQUEST

Project Starting Date (mm/yyyy)	January-18	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	January-18	Construction	
		Equipment and Other	265,000
TOTAL COST			\$ 265,000

COSTS & FUNDING SOURCE (Show all that apply)	Prior Years	2015	2016	2017	2018	2019
General Fund					265,000	
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	-	265,000	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Kerry and 232nd reconstruction**

CATEGORY	<input type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	STREETS
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW
	<input type="checkbox"/>	VEHICLES	<input checked="" type="checkbox"/>	RECONSTRUCTION
	<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	UTILITIES
	<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Per Feasibility study conducted in 2013, street needs to be reconstructed.

JUSTIFICATION need, purpose, safety, efficiency, usage demand, etc.
The asphalt is deteriorating. New construction standards will increase the life of the new asset.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="text"/>	Preliminaries	<input type="text"/>
Project Completion Date (mm/yyyy)	<input type="text"/>	Land Acquisition	<input type="text"/>
		Construction	250,000
		Equipment and Other	<input type="text"/>
		TOTAL COST	\$ 250,000

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds		250,000				
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	250,000	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **239th and Bittersweet reconstruction**

CATEGORY	INFRASTRUCTURE	
	<input type="checkbox"/>	EQUIPMENT
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/> NEW
<input type="checkbox"/>	VEHICLES	<input checked="" type="checkbox"/> RECONSTRUCTION
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/> UTILITIES
<input type="checkbox"/>	PARKS	<input type="checkbox"/> NEW
<input type="checkbox"/>	OTHER	<input type="checkbox"/> RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Per Feasibility Study conducted in 2013, street needs to be reconstructed.

JUSTIFICATION replacement, safety, efficiency, usage demand, etc.
Per Feasibility Study conducted in 2013, street needs to be reconstructed. Also provide options for project payment.

COST REQUEST

Project Starting Date (mm/yyyy)	May-15	Preliminaries	
Project Completion Date (mm/yyyy)	October-15	Land Acquisition	
		Construction	500,000
		Equipment and Other	
TOTAL COST			\$ 500,000

COSTS & FUNDING SOURCE
(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund		500,000				
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL		500,000				

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **245th & Kings Hwy Realignment & Ditch Work**

CATEGORY	INFRASTRUCTURE	
	EQUIPMENT	STREETS
	COMPUTER	<input checked="" type="checkbox"/> NEW
	VEHICLES	<input type="checkbox"/> RECONSTRUCTION
	BUILDING IMP.	<input type="checkbox"/> UTILITIES
	PARKS	<input type="checkbox"/> NEW
	OTHER	<input type="checkbox"/> RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Mill and overlay 245th. Construct Kings Hwy bit surface with realignment to 245th. Reshape ditches for proper flow of storm water.

JUSTIFICATION needs/replace, safety, efficiency, usage demand, etc.
Asphalt surface on 245th has reached its useful life end and based on citizen/resident concerns and traffic volume, alignment and pavement work will reduce maintenance costs.

COST REQUEST

Project Starting Date (mm/yyyy)	May-15	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	October-15	Construction	1,045,000
		Equipment and Other	
TOTAL COST			\$ 1,045,000

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds		1,045,000				
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other <small>(please specify)</small>						
TOTAL	-	1,045,000	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Bridge Street Traffic and Utility Improvements**

CATEGORY	EQUIPMENT		INFRASTRUCTURE
	COMPUTER		STREETS
	VEHICLES	X	NEW
	BUILDING IMP.	X	RECONSTRUCTION
	PARKS		UTILITIES
	OTHER		NEW
			RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
County led reconstruction of Bridge St including 2 roundabout intersections. This estimate is for City portion only.

JUSTIFICATION renewal plans, safety, efficiency, design standard, etc.
 County led reconstruction of Bridge St including 2 roundabout intersections at Rain River Blvd and County 3 rd and West St. Bridge reconstruction will provide additional improvements to the area including the replacement of sidewalks, curbs, and drainage. This project will also include the installation of utility infrastructure to support the roundabout construction.

COST REQUEST

Project Starting Date (mm/yyyy)	May 15	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	October 15	Construction	2,625,000
		Equipment and Other	
TOTAL COST			\$ 2,625,000

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund		2,625,000				
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	2,625,000	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Tamarack Street**

CATEGORY	<input type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	INFRASTRUCTURE
	<input type="checkbox"/>	COMPUTER	<input checked="" type="checkbox"/>	STREETS
	<input type="checkbox"/>	VEHICLES		NEW
	<input type="checkbox"/>	BUILDING IMP.		RECONSTRUCTION
	<input type="checkbox"/>	PARKS		UTILITIES
	<input type="checkbox"/>	OTHER		NEW
				RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Upgrade Tamarack Street from gravel to bituminus on south half and overlay north half.

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.
Increased traffic volume from development both in St. Francis and north requires road to be upgraded to reduce gravel maintenance, improve safety and traffic flow.

COST REQUEST

Project Starting Date (mm/yyyy)	May-15	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	November-15	Construction	897,000
		Equipment and Other	
TOTAL COST			\$ 897,000

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund		897,000				
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	897,000	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Arrowhead Street Mill and Overlay**

CATEGORY	INFRASTRUCTURE	
	<input type="checkbox"/> EQUIPMENT	<input type="checkbox"/> STREETS
<input type="checkbox"/> COMPUTER	<input type="checkbox"/> NEW	
<input type="checkbox"/> VEHICLES	<input checked="" type="checkbox"/> RECONSTRUCTION	
<input type="checkbox"/> BUILDING IMP.	<input type="checkbox"/> UTILITIES	
<input type="checkbox"/> PARKS	<input type="checkbox"/> NEW	
<input type="checkbox"/> OTHER	<input type="checkbox"/> RELAY	

DESCRIPTION **brief statement with primary focus of purchase or construction**
Mill and overlay bituminous roadway surface

JUSTIFICATION **justify purchase, safety, efficiency, usage demand, etc.**
Because of the deteriorated condition of the existing pavement, mill and overlay will be necessary with other

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="checkbox"/> Preliminaries	
Project Completion Date (mm/yyyy)	<input type="checkbox"/> Land Acquisition	
	<input type="checkbox"/> Construction	181,000
	<input type="checkbox"/> Equipment and Other	
	TOTAL COST	\$ 181,000

COSTS & FUNDING SOURCE
(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund			181,000			
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	181,000	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Butterfield Drive Reconstruction**

CATEGORY	INFRASTRUCTURE	
	<input type="checkbox"/>	EQUIPMENT
<input type="checkbox"/>	COMPUTER	<input checked="" type="checkbox"/> NEW
<input type="checkbox"/>	VEHICLES	<input type="checkbox"/> RECONSTRUCTION
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/> UTILITIES
<input type="checkbox"/>	PARKS	<input type="checkbox"/> NEW
<input type="checkbox"/>	OTHER	<input type="checkbox"/> RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Reconstruct entire road changing to urban section. Will check sewer and water systems at the same time.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
Asphalt age and poor conditions. Poor drainage and narrow street. Added 3% in 2012. Added 3% in 2013.

COST REQUEST

Project Starting Date (mm/yyyy)	May-16	Preliminaries	
Project Completion Date (mm/yyyy)	October-16	Land Acquisition	
		Construction	620,000
		Equipment and Other	
TOTAL COST			\$ 620,000

COSTS & FUNDING SOURCE (Show all that apply)	Prior Years	2015	2016	2017	2018	2019
General Fund			620,000			
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	620,000	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Poppy Street Reconstruction**

CATEGORY	INFRASTRUCTURE	
	<input type="checkbox"/> EQUIPMENT	<input type="checkbox"/> STREETS
<input type="checkbox"/> COMPUTER	<input type="checkbox"/> NEW	
<input type="checkbox"/> VEHICLES	<input checked="" type="checkbox"/> RECONSTRUCTION	
<input type="checkbox"/> BUILDING IMP.	<input type="checkbox"/> UTILITIES	
<input type="checkbox"/> PARKS	<input type="checkbox"/> NEW	
<input type="checkbox"/> OTHER	<input type="checkbox"/> RELAY	

DESCRIPTION brief statement with primary focus of purchase or construction
Reconstruct Poppy St from 227th Ave to Bridge St. Including water and sewer utility improvements.

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.
 This project is needed to improve the safety and efficiency of Poppy Street. The project includes reconstructing the street and improving the water and sewer utilities. This project is needed to improve the safety and efficiency of Poppy Street and to improve the water and sewer utilities.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="checkbox"/> Preliminaries	
Project Completion Date (mm/yyyy)	<input type="checkbox"/> Land Acquisition	
	<input type="checkbox"/> Construction	600,000
	<input type="checkbox"/> Equipment and Other	
	TOTAL COST	\$ 600,000

COSTS & FUNDING SOURCE (Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund			400,000			
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL			600,000			

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **241st Avenue**

CATEGORY	INFRASTRUCTURE	
	EQUIPMENT	STREETS
	COMPUTER	NEW
	VEHICLES	RECONSTRUCTION
	BUILDING IMP.	UTILITIES
	PARKS	NEW
	OTHER	RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Upgrade 241st Avenue to 9 ton curb and gutter street with utilities.

JUSTIFICATION **replace, safety, efficiency, usage demand, etc.**
Street and utility upgrades to improve safety and traffic in expanded urban service area. Water and sanitary sewer may be paid partially with Trunk Utility Fees and utility revenues.

COST REQUEST

Project Starting Date (mm/yyyy)	May-16	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	October-16	Construction	3,630,000
		Equipment and Other	
TOTAL COST			\$ 3,630,000

COSTS & FUNDING SOURCE	Prior Years	2015	2016	2017	2018	2019
<i>(Show all that apply)</i>						
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds			2,185,000			
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund			725,000			
Sanitary Sewer Fund			725,000			
Other (please specify)						
TOTAL	-	-	3,630,000	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Reconstruct Rum River Woods addition (225th Lane)**

CATEGORY	INFRASTRUCTURE	
	EQUIPMENT	STREETS
	COMPUTER	NEW
	VEHICLES	X RECONSTRUCTION
	BUILDING IMP.	UTILITIES
	PARKS	NEW
	OTHER	RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Replace sanitary and storm sewer, water main and hydrants, curb, gutter, and street loop watermain

JUSTIFICATION **justify need, safety, efficiency, usage demand, etc.**
Street loop watermain project is needed to provide adequate sewer service to the street loop which will improve reliability and safety. The project is a continuation of the development currently in progress on the street loop. The project is a continuation of the street loop watermain project.

COST REQUEST

Project Starting Date (mm/yyyy)	April 17	Preliminaries	
Project Completion Date (mm/yyyy)	September 17	Land Acquisition	
		Construction	3,111,500
		Equipment and Other	
TOTAL COST			\$ 3,111,500

COSTS & FUNDING SOURCE
(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds				1,482,000		
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	3,111,500	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **STREETS**

PROJECT **Bridge Street Extension**

CATEGORY	INFRASTRUCTURE	
	EQUIPMENT	STREETS
	COMPUTER	NEW
	VEHICLES	RECONSTRUCTION
	BUILDING IMP.	UTILITIES
	PARKS	NEW
	OTHER	RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
New road extending Bridge St. NW west to Hwy 47. Includes signal lights at Hwy 47 and Ambassador.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
Improve traffic flow and safety through the city. Boost economic development on both corridors. This would be a County led project.

COST REQUEST

Project Starting Date (mm/yyyy)	May:19	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	October:19	Construction	3,401,500
		Equipment and Other	
TOTAL COST			\$ 3,401,500

COSTS & FUNDING SOURCE (Show all that apply)	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						2,678,000
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						323,500
County Funding						180,500
Liquor Fund						
Water Fund						117,500
Sanitary Sewer Fund						102,000
Other (please specify)						
TOTAL	-	-	-	-	-	3,401,500

CITY OF ST. FRANCIS
 FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS
 DEPARTMENT SUMMARY

PARKS

PROJECT TITLE	CATEGORY	PRIOR	2015	2016	2017	2018	2019
Hockey Rink Improvements	PARKS	\$ -	\$ 135,000	\$ -	\$ -	\$ -	\$ -
Bobcat Annual Replacement	EQUIPMENT	\$ -	\$ 32,900	\$ 33,890	\$ 34,910	\$ 35,930	\$ 36,950
New Mower Deck for Belos	EQUIPMENT	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Sealcoat Trails	PARKS	\$ -	\$ 155,000	\$ -	\$ -	\$ -	\$ -
Deer Creek Park Trail	PARKS	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -
Building at Community Park	BUILDINGS	\$ -	\$ -	\$ 378,000	\$ -	\$ -	\$ -
Hidden Ponds Irrigation	EQUIPMENT	\$ -	\$ -	\$ 206,000	\$ -	\$ -	\$ -
Highland Woods Park Improvement	PARKS	\$ -	\$ -	\$ -	\$ 48,500	\$ -	\$ -
Rum River Woods Improvements	PARKS	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -
Benches & Trash Bins	EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -
Durigan Locher & Seeyle Brook	PARKS	\$ -	\$ -	\$ -	\$ -	\$ 26,000	\$ -
Zero Turn Mower	EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,100
Picnic Tables & Concrete Pads	EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Splash Park Study	PARKS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Disc Golf Study	PARKS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
GRAND TOTAL		\$ -	\$ 342,900	\$ 637,890	\$ 208,410	\$ 71,930	\$ 102,050

CITY OF ST. FRANCIS

CAPITAL REQUESTS

2015 to 2019

DEPARTMENT **PARKS**

PROJECT **Hockey rink improvements**

		INFRASTRUCTURE
CATEGORY	<input type="checkbox"/> EQUIPMENT	<input type="checkbox"/> STREETS
	<input type="checkbox"/> COMPUTER	<input type="checkbox"/> NEW
	<input type="checkbox"/> VEHICLES	<input type="checkbox"/> RECONSTRUCTION
	<input type="checkbox"/> BUILDING IMP.	<input type="checkbox"/> UTILITIES
	<input checked="" type="checkbox"/> PARKS	<input type="checkbox"/> NEW
	<input type="checkbox"/> OTHER	<input type="checkbox"/> RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
 Improve surface (asphalt paving) for more efficient flooding and multuse capabilities (Basketball courts). Improve board and fence system to limit movement and improve safety. Install new lighting.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
 The current light system is obsolete and inefficient, new LED lighting would be installed. The surface is dirt and uneven, a paved surface would be installed requiring less water for flooding this would also provide an opportunity for mult-use. With a properly sized paved surface, basketball courts could be added for summer use. The board and fence system moves up and down because of improper footings and a clay vein underground.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="checkbox"/>	Preliminaries	
Project Completion Date (mm/yyyy)	<input type="checkbox"/>	Land Acquisition	
		Construction	135,000
		Equipment and Other	
		TOTAL COST	\$ 135,000

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund		20,000				
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees		115,000				
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	135,000	-	-	-	-

CITY OF ST. FRANCIS CAPITAL REQUESTS 2015 to 2019

DEPARTMENT **PARKS**

PROJECT **Bobcat Guaranteed Buy Back Program**

CATEGORY	<input checked="" type="checkbox"/>	EQUIPMENT	INFRASTRUCTURE STREETS NEW RECONSTRUCTION UTILITIES NEW RELAY
	<input type="checkbox"/>	COMPUTER	
	<input type="checkbox"/>	VEHICLES	
	<input type="checkbox"/>	BUILDING IMP.	
	<input type="checkbox"/>	PARKS	
	<input type="checkbox"/>	OTHER	

DESCRIPTION brief statement with primary focus of purchase or construction
Annual replacement of the bobcat on the guaranteed buy back program from Crawford's Equipment.

JUSTIFICATION maintenance, safety, efficiency, usage demand, etc.
With this purchase in the buy back program, it is our new machine each year with a new warranty.

COST REQUEST

Project Starting Date (mm/yyyy)	January 13	Preliminaries	
Project Completion Date (mm/yyyy)	January 13	Land Acquisition	
		Construction	
		Equipment and Other	30,110
TOTAL COST			\$ 30,110

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund		32,900	33,890	34,910	35,930	36,950
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	32,900	33,890	34,910	35,930	36,950

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **PARKS**

PROJECT **Replace 6 yr old mower deck for Belos.**

CATEGORY	EQUIPMENT		INFRASTRUCTURE	
	<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	STREETS
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW	
<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	RECONSTRUCTION	
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	UTILITIES	
<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW	
<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY	

DESCRIPTION **Replace 6 yr old mower deck for Belos multi-purpose machine**

JUSTIFICATION **Our sandy soils cause a tremendous amount of wear on our mower decks. A routine replacement of the deck will ensure reliability while mowing and less need for costly refurbishing.**

COST REQUEST

Project Starting Date (mm/yyyy)	April-15	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	April-15	Construction	
		Equipment and Other	20,000
TOTAL COST			\$ 20,000

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund		20,000				
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	20,000	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT

PARKS

PROJECT

Sealcoating of Bituminous Trails

CATEGORY

	EQUIPMENT		INFRASTRUCTURE
	COMPUTER		STREETS
	VEHICLES		NEW
	BUILDING IMP.		RECONSTRUCTION
X	PARKS		UTILITIES
	OTHER		NEW
			RELAY

DESCRIPTION

brief statement with primary focus of purchase or construction
Crack fill and seal coat all bituminous trails.

JUSTIFICATION

improvements, safety, efficiency, usage demand, etc.
Crack fill and seal coat all bituminous trails. This will improve the life of the pavement and prevent water damage to the subgrade.

COST REQUEST

Project Starting Date (mm/yyyy)		Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)		Construction	155,000
		Equipment and Other	
TOTAL COST			\$ 155,000

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	155,000	-	-	-	-

CITY OF ST. FRANCIS CAPITAL REQUESTS 2015 to 2019

DEPARTMENT

PARKS

PROJECT

Deer Creek Park Trail

CATEGORY

<input type="checkbox"/>	EQUIPMENT
<input type="checkbox"/>	COMPUTER
<input type="checkbox"/>	VEHICLES
<input type="checkbox"/>	BUILDING IMP.
<input checked="" type="checkbox"/>	PARKS
<input type="checkbox"/>	OTHER

INFRASTRUCTURE

<input type="checkbox"/>	STREETS
<input type="checkbox"/>	NEW
<input type="checkbox"/>	RECONSTRUCTION
<input type="checkbox"/>	UTILITIES
<input type="checkbox"/>	NEW
<input type="checkbox"/>	RELAY

DESCRIPTION

brief statement with primary focus of purchase or construction

Study new trail connections. Multi-Jurisdiction involvement to inter-connect existing trails and construct new trails.

JUSTIFICATION

new/replace, safety, efficiency, usage demand, etc.

New trail will provide safe connection for residents from Meadows of St. Francis, Deer Creek 1st and points west to Seelye Brook Park, passing through the Wickstrom Forest property and eventually connecting to Pederson Path includes trails from 229th north along Hwy 47. This will be a long consecutive pathway that interconnects many natural areas and parks.

COST REQUEST

Project Starting Date (mm/yyyy)

April-16

Preliminaries
Land Acquisition

Project Completion Date (mm/yyyy)

September-16

Construction
Equipment and Other

20,000

TOTAL COST

\$ 20,000

COSTS & FUNDING SOURCE

(Show all that apply)

- General Fund
- Capital Outlay Fund
- Donation
- Grants
- Federal Aid
- MSA State Aid
- GO Bonds
- Capital Improvement Plan Bonds
- Lease-Purchase
- Park Dedication Fees
- State Funding
- County Funding
- Liquor Fund
- Water Fund
- Sanitary Sewer Fund
- Other (please specify)

	Prior Years	2015	2016	2017	2018	2019
			20,000			
TOTAL	-	-	20,000	-	-	-

CITY OF ST. FRANCIS CAPITAL REQUESTS 2015 to 2019

DEPARTMENT

PARKS

PROJECT

Replace Concession Stand/Bathrooms at Community Park

CATEGORY

<input type="checkbox"/>	EQUIPMENT
<input type="checkbox"/>	COMPUTER
<input type="checkbox"/>	VEHICLES
<input checked="" type="checkbox"/>	BUILDING IMP.
<input type="checkbox"/>	PARKS
<input type="checkbox"/>	OTHER

INFRASTRUCTURE	
<input type="checkbox"/>	STREETS
<input type="checkbox"/>	NEW
<input type="checkbox"/>	RECONSTRUCTION
<input type="checkbox"/>	UTILITIES
<input type="checkbox"/>	NEW
<input type="checkbox"/>	RELAY

DESCRIPTION

brief statement with primary focus of purchase or construction
Provide a community meeting room that can be used year round with the proper amenities such as handicapped bathrooms and concession stand/kitchen accessible from inside or out.

JUSTIFICATION

modernization, safety, efficiency, energy demand, etc.
Community meeting room is needed for future development of the building. The building is currently used for storage and is in poor condition. It will be replaced with a new building that will provide a community meeting room, handicapped bathrooms, and concession stand/kitchen accessible from inside or out.

COST REQUEST

Project Starting Date (mm/yyyy)	April 16	Preliminaries	
Project Completion Date (mm/yyyy)	September 16	Land Acquisition	
		Construction	378,000
		Equipment and Other	
		TOTAL COST	\$ 378,000

COSTS & FUNDING SOURCE

(Show all that apply)

- General Fund
- Capital Outlay Fund
- Donation
- Grants
- Federal Aid
- MSA State Aid
- GO Bonds
- Capital Improvement Plan Bonds
- Lease-Purchase
- Park Dedication Fees
- State Funding
- County Funding
- Liquor Fund
- Water Fund
- Sanitary Sewer Fund
- Other (please specify)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	378,000	-	-	-

CITY OF ST. FRANCIS CAPITAL REQUESTS 2015 to 2019

DEPARTMENT **PARKS**

PROJECT **Hidden Ponds Irrigation and Shelter**

CATEGORY	INFRASTRUCTURE	
	<input checked="" type="checkbox"/> EQUIPMENT	<input type="checkbox"/> STREETS
<input type="checkbox"/> COMPUTER	<input type="checkbox"/> NEW	
<input type="checkbox"/> VEHICLES	<input type="checkbox"/> RECONSTRUCTION	
<input type="checkbox"/> BUILDING IMP.	<input type="checkbox"/> UTILITIES	
<input type="checkbox"/> PARKS	<input type="checkbox"/> NEW	
<input type="checkbox"/> OTHER	<input type="checkbox"/> RELAY	

DESCRIPTION **brief statement with primary focus of purchase or construction**
 Add well, underground irrigation, and small equipment room and shelter. Replace wooden timbers that surround the playground equipment with permanent concrete curbing.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
 Addition of irrigation would improve the turf surface. Use of this underutilized field would increase because of this. Providing a small equipment room for well/irrigation controls, electricity and ball field equipment would be necessary. The wooden timbers rot over time and need to be replaced for safety reasons.

COST REQUEST

Project Starting Date (mm/yyyy)	April-16	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	August-16	Construction	206,000
		Equipment and Other	
TOTAL COST			\$ 206,000

COSTS & FUNDING SOURCE	Prior Years	2015	2016	2017	2018	2019
<i>(Show all that apply)</i>						
General Fund			16,000			
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees			180,000			
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	206,000	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT

PARKS

PROJECT

Highland Woods Park Improvements

CATEGORY

			INFRASTRUCTURE
	EQUIPMENT		STREETS
	COMPUTER		NEW
	VEHICLES		RECONSTRUCTION
	BUILDING IMP.		UTILITIES
X	PARKS		NEW
	OTHER		RELAY

DESCRIPTION

brief statement with primary focus of purchase or construction
 Add irrigation and drinking fountain to park

JUSTIFICATION

replace, safety, efficiency, usage demand, etc.
 The City of St. Francis is requesting a budget for the purchase of irrigation equipment and a drinking fountain for Highland Woods Park. The irrigation equipment is needed to maintain the park's landscaping and the drinking fountain is needed to provide water for park visitors.

COST REQUEST

Project Starting Date (mm/yyyy)	April 17	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	June 17	Construction	48,500
		Equipment and Other	
TOTAL COST			\$ 48,500

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	48,500	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **PARKS**

PROJECT **Rum River Woods Park Improvements**

CATEGORY

<input type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	INFRASTRUCTURE
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	STREETS
<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	NEW
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	RECONSTRUCTION
<input checked="" type="checkbox"/>	PARKS	<input type="checkbox"/>	UTILITIES
<input type="checkbox"/>	OTHER	<input type="checkbox"/>	NEW
		<input type="checkbox"/>	RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Replacement of outdated equipment, add maintenance free playground surface. Install irrigation and drinking fountain. Layout/design and create area for multi-use ball field.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
Park is underutilized due to outdated equipment. While adding irrigation a proper design and layout of open space could easily provide a multi-use ball field play area.

COST REQUEST

Project Starting Date (mm/yyyy)	April-17	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	September-17	Construction	125,000
		Equipment and Other	
TOTAL COST			\$ 125,000

COSTS & FUNDING SOURCE
(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund				30,000		
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees				95,000		
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	125,000	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **PARKS**

PROJECT **Benches and Trash Recepticles**

CATEGORY	<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	INFRASTRUCTURE
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	STREETS
	<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	NEW
	<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	RECONSTRUCTION
	<input type="checkbox"/>	PARKS	<input type="checkbox"/>	UTILITIES
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	NEW
			<input type="checkbox"/>	RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Add permanent benches and trash recepticles throughout park system

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.
new/replace, safety, efficiency, usage demand, etc.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="text"/>	Preliminaries	<input type="text"/>
Project Completion Date (mm/yyyy)	<input type="text"/>	Land Acquisition	<input type="text"/>
		Construction	10,000
		Equipment and Other	<input type="text"/>
		TOTAL COST	\$ 10,000

COSTS & FUNDING SOURCE	Prior Years	2015	2016	2017	2018	2019
<small>(Show all that apply)</small>						
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	-	10,000	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **PARKS**

PROJECT **Durigan Locher and Seeyle Brook Park concrete curbing**

CATEGORY	<input type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	INFRASTRUCTURE
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	STREETS
	<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	NEW
	<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	RECONSTRUCTION
	<input checked="" type="checkbox"/>	PARKS	<input type="checkbox"/>	UTILITIES
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	NEW
			<input type="checkbox"/>	RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Add concrete curbing around playground play areas in both of these parks, replaces timbers that are reaching the end of their useful life.

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
Wooden timbers around the play structures are reaching the end of their useful life. The wooden timbers rot over time and need to be replaced for safety reasons. Replacing timbers with concrete curbing is a more permanent repair.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="checkbox"/>	Preliminaries	
Project Completion Date (mm/yyyy)	<input type="checkbox"/>	Land Acquisition	
	<input type="checkbox"/>	Construction	26,000
	<input type="checkbox"/>	Equipment and Other	
		TOTAL COST	\$ 26,000

COSTS & FUNDING SOURCE (Show all that apply)	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees					26,000	
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	-	26,000	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **PARKS**

PROJECT **Routine replacement of Zero turn Mower**

CATEGORY	INFRASTRUCTURE	
<input checked="" type="checkbox"/> EQUIPMENT	<input type="checkbox"/> STREETS	
<input type="checkbox"/> COMPUTER	<input type="checkbox"/> NEW	
<input type="checkbox"/> VEHICLES	<input type="checkbox"/> RECONSTRUCTION	
<input type="checkbox"/> BUILDING IMP.	<input type="checkbox"/> UTILITIES	
<input type="checkbox"/> PARKS	<input type="checkbox"/> NEW	
<input type="checkbox"/> OTHER	<input type="checkbox"/> RELAY	

DESCRIPTION brief statement with primary focus of purchase or construction
Routine replacement of our Zero turn mower w/ bagger attachment.

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.
 This mower is currently 10 years old and will be replaced after 1500 hours of use. It is currently in good condition but will be replaced to ensure safety and efficiency in the growing season.

COST REQUEST

Project Starting Date (mm/yyyy)	January 19	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	January 19	Construction	
		Equipment and Other	20,100
TOTAL COST			\$ 20,100

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL						20,100

CITY OF ST. FRANCIS CAPITAL REQUESTS 2015 to 2019

DEPARTMENT **PARKS**

PROJECT **Picnic Tables and Concrete Pads**

CATEGORY	INFRASTRUCTURE	
	<input checked="" type="checkbox"/> EQUIPMENT	<input type="checkbox"/> STREETS
<input type="checkbox"/> COMPUTER	<input type="checkbox"/> NEW	
<input type="checkbox"/> VEHICLES	<input type="checkbox"/> RECONSTRUCTION	
<input type="checkbox"/> BUILDING IMP.	<input type="checkbox"/> UTILITIES	
<input type="checkbox"/> PARKS	<input type="checkbox"/> NEW	
<input type="checkbox"/> OTHER	<input type="checkbox"/> RELAY	

DESCRIPTION brief statement with primary focus of purchase or construction
 Add picnic tables and concrete pads to set them on throughout the park system

JUSTIFICATION justify purchase, safety, efficiency, usage demand, etc.
 Purchase 15 picnic tables and construct concrete pads to place them on throughout the park system. Tables can be secured to the concrete to prevent vandalism and by having them on pads eliminates the need to move them to weed whip and mow under them.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="text"/>	Preliminaries	<input type="text"/>
Project Completion Date (mm/yyyy)	<input type="text"/>	Land Acquisition	15,000
		Construction	
		Equipment and Other	
TOTAL COST			\$ 15,000

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
	General Fund					
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						15,000
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	-	-	15,000

CITY OF ST. FRANCIS CAPITAL REQUESTS 2015 to 2019

DEPARTMENT **PARKS**

PROJECT **Splash Park Study**

		INFRASTRUCTURE
CATEGORY	<input type="checkbox"/> EQUIPMENT	<input type="checkbox"/> STREETS
	<input type="checkbox"/> COMPUTER	<input type="checkbox"/> NEW
	<input type="checkbox"/> VEHICLES	<input type="checkbox"/> RECONSTRUCTION
	<input type="checkbox"/> BUILDING IMP.	<input type="checkbox"/> UTILITIES
	<input checked="" type="checkbox"/> PARKS	<input type="checkbox"/> NEW
	<input type="checkbox"/> OTHER	<input type="checkbox"/> RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Determine feasibility of a splash park

JUSTIFICATION maintenance, safety, efficiency, usage demand, etc.
Study will determine cost, size and location of splash park

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="checkbox"/>	Preliminaries	15,000
Project Completion Date (mm/yyyy)	<input type="checkbox"/>	Land Acquisition	
		Construction	
		Equipment and Other	
TOTAL COST			\$ 15,000

COSTS & FUNDING SOURCE <small>(Show all that apply)</small>	Prior Years	2015	2016	2017	2018	2019
General Fund						15,000
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	-	-	15,000

CITY OF ST. FRANCIS CAPITAL REQUESTS 2015 to 2019

DEPARTMENT PARKS

PROJECT Disc Golf Course study.

CATEGORY

	INFRASTRUCTURE
<input type="checkbox"/> EQUIPMENT	<input type="checkbox"/> STREETS
<input type="checkbox"/> COMPUTER	<input type="checkbox"/> NEW
<input type="checkbox"/> VEHICLES	<input type="checkbox"/> RECONSTRUCTION
<input type="checkbox"/> BUILDING IMP.	<input type="checkbox"/> UTILITIES
<input checked="" type="checkbox"/> PARKS	<input type="checkbox"/> NEW
<input type="checkbox"/> OTHER	<input type="checkbox"/> RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Study feasibility for creation of disc golf course

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.
Study would determine need, size, type and location of a disc golf course.

COST REQUEST

Project Starting Date (mm/yyyy)	<input type="checkbox"/>	Preliminaries	15,000
Project Completion Date (mm/yyyy)	<input type="checkbox"/>	Construction	
		Equipment and Other	
TOTAL COST			\$ 15,000

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						15,000
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	-	-	15,000

CITY OF ST. FRANCIS
 FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS
 DEPARTMENT SUMMARY

WATER AND SANITARY SEWER

PROJECT TITLE	CATEGORY	PRIOR	2015	2016	2017	2018	2019
Household Meter Changeout	EQUIPMENT	\$ -	\$ 65,722	\$ 65,722	\$ 65,722	\$ 65,722	\$ 65,722
Wastewater Treatment Plant	UTILITIES	\$ -	\$ 18,000,000	\$ -	\$ -	\$ -	\$ -
Monitoring Well	EQUIPMENT	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -
Well #5	UTILITIES	\$ -	\$ -	\$ -	\$ 405,730	\$ -	\$ -
Cab & Chassis	VEHICLES	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -
Portable Generator	EQUIPMENT	\$ -	\$ -	\$ -	\$ 58,000	\$ -	\$ -
Vac/Jetter Truck	EQUIPMENT	\$ -	\$ -	\$ -	\$ 310,000	\$ -	\$ -
Trunk Hwy 47 Water & Sewer	UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ 4,017,000	\$ -
GRAND TOTAL		\$ -	\$ 18,065,722	\$ 165,722	\$ 889,452	\$ 4,082,722	\$ 65,722

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT WATER

PROJECT Household Water Meter Changeout

CATEGORY

<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	STREETS
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW
<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	RECONSTRUCTION
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	UTILITIES
<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW
<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Change out aging water meters (200 meters per year).

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.
With new plant running we can effectively start changing our our older water meters that have lost efficiency due to poor water quality passing through them. At the same time we would start switching over to an automatic meter reading system. This will eliminate to costs associated with manually reading meters and give us real time data. This would be a 7 year plan.

COST REQUEST

Project Starting Date (mm/yyyy)	March-15	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	December-19	Construction	
		Equipment and Other	
TOTAL COST			\$ -

COSTS & FUNDING SOURCE (Show all that apply)	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund		65,722	65,722	65,722	65,722	65,722
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	65,722	65,722	65,722	65,722	65,722

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT

WASTEWATER

PROJECT

Waste Water Treatment Facility

CATEGORY

<input type="checkbox"/>	EQUIPMENT
<input type="checkbox"/>	COMPUTER
<input type="checkbox"/>	VEHICLES
<input checked="" type="checkbox"/>	BUILDING IMP.
<input type="checkbox"/>	PARKS
<input type="checkbox"/>	OTHER

INFRASTRUCTURE	
<input type="checkbox"/>	STREETS
<input type="checkbox"/>	NEW
<input type="checkbox"/>	RECONSTRUCTION
<input type="checkbox"/>	UTILITIES
<input checked="" type="checkbox"/>	NEW
<input type="checkbox"/>	RELAY

DESCRIPTION

brief statement with primary focus of purchase or construction
Based on Council approved WWTP Facility Plan Study a new Mechanical WWTP would be built at current WWTP site.

JUSTIFICATION

new/replace, safety, efficiency, usage demand, etc.
New WWTP needed to meet year 2015 and future MDC wastewater treatment permit limits and regulatory WWTPs required to serve 2015 population and future growth of approximately 1,000 residents.

COST REQUEST

Project Starting Date (mm/yyyy)	January 15	Preliminaries	
		Land Acquisition	
Project Completion Date (mm/yyyy)	January 17	Construction	18,000,000
		Equipment and Other	
TOTAL COST			\$ 18,000,000

COSTS & FUNDING SOURCE

(Show all that apply)

- General Fund
- Capital Outlay Fund
- Donation
- Grants
- Federal Aid
- MSA State Aid
- GO Bonds
- Capital Improvement Plan Bonds
- Lease-Purchase
- Park Dedication Fees
- State Funding
- County Funding
- Liquor Fund
- Water Fund
- Sanitary Sewer Fund
- Other (please specify)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	18,000,000	-	-	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT WATER & WASTEWATER

PROJECT Cab and Chassis

CATEGORY

<input type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	STREETS
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW
<input checked="" type="checkbox"/>	VEHICLES	<input type="checkbox"/>	RECONSTRUCTION
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	UTILITIES
<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW
<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY

DESCRIPTION brief statement with primary focus of purchase or construction
Purchase new cab and chassis for current crane/utility body. Refurbish crane/utility box

JUSTIFICATION new/replace, safety, efficiency, usage demand, etc.
10 yr replacement 2007 Dodge cab and chassis. Scheduled replacement increases reliability and reduces costly breakdowns. Refurbish existing utility box and crane.

COST REQUEST

Project Starting Date (mm/yyyy)	January-17	Preliminaries	
Project Completion Date (mm/yyyy)	January-17	Land Acquisition	
		Construction	
		Equipment and Other	50,000
TOTAL COST			\$ 50,000

COSTS & FUNDING SOURCE
(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund				25,000		
Sanitary Sewer Fund				25,000		
Other (please specify)						
TOTAL	-	-	-	50,000	-	-

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **WATER & WASTEWATER**

PROJECT **Replace portable Genset (generator system)**

CATEGORY	EQUIPMENT		INFRASTRUCTURE	
	<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	STREETS
<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW	
<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	RECONSTRUCTION	
<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	UTILITIES	
<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW	
<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY	

DESCRIPTION **brief statement with primary focus of purchase or construction**
Portable Genset for powering lift stations and wells

JUSTIFICATION **new/replace, safety, efficiency, usage damaged, etc.**
Current genset is over 10 years old and is in need of replacement.

COST REQUEST

Project Starting Date (mm/yyyy)	January 17	Preliminaries	
Project Completion Date (mm/yyyy)	January 17	Land Acquisition	
		Construction	
		Equipment and Other	58,000
		TOTAL COST	\$ 58,000

COSTS & FUNDING SOURCE

(Show all that apply)	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund						
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	-	-	58,000	-	-

CITY OF ST. FRANCIS CAPITAL REQUESTS 2015 to 2019

DEPARTMENT

WATER & WASTEWATER

PROJECT

Trunk Hwy 47 Water Main and Sewer Extension

CATEGORY

<input type="checkbox"/>	EQUIPMENT
<input type="checkbox"/>	COMPUTER
<input type="checkbox"/>	VEHICLES
<input type="checkbox"/>	BUILDING IMP.
<input type="checkbox"/>	PARKS
<input type="checkbox"/>	OTHER

INFRASTRUCTURE	
<input type="checkbox"/>	STREETS
<input type="checkbox"/>	NEW
<input type="checkbox"/>	RECONSTRUCTION
<input type="checkbox"/>	UTILITIES
<input checked="" type="checkbox"/>	NEW
<input type="checkbox"/>	RELAY

DESCRIPTION

brief statement with primary focus of purchase or construction
Extension of water and sewer services North on Hwy 47 to 245th and West on 241st Avenue to Roanoke Street

JUSTIFICATION

sewerage, safety, efficiency, usage demand, etc.
 Provide water and sewer service to new residential developments and land use. Many areas are currently unimproved and are in need of sewer service.

COST REQUEST

Project Starting Date (mm/yyyy)

January 18

Preliminaries
Land Acquisition

Project Completion Date (mm/yyyy)

December 18

Construction
Equipment and Other

4,017,000

TOTAL COST

\$ 4,017,000

COSTS & FUNDING SOURCE

(Show all that apply)

- General Fund
- Capital Outlay Fund
- Donation
- Grants
- Federal Aid
- MSA State Aid
- GO Bonds
- Capital Improvement Plan Bonds
- Lease-Purchase
- Park Dedication Fees
- State Funding
- County Funding
- Liquor Fund
- Water Fund
- Sanitary Sewer Fund
- Other (please specify)

	Prior Years	2015	2016	2017	2018	2019
TOTAL	-	-	-	-	4,017,000	-

CITY OF ST. FRANCIS
 FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS
 DEPARTMENT SUMMARY

LIQUOR STORE

PROJECT TITLE	CATEGORY	PRIOR	2015	2016	2017	2018	2019
Cooler Doors/LED Lighting	EQUIPMENT	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
GRAND TOTAL		\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

**CITY OF ST. FRANCIS
CAPITAL REQUESTS
2015 to 2019**

DEPARTMENT **LIQUOR STORE**

PROJECT **Store Improvements**

CATEGORY	EQUIPMENT		INFRASTRUCTURE	
	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	EQUIPMENT	<input type="checkbox"/>	STREETS
	<input type="checkbox"/>	COMPUTER	<input type="checkbox"/>	NEW
	<input type="checkbox"/>	VEHICLES	<input type="checkbox"/>	RECONSTRUCTION
	<input type="checkbox"/>	BUILDING IMP.	<input type="checkbox"/>	UTILITIES
	<input type="checkbox"/>	PARKS	<input type="checkbox"/>	NEW
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	RELAY

DESCRIPTION **brief statement with primary focus of purchase or construction**
Lighting, Ceiling Units and Cooler Lights, Upgrade POS System, New Security Cameras, Irrigation

JUSTIFICATION **new/replace, safety, efficiency, usage demand, etc.**
When the lights, ceiling, and cooler units in the case of the liquor store are replaced, the store will be able to operate more efficiently and safely. The new POS system will be a significant improvement over the current system, and the new security cameras will provide a higher level of security. The irrigation system will provide a higher level of water efficiency and safety.

COST REQUEST

Project Starting Date (mm/yyyy)	January 15	Preliminaries	
Project Completion Date (mm/yyyy)	December 19	Land Acquisition	
		Construction	
		Equipment and Other	50,000
		TOTAL COST	\$ 50,000

COSTS & FUNDING SOURCE

(Show all that apply)

	Prior Years	2015	2016	2017	2018	2019
General Fund						
Capital Outlay Fund						
Donation						
Grants						
Federal Aid						
MSA State Aid						
GO Bonds						
Capital Improvement Plan Bonds						
Lease-Purchase						
Park Dedication Fees						
State Funding						
County Funding						
Liquor Fund		10,000	10,000	10,000	10,000	10,000
Water Fund						
Sanitary Sewer Fund						
Other (please specify)						
TOTAL	-	10,000	10,000	10,000	10,000	10,000

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Ad Proof

Enlarged

**CITY OF ST. FRANCIS
STATE OF MINNESOTA
COUNTY OF ANOKA
NOTICE OF
PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the City Council of the City of St. Francis, Minnesota (the "City") will meet on Monday, May 4, 2015, at or after 6:00 PM in the council chambers at City Hall, 23340 Cree Street NW in the City, to hold a public hearing concerning (1) the adoption of a five-year capital improvement plan for the City prepared in compliance with Minnesota Statutes, Section 475.521 (the "Plan"); and (2) the issuance of general obligation bonds (the "Bonds") to finance capital projects described in the Plan, including the remodeling of the existing fire hall, the resurfacing of the existing fire department parking lot, and the acquisition of the police and public works facility through the refinancing of the Public Project Lease Revenue Bonds, Series 2012A, issued by the Economic Development Authority for the City of St. Francis. The maximum principal amount of the Bonds to be issued under the Plan is \$8,650,000.

If a petition requesting a vote on the issuance of the Bonds signed by voters equal to five percent of the votes cast in the City in the last municipal general election is filed with the City Clerk within 30 days after the public hearing, the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election.

A copy of the Plan is available for inspection in the City Clerk's office, City Hall, 23340 Cree Street NW, St. Francis, Minnesota 55070. Question or comments may be directed to the City Clerk's office at 763-235-2302.

All interested persons may appear and be heard at the public hearing either orally or in writing, or may file written comments with the City Clerk before the hearing.

BY ORDER OF THE CITY COUNCIL OF THE CITY OF ST. FRANCIS, MINNESOTA
/s/ Barbara Held, City Clerk
City of St. Francis, Minnesota
Published in the
Anoka County Union-Herald
April 17, 2015
377553

Publications:

Anoka County Union Herald

Date: 04/13/15

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PLANNING MEMO

TO: St Francis City Council
FROM: Nate Sparks
DATE: April 29, 2015
RE: Green Valley Preserve Final Plat

Background

On March 2, 2015, the City Council approved a preliminary plat known as Green Valley Estates. Green Valley Development LLC has now made an application for the final plat which is now known as Green Valley Preserve. The property is located within the 6500 block of Ambassador Blvd. The plat is proposing to split the approximately 38 acre property into three separate lots.

Subject Site

The property is located on the north side of Ambassador Blvd between County Road 70 and County Road 71. It is currently vacant property utilized primarily as a farm field with a large wetland on the rear of the property.

District Standards

The property is zoned A2, Rural Estate Agriculture. The minimum lot size in the district is 10 acres. The minimum lot width is 300 feet. All three proposed lots exceed these standards. Perimeter easements are required on all lots. The applicant has provided easements which were deemed acceptable by the City Engineer. The applicant has also placed the wetland in an easement.

Roads & Access

The applicant proposes a right-of-way in the southwest corner of the plat for Basalt Street. This is a short road segment identified in the City's transportation plan for access. The applicant is not constructing the road at this time but is being permitted by the City Engineer to place a driveway within this right-of-way. Lots 2 and 3 are proposed to have a shared access point to Ambassador Blvd, which was recommended by the City and County Engineer. The applicant revised the width of the two eastern lots to meet the requirements of the County Engineer for access spacing.

Park Dedication

There are no municipal park or trail plan components within this area. Therefore the applicant will be expected to pay cash-in-lieu of parkland dedication for the two new units. The cash-in-lieu amount will be \$5000.

Plat Review

If the City Council finds that the final plat is generally consistent with the preliminary plat approval, the final plat should be approved.

Recommended Action

City Staff finds the final plat to be generally consistent with the preliminary plat approval. A resolution is attached for consideration.

ATTACHMENTS

Resolution

Preliminary Plat

Final Plat

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

RESOLUTION 2015-18

**A RESOLUTION APPROVING A FINAL PLAT FOR
GREEN VALLEY PRESERVE**

WHEREAS, Green Valley Development LLP, (the "Applicant") has made an application for a final plat; and

WHEREAS, the subject site (the "Property") has a legal description of:

The Northeast Quarter of the Southeast Quarter of Section 27, Township 34, Range 25, Anoka County, Minnesota

WHEREAS, the Property is identified in Anoka County records with the property identification number of 27-34-25-41-0001; and

WHEREAS, the Council approved a preliminary plat on March 2, 2015 to divide the 38 acre parcel into 3 residential lots; and

WHEREAS, the final plat is generally consistent with the approved preliminary plat; and

NOW, THEREFORE, BE IT RESOLVED that the City of St. Francis hereby approves the final plat subject to the following conditions:

1. The applicant shall pay \$5000 in park dedication fees.
2. Septic sites are subject to review and approval of the Building Official.
3. All comments from the City Engineer shall be addressed.
4. All comments from Anoka County shall be addressed.
5. All comments from the City Attorney regarding title and recording procedures shall be adhered to.
6. The final plat shall be recorded within 90 days of this approval.
7. All fees related to the review of this application shall be paid.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 4th DAY OF MAY, 2015.

APPROVED

Steve Kane
Mayor of St. Francis

GREEN VALLEY PRESERVE

CITY OF ST. FRANCIS
COUNTY OF ANOKA
SEC. 27, T. 34, R. 25

KNOW ALL PERSONS BY THESE PRESENTS: That GREEN VALLEY DEVELOPMENT, LP, a Minnesota limited liability partnership, owner of the following described property
The Northwest Quarter of the Southwest Quarter, Section 27, Township 34 North, Range 25 West, Anoka County, Minnesota.

has caused the same to be surveyed and platted as GREEN VALLEY PRESERVE and does hereby dedicate to the public for public use the public ways and easements and utility easements as shown by this plat.

In witness whereof said GREEN VALLEY DEVELOPMENT, LP, a Minnesota limited liability partnership, has caused these presents to be signed by its proper officer this _____ day of _____ 20____

GREEN VALLEY DEVELOPMENT, LP

STATE OF MINNESOTA

Terry L. Budstrom, President

COUNTY OF _____

Notary Public, _____ County, Minnesota
My Commission Expires _____

I, Eric R. Vandergrau, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and notes are correctly determined on this plat; that the same conform to the laws of the State of Minnesota; that I am duly sworn and hold out no false pretenses and will not, as defined in the laws of the State of Minnesota, Section 327.02, Subd. 1, of the State of Minnesota, be deemed to be guilty of practicing as a surveyor unless I am duly licensed on this plat.

Eric R. Vandergrau, Licensed Land Surveyor
Minnesota License Number 44173

This instrument was acknowledged before me this _____ day of _____ 20____ by Eric R. Vandergrau.

STATE OF MINNESOTA

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF ST. FRANCIS, MINNESOTA

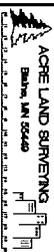
This plat of GREEN VALLEY PRESERVE was approved and accepted by the City Council of the City of St. Francis, Minnesota at a regular meeting thereof held this _____ day of _____ 20____ and said plat is in compliance with the provisions of Minnesota Statutes, Section 503.03 Subd. 2.

CITY COUNCIL, CITY OF ST. FRANCIS, MINNESOTA

By: _____ Mayor
By: _____ Clerk

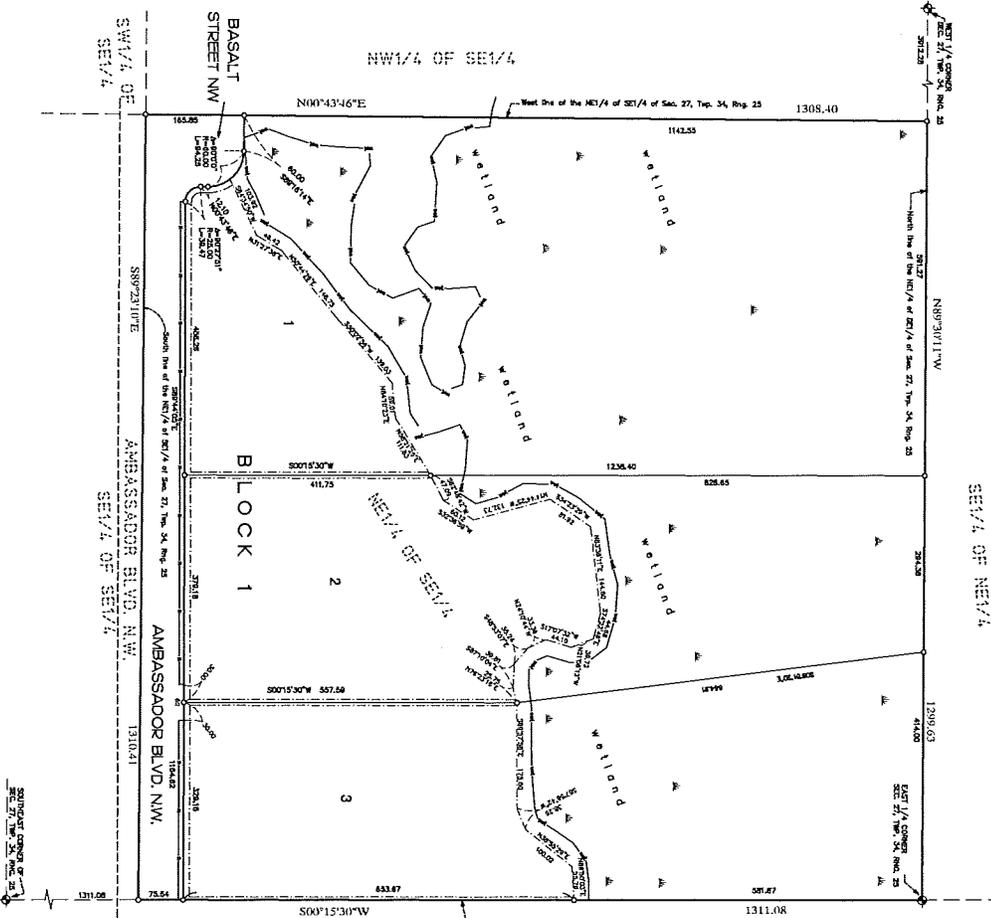
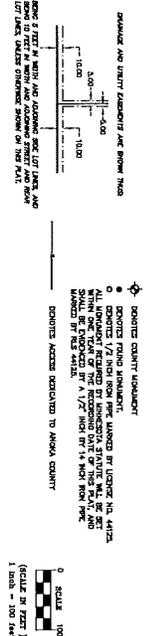
COUNTY SURVEYOR
I hereby certify that in accordance with Minnesota Statutes, Section 503.021, Subd. 1, this plat has been reviewed and approved
this _____ day of _____ 20____

By: _____
Anoka County Surveyor



THE NORTH QUARTER OF THE EAST LINE OF THE SW 1/4 OF SEC. 27, T. 34, R. 25, ANOKA COUNTY, MINNESOTA IS DESIGNATED AS SHOWN ON THIS PLAT.

NORTH



NW1/4 OF SW1/4



PLANNING MEMO

TO: St Francis City Council
FROM: Nate Sparks
DATE: April 29, 2015
RE: Martinson Addition Final Plat & Easement Vacation

Background

On April 6, 2015, the City Council approved a preliminary plat known as the Martinson Addition. Martinson Machine LLLP has made an application for a final plat for the property. It is located at Stark Drive and Ambassador Blvd. The site is located at 3845 Stark Drive, 3855 Stark Drive, and an unaddressed property to the south. On April 20, 2015, the Council held a public hearing for an easement vacation related to the plat.

Subject Site

The property is located between Ambassador Blvd and Zea Street north of Stark Drive. The site currently consists of the Northland Screw facility (on two parcels), the Stark Drive right-of-way, the former Stark Drive right-of-way, and an empty lot. Stark Drive was relocated about 250 feet south in 2007. Its former location is to be vacated as part of the final plat. The current location of the road is proposed to be platted as right-of-way as part of this process.

District Standards

The property is zoned B3, Business Park. The minimum lot size in the district is 25,000 square feet. The minimum lot width is 300 feet. Both proposed lots exceed these standards. The two resulting parcels are both over 2 acres in size. Setbacks required are 50 feet from County Roads, 35 from a local City Road right-of-way, and 20 feet from the side lot line. Impervious surfaces are limited to 80% per lot in this district. The applicant provided information depicting the impervious surface calculations for Lot 1 to be under 70%.

Easements / Roads & Access

Perimeter easements are required on all lots. The applicant has provided easements which are subject to review and approval by the City Engineer. There is currently an access drive to Ambassador Blvd for Lot 1 on Lot 2. This will need to be placed within an easement if it is to remain. There is a storm pond located on the south side of Lot 2 which is proposed to be placed within an easement. The former road location lies within an easement that is proposed for vacation. The Council has already held the hearing related to this vacation.

Park Dedication

The applicant is technically re-platting three parcels into two. Therefore, no park dedication is required.

Plat Review

If the City Council finds that the final plat is generally consistent with the preliminary plat approval, the final plat should be approved.

Recommended Action

City Staff finds the final plat to be generally consistent with the preliminary plat approval. A resolution is attached for consideration for both the final plat and easement vacation.

ATTACHMENTS

Final Plat Resolution

Final Plat

Easement Vacation Resolution

Easement Vacation Exhibit

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

RESOLUTION 2015-19

**A RESOLUTION APPROVING A FINAL PLAT FOR
MARTINSON ADDITION**

WHEREAS, Martinson Machine LLLP, (the "Applicant") has made an application for a final plat; and

WHEREAS, the legal description of the subject site (the "Property") is attached to this resolution on the final plat; and

WHEREAS, the Property is identified in Anoka County records with the numbers of 32-34-24-22-0016, 32-34-24-22-0017, and 32-34-24-22-0019; and

WHEREAS, the Council approved a preliminary plat on April 6, 2015 to re-plat the property into two lots; and

WHEREAS, the final plat is generally consistent with the approved preliminary plat; and

NOW, THEREFORE, BE IT RESOLVED that the City of St. Francis hereby approves the final plat subject to the following conditions:

1. This approval is contingent upon a successful vacation of the former Stark Drive right-of-way.
2. An easement across Lot 2 for the driveway to Ambassador Blvd for Lot 1 shall be recorded with the plat.
3. All comments from the City Engineer shall be addressed.
4. All comments from Anoka County shall be addressed.
5. All comments from the City Attorney regarding title and recording procedures shall be adhered to.
6. The final plat shall be recorded within 90 days of this approval.
7. All fees related to the review of this application shall be paid.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 4th DAY OF MAY, 2015.

APPROVED

Attest:

Steve Kane, Mayor of St. Francis

Barbara I. Held
City Clerk

Attachments:
Final Plat

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

RESOLUTION 2015-20

**RESOLUTION APPROVING AN EASEMENT VACATION RELATED TO
THE MARTINSON ADDITION FINAL PLAT**

WHEREAS, there has been submitted to the City Council of the City of St. Francis a petition to vacate a right-of-way easement for the former location of Stark Drive; and

WHEREAS, the petition also includes the vacation of a right-of-way easement for a portion of Zea Street that will be replaced by platted right-of-way in the Martinson Addition Final Plat; and

WHEREAS, the legal description of the easement to be vacated is:

That part of the North Half of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota, described as follows:

Commencing at the Northwest corner of said Section 32; thence South, assumed bearing, along the West line of said Section 32 a distance of 631.00 feet to the actual point of beginning of the land described; thence East a distance of 585.62 feet; thence South 21 degrees 47 minutes 50 seconds East, a distance of 267.58 feet; thence South a distance of 57.38 feet; thence East a distance of 367.90 feet, more or less, to the centerline of County State Aid Highway No. 28 as now located and traveled; thence South 03 degrees 21 minutes 22 seconds East, a distance of 61.67 feet; thence West a distance of 332.15 feet; thence South a distance of 262.95 feet, more or less, to the point of intersection with a line drawn parallel with and distant 1254.00 feet South of the North line of said Section 32 (said distance being measured along the West line of said Section 32); thence North 89 degrees 31 minutes 01 seconds West and parallel with the North line of said Section 32 a distance of 66.00 feet to a point distant 625.00 feet East of the West line of said Section 32 (said distance being measured along a line parallel with the North line of said Section 32); thence North a distance of 368.27 feet, more or less, to a point of intersection with a line bearing East from a point distant 260.00 feet South of the point of beginning; thence North 21 degrees 47 minutes 50 seconds West, a distance of 215.40 feet; thence West a distance of 545.00 feet to the West line of said Section 32; thence North along said West line a distance of 60.00 feet to the point of beginning.

That lies South of the North 891.00 feet of said North Half of the Northwest Quarter.

WHEREAS, notice of the public hearing on said vacation has been duly published and posted in accordance with the applicable Minnesota Statutes; and

WHEREAS, the St. Francis City Council conducted a public hearing on April 20, 2015; and

WHEREAS, the City Council proceeded to hear all persons interested in said petition and persons interested were afforded the opportunity to present their views and objections to the granting of said petition; and

WHEREAS, the City Council determined that there is no current and/or anticipated future public need to retain the easement and the requested vacation would be in the public interest; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of St. Francis that pursuant to Minnesota Statutes 412.851, the above described easement situated in the City of St. Francis, Anoka County, Minnesota is hereby vacated on condition of the filing of the final plat of Martinson Addition.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 4th DAY OF MAY, 2015.

APPROVED

Steve Kane
Mayor of St. Francis

Attest:

Barbara I. Held
City Clerk

Attachments:
Easement Vacation Exhibit



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4800 Olson Memorial Highway, Suite 202, Golden Valley, MN 55422
Telephone: 763.231.2555 Facsimile: 763.231.2561 planners@nacplanning.com

PLANNING MEMO

TO: St. Francis City Council
FROM: Nate Sparks, City Planner
DATE: April 29, 2015
RE: Jordan Mining Interim Use Permit

BACKGROUND

Jordan Turf Farms & North Pine Aggregate have made an application for an Interim Use Permit to allow for sand extraction at a property located near Bluebird Street and 229th Avenue. The extraction of sand is proposed to take place over an approximately 10 acre area for two years.

APPLICANT'S PROPOSAL

The applicant operates a turf farm on about 125 acres on four parcels within this area. The proposed extraction would take primarily take place on the eastern side of one of the parcels. The area to be extracted from is at an elevation of about 922 to 924 feet. When completed, there will be an elevation of about 917 feet. Upon completion, the topsoil would be replaced on the site. The permit being sought would allow for the operation of the extraction for two years. It may be renewed at that time through the same process.

EXTRACTION REQUIREMENTS

The site is located in the A-2, Rural Estate Agriculture Zoning District. In this district an Interim Use Permit may be obtained for extractions such as this. Chapter 32 of the Zoning Ordinance regulates the operations of mines and extractions in the City. The following standards are found in Chapter 32:

Limits of Excavation. No excavation or digging shall be made beyond the limits for which the particular permit is granted, and in no case shall any excavation or digging be made within thirty (30) feet of any adjoining road right-of-way or structure as may be in the area without obtaining specific approval by the City.

The proposed extraction will not take place within 30 feet of any road or structure. The applicant will need to contain all extraction to the area identified on this permit.

Guardrails and Berms along Roadways. Where excavations are made within thirty (30) feet of a public roadway or right-of-way, the permittee shall erect either a suitable guardrail along the right-of-way or roadway or construct a dirt berm not less than thirty (30) inches in height and six (6) feet in width at the base.

No guardrails will be required due to the distance of the extraction from the right-of-way.

Reduction of Dust, Noise, and Nuisance. All reasonable means shall be employed by the applicant to reduce dust, noise and nuisances.

The applicant will need to maintain the proper hours of operation. Mining operations are allowed by ordinance between 7:00 am and 7:00 pm on Monday through Saturday. The nearest house is owned by the Jordan Family. Other homes in the area are greater than 1000 feet from the site with a stand of trees in between.

The applicant states that dust will be controlled and a water truck will be on site at all times. The City Engineer may order to have dust control methods applied if the conditions warrant.

Maximum Slopes. During the entire period of operations, all excavations other than the working base shall be sloped on all sides at a maximum ratio of one (1) foot horizontal to one (1) foot vertical, unless a steeper slope shall be approved by the City Engineer. Where excavations are adjacent to a public roadway or other right-of-way, the excavation shall have a maximum four to one (4:1) slope. Slopes adjacent to or contiguous to bodies of water shall be sloped at a maximum of six to one (6:1).

The applicant will need to maintain these standards to the satisfaction of the City Engineer.

Appearance and Screening. Appearance and screening of the site shall comply with the following standards:

1. Machinery shall be kept in good repair and painted regularly.
2. Abandoned machinery and rubbish shall be removed from the site regularly.
3. All structures that are not being used shall be removed from the site.
4. All equipment and temporary structures shall be removed and dismantled not later than six (6) months after termination of mining operations or expiration of the permit.
5. Where practical, stockpiles of overburden and materials shall be used to screen the mining site.
6. Where practical, the perimeter of the mining site shall be planted or otherwise screened.
7. Existing trees and ground cover shall be preserved to the greatest extent feasible, maintained and supplemented by selective cutting, transplanting and replanting of trees, shrubs and other ground cover along all setback areas.

If approved, the site will be regularly inspected to ensure compliance with these standards. The applicant is aware of the requirements.

Top soil preservation. All top soil shall be retained at the site until complete rehabilitation of the site has taken place according to the rehabilitation plan.

The applicant is proposing to reuse the topsoil from the site. Erosion control methods will be required. Dust, noise, and hours of operation shall be maintained as stated above.

Access Roads. Applicants shall provide adequate access roads to and from the site which shall have proper sight distances for traffic safety at each point of access.

The applicant is proposing an access road to Bluebird Street. This road is subject to review and approval by the City Engineer.

Stockpiles. Stockpiles of active operations shall be regulated in a manner consistent with Section 10-32-10-N.

The applicant has provided locations for stockpiles. All stockpiles will need to be maintained in a fashion consistent with the City Ordinances.

ENVIRONMENTAL REVIEW

A mandatory environmental review is not required for this project. An Environmental Assessment Worksheet is required when the project is for a mining operation of 40 acres in size and 10 feet in depth. This proposal is for a project 10 acres in area to a maximum depth of about 7 feet.

INTERIM USE PERMIT REVIEW

An interim use permit may be granted by the City for a use for a temporary period of time. The proposed extraction is only proposed to be in use for the 2015 and 2016 construction seasons. An IUP may be approved by the City when consistent with the following criteria:

- 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 or will be 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.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission held a public hearing on April 15th. At the hearing a letter was presented, which is attached, and some residents on Drake Street adjacent to the site expressed concerns about the amount of truck traffic related to this use and stated it was out of character with the neighborhood.

The Planning Commission recommended that additional signage be placed in the area warning of trucks hauling and recommended approval of the request with the following conditions:

1. The applicant shall obtain a construction stormwater permit from the MPCA
2. The applicant shall provide an escrow for repairs to Bluebird Street, if necessary.
3. An escrow for administrative and inspection costs shall be provided.
4. The grading plan is subject to review and approval by the City Engineer.
5. Stormwater pollution prevention and erosion control plans shall be provided for review and approval by the City Engineer.
6. Culverts shall be installed at Bluebird Street in the manner required by the City Engineer.
7. The proposed access design is subject to review and approval by the City Engineer.

8. The proposed access shall be removed upon expiration of the permit. An escrow may be required for removal.
9. Restoration in a manner consistent with City and MPCA regulations shall be conducted at the expiration of the permit. An escrow may be required for this purpose.
10. All requirements in Section 10-32-10-N shall be adhered to at all times.
11. Insurance and bond requirements shall be met.
12. All required fees, including permit fees, shall be paid.
13. Dust control shall be applied if deemed necessary by the City Engineer.
14. All comments from the City Engineer shall be addressed.
15. All comments from the City Attorney shall be addressed.
16. The applicant shall enter into an agreement with the City regarding the required terms of approval.

If the mining permit is approved by the Council, the Council should also approve the IUP Agreement, which is attached.

Attached:

Engineers Letter

Letter from Public Hearing

Aerial Photo

Applicant's Submittal

Resolution

IUP Agreement



BOLTON & MENK, INC.[®]

Consulting Engineers & Surveyors

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

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

www.bolton-menk.com

April 30, 2015

Mr. Nate Sparks, City Planner
Northwest Associate Consultants Inc.
4800 Olson Memorial Hwy, Ste 202
Golden Valley, MN 55422-5169

RE: Jordan Mining IUP
City of St. Francis, Minnesota
BMI Project No. R18.109594

Dear Nate:

I have reviewed the Site and Grading Exhibits dated 4/22/2015 associated with the IUP Application for the above referenced project and have the following comments.

1. The applicant shall be responsible for obtaining a MPCA Construction Stormwater Permit. A copy of the permit shall be submitted to the City for our records. No earth moving shall begin until the fully executed permit is received by the City of St. Francis.
2. The applicant shall execute a Development Contract and post all necessary bonds and securities prior to any work at the site.
3. The applicant shall install a culvert with safety aprons, a minimum of 15-inches in diameter to accommodate drainage along Bluebird Street at the proposed access location. This shall be clearly noted on the Site Exhibit.
4. The applicant shall install "Trucks Hauling" or similar signage along Bluebird Street. The signage locations shall be clearly identified on the Site Exhibit.
5. The applicant shall install "Trucks Hauling" or similar signage along 229th Ave. NW. Prior to the installation of the signage, the applicant shall obtain permission or if required, a permit from Anoka County for the signage installation. The signage locations shall be clearly identified on the Site Exhibit.
6. The applicant shall submit site monitoring records as required by the MPCA permit to the City for our files.
7. Turf shall be restored on all disturbed areas, including stockpiles in accordance with the MPCA requirements. Seed mixtures planned for turf restoration shall be clearly identified on the Site Exhibit. The turf establishment shall be inspected prior to releasing escrow funds for the project.

I recommend that revised exhibits incorporating the above-referenced comments be submitted for the review of the City Engineer. No work shall be completed on the site without prior approval of the City of St. Francis. If you have any questions on the above, please call.

Sincerely,

BOLTON & MENK, INC.

Jared Voge, P.E.
City Engineer
JAV/kg

U:\STAFF\18109594\1_Consult\To Others\2015-04-30_109594 Sparks Jordan Mining IUP.docx

April 15, 2015

St. Francis Planning Commission
St. Francis, Minnesota

We are writing this letter to voice our concerns regarding sand extraction at 1353 231st Lane N.W.

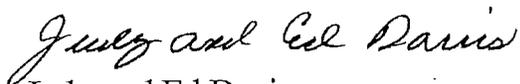
We moved back to Minnesota when we retired 10 years ago. We relocated from a busy Chicago suburb, and our main criteria in picking a home was peace and quiet. We found our perfect home in St. Francis. We have peacefulness, and solitude, and such beautiful property with abundant trees. We also enjoy an array of wildlife, and so many beautiful birds. We spend a great deal of time outside gardening, and love to watch the birds. We have commented many times over the years how lucky we are.

We feel this is being threatened with the possibility of sand extraction right behind our property. Our concerns are many, but mainly the noise, the dirt, the trucks. What about the roads? What about the wildlife?

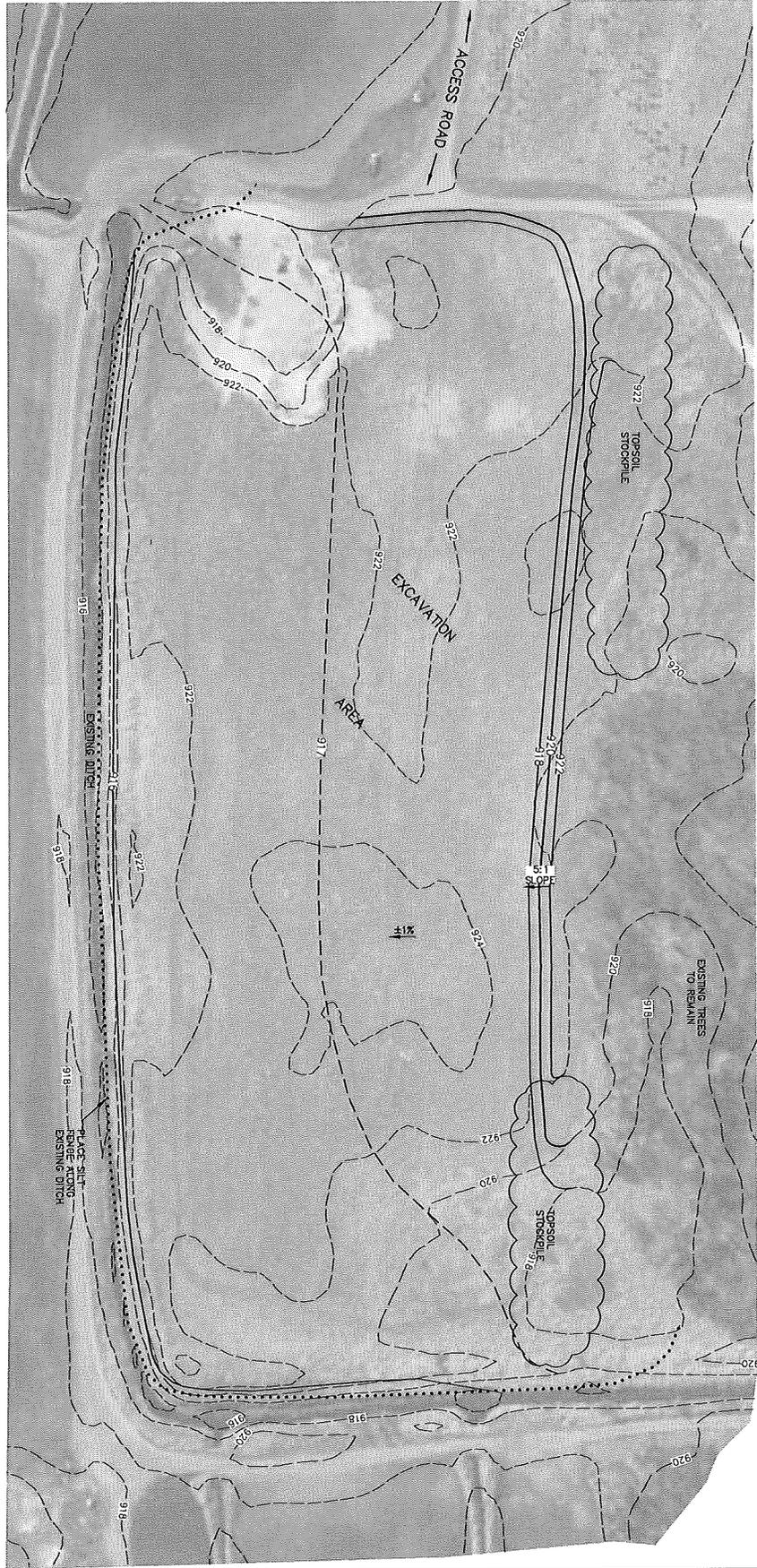
We would certainly never be opposed to someone earning a living. However, sand extraction seems extreme, and could have a major impact on our lives, as well as our neighbors.

We hope you will take our concerns into consideration when making your decision to issue a permit.

Thank you.

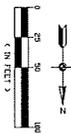


Judy and Ed Davis
23463 Drake St. N.W.
St. Francis, Mn. 55070



GRADING SEQUENCE:

1. CONSTRUCT ACCESS ROAD.
2. INSTALL GRAVEL ENTRANCE, SILT FENCE & OTHER EROSION CONTROL MEASURES.
3. STRIP TOPSOIL & STOCKPILE ON NORTH END OF SITE FOR SCREENING.
4. EXPORT GRANULAR MATERIAL.
5. MAINTAIN/SWEEP STREETS AS REQUIRED.
6. RESPREAD TOPSOIL/RESTORE SITE ONCE EXPORTING IS COMPLETE.
7. REMOVE CONSTRUCTION ACCESS.
8. REMOVE SILT FENCE ONCE SITE IS ESTABLISHED.



CALL BEFORE YOU DIG

811

Know What's Below,
Call before you dig.

REVISIONS
1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

1. Owner approval shall be obtained for all revisions.
 2. Revisions shall be prepared by the engineer or a duly licensed Professional Engineer under the supervision of the Professional Engineer.
 3. All revisions shall be dated and initialed.
 4. The Professional Engineer shall be responsible for the accuracy of the information provided.
 5. The Professional Engineer shall be responsible for the accuracy of the information provided.
 6. The Professional Engineer shall be responsible for the accuracy of the information provided.
 7. The Professional Engineer shall be responsible for the accuracy of the information provided.
 8. The Professional Engineer shall be responsible for the accuracy of the information provided.
 9. The Professional Engineer shall be responsible for the accuracy of the information provided.
 10. The Professional Engineer shall be responsible for the accuracy of the information provided.

Name: _____
 Title: _____
 Date: _____
 License #: _____

NORTH PINE AGGREGATE
 14551 Lake Drive
 Columbus, MN 55025

50 SCALE GRADING EXHIBIT

BLUEBIRD STREET BORROW AREA
 St. Francis, Minnesota

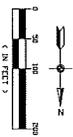
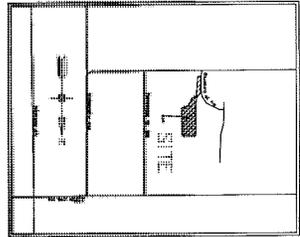
**Carlson
McCain**

ENVIRONMENTAL • ENGINEERING • SURVEYING

248 Apollo Dr, Suite 100, Lino Lakes, MN 55014
 Phone: 763-489-7900 Fax: 763-489-7959

BLUEBIRD STREET BORROW AREA

ST. FRANCIS, MINNESOTA



CALL BEFORE YOU DIG

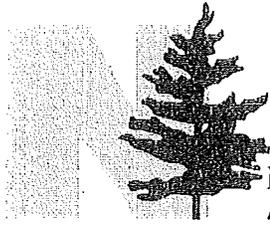
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Know what's below.
Call before you dig.

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NORTH PINE AGGREGATE
14551 Lake Drive
Columbus, MN 55025

SITE EXHIBIT
BLUEBIRD STREET BORROW AREA
St. Francis, Minnesota

Carlson McCain
ENVIRONMENTAL • ENGINEERING • SURVEYING
248 Apollo Dr, Suite 100, Lino Lakes, MN 55014
Phone: 763-489-7900 Fax: 763-489-7959



**NORTH PINE
AGGREGATE INC.**

14551 Lake Drive | Forest Lake, MN 55025 | 651.464.6802

City of St. Francis
23340 Cree Street NW
St. Francis, MN 55070

ATTN: Nate Sparks

RE: Chapter 32-- Extractions, Mining, and Gravel Pits

Ray Jordan Sand Excavation Area
North of 229th Ave and Bluebird Street

10-32-10: Standards for Operation and Site:

North Pine Aggregate is proposing to excavate and export sand from a field area approximately 500' North West of Bluebird Street.

We will be disturbing approximately 10 acres, and will begin by installing silt fence along the East and North sides. This will protect the down slope areas outside of the excavation area. All existing topsoil/vegetation will be salvaged for reuse when excavation is complete. Topsoil will be stockpiled along the West edge of the excavation area. Once completed, all existing drainage will remain intact as we aren't anticipating digging any holes. We will be simply lowering an existing high ground area. All finished slopes will be at a 4:1, or flatter.

All machinery will be maintained on site.

There will be no need for any field offices or other temporary structures.

As mentioned above, existing topsoil will be stockpiled on the West side of the excavation. This will act as a screen to the site.

Stockpiles that will be sitting for extended periods of time will be sprayed with Hydro Mulch by the owner.

No existing trees will be removed, and all existing topsoil/vegetation will be salvaged and reused across disturbed area.

Noise should be of no major concern. As we are over 500 feet off the road and also have a good stand of mature trees between the site and existing homes to the West.

All work will be performed between 7:00 am and 7:00 pm.

Dust will be controlled by utilizing a water truck on site, as necessary.

We will obtain a Storm Water Permit from the MPCA and be very diligent about staying in compliance with the Storm Water Permit. As a professional grading company, we deal with, and get inspected by, the MPCA a couple times a month.

As mentioned above, all existing topsoil will be salvaged for rehabilitation. We will also, most likely, bring in a small amount of topsoil/black dirt to be used in rehabbing the site, as needed.

To our knowledge, there are currently no wells in the work area.

There will be no wastewater, and all storm water will be controlled via the Storm Water Permit.

We will be building a new access road, comprised of sand covered with recycled gravel, approximately 24' wide. The radius of the proposed access road, off of Blue Bird Street, will be approximately 50' wide. Also, the initial 50' of the new access road will be covered in 1.5" to 3" rock to aid in keeping the dirt off public streets.

All stockpiles will be limited to salvaged topsoil, topsoil imported for rehabilitation, or sand being prepared for export. The stockpiles will all be flattened as soon as possible, and for sure prior to the permit being terminated.

Slopes will be finished to a 4:1, or flatter.

Disturbed areas will be planted with grass or spruce trees, as we get the area cut down to grade. We will be disturbing the site a few acres at a time so we can keep the site as stabilized as possible.

There will be excavation adjacent to existing ditches. This work will be done first and stabilized upon completion.

The disturbed excavation area will be graded to approximately 0.5% grade, with positive drainage sloping downward from West to East.

Materials may be imported for rehabilitation and establishing adequate topsoil thickness in disturbed areas.

The anticipated truck traffic will vary from 0-10 trucks per day, to a truck every 4-5 minutes between the hours of 7:00am-7:00pm. Most days, the traffic will be very minimal.

We are anticipating this site to be used as an active excavation area for two construction seasons, beginning the spring of 2015.

Thank You,

A handwritten signature in black ink, appearing to read "Jake Jensen". The signature is fluid and cursive, with a large initial "J" and "S".

Jake Jensen
North Pine Aggregate, Inc.

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

RESOLUTION 2015-21

**A RESOLUTION APPROVING A MINING INTERIM USE PERMIT
FOR JORDAN TURF FARMS**

WHEREAS, Jordan Turf Farms LLP (“the Applicant”) has made an application to the City of St. Francis (“the City”) for a mining interim use permit to allow for sand extraction; and

WHEREAS, the legal description of the subject site (“the Property”) is attached as Exhibit A; and

WHEREAS, the Property is zoned A-2, Rural Estate-Agriculture; and

WHEREAS, mining is permitted in the A-2 District when in receipt of an interim use permit consistent with the terms of Section 10-32; and

WHEREAS, the Applicant intends to extract approximately 80,000 cubic yards of sand from the Property; and

WHEREAS, the St. Francis Planning Commission reviewed the application at the April 15, 2015 meeting, held a duly noticed public hearing, and recommended approval of the request; and

WHEREAS, the St. Francis City Council reviewed the application and the Planning Commission recommendation at the March 4, 2015 meeting; and

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

- A. The proposed use will be in conformance with the required standards found in Section 10-32.
- B. The proposed use will not impose additional unreasonable costs on the City.
- C. The proposed use is consistent with the Comprehensive Plan.
- D. The proposed use is compatible with present and future land uses within the area.
- E. The proposed use generally conforms with all performance standards.
- F. Traffic generated by the proposed use can be accommodated by the streets serving the Property.

BE IT FURTHER RESOLVED that the City of St. Francis hereby approves the Interim Use Permit based on the most current plans and information received to date subject to the following conditions:

- 1. The applicant shall obtain a construction stormwater permit from the MPCA
- 2. The applicant shall provide an escrow for repairs to Bluebird Street, if necessary.
- 3. An escrow for administrative and inspection costs shall be provided.
- 4. The grading plan is subject to review and approval by the City Engineer.
- 5. Stormwater pollution prevention and erosion control plans shall be provided for review and approval by the City Engineer.
- 6. Culverts shall be installed at Bluebird Street in the manner required by the City Engineer.
- 7. The proposed access design is subject to review and approval by the City Engineer.

8. The proposed access shall be removed upon expiration of the permit. An escrow may be required for removal.
9. Restoration in a manner consistent with City and MPCA regulations shall be conducted at the expiration of the permit.
10. All requirements in Section 10-32-10-N shall be adhered to at all times.
11. The applicant shall place signage on the roads in the vicinity warning of truck traffic in the number and type as directed by the City Engineer.
12. Insurance and bond requirements shall be met.
13. All required fees, including permit fees, shall be paid.
14. Dust control shall be applied if deemed necessary by the City Engineer.
15. All comments from the City Engineer shall be addressed.
16. All comments from the City Attorney shall be addressed.
17. The applicant shall enter into an agreement with the City regarding the required terms of approval.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 4th DAY OF MAY, 2015.

APPROVED

Steve Kane
Mayor of St. Francis

Attest:

Barbara I. Held
City Clerk

Attachments:
Exhibit A – Site Plan

(reserved for recording information)

DEVELOPMENT CONTRACT INTERIM USE PERMIT AGREEMENT

AGREEMENT dated May 4, 2015, by and between the **CITY OF ST. FRANCIS**, a Minnesota municipal corporation (“City”) and **JORDAN TURF FARMS LLP and NORTHERN PINE AGGREGATE, INC.** (“the Permittee”). Jordan Turf Farms LLP is the property owner and Northland Aggregate, Inc. is the designated operator of the site herein collectively referred to as the Permittee.

1. REQUEST FOR INTERIM USE PERMIT APPROVAL. The Applicant has asked the City to approve an interim use permit for a mining permit at an unaddressed property located _____ (“the Property”) which is legally described as:

Description for Property ID# 35-34-24-24-0003 (Transcribed from Anoka County TAX Description)

The Southeast Quarter of the Northwest Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota, except that part of said Southeast Quarter of the Northwest Quarter lying within the following described tract: The North 1900 feet of the East 350 feet of said Northwest Quarter. Subject to easements of record.

Description for Property ID# 35-34-24-31-0004 (Transcribed from Anoka County TAX Description)

The Northeast Quarter of the Southwest Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota, except that part platted as SHADOW RIDGE ESTATES, also except that part of the following described tract that lies within said Northeast Quarter of the Southwest Quarter: That part of the Southeast Quarter of the Southwest Quarter and that part of the Northeast Quarter of the Southwest Quarter of said Section 35 described as follows: Commencing at a point on the south line of said Southeast Quarter of the Southwest Quarter 289.14 feet easterly of the Southwest corner thereof, said south line has an assumed bearing of South 89 degrees 57 minutes 44 seconds East; thence North 02 degrees 40 minutes 00 seconds East, a distance of 400 feet; thence North 00 degrees 40 minutes 00 seconds East, a distance of 585 feet to the point of beginning of said tract; thence northwesterly 390.31 feet along a tangential curve concave to the southwest, having a radius of 380.64 feet and a central angle of 58 degrees 45 minutes 06 seconds; thence North 58 degrees 05 minutes 06 seconds West, tangent to said curve, 149.37 feet to the west line of said Northeast Quarter of the Southwest Quarter; thence North 00 degrees 20 minutes 43 seconds East, along said west line, a distance of 283.55 feet; thence North 89 degrees 54 minutes 54 seconds East, a distance of 438 feet; thence South 00 degrees 20 minutes 43 seconds West, a distance of 361.00 feet to the south line of said Northeast Quarter of the Southwest Quarter; thence South 89 degrees 54 minutes 54 seconds West, along said south line, a distance of 129.37 feet; thence South 00 degrees 20 minutes 43 seconds West, a distance of 329.51 feet to the point of beginning, excluding road and subject to easements of record.

Description for Property ID 35-34-24-34-0007 (Transcribed from Anoka County TAX Description)

The Southeast Quarter of the Southwest Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota, except the East 375 feet of the South 377 feet thereof, and Also except that part platted as SHADOW RIDGE ESTATES, and Also except that part of the following described tract that lies within said Southeast Quarter of the Southwest Quarter: That part of the Southeast Quarter of the Southwest Quarter and that part of the Northeast Quarter of the Southwest Quarter of said Section 35 described as follows: Commencing at a point on the south line of said Southeast Quarter of the Southwest Quarter 289.14 feet easterly of the Southwest corner thereof, said south line has an assumed bearing of South 89 degrees 57 minutes 44 seconds East; thence North 02 degrees 40 minutes 00 seconds East, a distance of 400 feet; thence North 00 degrees 40 minutes 00 seconds East, a distance of 585 feet to the point of beginning of said tract; thence northwesterly 390.31 feet along a tangential curve concave to the southwest, having a radius of 380.64 feet and a central angle of 58 degrees 45 minutes 06 seconds; thence North 58 degrees 05 minutes 06 seconds West, tangent to said curve, 149.37 feet to the west line of said Northeast Quarter of the Southwest Quarter; thence North 00 degrees 20 minutes 43 seconds East, along said west line, a distance of 283.55 feet; thence North 89 degrees 54 minutes 54 seconds East, a distance of 438 feet; thence South 00 degrees 20 minutes 43 seconds West, a distance of 361.00 feet to the south line of said Northeast Quarter of the Southwest Quarter; thence South 89 degrees 54 minutes 54 seconds West, along said south line, a distance of 129.37 feet; thence South 00 degrees 20 minutes 43 seconds West, a distance of a distance of 329.51 feet to the point of beginning, excluding road and subject to easements of record.

2. PROPOSED INTERIM USE PERMIT. The Permittee intends to operate a sand extraction mine.

The approved use by this interim use permit shall be conducted in accordance with the following plans, as conditioned by Resolution No. 2015-__ and this agreement. The area proposed to be used for the extraction is 10.1 acres in size.

The estimated total volume is 80,000 cubic yards.

3. CONDITIONS OF INTERIM USE PERMIT APPROVAL.

A. The City hereby approves the interim use permit on condition that the Applicant enter into this Contract, furnish the security and all fees required by it, and record the agreement and approval with the County Recorder within 30 days after the City Council approval. The City may elect to record this agreement at the expense of the Applicant.

B. Contingent upon the conditions recited at paragraph 3.A. above, the City hereby grants approval to the Interim Use Permit as approved on May 4, 2015 by Resolution No. 2015-__, and in compliance with the terms and conditions of this Contract and the resolution.

4. STANDARDS FOR OPERATION AND SITE. The Permittee shall comply with the following regulations and requirements:

A. **Limits of Excavation.** No excavation or digging shall be made beyond the limits identified in the approved plans (attached as Exhibit A) and in no case shall any excavation or digging be made within thirty (30) feet of any adjoining road right-of-way or structure as may be in the area without obtaining specific approval by the City.

C. **Reduction of Dust, Noise, and Nuisance.** All reasonable means shall be employed by the applicant to reduce dust, noise, and nuisances.

D. **Maximum Slopes.** During the entire period of operations, all excavations other than the working base shall be sloped on all sides at a maximum ratio of one (1) foot horizontal to one (1) foot vertical, unless a steeper slope shall be approved by the City Engineer. Where excavations are adjacent to a public roadway or other right-of-way, the excavation shall have a maximum four to one (4:1) slope. Slopes adjacent to or contiguous to bodies of water shall be sloped at a maximum of six to one (6:1).

E. **Appearance and Screening.** Appearance and screening of the site shall comply with the following standards:

1. Machinery shall be kept in good repair and painted regularly.
2. Abandoned machinery and rubbish shall be removed from the site regularly.
3. All structures that are not being used shall be removed from the site.
4. All equipment and temporary structures shall be removed and dismantled not later than six (6) months after termination of mining operations or expiration of the permit.
5. Where practical, stockpiles of overburden and materials shall be used to screen the mining site.
6. Where practical, the perimeter of the mining site shall be planted or otherwise screened.

7. Existing trees and ground cover shall be preserved to the greatest extent feasible, maintained and supplemented by selective cutting, transplanting and replanting of trees, shrubs and other ground cover along all setback areas.

F. **Operating Standards.** Operating standards shall be as follows:

1. Noise. The maximum noise level at the perimeter of the site shall be within the limits set by the state pollution control agency and the United States Environmental Protection Agency.
2. Hours. All mining operations shall be conducted between 7:00 AM and 7:00 PM, Monday through Saturday.
3. Dust. Operators shall utilize all practical means to reduce the amount of dust caused by the operation. In no case shall the amount of dust or other particulate matter exceed the standards established by the State Pollution Control Agency. If at any time the dust levels are found to be excessive, in the opinion of the City Engineer, the City Engineer may require the Permittee to place dust control measures on the Property.
4. Water Pollution. Operators shall comply with all applicable local governmental units and state agency regulations and federal and Environmental Protection Agency regulations for the protection of water quality. No waste products or process residue, including untreated wash water, shall be deposited in any lake or natural drainage system, except that lakes or ponds wholly contained within the extraction site may be so utilized.
5. Top soil preservation. All top soil shall be retained at the site until complete rehabilitation of the site has taken place according to the rehabilitation plan.

G. **State and Federal Approvals; Control by City.** Prior to commencing onsite operations pursuant to the Interim Use Permit, the Permittee shall notify the City in writing of any

approvals required by any State or Federal pollution control agencies for any of the permittee's operations and shall provide the City with copies of any such agencies permission that is granted with regard to the handling of materials involved in processing or recycling operations as referred to in this Chapter. The permittee shall, after notice and an opportunity to be heard by the City Council, change, alter, or modify immediately any excavation or operation deemed by the City to be unsanitary, dangerous, polluted, or contrary to the general health and welfare of the community, or contrary to any approval of any such pollution control agency.

- H. **Disposal of Waste Water.** The permittee shall dispose of all waste water used on the site in a manner which will not adversely affect adjoining property and shall use stilling ponds or other methods satisfactory to the City for disposing of the suspended solids in the waste water.
- I. **Access Roads.** The Permittee shall provide adequate access roads to and from the site which shall have proper sight distances for traffic safety at each point of access. The access road shall be maintained in a fashion acceptable to the City Engineer at all times. The permittee shall place signage on the roads entering the site warning of the truck traffic in locations that shall be approved by the City Engineer. An escrow shall be paid to guarantee the signage shall remain in place and its subsequent removal at the expiration of the permit. The costs of the signs and installation shall be borne by the Permittee. The Permittee shall inform the City Engineer upon installation of the access road for inspection prior to use.
- J. **Compliance with Road Limits.** The Permittee shall obey all State, County and municipal road limits in hauling to and from the site.
- K. **Cessation of Operation.** If operations cease, completely or substantially, on the site for a period of more than one year, or if substantially all gravel and sand deposits thereon allowed pursuant to the Interim Use Permit have been removed and no further operations shall be conducted thereon, then the City may terminate the permit to operate the pit and declare the site a restoration area subject to all requirements of the site's restoration plan and bonding requirements.

- L. **Operation by Person Other Than Permittee.** The Permittee shall not permit any other person to operate the pit, other than hauling to or from the extraction area, without first obtaining the written consent of the City and an appropriate acknowledgement of such others that they will be bound by an agreement in effect and covered by the bond.
- M. **Stockpiles.** Stockpiles of active operations shall be regulated as follows, subject to modification by the City when materials not listed are proposed for stockpiling:
1. **Materials.** Stockpiles may consist of granular (aggregate) and non-granular soils.
 2. **Size.** The size of stockpiles shall be limited based upon site conditions and as follows:
 - a. Stockpiles consisting of overburden materials, non-granular inorganic soils, granular soils and sorted by products.
 - b. The size of stockpiles of common borrow materials and other soils unsuitable for restoration fill, and stockpiles of topsoil and pulverized topsoil in excess of eight hundred (800) cubic yards per acre, shall require approval of the City. Approval shall be dependent upon factors such as, but not limited to; the material to be stockpiled, the reason for and location of the stockpile and the length of time the stockpile will remain.
 3. **Location.** The location of stockpiles shall comply with the following requirements:
 - a. The location of all stockpiles shall be as stated in this subsection, or as otherwise approved by the City.
 - b. Stockpiles of sand and granular soils material shall be located to screen the processing operations from other incompatible land uses, unless such location is not safe or not feasible because of specific stockpile area conditions. For purposes of this Chapter, incompatible uses shall include,

LG214 Premises Permit Application

Annual Fee \$150 (NON REFUNDABLE)

Required Attachments to LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non refundable).
Make check payable to "State of Minnesota."

Mail the application and required attachments to:
 Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113
Questions? Call 651-539-1900 and ask for Licensing.

Organization Information

1. Organization name Andover Football Assoc. License number 316655
2. Chief executive officer (CEO) Michael Johnson Daytime phone 763-753-4976
3. Gambling manager William Lorimer Daytime phone 763-350-9700

Gambling Premises Information

4. Current name of site where gambling will be conducted The Ponds
5. List any previous names for this location — — —
6. Street address where premises is located 2881 229th Ave. NW St. Francis
Do not use a P.O. box number or mailing address.

7. City St. Francis **OR** Township _____ County Anoka Zip code 55070

8. Does your organization own the building where the gambling will be conducted?
 Yes No **If no, attach LG215 Lease for Lawful Gambling Activity.**
 A lease is not required if only a raffle will be conducted.
9. Is any other organization conducting gambling at this site? Yes No Don't know
10. Has your organization previously conducted gambling at this site? Yes No Don't know

Gambling Bank Account Information. Must be in Minnesota.

11. Bank name UsBank Bank account number 104758701726 ; 104781921713
 12. Bank street address 3445 Bunker Lake Blvd. City MN State MN Zip code 55304

All Temporary and Permanent Off-site Storage Spaces 3-Sites

13. Address (Do not use a P.O. box number) ABC Storage - Permanent off site storage City Andover State MN Zip code 55304
13624 Hanson Blvd. NW

14. Address (Do not use a P.O. box number) Temporary Storage City Andover State MN Zip code 55304
16164 Raven St. NW

Temporary Storage City Andover State MN Zip code 55304
725 148th Lane NW

Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
<div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 0 auto;"> Local unit of government must sign </div>	
City name _____	County name _____
Date approved by city council _____	Date approved by county board _____
Resolution number _____	Resolution number _____
Signature of city personnel _____	Signature of county personnel _____
Title _____ Date signed _____	Title _____ Date signed _____
	TOWNSHIP NAME _____
	Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. [A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.]
	Print township name _____
	Signature of township officer _____
	Title _____ Date _____

Acknowledgment and Oath

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than 10 days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is nonrefundable regardless of license approval/denial. |
|---|---|

Signature of Chief Executive Officer (designee may not sign)	4-21-15 Date
Print name <u>Michael Johnson</u>	

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the	Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public	Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.
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This form will be made available in alternative format, i.e. large print, Braille, upon request.

April 22, 2015

The Ponds Golf Course, Inc.
2881 229th Ave NW
St. Francis, MN 55070

To The City of St. Francis
Attention Barb:

Andover Football Association has built a reputation on being a community program. They have given more than \$275,000 to local communities since the program was started in 2008. Very little of this money is actually kept by the AFA. What they do keep, is generally used to improve their community fields and given towards youth football scholarships. The majority of donations are spread out between both boys and girls athletics, community schools, local food shelf programs and higher education scholarships. They work hard with establishments to help them be as successful as they can be in turn helping the community all around.

Sincerely,

Richard Lund
Owner/ Ponds Golf Course

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

RESOLUTION 2015-22

**A RESOLUTION APPROVING THE GAMBLING PERMIT FOR
ANDOVER FOOTBALL ASSOCIATION AT THE PONDS**

WHEREAS, pursuant to Minnesota Statutes 349.213, the City of St. Francis has in effect Section 6-5-3 of the St. Francis City Code which regulates lawful gambling with the City;

WHEREAS, Andover Football Association (the "Applicant") is an organization which conducts or proposes to conduct lawful gambling at the following described premises within the City of St. Francis, Anoka County, Minnesota;

The Ponds
2881 229th Avenue NW
St. Francis, MN 55070

AND WHEREAS, the Gambling Control Board has submitted a premise permit which the Applicant has requested to be issued or renewed;

AND WHEREAS, the City Council finds that the Applicant has complied with all requirements of the St. Francis City Code, Section 6-5-3, and said premises permit is hereby approved by a majority of the St. Francis City Council.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 4th DAY
OF MAY, 2015

APPROVED:

ATTEST:

Steve Kane, Mayor

Barbara I. Held, City Clerk

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

ORDINANCE 201, SECOND SERIES

AN ORDINANCE AMENDING SECTION 2-9-1 OF THE CITY CODE
REGARDING THE FEE SCHEDULE

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That all previously adopted versions of the fee schedule are deleted and Section 2-9-1, Second Series shall hereby be added to read as established in Exhibit A.

Section 2. Effective Date. This Ordinance shall take effect July 1, 2015 or as noted in the amendment.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 4th DAY OF MAY, 2015.

APPROVED:

Steve Kane
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk

(seal)

SECTION 9
FEE SCHEDULE

SECTION:

2-9-1: Fee Schedule

2-9-1: FEE SCHEDULE.

A. Administrative Penalties.

1. Administrative Enforcement Penalties:
 - a. 1st Offense \$100
 - b. 2nd Offense \$200
 - c. 3rd Offense \$500
 - d. 4th Offense \$1,000
 - e. 5th Offense and Beyond \$2,000
2. Administrative Hearing Fee \$100

B. Animal Impound Fees.

1. Administrative Fee \$50/day
2. Pick Up Service Fee:
 - a. 8 AM to 6 PM \$60/hour
 - b. 6 PM to 8 AM \$80/hour
3. Boarding Fee \$25/day

C. Animal License:

1. Dog License (May to April)
 - \$10/1-2 year vaccinations
 - \$15/3 year vaccination
 - \$3 discount for seniors**
 - (age of owner)**
2. Kennel:
 - a. First 10 Dogs \$100/year
 - b. Each Additional Dog \$10/year

D. Amusement and Recreation.

1. Amusement Machine \$15/location + \$15/machine
2. Dance:
 - a. Annual \$100/year
 - b. Per Event \$10/event

E. Business and Service License.

1.	Investigation Fee	\$25
2.	Adult Entertainment Use	\$2,000/year
3.	Sauna/Massage Parlors	\$2,000/year
4.	Fireworks – Retail/Tent	\$50/occurrence
5.	Fireworks – Pyrotechnic Display	\$50/occurrence
6.	Pawnbroker	\$1,000/year
7.	Refuse Hauler	\$200/year + \$50/truck
8.	Massage Therapist	\$200/year
9.	Taxicab Driver License Fee	\$150/year
10.	Taxicab Operator License Fee	\$150/year
11.	Towing/Impound	\$150/year
12.	Finger Printing	\$15 and customer provides fingerprint card
13.	Transient Merchant/Peddler:	
	a. Week	\$50
	b. Month	\$150
	c. Year	\$300
14.	<u>Excavations/Mining:</u>	
	a. <u>Active Area Fee</u>	<u>\$50/acre</u>
	b. <u>Inactive Area Fee</u>	<u>\$25/acre</u>
	c. <u>Restoration Credit</u>	<u>\$25/acre</u>

F. Liquor License.

1.	3.2% Malt – Off Sale	\$50/year
2.	3.2% Malt – Off Sale – Special Event	\$25/event
3.	3.2% Malt – On Sale	\$200/year
4.	Club License	\$200/year
5.	Wine License	\$200/year
6.	Intoxicating Liquor – On Sale	\$4,000/year
7.	Intoxicating Liquor – Sunday Sales	\$200/year
8.	Investigation Fee:	
	a. Single Application	\$200
	b. Partnership	\$300
	c. Corporation	\$400

G. Tobacco License. \$150/year

H. Street Disruption.

1.	Road Right-of-Way – Registration	\$35 + \$2,000 escrow
2.	Road Right-of-Way – Permit Application	\$150 + Consultant Fees
3.	Street Opening	\$50 + Bond or Deposit and Consultant Fees

I. Document Services.

1.	Accident, Police and Fire Reports	\$.25/page; over 100 pages TBD
2.	Copies	\$.25/page copied
a.	CDs	\$15
b.	Colored Copies of Photos	\$3/page
c.	Certificate of Survey (non-homeowner)	\$2
d.	City Council Agenda & Minutes (mailed):	
	1) Resident	\$25/year
	2) Non-Resident	\$25/year + postage
e.	Planning/Park Commission Agenda and Minutes (mailed):	
	1) Resident	\$12/year
	2) Non-Resident	\$12/year + postage

J. General and Miscellaneous.

1.	Lockouts	\$25
2.	Mileage Reimbursement for Personal Vehicle	Current IRS Rate
3.	Notary	\$2/document
4.	Public Nuisance Violation Administration Fee (assessable)	\$75/occurrence
5.	Certify Delinquent Invoices (except utilities)	Lesser of 10% of delinquency or \$75
6.	Certify Delinquent Invoices	10% of delinquency
7.	Fire Department Charges	See Ordinance 138
8.	Returned Checks	\$30/check
9.	Snowmobile Permit	\$15
10.	Special Assessment Administrative Fee	\$100
11.	Special Assessment Search	\$20/each

K. Equipment and Staff Use.

1.	One Ton Truck with Plow	\$55/hour
2.	Belos with Attachment	\$55/hour
3.	Crane Truck	\$45/hour
4.	Electric Generator	\$60/hour
5.	Grader	\$90/hour
6.	Kubota/Attachments Mower	\$50/hour
7.	Pick Up Truck	\$40/hour
8.	Single Axle Truck	\$65/hour

- 9. Single Axle Truck with Plow \$85/hour
- 10. Tool Cat/Skid Steer w/Attachments \$60/hour
- 11. Tractor with Loader or Attachments \$60/hour
- 12. Pay Loader \$90/hour
- * Hourly equipment rates DO NOT include the cost of the operator or cost of fuel and gas
- 13. Staff Time Two Times Step 8 of Their Pay Grade

L. Council / Commission Pay.

- 1. City Council Per Diems Per Day \$35 for four hours or less; \$70 for more than four hours
 - a. Special Council Meetings
 - b. Council Retreats/Work Sessions
 - c. Economic Development Authority Meeting (EDA)
 - d. League of MN Cities Functions Prior Approval Required
 - e. Labor Negotiations Prior Approval Required
 - f. Employee Interviews Prior Approval Required
 - g. Mayor Only:
 - 1) School/County Liaison Mayor may appoint Council members to fulfill his obligations and approve attendance
 - 2) MN Mayors Association
 - 3) Speaking Engagements at Other Civic Org.
 - 4) Closing of Property Acquisition
 - 5) Fire District Study Group
- 2. Planning Commission:
 - a. Chairman \$25/meeting paid annually
 - b. Member \$20/meeting paid annually
- 3. Park Commission:
 - a. Chairman \$25/meeting paid annually
 - b. Member \$20/meeting paid annually
- 4. Economic Development Authority \$20/meeting paid annually
- 5. Upper Rum River Watershed – Resident Appointed by Council \$20/meeting paid annually

M. Parks and Recreation.

	<u>Resident</u>	<u>Non-Resident</u>
1. Concession	\$25	\$50
2. Ball Park Use – Outside Organization	\$100/night for season	\$200/night for Season
3. Clean Up Deposit	\$50 - refundable	\$75 - refundable
4. Key Replacement	\$50	\$50
5. Football Field	\$25/each	\$35/each
6. Football Youth Program	\$43/week per team	

- | | | | |
|-----|----------------------------------|-------------------------------------|-------------------------------------|
| 7. | Gazebo Rental | \$50 | \$100 |
| 8. | Rink Rental for
Reserved Time | \$25/hour for after
hours rental | \$50/hour for after
hours rental |
| 9. | Shelter | \$25 | \$50 |
| 10. | Soccer | \$34/week per team | |
| 11. | Soccer Field | \$25/each | \$35/each |
| 12. | Warming House | \$50 | \$100 |
- *St. Francis City Council has the authority to charge an annual fee of \$100 for non-profits.*
 - *St. Francis City Council has the authority to waive any fees for non-profits.*

N. Community Center.

- | | | |
|----|---|---|
| 1. | Resident | \$30/event |
| 2. | Non-Resident | \$55/event |
| 3. | Damage Deposit | \$100 |
| 4. | Late Key Return | \$25 if not returned
within 2 business
days of event |
| 5. | City Purposes | Free |
| 6. | City Benefit: | |
| | a. St. Francis Lions/Lioness | Fees will be waived
for these uses unless
the Council
specifically
determines that the
fees should be
imposed |
| | b. St. Francis Senior Citizens Group | |
| | c. St. Francis Area Jaycees | |
| | d. St. Francis Youth Association
(4-H, Scouts, Hockey, etc.) | |
| | e. St. Francis Ambassador Program | |
| | f. St. Francis Area Chamber of Commerce | |
| | g. Other Governmental Agencies | |
| | h. Local Church Organizations | |
| | i. Local Business/Non-Profit Organizations | Donations will be
accepted for use of
facility unless Council
specifically
determines that the
fees should be
imposed |
| 7. | Priority for Use in Event of Conflict: | |
| | a. City of St. Francis | Based on earliest
request if more than
one applicant of the
same class seeks
conflicting dates |
| | b. Non-Profit located within City limits | |
| | c. Residents (individuals or groups) | |
| | d. Non-Profit located outside City limits | |
| | e. Non-Residents (individuals or groups) | |

O. Division and Use of Property.

	<u>Fee</u>	<u>Escrow</u>
1. Administrative Subdivision	\$200	\$250
2. Annexation	\$250	\$300
3. Appeal	\$200	\$250
4. Comprehensive Plan Amendment	\$450	\$650
5. Conditional Use Permit	\$350	\$650
6. Dock Permit	\$50	\$100
7. Driveway Permit	\$50	\$200 (may be waived by staff)
8. Environmental Review	\$350	\$650
9. Excavation/Fill Permit (Admin)	\$100	\$250
10. Excavation/Fill Permit (IUP)	\$350	\$650
11. Fence-Under Six Feet in Height	\$50	
12. Home Occupation (IUP)	\$350	\$650
13. Interim Use	\$350	\$650
14. Minor Subdivision	\$350	\$400
15. Ordinance Amendment	\$350	\$650
16. Planned Unit Development	\$350	\$650
17. Rental Housing Licensing:		
a. License	\$150	
b. License Renewal	\$100	
c. License Renewal Multiple Family	\$75	
18. Sign Permit Zoning Review (Admin)	\$75	
19. Sign Permit Zoning Review (Full)	\$250	\$350
20. Sign Permit Zoning Review (Temporary)	\$25	
21. Rezoning	\$350	\$650
22. Site and Building Plan Review (Admin)	\$100	\$250
23. Site and Building Plan Review (Regular)	\$350	\$450
24. Street/Utility Easement Vacation	\$350	\$650
25. Subdivision:		
a. Sketch Plan	\$300	\$500
b. Preliminary Plat (Rural)	\$400	\$400 + \$125/lot
c. Preliminary Plat (Urban)	\$400	\$425 + \$175/lot
d. Final Plat	\$350	\$650
26. Temporary Habitation Permit	\$200	\$5,000
27. Temporary Outdoor Sales Permit/ License	\$50	
28. Wetland Replacement Plan Review With Plat	\$350	\$650
29. Wetland Replacement Plan and Excavation	\$350	\$650
30. Vacant Building Registration Fee;		
a. First Year	\$125	
b. Second Year Renewal	\$175	

c.	Third Year Renewal	\$250	
d.	Fourth Year Renewal	\$350	
e.	Fifty Year Renewal and Beyond	\$500	
31.	Vacant Building Administration Fee	\$100	
32.	Variance Application	\$350	\$650
33.	Park Dedication	\$2,500/lot	
34.	TIF Application	\$2,500	\$2,500
35.	Landscaping Escrow Admin Fee	\$100	

• Applicants are responsible for all costs incurred by the City for consultant fees.

P. Building Permits.

	<u>Fee</u>	<u>Escrow</u>	
1.	Basement Finishes Permit	\$140	**See Below
2.	Building Demolition	\$95	**See Below
3.	Building Demolition – Commercial	By Valuation	
4.	Contractor Verification Fee	\$10	
5.	Fence – Residential	\$40	
	a. Over Six Feet in Height	By Valuation	
	b. Commercial	By Valuation	
6.	Fireplace	\$95	**See Below
7.	Fuel Tank Removal	\$95	**See Below
8.	Engineer's Grading Review of Building Permit	\$130	
9.	Water Heater	\$75	**See Below
10.	HVAC – Heating Installations	\$95/each	**See Below
	HVAC – Air Conditioning	\$55/each	**See Below
11.	Inspections – After Hours	\$70/hour, minimum 2 hours	
12.	Investigation Fee	Not to exceed permit fee	
13.	Irrigation	\$50 back flow preventer	**See Below
14.	Mobile Home Setup	By Valuation	
15.	On-Site Septic:		
	a. Type I – IV	\$275	**See Below
	b. Type V	By cost incurred	
	c. Operating Permit	\$125/year	**See Below
16.	Plumbing	\$95	
17.	Pools	\$75	**See Below
	• Letter must be submitted annually stating that an above ground pool will be placed in the same location each year as per the initial site plan.		
18.	Pools – In Ground	By Valuation	
19.	Re-inspection Fee	Not to exceed \$75/trip	
20.	Roofing:		
	a. Residential	\$95	**See Below
	b. Commercial	By Valuation	
21.	Septic System Pumping Verification	\$20	

- | | | |
|---|-----------------------|-------------|
| 22. Siding: | | |
| a. Residential | \$95 | **See Below |
| b. Commercial | By Valuation | |
| 23. Signs | By Valuation | |
| 24. Water Softener Permit: | | |
| a. Residential | \$15 by State Statute | **See Below |
| b. Commercial | By Valuation | |
| 25. Windows/Exterior Doors | \$95 | **See Below |
| 26. Commercial Buildings (Plumbing, Mechanical, Fire Alarm, etc.) | By Valuation | |

- Anything not listed above will be based on valuation + plan review + State surcharge.
- Permits over 180 days of inactivity are null and void with no refund.
- Permit extension not to exceed ½ permit fee and Building Inspector makes determination.
- No refund on plan review fees; maximum refund is 75% of total fee for permit fees; no refund for State surcharges.

**** STATE SURCHARGE collected in accordance with MN Statutes 326B.148 which is currently \$5 per permit.**

Q. Escrow Deposits.

- | | |
|-----------------------------|-----------------|
| 1. Urban: | |
| a. Curb Box and Meter | \$1,500 |
| b. Final Grading | \$500 - \$1,000 |
| c. Litter/Debris Cleanup | \$100 - \$300 |
| d. 2" Caliper Tree (new) | \$300 |
| e. Sod | \$2,000 |
| f. Seeding/Sprinkler | \$2,000 |
| g. 3" Black Dirt | \$500 |
| h. Erosion Control in Place | \$300 |
| i. Street Cleaned | \$200 |
| j. Driveway Installed | \$1,500 |
| 2. Rural: | |
| a. Final Grading | \$500 - \$1,000 |
| b. Litter/Debris Cleanup | \$100 - \$300 |
| c. 2" Caliper Tree (new) | \$300 |
| d. Sod/Seeding | \$300 - \$2,000 |
| e. Erosion Control in Place | \$300 |
| f. Culvert | \$1,500 |
| g. Driveway Installed | \$1,500 |

R. Utility Fees.

1.	Access Charge:		
	a. Sewer Equivalent Connection	\$4,200	<u>\$4,284</u>
	b. Water Equivalent Connection	\$3,000	<u>\$3,060</u>
2.	Trunk Line Charge:		
	a. Water Trunk Line Availability	\$2,956	
	b. Sanitary Sewer Trunk Line Availability	\$4,150	
2-3.	Tapping and Connection Permits:		
	a. Tapping and Water Connection	\$125	
	b. Tapping and Sewer Connection	\$125	
	c. Water Connection	\$50	
	d. Sewer Connection	\$50	
3-4.	Meter Deposit:		
	a. 3/4"	Cost	
	b. 1" and larger	Cost + 10%	
4-5.	Water Shutoff (7:00 am - 3:30 pm)	\$35	
5-6.	Water Reconnect (7:00 am - 3:30 pm)	\$35	
	• <i>The disconnect and reconnect fee for water shall be waived if a resident leaves for two consecutive months during the time from October to March. This is to promote the idea of shutting off these snowbird residences to reduce the chance for freeze ups and bursting of pipes.</i>		
6-7.	Meter Repair (not removal or Installation)	Time and materials with \$50 minimum	
7-8.	Curb Stop Locate:		
	a. Summer	\$25 minimum	
	b. Winter	\$50 minimum	
8-9.	Curb Stop Driveway Cover	Cost	
9 10.	Curb Stop Repair	Time and materials with \$50 minimum	
10 11.	Curb Stop Box	Cost	
11 12.	Hydrant and Gate Valve Repair	Time and materials with \$50 minimum	
12 13.	Hydrant Meter Deposit	\$800	
13 14.	Non-Response to Tagging Notice	\$250/month until resolved	
14 15.	Unmetered Use of City Water	\$200	

S. Water Rates.

1.	Monthly Base Fee	\$13.75	<u>\$19.94</u>
	a. State Test Fee	\$.53	
2.	Charge per 1,000 Gallons Used per Equivalent Connection:		
	a. 0 – 14,999	\$4.25/	<u>\$6.16</u> equivalent connection
	b. 15,000 – 29,999	\$4.45/	<u>\$6.45</u> equivalent connection

- c. 30,000 – 44,999 \$5.15/~~\$7.47~~ equivalent connection
- d. 45,000+ \$6.15/~~\$8.92~~ equivalent connection
- 3. Bulk Water:
 - a. System Access Charge \$50
 - b. Charge per 1,000 Gallons Used \$4.00 ~~\$6.16~~

T. Sewer Rates.

- 1. Monthly Base Fee \$12.50 ~~\$23.13~~
 - 2. Charge per 1,000 Gallons Used \$4.90/~~\$9.07~~ equivalent
 - 3. Sewer Users Only Sewer Base Rate + 6,000 Gallons @ Water Rate
- Winter residential sewer rates (November through April billings) are based on actual water consumption used for the month billed.
 - Summer residential sewer rate (May through October billings) are based on the average of water consumption used for the January, February, and March billings. If the winter water usage average is 3,000 gallons or less, the consumption billed will be the actual usage up to a maximum of 3,000 gallons. Any average usage greater than the 3,000 gallons will be billed actual usage up to the minimum average calculated.
 - Note: Consumption amounts are not billed greater than actual usage.

STARTING IN 01/01/2016

Storm Water Rates \$5.00/month/parcel



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4800 Olson Memorial Highway, Suite 202, Golden Valley, MN 55422
Telephone: 763.231.2555 Facsimile: 763.231.2561 planners@nacplanning.com

PLANNING MEMO

TO: St. Francis City Council

FROM: Nate Sparks, City Planner

DATE: April 29, 2015

RE: Temporary Sign Ordinance Amendments

BACKGROUND

The Planning Commission held a public hearing at their April meeting regarding amendments to the temporary sign ordinance. The amendment process started when the Chamber of Commerce formed a Business Council that made recommendations to the City regarding the temporary sign ordinance. The Planning Commission reviewed the suggested changes and has recommended the proposed ordinance amendment.

CURRENT ORDINANCE

In 2011, the Planning Commission worked on amendments to the sign ordinance. Some of the proposed revisions were required due to the existing ordinance being out of date in terms of content neutrality and with non-conformities. Other revisions were required due to changes in the zoning districts upon completion of the Comprehensive Plan. One area of the ordinance that was changed was related to temporary signage as there were difficulties in enforcing the previous version of the ordinance.

PROPOSED AMENDMENTS

The Business Council prepared recommended changes to the temporary sign ordinance and presented it to the City in October 2014. The proposed changes included increasing the amount of time per year allowed for display of temporary signage, increasing the permitted size for a temporary sign from 32 to 48 square feet, eliminating the height limit of 6 feet, allowing two sandwich board signs per business instead of one, and increasing the allowed size of sandwich board signs. The proposed duration of time per year for the display of temporary signs was proposed at 300 days (the ordinance currently allows 120 days per year). This was represented as being 240 days on the regular temporary sign permit with two additional 30 day special event signs. There was also a request to exempt temporary signs from the duration limits when the sign was promoting community events.

At the November 2014 Planning Commission meeting, the Commission reviewed the suggested amendments and formulated draft revisions which were brought back for the April public hearing. The revisions to the ordinance include increasing the duration of display of temporary signs from 120 days to 180 days per year, increasing the size of sign allowed from 32 square feet to 48 square feet, increasing the allowed height of a temporary sign from 6 to 9 feet, and increasing the size allowed for sandwich board signs and allowing display of such signs on each adjacent frontage. Exemptions for community event signs were not included as this would require the City to regulate signage based on the content of the message which lies outside of the City's regulatory authority.

RECOMMENDED ACTION

The Planning Commission recommended approval of the proposed ordinance amendment. The minutes of the meeting have been included in your packet for review.

Attached:

Ordinance No. 202, Second Series
Business Council Recommendations
Temporary Sign Duration Survey

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

ORDINANCE 202, SECOND SERIES

AN ORDINANCE AMENDING SECTION 10-23-5-E
OF THE ZONING ORDINANCE REGARDING TEMPORARY SIGNS

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. That Section 10-23-5-E of the Zoning Ordinance is amended to read as follows:

E. Temporary Signs:

1. An on-site temporary, portable sign may be used for a period of time not to exceed ~~120~~ - 180 days per calendar year per parcel of record in the commercial and industrial zoning districts provided:
 - a. Such temporary, portable signs shall not exceed ~~thirty-two (32)~~ forty-eight (48) square feet in area and ~~six (6)-nine (9)~~ feet in height and shall not be placed closer than ten (10) feet from any street right-of-way or property line.
 - b. Any temporary, portable sign shall require a permit issued by the City to the property owner specifying the duration of time to be displayed.
 - c. No temporary, portable sign shall occupy required parking spaces.
 - d. In the case of multi-tenant structures, one sign may be placed every 150 feet of street frontage rather than one sign per parcel. Each 150 feet is granted ~~120~~ 180 days for display.
2. One A-frame or sandwich board type sign per frontage per business may be allowed in the business districts without a permit and without using the time period allotted for temporary, portable signs provided:
 - a. The sign is placed within fifteen (15) feet of the entrance of the business.
 - b. The sign shall be placed on private property and may be placed on a private sidewalk provided there is ~~five (5) feet of~~ sufficient clearance for pedestrians.
 - c. The sign may not obstruct safety, visibility, or traffic.
 - d. ~~The sign shall be freestanding, not attached to any other structure or device, not be illuminated, greater than 3 ½ feet in height, greater than 2 feet in width, or greater than 2 feet in depth.~~ The sign shall not be greater than forty-five (45) inches in height, twenty-seven (27) inches in width, or thirty-one (31) inches in depth
 - e. The sign shall be only displayed during business hours.

Section 2. Effective Date. This Ordinance shall take effect thirty days from publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS _____
DAY OF MAY, 2015.

APPROVED:

Steve Kane
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk

(seal)

**City of St. Francis – Proposed Temporary Sign Ordinance Changes
Submitted by the St. Francis Area Chamber of Commerce Business Council
10/10/2014**

E. Temporary Signs:

1. EXISTING - An on-site temporary, portable sign may be used for a period of time not to exceed ONE HUNDRE TWENTY (120) days per calendar year per parcel of record in the commercial and industrial zoning district provided:

CHANGE TO - An on-site temporary, portable sign may be used for a period of time not to exceed three hundred (300) days per calendar year per parcel of record in the commercial and industrial zoning district provided:

- a. EXISTING – Such temporary portable sign shall not exceed thirty-two (32) square feet in area and (6) feet in height and shall not be placed closer than ten feet of any street right-of-way or property line.

CHANGE TO – Such temporary portable sign shall not exceed forty-eight (48) square feet in area and shall not be placed closer than ten feet of any street right-of-way.

- b. Keep as is

- c. EXISTING – No temporary sign may occupy a parking space

CHANGE TO - No temporary sign may occupy a parking space without property owner's approval.

- d. EXISTING - In the case of multi-tenant structures, one sign may be placed every one-hundred fifty (150) feet of frontage rather than one sign per parcel. Each one hundred fifty (150) feet is granted one hundred twenty (120) days for display.

CHANGE TO - In the case of multi-tenant structures, one sign may be placed every one-hundred fifty (150) feet of frontage rather than one sign per parcel. Each one hundred fifty (150) feet is granted three hundred (300) days for display.

- e. **ADD** – Signs promoting community events are exempt from the time period listed for temporary, portable signs provided.

2. EXISTING – One sandwich board per business may be allowed in the business districts without a permit and without using the time period listed for temporary, portable signs provided.

CHANGE TO - Two sandwich boards per business may be allowed in the business districts without a permit and without using the time period allotted for temporary, portable signs provided.

- a. Keep as is
- b. Keep as is with clarification
(Clarification needed for: 1. Is there a standard sidewalk depth, 2; Are there ADA laws come into play regarding placement of the sandwich board?)
- c. Keep as is
- d. Keep as is
- e. Keep as is
- f. EXISTING – The sign shall not be greater than three and on half (3 ½) feet in height, two (2) feet in width, or two (2) feet in depth (Ord. 172, SS, 9/10/12)

CHANGE TO -The sign shall not be greater than forty-five (45) inches in height, twenty-seven (27) inches in width, or thirty-one (31) inches in depth

Temporary/Portable Sign Ordinance Survey - Duration of Display Permitted

City	Time Permitted (Days per year)
Albertville	56 (4 – 14 day periods)
Annandale	56 (4 – 14 day periods)
Andover	60
Anoka	90 (3 – 30 day periods)
Apple Valley	0 (only banner signs allowed)
Becker	60
Big Lake	60
Blaine	56 (4 – 14 day periods, one additional period allowed for 'new businesses')
Brooklyn Park	90 (3 – 30 day periods)
Buffalo	40
Cambridge	120 (additional 30 day special event permit available)
Champlin	0 (only banner signs allowed)
Columbia Heights	120 (4 – 30 day periods)
Columbus	120 (4 – 30 day periods, 14 days between periods)
Coon Rapids	60 (20 day reduction for non-compliance)
Cottage Grove	15
Delano	60 (4 – 15 day periods)
East Bethel	30 (3 – 10 day periods)
Elk River	90 (3 – 30 day periods)
Faribault	60
Foley	60 (2 – 30 day periods, 3 months between permits)
Forest Lake	0 (only banner signs allowed)
Fridley	28 – 112 (2 – 14 day periods for a single business up to 18 – 14 day periods for a 16 tenant strip center)
Ham Lake	90 (3 – 30 day periods)
Howard Lake	45
Hugo	90
Isanti	120 (4 – 30 day periods with 30 days between periods)
Little Canada	30
Long Lake	60
Maple Grove	0
Maplewood	30 (60 for 'new businesses')
Milaca	84 (12 – 7 day periods)
Monticello	40
Montrose	30 (2 – 15 day periods)
Mora	80
Mound	60 (2 – 30 day periods)
New Hope	50 (5 – 10 day periods)
North Branch	84 (4 – 21 day periods)
Northfield	24
Nowthen	42

Osseo	20 (2 – 10 day periods)
Otsego	0
Plymouth	56 (4 – 14 day periods)
Princeton	56 (4 – 14 day periods)
Ramsey	42 (28 day bonus available with no violations)
Rogers	20 (2 – 10 day periods)
Rosemount	84 (6 – 14 day periods)
St. Cloud	60 (under 5 acre lot) / 90 (over 5 acre lot)
St. Francis	120
St. Michael	90
Spring Lake Park	84 (6 – 14 day periods)
Spring Park	90 (3 – 30 day periods)
Stillwater	90 (3 – 30 day periods)
Wyoming	45 (3 – 15 day periods)
Zimmerman	No limit in ordinance

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
April 15, 2015**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Chairman Steinke.
2. **Roll Call:** Present were Ray Steinke, William Murray, Brittney Berndt, and Greg Zutz. Also present was City Planner Nate Sparks.
3. **Adopt Agenda:** Motion by Zutz, second by Murray to approve the April 15, 2015 agenda. Motion carried 4-0.
4. **Approve Minutes:** Motion by Berndt, second by Murray to approve the March 18, 2015 minutes. Motion carried 4-0.
5. **Public Comment:** None
6. **Public Hearing – Jordan Turf Farms Interim Use Permit**
Sparks Jordan Turf Farms & North Pine Aggregate have made an application for an Interim Use Permit to allow for sand extraction at a property located near Bluebird Street and 229th Avenue. The extraction of sand is proposed to take place over an approximately 10 acre area for two years. The total amount of sand to be removed is about 80,000 cubic yards.

Steinke opened the public hearing at 7:15 pm.

Written testimony from Judy Davis at 23463 Drake Street was accepted into the record expressing concern about the impact of the extraction on the neighboring residential properties.

Zutz asked if turn lanes would be required on the County Road. Sparks stated that none are required, at this time.

Murray asked if the digging would be below the water table. Sparks said it was not.

Shaun Chambers of 23340 Drake Street stated that the truck traffic is excessive and out of character for the neighborhood.

Edward Davis of 23463 Drake Street said there are too many trucks proposed. There are a lot of school busses that use the road and the truck traffic causes concern for safety.

Steinke closed the public hearing at 7:26 pm.

Zutz asked if the applicant is required to seed the area after replacing the topsoil as part of the restoration plan. Sparks said yes.

Zutz stated there should be additional signage placed in the area to notify people about the trucks hauling especially on the County Road. Berndt expressed concern about the truck traffic and concurred with the signage requirement.

Motion by Murray, second by Steinke to recommend approval of the preliminary plat with the conditions noted in the Staff Report including an additional condition requiring additional signage. Motion carried 4-0.

7. **Public Hearing – Temporary Sign Ordinance Amendments**

Sparks stated that the Planning Commission discussed ordinance amendments proposed by the Chamber of Commerce Business Council at their November 2014 meeting. The ordinance amendment is based on the Planning Commission direction from that discussion. The amendments include increasing the amount of time for display of temporary signage from 120 to 180 days, increasing the size of allowed temporary signs from 32 square feet to 48, increasing the height allowed from 6 feet to 9 feet, and increasing the size and number of a-frame or sandwich board signs allowed without a permit. No other changes are proposed at this time.

Steinke stated that as a prelude to this discussion, the President of the Chamber of Commerce asked for a meeting with him, Nate Sparks, the Mayor, the City Administrator, and the Building Inspector. Steinke said they met and had a discussion and that after the public hearing, Steinke said he would state the rest of the discussion.

Steinke opened the public hearing at 7:33 PM. Steinke stated that there are a number of people who wish to speak and to keep comments limited in time and not to repeat previous speakers.

Melissa Enzler from Anytime Fitness said she presented a petition from 53 businesses to the City Council in August or September 2014 regarding changes to the temporary sign ordinance. She stated she was told the temporary sign ordinance was changed and now enforced due to one citizen complaint about a business that used a banner on a van and she stated there is no dispute they think this is not a great way to advertise but rather than go to that business and ask them not to advertise that way, the City went to this extreme of changing the sign ordinance and it affects the businesses that were changing their signs every month and keeping them in good repair, not tipped over, and not on the ground. Ms. Enzler stated that while doing the petition, she got a tremendous amount of businesses that complained about how their business has actually decreased with the new sign ordinance. She stated this town does not have a sufficient way of advertising other than temporary signs. Ms. Enzler stated that her business has gone down in the months that she used to be able to have a sign and now can't have signs and that she has to pick the months. She has had a 30.3% decrease in business with no temporary sign and that she has to pick the months to have them. This is significant and something that can't be ignored by government. Ms. Enzler stated she owns another location in Zimmerman where there is no restrictions on signage and the months that we are allowed to have signs there that I can't have in St. Francis, Zimmerman always does better. It's a very similar community. With all the proposed changes coming to this town, the roundabouts and rumors of the water treatment needing some tweaks to it, the town needs tax dollars and the way the businesses can continue to pay the taxes, is for us to continue to get customers and if we can't advertise for those customers, it's just not going to happen. We have not seen a huge business growth in this town and I've heard from some people that have come here say part of the reason is because of the taxes, so we can't risk pushing the businesses out of here that are established, that are here, and that are consistently paying the taxes in the hopes that somebody else is going to come here and be able to pick up that slack. We need to be able to keep our business doors open and we need to have customers so that we can pay our taxes in this town because

vacancies do not do any of us good and we have got a few vacancies in this town. We do not have a great source of advertising in the City except temporary signs. I've been in business for ten years in this town and have done direct mailings, and have consistently placed ads in the Courier. The Courier is not a substitution for the temporary signs. We track all our advertising and we always have and while preparing for this discussion, I reviewed our tracking and not one person has ever said they came into her business because of an advertisement in the Courier. She won't quit advertising in the Courier because it supports the community, but I need to put my ad dollars somewhere I can see a return on my investment and black signs or the temporary signs is always there. She says temporary signs far outweigh any other form of advertising we have in this town. When the business committee actually got together, what we initially wanted was to go back to the 6 x 8 signs; we actually wanted 240 days permitted with an allowance of 60 days allowed for advertising special events.

Steinke interjected that the speaker has spoken for more than 5 minutes and her time was up.

Enzler said this issue is huge and this is about their businesses and whether or not they will be able to stay in this town. She has been working on this since last August and there have been a lot of meetings and they have done a lot together as a community and she has gone door to door to get the businesses support. It has taken over two weeks to get the petition to get 53 businesses in this town to support us and we need our government to listen to us. If you never ran a brick and mortar business then you need to listen to those of us who have this experience. I'm trying to be really quick and bulleted but it's not fair to us to say that your business and concerns are worth five minutes of our time. We listened to the previous agenda item for 20 minutes.

Tim Holen said from the audience that Enzler can have his 5 minutes and that he would not speak. Other unidentified speakers from the audience began speaking. Steinke said Enzler could continue.

Enzler said personally with 120 days of signage she can't take 10 days here and 10 days there, she needs to have a sign for 30 days so that means she has four signs and then corporate does two national sales so there's two more sales she doesn't get to advertise. If she continues to have a 30 or more percent decrease in business, how long can she stay in St. Francis. Anytime Fitness is a pretty big business and it matters to this community. She stated business if they are down or if all of a sudden they have some bad months, they will need to do some kind of promo to get customers in their doors. They don't necessarily plan for that with the four signs they are allowed to have per year. She stated she used to do two community event signs every year – a food drive and a clothing drive to donate to the people in our community. She can't do those signs anymore because she needs to drive business to her club.

Enzler said that it doesn't matter what other cities do. There was a comparison of other regulations from other cities done but asked if it was it done in a holistic manner. Did they compare forms of advertising? Did they compare if it was strip center after strip center. Go to Elk River and you've got one strip after another on both sides of the street. Cambridge, Coon Rapids, all of these towns. We don't have that and are very divided in our town where our businesses are. How can the city be compared to a place like Apple Valley? Apple Valley has over 1,600 businesses. They have a four lane road and a population of over 50,000 and that was on the list of comparing St. Francis as to what our sign ordinance should be. They also have multiple forms of advertising and we don't

have that. Why can't we set the precedent and be business friendly instead of saying the words that we can walk the walk? Comparing us to a city like Bloomington or Apple Valley isn't realistic. We actually have minimal businesses in this town that use temporary signs and our strips are divided in such a way that it's not going to be comparable. We've got us on 47, which on the city center that she is in, there are five businesses that do signage. That area is big enough that we can have a substantial amount of space between each sign. North on 47, right now there is only one business that uses temporary signs. On Bridge Street, there are four businesses that use temporary signs. So it's not like you are going to see if you allow us to have these signs longer, think back before the ordinance, it wasn't sign after sign after sign. It just wasn't that way. Again, if you guys haven't owned a brick and mortar business, you don't know what we are struggling with here.

Please remember that St. Francis is a bedroom community, so that an awful lot of our residents are doing their shopping and stops prior to getting back home to St. Francis. It is a challenge to get business in town unless you are a destination business. I don't understand why we can't try it our way? We had no problems for decades with the sign ordinance, nothing until one supposed complaint about a banner on a van which by the way, this summer we allowed the school to have a bus in a parking lot with a banner advertising for drivers and that was the whole reason supposedly why this got changed. We don't have any citizens that are complaining about it. If we try it our way, it's not going to hurt anything, it's going to benefit the town. I'm not saying it should be like the wild west and be able to do whatever we want. We can still have the permit, still have where we have to change the messages and that the signs have to be in good repair. In a smaller strip like where Tasty's and physical therapy are maybe signage can't be 150 feet apart. I don't know about when the roundabouts are coming in, but they could still be far apart to get business. If you guys don't allow this change the way we need it to be, how are we going to recover business that is already lost? How are we going to consistently gain new customers? How are we going to grow our business in order to stay open and be able to pay you guys the taxes the city needs to be able to do all these things the city wants to do? I invite you to not just say no you can't have it, you should research other forms of advertising in this town. If you don't have the experience to tell us that, all of us right here that have been doing this for so long that know what it's like to try and drive business through our doors, we have the experience with this. Look at our track record. We had one business that had a complaint. Nobody can even provide that complaint to us. None of the rest of us who have signage have ever had a complaint because we changed them, we moved them, they are far enough apart. Honestly, to have 53 businesses want this change and if it gets ignored, I don't know what that says about our government and being business-friendly to this town. Again, no citizens here to say they are against us. I appreciate you giving me extra time. This really is a big deal. We are talking about a significant amount of business loss.

Steinke asked for additional comments. Steinke mentioned comments would now be limited to five minutes since Ms. Enzler spoke for other people in the audience.

Lindsay Johnson on behalf of Mark Netzing from St. Francis Physical Therapy at 3220 Bridge Street said they have six clinics in six different cities Isanti, North Branch, St. Francis, Ham Lake, Andover, and Zimmerman and that different ordinances have different impacts on each of these businesses in different cities. In St. Francis, we do see a significant increase in calls in patient interest and massage interest and increased appointments after we have a sign up. One of the interests that our business has for the future is improving community wellness and community events. This is something that

is hard for us to get successful in the community without being able to use a proven and successful way to advertise. The examples that Mark wanted me to bring up were two of the clients that we have are North Branch and Zimmerman. These two communities do not have very strict sign ordinances. These two clinics have grown significantly in the amount of time they have been open and they see the support with the community and how those businesses have succeeded. We have also seen communities that have not been supportive and then we move our business. We had a business in East Bethel and moved to Ham Lake. One of the most important reasons for the move was their sign ordinance. Just within the last year, this has happened and we already have had to double the staff at this clinic to meet the demands. Those are just the comments that I wanted to make applicable to our business.

Sam Schudi of Pillar Signs and Graphics said I do a lot of different signage and I have been working with someone who is not here tonight but they are opening two other locations in Zimmerman and up towards Princeton. One of the things they said and they are one of the largest tenants over here square footage wise said business drops 50% when there is not a temporary sign up and they are probably going to leave town.

Connie Tillman of St. Francis Collision at 23615 St. Francis Blvd said all signage is important to any business but if you are open to the public, you need more than just the sign on your building. You need to let people know what your hours are, what you are offering, and if you have any specials. The Courier is just once a month and just doesn't really do it around here. In the past, she had a business in Brooklyn Park with a pylon sign that attracted impulse buyers with weekly rotation and we could put up specials for our business. If I could have had that every week of the year, I could have quadrupled my business and then some because every time any business had something on that pylon for a week, it got attention and new customers came in along with the regulars. People are impulse buyers, they don't always go someplace and stop along the way, but if they see that they can get pizzas at two for \$10, they are sometimes going to make that detour. These signs make a difference in all of our businesses. The temporary signs are important to a small business in a small town and help keep business going. The permit form has an unnecessary paragraph on the bottom on page two.

Steinke said regarding the permit form and after his meeting with the Business Council and talking with the Building Inspector, that if the temporary sign is up longer than the permit has been requested for, and if he comes in and has to remove, that is where the cost comes in and any other fees.

Steinke said the Business Council presented their recommendations at the November Planning Commission meeting. Steinke and the Mayor met with the Chamber President Joe Raus, as the representative of the Business Council, to discuss the amendments afterwards. At this meeting, it was conveyed that the Planning Commission would be going forward with their recommendations and if this was unacceptable that the ordinance would stay the same. He pointed out that the amendments include the increase of time from 120 days to 180 and noted that a speaker mentioned 120 days.

Enzler made a comment from the audience stating she was unaware of the proposed amendment to increase time to 180 days. She applied for a permit in January and the form listed 120 days. Steinke mentioned that the ordinance being discussed at this meeting lists 180 days.

Steinke asked Sparks to clarify the 180 days in the ordinance. Sparks indicated the ordinance currently allows for 120 days per year to display signs. The public hearing tonight is on changing that along with other things and changing that to 180 days.

Skordahl asked if all was clear and that the proposed change at this public hearing is for 180 days and it will go to the Council with the Planning Commission recommendation.

An unidentified speaker from the audience asked about the size change in the ordinance and if it was going from six feet to nine feet and is that for the sign itself or does that include the stand on the bottom. Sparks clarified that it would be nine feet from grade elevation to the top of the sign.

Enzler spoke from the audience and mentioned there was talk about 180 days but didn't think that was being recommended because she was under the impression that it was still being discussed about the amount of time that the businesses wanted. Enzler mentioned the business committee wasn't invited to the meeting where the changes were being discussed and said they weren't a part of that. Enzler stated they are appreciative of the 180 days but that is not what they are asking for. They are asking for more because of all these points that we have brought to you guys and she really does hope that you take it to heart. Enzler said the size is great and she thinks they are all okay with 6 x 8.

Joe Raus, President of the St. Francis Chamber of Commerce, said that he wanted the meeting in November with the Mayor, acting City Administrator, the Building Inspector, Nate Sparks, and Planning Commission Chair to clear the air on the building code. At the November meeting before the Planning Commission, everything that we talked about tonight as far as the changes other than the length of time was basically okay that evening. When we reached the topic of length of time for displaying a temporary sign, advice from the Building Inspector was asked and he referenced a State Building Code section regarding temporary structures. It was our contention at that meeting temporary structures should not apply to temporary signs. Staff brought in the City Attorney and he agreed with the Building Inspector that he thought that temporary structures governed the same length of time as for temporary signage. Raus called people at the state and they agreed that the building code should not apply to signs. At a meeting in February, it was clarified that this part of the State Building Code and that he was subscribing to. Before that, that part of the Building Code had changed and on the 24th of January, the state removed the references to temporary structures from the new building code and moved them to the municipality itself. He said the building official could deviate from the 180 day standard. At this meeting, the length of time and enforcement issues were discussed. Also discussed were length of time temporary signs were really out there and that some sign businesses drop off the sign a week early or pick up a week late so in essence in his eyes, a 30 day sign was actually out there for 45 days and his rationale was that if you do that six times a year, all of a sudden you are at nine months of the year where you have temporary signage whether you are paying for a permit for that time or not. The 180 day limitation was brought up and nothing that was discussed here tonight and brought up by these folks wasn't anything that I didn't bring up at our meeting. It was the opinion of the Mayor and others at the meeting that 180 days was the magic number and that is what it is going to be and if we didn't like the 180 days, we were in jeopardy of having the sign ordinance just stay the way it was. Raus said he left the meeting agreeing and did say he was going to go back to the business council and get their input. I did do that and they did want a meeting with the same individuals and that was turned down and basically, said the City wants an answer and either you agree with what we've proposed with the 180 days or the city will not address any changes to the building code. He looked at it

from all different angles. Raus stated the Chamber represents all the businesses in the community and when he has businesses coming at him time and time again saying this is a real important thing, I will listen to them. If the business are saying the 180 days isn't adequate, this is why they are here. This is the only forum they have to address this issue. Raus said it was a very good meeting, a constructive meeting, but I left that meeting knowing that some were going to have an issue with this.

Steinke mentioned that at that meeting, there was a business owner there and he asked him a question about that Wednesday to Wednesday. Raus mentioned the Building Inspector had some input as far as the challenges he had with signs being put out in advance of when the permit was actually set up for and not being picked up after a week or sometimes two weeks later. Steinke mentioned the sign businesses are not following the schedule of when to place the signs and pick up the signs. Raus mentioned Anytime Fitness that was the only business that was using a sign company that was early in placement and late in pick up. Raus said Anytime Fitness has since changed sign companies. Raus mentioned again that he thought the City gave the Chamber an ultimatum about the 180 days and that it was that or nothing at all. Raus said you don't do business like that within a community.

Enzler made a comment from the audience and said she was at a council meeting and they were pleased with the Chamber having a Business Council so that all the businesses could get together and the Council would be willing to listen to what they have to say about temporary signage and bring a proposal to the City Council. Enzler said they did exactly that and they had a proposal and all of a sudden this meeting is called where none of us are there and this ultimatum is basically laid down and it went from being in support of having a Business Council to not involving them in the decision process at all. We took a lot of time and we are all busy business people.

Steinke said what came out of that meeting was to try 180 days and that 180 days is what had support.

Enzler made a comment from the audience that nobody is listening. No opportunity to speak.

Skordahl said that you are getting an opportunity to speak right now. This is a public hearing. Skordahl also mentioned the process for the City Council meeting where this item will be discussed. There were no ultimatums. At some point a decision had to be made. We were spinning our wheels.

Enzler made a comment from the audience about the petition and stated that nobody is listening to us. There are businesses in town that do not have a permanent sign. The town is not growing. Dollar General comes and another dollar store goes. Businesses are leaving.

An unidentified speaker from the audience stated the Planning Commission should accept the recommendation from the Business Council and not 180 days since this is the main issue.

Steinke said this discussion has been going on for close to a year.

Enzler commented from the audience that there is a documented loss of business. 53 signatures on a petition. No citizens showing up tonight saying they are against

temporary signs. The fact that they have documented loss of business without temporary signs. Enzler asked if anything they presented at this public hearing could sway the Planning Commission. Why can't the ordinance be for 240 days with two months of special event signs plus allowances for community event signs? What would convince you?

Steinke said special event signs are an outside item. Berndt said that would be an enforcement issue.

An unidentified member of the audience commented on the enforcement issue and the cost of enforcement.

Steinke mentioned that special event signs are not in the current ordinance being considered at this public hearing.

Enzler commented from the audience that the Business Council did not have a say what went into the ordinance.

Dan Masier from Beef O'Brady's at 23312 St. Francis Boulevard said the ordinance makes his business pick and choose between advertising promotions or community events. He stated size of the sign was a big issue because his company store isn't as large as his store in Andover and they rely on the lunch crowd and Hwy 47 is the best access for us. Signs on Hwy 47 can be too small at 55 mph to see them and he is in favor of the larger signs.

Tim Holen from the hardware store at 3645 Bridge Street said that we've got to change something. During the last eight years, things are going down. There are too many rules, regulations, ordinances, fines, taxes, and fees. Here's where it starts. St. Francis has been declared by the federal government to be a depressed area. It wasn't always that way. It costs more to get a building permit here than in Andover. Somebody's got to start to change things whether it is this committee and they say we really see this is a problem for a lot of people. Get rid of the whole temporary sign ordinance.

Multiple unidentified speakers from the audience spoke at once.

Steinke closed the public hearing at 8:26 pm.

Zutz said he was confused by the talk about closed door meetings and ultimatums. It's frustrating that this discussion keeps going on and on. He said this body can either pass this amendment or change it and I don't understand how this has dragged on for so long and we have discussed this too long. He is not interested in hearing anymore history because it just goes on and on. I think that somebody needs to speak up here and make a stand and I'm frustrated.

Murray said the advent of Menard's hurts the hardware store. It's a mobile society. Fails to see how longer temporary sign duration has any impact. Provide a good product at a good price. No more amount of temporary signage is going to drag more customers in.

Berndt said there were no closed door meetings and no ultimatums. With 240 days plus 60 for special event signs is 300 days and it might as well be all year. Other cities are more restrictive. 180 days is worth trying.

An unidentified speaker from the audience made a comment saying the Planning Commission should accept the Business Council recommendations.

Steinke said he fails to see how longer duration of temporary signs would bring people in.

Motion by Berndt, second by Steinke to recommend approval of the ordinance amendments as written. Zutz said he would support 210 days. Motion carried 3-1 (Zutz).

8. Planning Commission Discussion

Sparks said the City Clerk has requested the Planning Commission discuss the idea of having students on the Commissions. Berndt said she is familiar with other cities exploring this concept. Murray said he could possibly support a non-voting member. Zutz said students should only observe with no formal appointments as there are certain qualifications for serving in this capacity that would be difficult for a student to meet. Berndt said only well qualified students should be considered. Steinke said it was an interesting idea and would depend on the age of the student and if they would carry over into becoming a permanent member.

9. **Adjournment:** Motion by Zutz, second by Berndt to adjourn. Motion carried 4-0. Meeting adjourned at 8:50 pm.

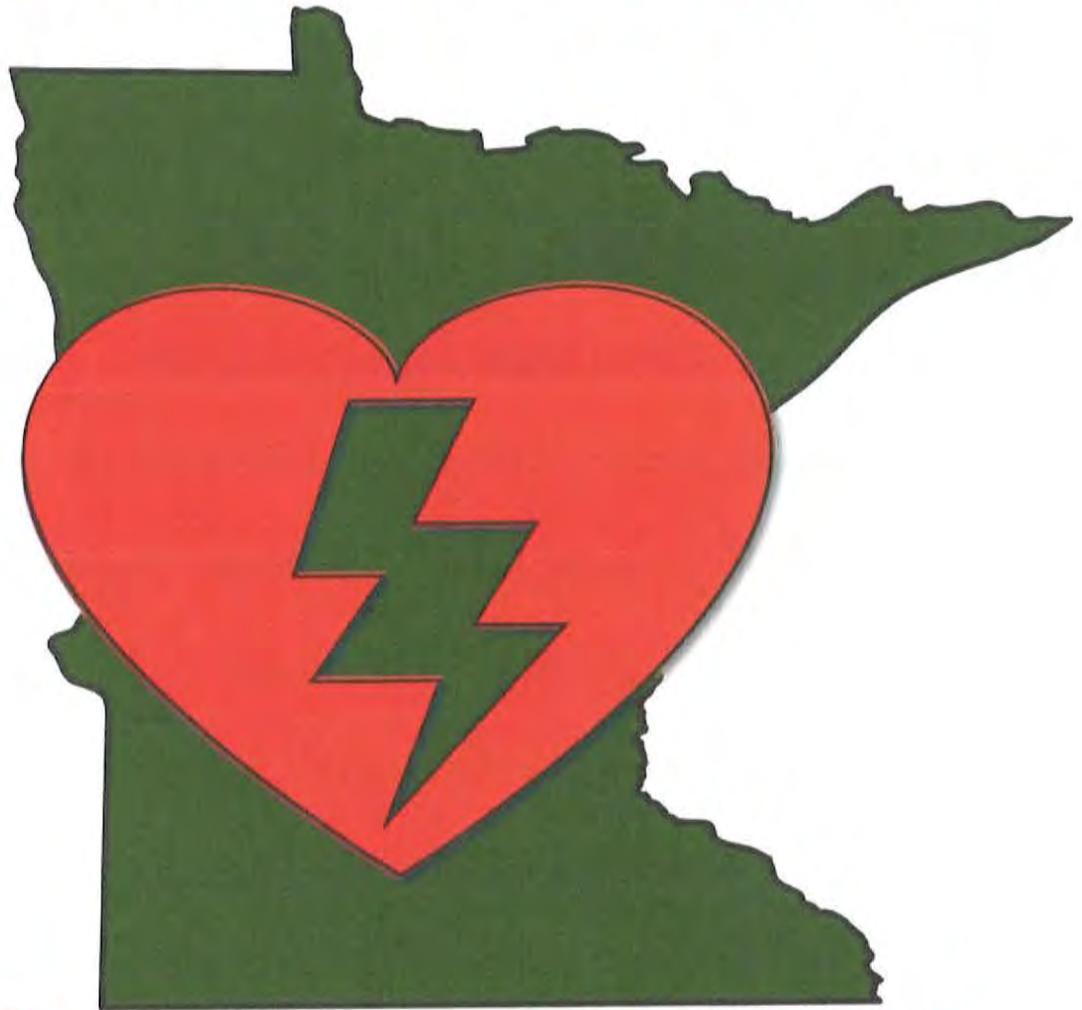
Nate Sparks, City Planner

Date



Toolkit and Application

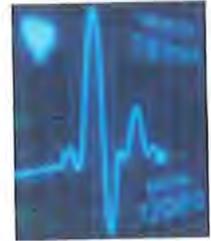
HEART SAFE



COMMUNITY

MINNESOTA DEPARTMENT OF HEALTH AND AMERICAN HEART ASSOCIATION

What are Heart Safe Communities?



If someone in your community suffers a sudden cardiac arrest (SCA) tomorrow, how likely is he or she to survive due to rapid access to life-saving treatment?

How many residents and public safety officials in your community can recognize the symptoms of cardiac arrest and know how to help "on the way, right away?"

Do your community's schools and public buildings have effective emergency response plans?

The answers to these questions could determine whether or not your community qualifies as a Heart Safe Community.

The mission of the Heart Safe Community Designation is to help communities evaluate their community readiness for cardiac events. It includes evaluation, planning and development of new awareness, CPR & AED training and AED location identification. Heart Safe Communities, with the support of the Minnesota Department of Health and American Heart Association- MN, aim to help communities improve the chances that anyone suffering a sudden cardiac arrest will have the best possible chance for survival. Through the Heart Safe Community program, a community can strengthen what the American Heart Association has called the "chain of survival," which has five critical steps:

EARLY ACCESS TO EMERGENCY CARE

- Bystanders recognize the symptoms of cardiac arrest and call 9-1-1 immediately.
- EMS dispatchers are equipped with instructions for the caller and can get an Advanced Life Support response vehicle to the scene quickly.

EARLY CPR

- CPR, when properly administered, buys precious minutes until a defibrillator is available.
- Public knowledge and awareness must be increased so that those trained in CPR will actually use it when it is needed.

EARLY DEFIBRILLATION

- Defibrillation is the delivery of electric shock to restore the heart's normal rhythm.
- Early defibrillation is considered to be the most critical link in the chain of survival.
- New AEDs are light-weight, sturdy, and easy to use by anyone who has been trained.
- AEDs should be accessible and organizations should have defibrillation training programs that have medical oversight and are coordinated with EMS.

EARLY ADVANCED CARE

- Advanced care is delivered by an Advanced Life Support response vehicle staffed by paramedics.
- Medications and oxygen therapy delivered by paramedics can be critical to the survival of cardiac arrest victims.

POST-CARDIAC ARREST CARE

- SCA patients should be transported to hospitals that provide a comprehensive, structured, integrated, multidisciplinary system of post-cardiac arrest care. Who knows CPR in your community and is prepared to administer it when necessary?
- Treatment should include cardiopulmonary and neurologic support including therapeutic hypothermia and percutaneous coronary interventions.

Frequently Asked Questions



Who can apply to be a designated Heart Safe Community?

Any municipality, county or organization is eligible to apply for the Heart Safe designation. Applicants can be determined by geographic locations or organization size. Geographic locations are cities, townships or counties. Organizational applicants are determined by campus size and average daily population.



Is there an application fee?

While there is no application fee, there are often costs associated with meeting the criteria to become a Heart Safe Community. Cost will vary depending on the Community's size and needs (i.e. CPR training and equipment or AED placement). A proper assessment of your Community will determine the needs.



Why should my community be a designated Heart Safe Community?

By earning 'heartbeats' toward the designation, your team can strengthen your community in places that people live, work, and play. This can reduce the number of deaths and disabilities associated with Sudden Cardiac Arrest in your community.



When are Heart Safe Community applications due?

Applications can be submitted to Heart Safe Communities Statewide Committee at any time. Applications are reviewed and referred for designation on a quarterly basis.



Will an AED always resuscitate someone in Cardiac Arrest?

The AED will look at the electrical activity of the heart. If the electrical activity is "chaotic" and needs a "restart" the unit will charge and be ready to shock. If someone is in cardiac arrest and the AED does not indicate a shock is needed, CPR should be initiated immediately.



Is the AED safe to use?

Absolutely! An AED is safe to use by anyone. If you can turn it on, you can use it. They are designed with multiple safeguards and warnings. You can receive training by attending most CPR classes or specific unit training if there is an AED at a site you frequent.



Is there any protection for public bystanders that administer CPR/AED?

Minnesota Statute 604A.01 defines the two main subdivisions: the duty to act and general immunity from liability. The general immunity from liability covers the basic care rendered at an emergency scene and includes the use of an AED.



Can anyone buy an AED?

Yes. However, AEDs are manufactured and sold under guidelines approved by the FDA. Current FDA rules require a physician's prescription to purchase most AEDs. Heart Safe Communities can assist you in all the steps of purchasing an AED.



Heart Safe Requirements

What is a 'Heartbeat'?

Heartbeats are basically points. Every activity and step that your team identifies or plans will have a point value. Points can vary for each part of the application. It is recommended that you calculate points based on what you know about your community in the planning stages to gauge next steps and how many you will need to acquire the designation.

Communities < 5,000

If your community population is 5,000 or less, 350 Heartbeats are required to become a designated Heart Safe Community. A minimum of 80 Heartbeats is required for CPR or CPR/AED training and identification of AEDs in the community. These requirements include a minimum of 4 new training events and 6 AED sites in public locations. In addition to the requirements that you identify a lead organization & champion and create a sustainability plan.

Communities of 5,001 - 15,000

If your community population is between 5,001 and 15,000, 450 Heartbeats are required to become a designated Heart Safe Community. A minimum of 120 Heartbeats is required for CPR or CPR/AED training and identification of AEDs in the community. These requirements include a minimum of 6 new training events and 12 AED sites in public locations. In addition to the requirements, you identify a lead organization & champion and create a sustainability plan.



Communities of 15,001 - 30,000

If your community population is between 15,001 and 30,000, 600 Heartbeats are required to become a designated Heart Safe Community. A minimum of 260 Heartbeats is required for CPR or CPR/AED training and identification of AEDs in the community. These requirements include a minimum of 10 new training events and 24 AED sites in public locations. In addition to the requirement that you identify a lead organization & champion and create a sustainability plan.

Communities of 30,001 - 50,000

If your community population is between 30,001 and 50,000, 800 Heartbeats are required to become a designated Heart Safe Community. A minimum of 300 Heartbeats is required for CPR or CPR/AED training and identification of AEDs in the community. These requirements include a minimum of 14 new training events and 48 AED sites in public locations. In addition to the requirements that you identify a lead organization & champion and create a sustainability plan.