

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
MAY 20, 2013
ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)
4115 Ambassador Blvd. NW
6:00 PM

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - a. City Council Minutes –May 6, 2013
 - b. File and Receive URRWMO Minutes- May 7, 2013 and 2014 Budget
 - c. Payment of Claims
5. Meeting Open to the Public
6. Petitions, Requests, Applications
 - a.
7. Ordinances & Resolution
 - a. Ordinance 184, Second Series: Amending the Official City of St. Francis Zoning Map to Rezone Outlot A, Meadows of St. Francis (Second Reading)
 - b. Resolution 2013-15: Authorization for Summary Publication of Ordinance 184, Second Series
 - c. Ordinance 185, Second Series: Amending the St. Francis Zoning Ordinance Section 10-8 Regarding Variance Review Criteria (Second Reading)
 - d. Resolution 2013-16: Authorization for Summary Publication of Ordinance 185, Second Series
8. Reports of Consultants & Staff Members
 - a. Engineer: Street Improvements- 239th Avenue, Kerry Street & 232nd Lane:
Street Improvements-Crack filling and Seal Coating:
 - b. Attorney: Closed Meeting Pursuant to MN Statute 13D05 Subd. 3 (c)3
 - c. Staff:
Building Official: Seasonal Part Time Building Inspector
Fire Dept.: Fire Department Celebrating “50th” Anniversary during Pioneer Days
Public Works:
Liquor Store:
Police: COPS Fast Grant
Department Report:
City Administrator Report: Joint Fire Service Update
9. Reports from Council Members
10. Report from Mayor:
11. Old Business
12. New Business
13. Adjournment

Calendar of Events

- May 17: Car Show Starts and goes through September 6 in City Centre Mall Parking Lot
May 20: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
May 27: City Offices Closed for the Memorial Day Holiday
May 29: Local Officials Meeting @ City of Ramsey-Alexander Ramsey Room 6:00 pm
May 31: Last day of School and Graduation
June 3: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
June 7-9: Pioneer Days
June 17: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
June 19: Planning Commission Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm
June 24: Rum River Joint Fire Service Group – 5 City Meeting @ Ramsey City Hall 7:00 pm

TO: Mayor & City Council

FROM: Matthew L. Hylan,
City Administrator

RE: Agenda Memorandum – May 20, 2013 Meeting



Agenda Items:

4. Consent Agenda:

6. Petitions, Requests, Applications:

7. Ordinances & Resolutions:

- a. *Ordinance 184, Second Series:* Attached is Ordinance 184, Second Series (second reading) which amends the City Zoning Map to rezone Outlot A, Meadows of St. Francis to R-4, High Density Residential. This change is consistent with our City Comprehensive Plan. A roll call vote is recommended to approve Ordinance 184.
- b. *Resolution 2013-15:* Attached is Resolution 2013-15 authorizing summary publication of Ordinance 184, Second Series approving a rezoning for Outlot A, Meadows of St. Francis. A motion would be in order to approve Resolution 2013-15.
- c. *Ordinance 185, Second Series:* Attached is Ordinance 185, Second Series (second reading) amending the St. Francis Zoning Ordinance Section 10-8 Regarding Variance Review Criteria. The Planning Commission has recommended this from their April meeting. A memorandum from City Planner Nate Sparks is also attached for review. A motion would be in order to approve the second reading of this Ordinance. A roll call vote is required.
- d. *Resolution 2013-16:* Attached is Resolution 2013-16 authorizing summary publication of Ordinance 185, Second Series regarding variance review criteria. A motion would be in order to approve Resolution 2013-16.

8. Reports:

- a. **Engineer:** *Kerry Street, 239th Avenue Street Feasibility Study:* Attached is a memorandum from City Engineer Jared Voge regarding the maintenance needs for 239th Avenue, Kerry Street and 232nd Lane NW. Council has notice the significant deterioration of some of these roads. Staff would like a dialog with the Council on how staff recommends to progress.
Street Maintenance: Attached is a memorandum from City Engineer Jared Voge regarding street maintenance. This is a shift in what we have historically completed for street maintenance and we look forward to any questions Council may present.
- b. **Attorney:**
- c. **Staff:**
 - Building Official:** *Seasonal Part time Building Inspector:* Andy Schroeder will be present to update the Council on the vigorous building activity between the City of Nowthen and the City of St. Francis.
 - Fire:**
 - Public Works:**
 - Liquor Store:**
 - Police:** *Cops Fast Grant:* Police Chief Jeff Harapat had the following information in the April 26th Off Week Memo; *On April 19th the Office of Community Oriented Policing Services (COPS) announced it is preparing to open the COPS Hiring Program (CHP) grant solicitation which may be used to hire school resource officers. The solicitation will open next week and applications must be completed no later than May 22, 2013.*

The CHP grants will cover up to 75% of approved entry-level salary and benefits for three years for (1) newly hired officers or (2) rehiring officers who have been laid off or are scheduled to be laid off. This year's solicitation also notes that additional consideration will be given to applicants who: 1. Indicate that the grant-funded officers will be deployed as school resource officers. 2. Commit to actively recruit, hire and deploy at least one military veteran. Additionally, the President's Budget Proposal called for a new grant program under the COPS Office: the Comprehensive School Safety Program (CSSP). If Congress includes this program in the final budget, a proposed \$150 million would be available to hire school resource officers, school psychologists, and school counselors.

City Administrator: *Joint Fire Service Update:* Staff is working with the consultants and four other communities to determine the best date to set the five city consultant report presentation in mid to late June. The grant must be completed by June 30, 2013 and the consultants are currently preparing the report from their meetings with officials earlier this spring.

11. Old Business:

12. New Business:

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

CITY COUNCIL MINUTES

May 6, 2013

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:00 pm.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Mike Haggard, Amy Lazere, Tim Brown and Chris McClish. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), Police Chief Jeff Harapat, Fire Chief Dean Kapler, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY LAZERE SECOND HAGGARD TO ADOPT THE MAY 6, 2013 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY BROWN SECOND BROWN TO APPROVE THE MAY 6, 2013, CITY COUNCIL CONSENT AGENDA AS A-I AS FOLLOWS:
 - a. Approve the City Council Minutes of April 15, 2013.
 - b. Receive and File Charter Commission Minutes-January 24, 2013
 - c. Approve the V3 Triathlon- June 29, 2013 (Biking portion comes through St. Francis)
 - d. Approve the St. Francis Lions 3.2 Permit for Pioneer Days at Community Park and Fire Station-June 8 & 9.
 - e. Approve the Contract Extension for Interim Fire Chief Dean Kapler.
 - f. Approve the Contract with the City of Elk River for back up Building Inspection Service.
 - g. Approve Pay Request # 16 from Amcon Construction Management for \$12,500 to Overhead Door of the Northland \$1,000; St. Cloud Refrigeration \$5,500; Electrical Solutions Inc. \$2,000; and Brothers Fire Protection \$4,000.
 - h. Approve the Bobcat Guaranteed Buyback Program
 - i. Approve the Payment of Claims for \$189,811.69 (Check #'s 65503-65582)Motion carried 5-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **DNR Land Acquisition: 40 Acres east of the Carl Bonnell WMA:** Mr. Tim Marion, Area Wildlife Supervisor of Anoka County with the MN Department of Natural Resources addressed the City Council on the purchase option the State DNR has on a 40 acre parcel within the City limits. This 40-acre parcel is adjacent to the Carl Bonnell WMA in St. Francis right off Ambassador Blvd, Section 27, Township 34N, Range 25W. The DNR is asking for approval of the proposed land acquisition from the City tonight, if I get approval tonight, we still need to get two more approvals. MOTION BY BROWN SECOND LAZERE TO APPROVE THE PROPOSED LAND ACQUISITION AS PRESENTED BY THE DNR. Motion carried 5-0.

b. **Abdo, Eick & Meyers: 2012 Annual Audit Review:** Andy Berg of Abdo, Eick & Meyers gave an overview of the 2012 Annual Audit/Financial Statement management letter. MOTION BY LAZERE SECOND HAGGARD ACCEPTING THE 2012 AUDIT/FINANCIAL REPORT. Motion carried 5-0.

c. **Meridian Behavioral Health Applications: Ordinance 184, Second Series (First Reading) ; Resolutions 2013-10, 2013-11& 2013-12:** Meridian Behavioral Health is seeking consideration to place a treatment center on Outlot A of the Meadows of St. Francis. This outlot was originally approved as the second phase of the Meadows of St. Francis development. In order to accommodate this proposal, the site needs to be replatted from the townhome configuration. The site is currently zoned R-3, Medium Density Residential and guided for a High Density Residential Land Use. Treatment centers are allowed as a Conditional Use in the R-4, High Density Residential District. Therefore, the application requires a rezoning and a CUP in addition to the plat. Meridian Behavioral Health is seeking to establish a 48-bed substance abuse treatment center on an 8-acre site located west of 229th Avenue and Cree Street. MOTION BY BROWN SECOND McCLISH TO APPROVE THE FIRST READING OF ORDINANCE 184, SECOND SERIES AN ORDINANCE AMENDING THE OFFICIAL CITY OF ST. FRANCIS ZONING MAP TO REZONE OUTLOT A, MEADOWS OF ST. FRANCIS. Roll Call: Ayes: LAZERE, BROWN, HAGGARD, McCLISH AND TVEIT. Nays: NONE Motion carried 5-0.

MOTION BY LAZERE SECOND McCLISH TO ADOPT RESOLUTION 2013-10 A RESOLUTION ADOPTING FINDINGS OF FACT FOR A REZONING OF OUTLOT A, MEADOWS OF ST FRANCIS. Motion carried 5-0.

MOTION BY BROWN SECOND LAZERE TO ADOPT RESOLUTION 2013-11 A RESOLUTION APPROVING A PRELIMINARY PLAT FOR MERIDIAN BEHAVIORAL HEALTH ON OUTLOT A, MEADOWS OF ST. FRANCIS. Motion carried 5-0.

MOTION BY McCLISH SECOND LAZERE TO ADOPT RESOLUTION 2013-12 APPROVING A CONDITIONAL USE PERMIT & SITE PLAN FOR MERIDIAN BEHAVIORAL HEALTH ON OUTLOTS A, MEADOWS OF ST FRANCIS. Motion carried 5-0.

d. **Jones Lot Line Adjustment with Variance: 23725 Nacre Street NW: Resolution 2013-13:** MOTION BY BROWN SECOND McCLISH TO ADOPT RESOLUTION 2013-13 A RESOLUTION APPROVING A LOT LINE ADJUSTMENT WITH A VARIANCE FOR A PROPERTY DIVISION AT 23725 NACRE STREET NW. Motion carried 5-0.

7. **Ordinances & Resolution:**

a. **Ordinance 182, Second Series: Amending Section 8-2-2 and adding Section 8-2-6 of the St. Francis City Code Regarding Nuisance & Abatement (Second Reading):** MOTION BY McCLISH SECOND BROWN APPROVING THE SECOND READING OF ORDINANCE 182, SECOND SERIES AMENDING SECTION 8-2-2 AND ADDING SECTION 8-2-6 OF THE ST. FRANCIS CITY CODE REGARDING NUISANCE AND ABATEMENT. Haggard asked do we regulate under Roberts Rule of Order. Tveit said yes. Haggard referenced a section of the Roberts Rule of Order and stated this ordinance should not have been brought back before the council. Lepak said it does not invalidate the order. Lepak said I recollected Mr. Mayor, you were not at the meeting and you are the one that asked for it to

be put back to the agenda. Tveit said that is correct. Roll Call: Ayes: LAZERE, BROWN, McCLISH, AND TVEIT Nays: HAGGARD Motion carried 4-1.

b. Resolution 2013-14: Authorizing the Summary Publication of Ordinance 182, Second Series: MOTION BY BROWN SECOND McCLISH ADOPTING RESOLUTION 2013-14 A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 182, SECOND SERIES AMENDING THE CITY CODE REGARDING NUISANCES AND ABATEMENT. Motion carried 4-1. Haggard voting nay.

c. Ordinance 185, Second Series: Amending the St. Francis Zoning Ordinance Section 10-8 Regarding Variance Review Criteria (First Reading): Planner Nate Sparks stated in 2011, the legislature amended the variance language in Minn. Stat. 462.357 to restore local authority to issue variances. This statutory change was a response to a 2010 court opinion that had significantly limited a City's ability to issue variances. The City is amending our current code to be consistent with MN State Statues. MOTION BY LAZERE SECOND McCLISH TO APPROVE THE FIRST READING OF ORDINANCE 185, SECOND SERIES AMENDING THE ST FRANCIS ZONING ORDINANCE SECTION 10-8 REGARDING VARIANCE REVIEW CRITERIA. Roll Call: Ayes: McCLISH, BROWN, HAGGARD, LAZERE, AND TVEIT. Nays: None. Motion carried 5-0.

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

a. Engineer: Wastewater Treatment Facility Plan: Public Works Director Paul Teicher will answer any questions in the engineers absence. MOTION BY TVEIT SECOND McCLISH AUTHORIZING PREPARATION OF A FACILITY PLAN. Haggard asked what is the growth that is coming that we need this now to spend twenty million dollars. Tveit said it also has to do with load level the Rapids Infiltration Basins can handle. We are near the limits. It was brought up at the workshop earlier this year. Businesses do not always have the same type of use as a regular home. Just like the Meridian Behavioral Health Center that we approved tonight is a 46-bed facility. We wanted growth and you need to be prepared. Haggard asked has anybody looked into hooking into Oak Grove. Tveit said by the time this plan is done and the plant is upgraded it could take five to seven years. Haggard stated we need to find the cheapest way to do this. Tveit said years ago we told Met Council no to hooking up to their system. Brown said we do have to plan ahead. Teicher read from the engineer's memorandum. It stated, "There are a number of treatment scenarios which must be evaluated as part of the facility planning process and it is imperative that every reasonable solution be evaluated. As a result of the uncertainty associated with the number of treatment options and the level of effort require for a thorough analysis of each option, the cost associated with completing the Facility Plan has been estimated between \$75,000 and \$100,000." Teicher stated every option will be looked at. Brown said when Met Council came up here a number of years ago they wanted to dictate how we were to grow. I think that is why we did not go with them. Motion carried 5-0.

Eminent Domain: No report.

Kerry Street & 232nd: Street Condition: The engineer's memorandum did not make it into the council packet. Tveit asked if we could wait for the next City Council meeting to discuss this. Consensus was to wait for the next meeting.

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

Fire Dept.:

Public Works:

Liquor Store:

Police Dept.:

City Administrator: Discussion on the Lot South of the Post Office off Woodbine Street: Staff did find out that lot was previously declared surplus by the city council. I have learned that the owners of the post office parcel are interested in the lot. I did not have a chance to talk to legal about the process of selling this lot.

COPS Fast Grant: The City has submitted this grant without success the last three years but would like to apply again. With this grant, we could potentially increase the number of officers by one. Staff is asking for council authorization allow the police department to apply for an officer grant. The City would pay 25% of a police officer's salary for three years. After the three years, we would keep this officer on. Haggard said he can't make a decision on it tonight. How much overtime do we pay out, I would like to see some numbers. I am not here just to spend money. Brown asked didn't we have a report some years ago that showed us we were short staff back then. Majority of the council would like to see this on the next agenda.

Recycling Days: McClish asked how the Recycling Days went. Moving it to the new facility was well received. The weather was bad but still took in a lot of material.

9. **Reports from Council Members:** Brown stated the one thing in our audit review that we need to keep in mind during budget time is that we were short in our water fund.

10. **Report from Mayor:** Last week as I was driving down Hwy 47 I stopped for a pedestrian in the crosswalk. A car next to me sped up to try to beat it through the intersection before the pedestrian crossed. Tveit asked if we could have more patrol in the area.

I attended the Charter Commission and there were a lot of good ideas discussed. The changes will be presented at a future meeting.

11. **Old Business:** None.

12. **New Business:** Haggard asked under the nuisance laws and ordinances our building inspector is not supposed to be snooping around on other people's property. Tveit said I don't know the specific details. Tveit said we will check into that.

13. **Adjournment:** The Regular City Council meeting adjourned at 7:06 pm.

Upper Rum River Watershed Management Organization
Annual Meeting Minutes for May 7, 2013

Chair Todd Miller Called the meeting to order at 7:20 pm.

Roll called

Present: Todd Miller, Chair
Lan Tornes, Vice Chair
Richard Walstrom, Secretary
Kevin Armstrong
Scott Heaton
Ron Koller
Dan Denno
Calvin Bahr
Jeff Pilon

Absent: Mike Haggard
John Wangenstein

APPROVAL OF AGENDA

Dan Denno moved and Scott Heaton seconded to approve the agenda.

Lan Tornes moved to amend agenda to add reading of a letter from the Federal Emergency Management Agency. Seconded by Scott Heaton. All in favor, motion carried.

All in favor of amended agenda, motion carried.

APPROVAL OF MINUTES

Ron Koller moved and Kevin Armstrong seconded to approve the March 19, 2013 minutes as presented. All in favor, motion carried.

TREASURERS REPORT

Treasurers Report read by Richard Walstrom, Secretary.

SPECIAL ORDERS

A. The floor was opened for nominations for the position of Chair. Dan Denno self nominated, Calvin Bahr seconded. Scott Heaton moved to close nominations. Seconded by Kevin Armstrong. All in favor, motion carried. White Ballot. Dan Denno elected Chair.

The floor was opened for nominations for the position of Vice Chair. Scott Heaton nominated Lan Tornes. Todd Miller, seconded. Scott Heaton moved to close nominations. Seconded by Kevin Armstrong. All in favor, motion carried. White ballot. Lan Tornes elected Vice Chair.

The floor was opened for nominations for the position of Secretary. Scott Heaton nominated Richard Walstrom, second by Dan Denno. Dan Denno moved to close nominations. Seconded by Lan Tornes. All in favor, motion carried. White ballot. Richard Walstrom elected secretary.

B. Meeting dates

Scott Heaton moved that July 9, Sept 10, Nov 12, 2013, Jan 7, Mar 4, and May 6, 2014 be the meeting dates of the URRWMO through the next annual meeting, motion seconded by Lan Tornes. All in favor, motion carried.

C. No recommendations for amendments to the Joint Powers Agreement. No recommendations for the Watershed Management Plan.

UNFINISHED BUSINESS

A. Scott Heaton moved that MCIT application be tabled to the next meeting of the URRWMO. Lan Tornes seconded. All in favor, motion carried.

B. Ron Koller moved that the URRMWO website administration and migration contract be granted to Anoka Conservation District. Lan Tornes seconded. All in favor, motion carried.

C. Scott Heaton moved that the proposed 2014 URRWMO budget be approved with the following changes: Water Quality Cost Share Grant Fund Zero, Matching Fund for Future Grants Zero. Seconded by Richard Walstrom. All in favor, motion carried. Final approved budget amount of \$13005.00.

NEW BUSINESS

A. Calvin Bahr moved to table Support letter for Anoka Dam modification, pending more information. Seconded by Ron Koller. All in favor, motion carried.

B. Scott Heaton moved to table 2013 cost share fund - consideration of amendment to ACD contract. Seconded by Lan Tornes. All in favor, motion carried.

OTHER

Lan Tornes moved to approve the recording secretary sending second half of budget invoices. Seconded by Kevin Armstrong. All in favor, motion carried.

INVOICE APPROVAL

Scott Heaton moved to pay ACD invoice #2013036 in the amount of \$2385.00.

Seconded by Kevin Armstrong. All in favor, motion carried.

ADJOURN

Scott Heaton moved to adjourn. Seconded by Ron Koller. All in favor, motion carried.

Minutes recorded by Calvin Bahr

2014 URRWMO Final Budget 5/7/13

ACD 2012 Work Recommendations	Cost	Bethel <u>1.08%</u>	East Bethel <u>24.21%</u>	Ham Lake <u>0.99%</u>	Nowthen <u>23.66%</u>	Oak Grove <u>29.69%</u>	St. Francis <u>20.37%</u>
Lake Level Monitoring - Lake George, East Twin Lake, Cooper Lake, Minard Lake	\$1,000.00	\$10.80	\$242.10	\$9.90	\$236.60	\$296.90	\$203.70
Stream Water Quality Monitoring basic sites - Rum at CR24, Rum at CR7, Seelye Br at CR7, Cedar Cr St. Francis High School Rum River Biomonitoring	\$4,050.00	\$43.74	\$980.51	\$40.10	\$958.23	\$1,202.45	\$824.99
Reference Wetland Hydrology Monitoring - East Twin reference wetland, Lake George reference wetland, Cedar reference wetland	\$825.00	\$8.91	\$199.73	\$8.17	\$195.20	\$244.94	\$168.05
Website - Annual Operations (hosting \$100, Domain name \$10, Maintenance \$250, Post minutes x 6 \$60, Post agendas x 6 \$60)	\$1,725.00	\$18.63	\$417.62	\$17.08	\$408.14	\$512.15	\$351.38
URRWMO Annual Education	\$480.00	\$5.18	\$116.21	\$4.75	\$113.57	\$142.51	\$97.78
Publication/Newsletter Article	\$500.00	\$5.40	\$121.05	\$4.95	\$118.30	\$148.45	\$101.85
Matching Fund for Future Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Quality Cost Share Grant Fund	<u>\$0.00</u>	<u>\$0.00</u>	\$0.00	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	\$8,580.00	\$92.66	\$2,077.22	\$84.94	\$2,030.03	\$2,547.40	\$1,747.75

ADMINISTRATIVE BUDGET (Split equally six ways)

Copies & Postage	\$25.00	<u>Bethel</u> \$4.17	<u>East Bethel</u> \$4.17	<u>Ham Lake</u> \$4.17	<u>Nowthen</u> \$4.17	<u>Oak Grove</u> \$4.17	<u>St. Francis</u> \$4.17
Recording secretary	\$1,200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00
Insurance-League of MN Cities insurance trust	\$2,200.00	\$366.67	\$366.67	\$366.67	\$366.67	\$366.67	\$366.67
Annual Financial Report to State Auditor prepared by ACD	\$300.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Annual Report to BWSR prepared by ACD	\$700.00	\$116.67	\$116.67	\$116.67	\$116.67	\$116.67	\$116.67
	\$4,425.00	\$737.50	\$737.50	\$737.50	\$737.50	\$737.50	\$737.50

Budget Total

	\$13,005.00	\$830.16	\$2,814.72	\$822.44	\$2,767.53	\$3,284.90	\$2,485.25
First 1/2 of budget due on or before January 1	\$6,502.50	\$415.08	\$1,407.36	\$411.22	\$1,383.76	\$1,642.45	\$1,242.62
Second 1/2 of budget due on or before July 1	\$6,502.50	\$415.08	\$1,407.36	\$411.22	\$1,383.76	\$1,642.45	\$1,242.62

Previous Budgets

- 2013 Budget was \$11,990
- 2012 Budget was \$12,415
- 2011 Budget was \$16,617
- 2010 Budget was \$18,185
- 2009 Budget was \$13,130
- 2008 Budget was \$26,205 (3rd Generation Plan)



PAYMENT BATCH AP 05-20-13

AIRGAS NORTH CENTRAL

04/30/2013	9909758651	E 101-43100-217	Other Operating Supplies	SUPPLIES	4.47
04/30/2013	9909758651	E 101-43210-217	Other Operating Supplies	SUPPLIES	4.47
04/30/2013	9909758651	E 101-45200-217	Other Operating Supplies	SUPPLIES	4.47
04/30/2013	9909758651	E 601-49440-217	Other Operating Supplies	SUPPLIES	4.47
04/30/2013	9909758651	E 602-49490-217	Other Operating Supplies	SUPPLIES	4.51
					\$22.39

ALLIED BLACKTOP COMPANY

05/09/2013	17427	E 101-43100-403	Street Sweeping	2013 SWEEPING	7,125.00
					\$7,125.00

AMERIPRIDE LINEN & APPAREL SER

05/01/2013	1002450455	E 101-41940-219	Rug Maintenance	CITY HALL RUGS	58.34
05/08/2013	1002456713	E 609-49750-219	Rug Maintenance	Rugs-Liquor Store	54.57
					\$112.91

ANOKA AREA CHAMBER OF COMMERC

05/01/2013	18904	E 101-41400-433	Dues and Subscriptions	ANNUAL MEMBERSHIP	230.00
					\$230.00

ANOKA COUNTY

05/02/2013	050213	E 101-41550-311	Contract	ASSESSING CONTRACT	39,436.00
					\$39,436.00

ANOKA COUNTY CENTRAL COMM.

05/08/2013	2013025	E 101-42210-217	Other Operating Supplies	BATTERIES	212.00
					\$212.00

ASPEN MILLS

04/30/2013	134593	E 101-42110-437	Uniform Allowance	ANDERSON-PANTS	42.50
					\$42.50

B&B PRODUCTS / RIGS & SQUADS

05/01/2013	3913	E 101-42110-221	Vehicle Repair & Maintenance	REPAIR	219.06
					\$219.06

BGS (BARNA GUZY)

04/30/2013	115460	E 402-43000-300	Professional Services	HWY 47 AUTO PARTS	260.00
04/30/2013	115620	E 101-41600-312	Criminal Legal Fees	PROSECUTION/MISC	4,864.00
04/30/2013	115643	E 101-41600-312	Criminal Legal Fees	MISC FORFEITURES	325.00
04/30/2013	115644	E 101-41600-312	Criminal Legal Fees	HANSON-FORFIETURE	1,030.78
04/30/2013	115645	E 101-41600-312	Criminal Legal Fees	KNOLLENBERG-FORFIETURE	591.50
04/30/2013	115761	E 101-41600-304	Civil Legal Fees	ABBEY FIELD LIMITED PARTNEF	494.00
04/30/2013	115762	E 101-41600-304	Civil Legal Fees	O'REILLY AUTO	325.00
04/30/2013	115844	E 101-41600-304	Civil Legal Fees	MUNICIPAL	1,800.00

\$9,690.28

BOLTON & MENK, INC.

04/17/2013	155869	G 602-16500	Construction in Progress	AMBASSADOR TRUNK UTILITY II	390.00
04/17/2013	155870	G 601-16500	Construction in Progress	WOODHAVEN WATER METER IM	952.00
04/24/2013	156065	E 101-43100-303	Engineering Fees	2013 STATE AID	1,475.00
04/24/2013	156067	E 226-45100-303	Engineering Fees	47TH PEDESTRAIN FLASHER IM	705.00
					<hr/>
					\$3,522.00

CENTURY LINK

05/07/2013	.0513	E 601-49440-321	Telephone	PHONE	83.07
05/07/2013	.0513	E 602-49490-321	Telephone	PHONE	83.07
					<hr/>
					\$166.14

COCA COLA REFRESHMENTS

05/07/2013	0118099118	E 609-49751-254	Miscellaneous Merchandise	MISC	558.12
					<hr/>
					\$558.12

COUNTY MARKET - CITY ACCOUNT

05/01/2013	0224.0513	E 101-42110-441	Miscellaneous	FOOD TRAINING	210.82
05/01/2013	0224.0513	E 101-42210-212	Motor Fuels	FUEL	270.23
					<hr/>
					\$481.05

COURIER, THE

05/01/2013	48558	E 609-49750-340	Advertising	LIQUOR AD	76.00
05/01/2013	48610	E 101-43210-439	Recycling Days	RECYLCING	89.00
05/01/2013	48610	E 609-49750-340	Advertising	ADS	25.00
05/01/2013	49053	E 101-45230-340	Advertising	PIONEER DAYS	250.00
					<hr/>
					\$440.00

CRYSTAL SPRINGS ICE

05/06/2013	42883	E 609-49751-254	Miscellaneous Merchandise	MISC	241.70
05/13/2013	29083	E 609-49751-254	Miscellaneous Merchandise	MISC	70.00
					<hr/>
					\$311.70

DAHLHEIMER DIST. CO. INC.

05/01/2013	1061381	E 609-49751-252	Beer For Resale	BEER	12,274.65
05/01/2013	1061381	E 609-49751-254	Miscellaneous Merchandise	MISC	84.00
05/08/2013	12170	E 609-49751-252	Beer For Resale	BEER	7,156.11
05/08/2013	12170	E 609-49751-254	Miscellaneous Merchandise	MISC	136.00
05/08/2013	12170	E 609-49751-255	N/A Products	N/A	31.00
05/10/2013	12227	E 609-49751-252	Beer For Resale	BEER	2,824.00
					<hr/>
					\$22,505.76

DAY DISTRIBUTING CO.

05/10/2013	700649	E 609-49751-252	Beer For Resale	BEER	1,482.35
					<hr/>
					\$1,482.35

DE LAGE LANDEN

05/14/2013	051413	E 101-41400-240	Office Equip	COPIER	261.92
05/14/2013	051413	E 101-42110-200	Office Supplies	COPIER	253.89
					<hr/>
					\$515.81

DEX MEDIA EAST LLC

		E 609-49750-340	Advertising	ADVERTISING	78.65
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					\$78.65
E CYCLING SOLUTIONS					
05/07/2013	0513621	E 101-43210-439	Recycling Days	RECYCLE DAYS	51.50
					\$51.50
ECM PUBLISHERS, INC.					
05/10/2013	IQ01814253	E 101-41910-351	Legal Notices Publishing	RESOLUTION 2013-14	87.13
					\$87.13
ELECTRIC SIGN & LIGHTING, INC.					
05/03/2013	17031	E 101-42210-217	Other Operating Supplies	LAMPS	161.64
					\$161.64
ELITE SANITATION					
05/03/2013	21105	E 101-45200-402	Janitorial Service	PORTABLE TOILET	288.34
					\$288.34
FERGUSON WATERWORKS					
05/02/2013	17980	E 601-49440-228	Equipment Maintenance	NEPTUNE	154.35
					\$154.35
FREEDOM SERVICES, INC.-FD					
05/08/2013	13390	G 101-21706	Flex Account	FLEX	266.00
05/08/2013	13390	G 101-21708	Health Premium	INSURANCE	1,386.00
					\$1,652.00
FREEDOM SERVICES, INC.-RE					
04/11/2013	12738	E 101-41540-301	Auditing and Acct g Services	PLAN YEAR 3/1/13 - 2/28/14	800.00
					\$800.00
FREEDOM SERVICES, INC.-MA					
05/08/2013	13391	E 101-41540-301	Auditing and Acct g Services	Admin Fee	75.20
					\$75.20
G&K SERVICES, INC					
05/03/2013	1043428886	E 601-49440-402	Janitorial Service	MATS	24.62
05/07/2013	1043430827	E 101-42110-402	Janitorial Service	TOWELS	22.22
05/07/2013	1043430827	E 101-43100-402	Janitorial Service	TOWELS	5.55
05/07/2013	1043430827	E 101-45200-402	Janitorial Service	TOWELS	5.55
05/07/2013	1043430827	E 601-49440-402	Janitorial Service	TOWELS	5.55
05/07/2013	1043430827	E 602-49490-402	Janitorial Service	TOWELS	5.55
					\$69.04
GRANITE CITY JOBBING CO.					
04/30/2013	761320	E 609-49750-210	Operating Supplies	OPERATING	42.51
04/30/2013	761320	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
04/30/2013	761320	E 609-49751-254	Miscellaneous Merchandise	MISC	26.61
04/30/2013	761320	E 609-49751-256	Tobacco Products For Resale	TOBACCO	670.20
05/07/2013	762471	E 609-49750-210	Operating Supplies	OPERATING	97.66
05/07/2013	762471	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
05/07/2013	762471	E 609-49751-254	Miscellaneous Merchandise	MISC	6.82
05/07/2013	762471	E 609-49751-256	Tobacco Products For Resale	TOBACCO	678.67
05/07/2013	762471	G 101-20810	Sales Tax Payable	USE TAX	(0.88)
					\$1,530.09

HAWKINS, INC.

04/29/2013	3461292	E 601-49440-216	Chemicals and Chem Products	CHEMICALS	1,232.33
					<u>\$1,232.33</u>

ISD #15

05/07/2013	1042	E 101-42110-221	Vehicle Repair & Maintenance	2010 DODGE CHARGER	158.01
12/19/2013	827	E 101-42400-221	Vehicle Repair & Maintenance	2007 FORD CROWN VICTORIA	41.53
					<u>\$199.54</u>

JJ TAYLOR DISTRIBUTING

05/08/2013	2033877	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
05/08/2013	2033877	E 609-49751-252	Beer For Resale	BEER	635.25
					<u>\$638.25</u>

JOHNSON BROS WHLSE LIQUOR

05/01/2013	1560990	E 609-49751-206	Freight and Fuel Charges	FREIGHT	144.05
05/01/2013	1560990	E 609-49751-251	Liquor For Resale	LIQUOR	12,987.74
05/01/2013	1560991	E 609-49751-206	Freight and Fuel Charges	FREIGHT	29.40
05/01/2013	1560991	E 609-49751-253	Wine For Resale	WINE	807.45
05/02/2013	275463	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(21.84)
05/02/2013	575460	E 609-49751-253	Wine For Resale	WINE CREDIT	(12.66)
05/02/2013	575461	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(12.10)
05/02/2013	575462	E 609-49751-253	Wine For Resale	WINE CREDIT	(12.00)
05/02/2013	575464	E 609-49751-253	Wine For Resale	WINE CREDIT	(41.60)
05/02/2013	575465	E 609-49751-253	Wine For Resale	WINE CREDIT	(7.33)
05/02/2013	575466	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(10.00)
05/02/2013	575467	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(6.00)
05/02/2013	575468	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(16.27)
05/02/2013	575469	E 609-49751-251	Liquor For Resale	LIQUOR CREDIT	(7.50)
05/02/2013	575470	E 609-49751-253	Wine For Resale	WINE CREDIT	(8.28)
05/02/2013	575471	E 609-49751-253	Wine For Resale	WINE CREDIT	(24.99)
05/02/2013	575472	E 609-49751-253	Wine For Resale	WINE CREDIT	(38.40)
05/08/2013	1566411	E 609-49751-206	Freight and Fuel Charges	FREIGHT	51.45
05/08/2013	1566411	E 609-49751-251	Liquor For Resale	LIQUOR	3,231.50
05/08/2013	1566412	E 609-49751-206	Freight and Fuel Charges	FREIGHT	73.50
05/08/2013	1566412	E 609-49751-253	Wine For Resale	WINE	2,291.05
					<u>\$19,397.17</u>

KIMS KLEANING

05/01/2013	2368	E 101-41910-441	Miscellaneous	CLEAN GRAFFITI	160.32
					<u>\$160.32</u>

LEAGUE OF MN CITIES

04/25/2013	182562	E 101-41400-208	Training and Instruction	TRAINING	30.00
04/25/2013	182562	E 101-42110-208	Training and Instruction	TRAINING	75.00
04/25/2013	182562	E 601-49440-208	Training and Instruction	TRAINING	15.00
04/25/2013	182562	E 602-49490-208	Training and Instruction	TRAINING	15.00
04/25/2013	182562	E 609-49750-208	Training and Instruction	TRAINING	15.00
04/25/2013	182564	E 101-42110-208	Training and Instruction	TRAINING	30.00
04/25/2013	182564	E 101-43100-208	Training and Instruction	TRAINING	30.00
04/25/2013	182564	E 101-45200-208	Training and Instruction	TRAINING	15.00
04/25/2013	182564	E 601-49440-208	Training and Instruction	TRAINING	15.00
05/25/2013	182563	E 101-41500-208	Training and Instruction	TRAINING	15.00

05/25/2013	182563	E 101-42110-208	Training and Instruction	TRAINING	75.00
05/25/2013	182563	E 101-42400-208	Training and Instruction	TRAINING	15.00
05/25/2013	182563	E 101-43100-208	Training and Instruction	TRAINING	15.00
05/25/2013	182563	E 101-43210-208	Training and Instruction	TRAINING	15.00
05/25/2013	182563	E 609-49750-208	Training and Instruction	TRAINING	15.00
					\$390.00

MCDONALD DIST CO.

05/02/2013	328439	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
05/02/2013	328439	E 609-49751-252	Beer For Resale	BEER	6,554.67
05/02/2013	328439	E 609-49751-255	N/A Products	N/A	83.40
05/09/2013	328984	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
05/09/2013	328984	E 609-49751-252	Beer For Resale	BEER	3,656.80
05/09/2013	328985	E 609-49751-254	Miscellaneous Merchandise	MISC	238.00
					\$10,538.87

MEDTOX LABORATORIES, INC.

04/30/2013	4201395907	E 101-43100-441	Miscellaneous	MED TESTING	26.16
04/30/2013	4201395907	E 101-45200-441	Miscellaneous	MED TESTING	26.16
04/30/2013	4201395907	E 601-49440-441	Miscellaneous	MED TESTING	26.16
04/30/2013	4201395907	E 602-49490-441	Miscellaneous	MED TESTING	26.17
					\$104.65

MIDWEST TESTING LLC

05/08/2013	2785	E 601-49440-228	Equipment Maintenance	TESTING	1,800.00
					\$1,800.00

MN FIRE CERTIFICATION BOARD

02/28/2013	051413	E 101-42210-208	Training and Instruction	5 RENEWALS	140.00
					\$140.00

MN MUNICIPAL UTILITIES ASSOC.

04/01/2013	41216	E 101-41400-311	Contract	2ND QUARTER SAFETY	432.50
04/01/2013	41216	E 101-42110-311	Contract	2ND QUARTER SAFETY	432.50
04/01/2013	41216	E 101-42210-311	Contract	2ND QUARTER SAFETY	432.50
04/01/2013	41216	E 101-43100-311	Contract	2ND QUARTER SAFETY	648.75
04/01/2013	41216	E 101-45200-311	Contract	2ND QUARTER SAFETY	648.75
04/01/2013	41216	E 601-49440-311	Contract	2ND QUARTER SAFETY	648.75
04/01/2013	41216	E 602-49490-311	Contract	2ND QUARTER SAFETY	648.75
04/01/2013	41216	E 609-49750-311	Contract	2ND QUARTER SAFETY	432.50
					\$4,325.00

NELSON ELECTRIC MOTOR REPAIR

05/02/2013	6226	E 602-49451-229	Project Repair & Maintenance	LIFT STATIONS	1,326.31
					\$1,326.31

NORTHERN SUBURBAN REG MUTUAL A

04/30/2013	36	E 101-42210-433	Dues and Subscriptions	ANNUAL DUES	150.00
					\$150.00

PAUSTIS & SONS

05/06/2013	8398590	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.50
05/06/2013	8398590	E 609-49751-253	Wine For Resale	WINE	214.00
					\$218.50

PHILLIPS WINE & SPIRITS CO.

05/01/2013	2415889	E 609-49751-206	Freight and Fuel Charges	FREIGHT	2.94
05/01/2013	2415889	E 609-49751-251	Liquor For Resale	LIQUOR	215.99
05/01/2013	2415890	E 609-49751-206	Freight and Fuel Charges	FREIGHT	2.94
05/01/2013	2415890	E 609-49751-253	Wine For Resale	WINE	88.00
05/09/2013	2419689	E 609-49751-251	Liquor For Resale	LIQUOR	897.20
					\$1,207.07

PLAYPOWER LT FARMINGTON, INC.

04/29/2013	182563	E 101-45200-218	Equipment Repair & Maintenance	SLIDES	364.44
					\$364.44

RELIANCE USA

04/30/2013	43013	E 101-42210-212	Motor Fuels	FUEL	65.28
					\$65.28

ROSEVILLE, CITY OF

05/02/2013	217404	E 101-41110-310	Computer Consulting Fees	IT SERVICES	238.79
05/02/2013	217404	E 101-41400-310	Computer Consulting Fees	IT SERVICES	795.97
05/02/2013	217404	E 101-42110-310	Computer Consulting Fees	IT SERVICES	1,074.56
05/02/2013	217404	E 101-42210-310	Computer Consulting Fees	IT SERVICES	198.99
05/02/2013	217404	E 101-43100-310	Computer Consulting Fees	IT SERVICES	198.99
05/02/2013	217404	E 101-45200-310	Computer Consulting Fees	IT SERVICES	198.99
05/02/2013	217404	E 601-49440-310	Computer Consulting Fees	IT SERVICES	198.99
05/02/2013	217404	E 602-49490-310	Computer Consulting Fees	IT SERVICES	198.99
05/02/2013	217404	E 609-49750-310	Computer Consulting Fees	IT SERVICES	238.81
05/13/2013	217440	E 101-41110-310	Computer Consulting Fees	ACCESS POINT	24.04
05/13/2013	217440	E 101-41400-310	Computer Consulting Fees	ACCESS POINT	80.15
05/13/2013	217440	E 101-42110-310	Computer Consulting Fees	ACCESS POINT	108.20
05/13/2013	217440	E 101-42210-310	Computer Consulting Fees	ACCESS POINT	20.03
05/13/2013	217440	E 101-43100-310	Computer Consulting Fees	ACCESS POINT	20.03
05/13/2013	217440	E 101-45200-310	Computer Consulting Fees	ACCESS POINT	20.03
05/13/2013	217440	E 601-49440-310	Computer Consulting Fees	ACCESS POINT	20.03
05/13/2013	217440	E 602-49490-310	Computer Consulting Fees	ACCESS POINT	20.03
05/13/2013	217440	E 609-49750-310	Computer Consulting Fees	ACCESS POINT	24.11
05/13/2013	217448	E 101-42110-237	Small Equipment	TRAINING ROOM EQUIPMENT	827.97
					\$4,507.70

SHI INTERNATIONAL CORP

05/07/2013	B01061089	E 101-42110-237	Small Equipment	CABLES	102.49
					\$102.49

SOUTHERN WINE & SPIRITS OF MN

05/02/2013	1028783	E 609-49751-206	Freight and Fuel Charges	FREIGHT	0.62
05/02/2013	1028784	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.21
05/02/2013	1028784	E 609-49751-251	Liquor For Resale	LIQUOR	657.92
05/02/2013	1028785	E 609-49751-206	Freight and Fuel Charges	FREIGHT	12.50
05/02/2013	1028785	E 609-49751-253	Wine For Resale	WINE	764.00
05/09/2013	1031201	E 609-49751-206	Freight and Fuel Charges	FREIGHT	32.50
05/09/2013	1031201	E 609-49751-251	Liquor For Resale	LIQUOR	4,191.12
					\$5,668.87

TECH SALES CO.

05/01/2013	317736	E 602-49490-228	Equipment Maintenance	SEMI-ANNUAL CALIBRATION SE	300.00
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05/07/2013	317756	E 602-49490-228	Equipment Maintenance	TUBING	134.07
					\$434.07

THE AMERICAN BOTTLING COMPANY

05/06/2013	103700064.2	E 609-49751-254	Miscellaneous Merchandise	MISC	124.60
05/06/2013	2449718834	E 609-49751-254	Miscellaneous Merchandise	MISC CREDIT	(13.36)
					\$111.24

THORPE DISTRIBUTING COMPANY

05/03/2013	750524	E 609-49751-252	Beer For Resale	BEER	295.08
					\$295.08

UPPER RUM RIVER WATERSHED MGT

05/11/2013	051113	E 101-49200-471	Watershed	2ND HALF	1,150.35
					\$1,150.35

UTILITY SERVICE CO., INC.

05/01/2013	316133	E 601-49440-234	Water Tower Maintenance	QUARTERLY-NEW TOWER	23,511.75
					\$23,511.75

VINOCOPIA, INC.

05/08/2013	77041	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.00
05/08/2013	77041	E 609-49751-253	Wine For Resale	WINE	80.00
05/08/2013	77041	E 609-49751-254	Miscellaneous Merchandise	MISC	27.75
					\$112.75

WIRTZ BEVERAGE MN

05/02/2013	1080034152	E 609-49751-206	Freight and Fuel Charges	FREIGHT	23.92
05/02/2013	1080034152	E 609-49751-251	Liquor For Resale	LIQUOR	496.55
05/02/2013	1080034152	E 609-49751-253	Wine For Resale	WINE	874.00
05/09/2013	1080036363	E 609-49751-206	Freight and Fuel Charges	FREIGHT	22.23
05/09/2013	1080036363	E 609-49751-251	Liquor For Resale	LIQUOR	1,949.60
05/09/2013	1080036363	E 609-49751-254	Miscellaneous Merchandise	MISC	33.62
					\$3,399.92

\$173,572.96

FUND SUMMARY

101 GENERAL FUND	\$71,827.18
226 PEDERSON PATH FUND	\$705.00
402 CAPITAL EQUIPMENT	\$260.00
601 WATER FUND	\$28,692.07
602 SEWER FUND	\$3,152.45
609 MUNICIPAL LIQUOR FUND	\$68,936.26
Total	173,572.96

CITY OF ST. FRANCIS
5/20/2013

Checks cut since last Council Meeting

<u>Check Date</u>	<u>Check Number</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
		TOTAL		<u><u>0.00</u></u>

Disbursements via Debits to Checking & 4M Account

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Visa	April Credit Card	11,710.30
Federal Tax	Payroll 04-11-13	14,366.82
PERA	Payroll 04-11-13	11,431.65
ING	Payroll 04-11-13	955.00
ICMA	Payroll 04-11-13	640.00
State Tax	Payroll 04-11-13	3,104.48
MSRS	Payroll 04-11-13	613.34
Federal Tax	Payroll 04-11-13	49.72
Federal Tax	Payroll 04-16-13	1,332.84
PERA	Payroll 04-16-13	320.16
State Tax	Payroll 04-16-13	146.34
Sales Tax	March Sales Tax	15,180.00
Federal Tax	Payroll 04-25-13	15,081.27
PERA	Payroll 04-25-13	11,521.80
ING	Payroll 04-25-13	980.00
ICMA	Payroll 04-25-13	640.00
State Tax	Payroll 04-25-13	3,178.63
MSRS	Payroll 04-25-13	609.60
Village Bank Fees	April Fees	88.60
Village Bank Fees	NSF Fee returned ACH	5.00
	TOTAL	<u><u>91,955.55</u></u>

ST. FRANCIS PLANNING MEMO

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

FROM: Nate Sparks

MEETING DATE: May 20, 2013

DATE: May 14, 2013

RE: Meridian Behavioral Health Rezoning – Second Reading

BACKGROUND

Meridian Behavioral Health has requested a rezoning of Outlot A, Meadows of St. Francis from R-3, Medium Density Residential to R-4, High Density Residential. The rezoning is to allow for the eventual construction of a treatment center on the parcel. The Council has already approved the CUP for the treatment center on condition the final plat for the project is approved and this rezoning going into effect.

RECOMMENDATION

The Council has already approved the findings of fact supporting this rezoning. Therefore, it would be recommended to approve the ordinance with a second reading. Upon approval, the applicant will then return at a later date for consideration of the final plat which will include a development agreement and final development plans. A summary publication resolution for the rezoning has been provided, as well.

ATTACHMENTS:

Rezoning Ordinance
Summary Publication Resolution

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

ORDINANCE 184, SECOND SERIES

**AN ORDINANCE AMENDING THE OFFICIAL CITY OF ST. FRANCIS ZONING MAP TO
REZONE OUTLOT A, MEADOWS OF ST. FRANCIS**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Map Amended. The official zoning map of the City of St. Francis is hereby amended to change the zoning classification of the following legally described property from R-3, Medium Density Residential to R-4, High Density Residential:

Outlot A, Meadows of St. Francis

Section 2. The City of St. Francis Zoning Administrator is hereby directed to make the appropriate changes to the official zoning map to reflect the change in zoning classifications as set forth above.

Section 3. A copy of this Ordinance and the updated map shall be kept on file at the St. Francis City Hall.

Section 4. This Ordinance shall be effective upon 30 days from publication and the recording of the final plat for the Meadows of St. Francis 3rd Addition.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF MAY, 2013.

APPROVED:

Jerry Tveit
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk

(seal)

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

RESOLUTION 2013-15

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF
ORDINANCE 184, SECOND SERIES APPROVING A REZONING FOR
OUTLOT A, MEADOWS OF ST. FRANCIS**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 184, Second Series will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance 184, Second Series is approved for publication:

**CITY OF ST. FRANCIS, MINNESOTA
ORDINANCE 184, SECOND SERIES**

Section 1. The St. Francis City Zoning Map is hereby amended to include the following amendment summarized below:

Outlot A, Meadows of St. Francis is hereby rezoned from R-3, Medium Density Residential to R-4, High Density Residential.

Section 2. The full ordinance will be in effect 30 days from this summary publication or the recording of the final plat for the Meadows of St. Francis 3rd Addition.

Section 3. The full ordinance is available for review during regular office hours in the office of the City Clerk.

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

Councilmember
Councilmember
Councilmember
Councilmember
Mayor

and the following voted against the same:
and the following abstained:
and the following were absent:

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF
MAY, 2013.

APPROVED

Jerry Tveit
Mayor of St. Francis

Attest:

Barbara I. Held
City Clerk



PLANNING MEMO

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

FROM: Nate Sparks

MEETING DATE: May 20, 2013

DATE: May 14, 2013

RE: Variance Criteria Ordinance – Second Reading

BACKGROUND

In 2011, the legislature amended the variance language in Minn. Stat. 462.357, to restore local authority to issue variances. This statutory change was a response to a 2010 court opinion that had significantly limited a City's ability to issue variances. The attached ordinance updates the St. Francis Zoning Ordinance to include the statutory review criteria.

RECOMMENDED ACTION

The Planning Commission recommended approval of the Ordinance. The Council had the first reading on May 6, 2013. A summary publication is included.

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

ORDINANCE 185, SECOND SERIES

**AN ORDINANCE AMENDING THE ST. FRANCIS ZONING ORDINANCE SECTION 10-8
REGARDING VARIANCE REVIEW CRITERIA**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That Section 10-8-1 of the Zoning Ordinance shall hereby be amended to read as follows:

10-8-1: PURPOSE: The purpose of a variance is to provide for deviations from the literal provisions of this Ordinance in instances where their strict enforcement would cause practical difficulties because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in keeping with the spirit and intent of this Ordinance.

Section 2. Code Amended. That Section 10-8-4 of the Zoning Ordinance shall hereby be amended to read as follows:

10-8-4: CRITERIA: The Board of Adjustment and Appeals shall not approve any variance request unless they find all of the following criteria have been met:

- A. A variance shall only be granted when it is in harmony with the general purposes and intent of the ordinance.
- B. A variance shall only be granted when it is consistent with the comprehensive plan.
- C. A variance may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. Economic considerations alone do not constitute a practical difficulty. In order for a practical difficulty to be established, all of the following criteria shall be met:
 - 1. The property owner proposes to use the property in a reasonable manner. In determining if the property owner proposes to use the property in a reasonable manner, the board shall consider, among other factors, whether the variance requested is the minimum variance which would alleviate the practical difficulty and whether the variance confers upon the applicant any special privileges that are denied to the owners of other lands, structures, or buildings in the same district.
 - 2. The plight of the landowner is due to circumstances unique to the property not created by the landowner.
 - 3. That the granting of the variance will not alter the essential character of the neighborhood in which the parcel of land is located.
- D. The variance does not involve a use that is not allowed within the respective zoning district.

Section 3. Code Added. That Section 10-8-5 shall hereby be added to read as follows:

10-8-5: CONDITIONS. The Board of Adjustment and Appeals shall in granting any variance under the provisions of this Section designate any conditions in connection therewith as will, in its opinion, secure substantially the objectives of the regulations or provisions to which the variance is granted, as to light, air, and the public health, safety, comfort, convenience, and general welfare.

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

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th
DAY OF MAY, 2013.

APPROVED:

Jerry Tveit
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk

(seal)

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

RESOLUTION 2013-16

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE NO.
185 AMENDING THE CITY CODE REGARDING VARIANCE REVIEW CRITERIA**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance 185, Second Series will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance 185, Second Series is approved for publication:

**CITY OF ST. FRANCIS, MINNESOTA
ORDINANCE 185, SECOND SERIES**

Section 1. The St. Francis City Code is hereby amended to include the following ordinance summarized below:

The City of St. Francis adopted Ordinance 185 revising the variance review criteria found in Section 10-8-4 to match the review criteria found in current state statutes.

Section 2. The full ordinance will be in effect 30 days from this summary publication.

Section 3. The full ordinance is available for review during regular office hours in the office of the City Clerk.

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

Councilmember
Councilmember
Councilmember
Councilmember
Mayor

and the following voted against the same:
and the following abstained:

and the following were absent:

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF
MAY, 2013.

APPROVED

Jerry Tveit
Mayor of St. Francis

Attest:

Barbara I. Held
City Clerk



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

7533 Sunwood Drive NW • Ramsey, MN 55303

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MEMORANDUM

Date: May 2, 2013
To: Honorable Mayor Tveit and Members of the City Council
City of St. Francis
From: Jared Voge, P.E.
City Engineer
Subject: Street Improvements – 239th Avenue, Kerry Street, 232nd Lane NW
St. Francis, Minnesota
BMI Project No: R18.106098

INTRODUCTION:

The roadway surface of Kerry Street north of 231st Lane NW to the cul-de-sac at the north end, and the roadway surface of 232nd Lane NW from Kerry Street to 233rd Lane NW is deteriorating quickly. Potholes have developed and continue to become evident along the roadway. 239th Avenue which is a rural section located east of Rum River Boulevard, is also exhibiting extensive deterioration.

BACKGROUND:

According to city records, Kerry Street and 232nd Lane NW as described above was constructed approximately 20 years ago as part of the Royal Oaks 3rd Addition. In February of this year potholes began to develop within the bituminous surface. These streets were previously seal coated in 2007 in an attempt to prolong their life. Based on initial investigations, repairs to Kerry Street and 232nd Lane NW are necessary in the short term. Although it may be possible to patch the potholes, patching will be a temporary fix and the street will continue to deteriorate. Milling the existing bituminous surface and repaving the streets is the best solution at this time. If the streets are to be milled and overlaid, a Feasibility Study is required for assessment and cost determination purposes.

In December 2011, the City Council authorized the preparation of a Feasibility Study for 239th Avenue which has been on the City's CIP for a number of years. The Feasibility Study was not completed as a result of budget constraints. A Feasibility Study is needed for assessment purposes as well as to determine the appropriate repairs required on 239th Avenue.

RECOMMENDATION:

Staff recommends that the City Council authorize the preparation of a Feasibility Study for street improvements on 232nd Lane NW and Kerry Street. In addition, staff recommends that Council provide direction regarding the previously authorized Feasibility Study of 239th Avenue. The study was authorized in December 2011.



Honorable Mayor Tveit and Members of the City Council

May 2, 2013

Page 2

BUDGET IMPACT:

Street improvements have not been budgeted as they have been delayed in the CIP (239th Avenue). The failure of 232nd Lane NW and Kerry Street was not anticipated. The Feasibility Studies will identify the costs associated with the roadway improvements and assessment values. The estimated cost associated with the 239th Avenue Feasibility Study is \$7500. The estimated cost associated with the Kerry Street and 232nd Lane NW Feasibility Study is \$5000. The City's general fund and street funds have been identified as the funding sources for the Feasibility Studies although these costs are not budgeted items.

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

JAV/kg



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MEMORANDUM

Date: May 14, 2013

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

From:  Jared Voge, P.E.
City Engineer

Subject: Street Maintenance
St. Francis, Minnesota
BMI Project No: R18.106098

INTRODUCTION:

The 2013 budget includes a line item for crack filling and sealcoating in 2013. Crack filling was previously completed on various streets throughout the city in 2009, 2010 and 2011. In 2012 the crack filling and sealcoating line item was eliminated from the budget. City Staff will be pursuing prices from contractors for crack filling and bituminous sealing during 2013.

BACKGROUND:

According to the City's records, pavement maintenance specifically crack filling and sealcoating, began in 2006. In 2007, crack filling and sealcoating was also completed. Beginning in 2009, the City began actively pursuing pavement maintenance in an effort to "catch up" on the maintenance that was not previously completed. A significant amount of sealcoating was completed in 2009, 2010, and 2011. After the sealcoating was completed in 2011, the City was on track to crack fill and sealcoat all streets within the city approximately every six years. In 2012, no sealcoating was completed. Depending on the condition of the roadway, best management practices indicate that sealcoating shall be completed every 5-7 years.

Beginning in February 2013, City Staff and residents noticed the deterioration of bituminous surfaces within the City. The bituminous surface failures seem to be most prevalent in the areas which have previously been sealcoated specifically, Kerry Street and 232nd Lane which was sealcoated in 2007. Although during the winter of 2012/2013 a significant number of freeze/thaw cycles occurred, the bituminous surface failures appear to be a result of more than freeze/thaw cycles. Based on correspondence with colleagues throughout the state, specifically within the metro area where street maintenance programs are more prevalent, bituminous surface failures beneath sealcoats are relatively prevalent. There has been some preliminary research conducted regarding the effects of sealcoating a bituminous street and the occurrence of bituminous surface deterioration. Preliminary studies indicate that the bituminous surface failure beneath sealcoats is a result of construction techniques and practices employed when the bituminous wearing course was installed. However, there are a number of Public Works Directors and City Engineers that do not completely subscribe to this analysis. As a result, additional studies will be conducted to determine any correlation between sealcoats and premature bituminous surface failures.

Due to the uncertainty associated with sealcoating and its effect on bituminous pavements and the fact that the City of St. Francis must continue to pursue pavement maintenance or risk falling behind and having to reconstruct streets rather than maintaining them, City Staff will be pursuing an alternate product for street maintenance for 2013. Cracks in the bituminous surface will be routed and sealed as they have been previously, however rather than applying a sealcoat which consists of a bituminous material with rock over the top of it, an alternate agricultural oil sealant and preservation agent will be applied in lieu of the sealcoat. The product which will be used is RePLAY. RePLAY is an agricultural oil seal and preservation agent which penetrates the asphalt matrix and adds new polymers to the existing mix which has been proven to reverse the oxidation process. RePLAY was applied to the City Hall parking lot in 2011 and based on observations has performed well. Based on discussions with a RePLAY vendor, the costs associated with RePLAY are comparable to that of a bituminous sealcoat.

RECOMMENDATION:

We recommend that the City Council authorize City Staff to complete the street maintenance which consists of crack filling and the application of RePLAY and has been budgeted for in the 2013 budget.

BUDGET IMPACT:

The costs associated with the 2013 street maintenance have been budgeted as part of the street budget.

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

JAV/kg



The Minnesota Department of Transportation invites you!

Join us to learn about the draft Minnesota 20-year State Highway Investment Plan (MnSHIP)

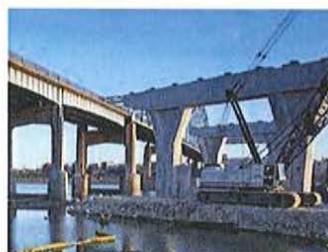
What: The meeting will include:

- A summary of Fall 2012 outreach
- A description of MnDOT's planned investments for capital improvements over the next 20 years
- Information about how to comment on the draft plan in July

When: Tuesday, May 28, 9:30 - 11:30 a.m.

Where: Maplewood Community Center
2100 White Bear Ave N
Maplewood, MN 55109

RSVP: RSVP not required - everyone is welcome!



For more information contact:

Ryan Wilson, P.E., AICP
Project Manager, 20-Year State Highway Investment Plan
Office of Capital Programs & Performance Measures
Minnesota Department of Transportation
395 John Ireland Boulevard, MS 440
St. Paul, MN 55155-1899
651.366.3537
ryan.wilson@state.mn.us

For accommodations requests:

To request an ASL interpreter or other reasonable accommodation, call Janet Miller at 651-366-4720 or 1-800-657-3774 (Greater Minnesota); 711 or 1-800-627-3529 (Minnesota Relay) at least one week in advance. You may also send an email to janet.rae.miller@state.mn.us <http://www.dot.state.mn.us/ada/accommodation.html>

www.dot.state.mn.us/planning/statehighwayinvestmentplan/

