

CITY OF ST. FRANCIS CITY
COUNCIL AGENDA

July 6, 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 – June 15, 2015
 - b. Acknowledge the Letter of Termination for three Part Time Liquor Store Clerks
 - c. Promote Officer Eric Algiers from a temporary police officer to permanent full time
 - d. Beef O’Brady’s Public Dance Permit for July 11, 2015 – SF Hockey Assn Fund Raiser
 - e. Cedar Creek Chapter of MN Waterfowl Application for Exempt Gambling Permit @ Am Legion on 09/12/15
 - f. Routine Bobcat Buyback annual replacement
 - g. Enter into an agreement with Anoka County for the Firing Range Use
 - h. Century Link: Reinstatement of and Second Amendment Lease Agreement
 - i. 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. Certificate of Appreciation for Resident Brandon Buss
 - b. Jensen Family LP: Zoning Text Amendment Request-Permit Churches in the B-2, General Business District
Resolution 2015-30: Denying Zoning Amendment Requested by the Jensen Family LP
 - c. EDA Market Study with the YMCA – Resolution 2015-31: Authorizing the Rededication of the \$35,000 Allocated to the EDA for a Market Study with the YMCA
7. Ordinances & Resolution
 - a. Ordinance 203, Second Series: Approving the Sale of City Owned Real Estate (First Reading)
8. Reports of Consultants & Staff Members
 - a. Engineer: 1) Pederson Drive Feasibility Report- Accepting Report and Authorizing Preparation of Plans and Specifications
2) Bridge Street Utility Improvements – Resolution 2015-32 Approving Plans and Specifications and Authorizing Advertisement. (This item is for the utilities outside of the County Project)
3) Downtown Parking and Alley Improvements –Authorize obtaining quotes
 - b. Attorney:
 - c. Staff:
 - Fire Dept.: Fire Turnout Gear
 - Public Works:
 - Liquor Store:
 - Police:
 - City Administrator: St. Francis Household Income Survey
9. Reports from Council Members
10. Report from Mayor
11. Old Business
12. New Business
13. Adjournment

Calendar of Events

- July 15: Planning Comm. Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm
July 17: Movies in the Park @ Community Park starting at dusk “Percy Jackson and the Sea of Monsters”
July 20: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Aug 3: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Aug 19: Planning Comm. Meeting @ ISD #15 Central Services Center (District Offices) 7:00 pm
Aug 21: Movies in the Park @ Community Park starting at dusk “Mr. Peabody and Sherman”

MEMO

TO: Mayor & City Council

FROM: Joe Kohlmann, City Administrator

RE: Agenda Memorandum – July 6th, 2015 Meeting

Agenda Items:

4. Consent Agenda:

- a. City Council Minutes – June 15th, 2015
- b. Acknowledge the Letter of Termination for three part time liquor store clerks – These clerks have not worked a scheduled shift in over a year. The City is just moving to clear them off the books.
- c. Promote Officer Eric Algiers from temporary police officer to permanent full time
An officer on paid leave has retracted his request for a veteran's preference hearing. Recommended that Officer Algiers be offered the full time vacancy.
- d. Beef O'Brady's Public Dance Permit for July 11, 2015 – Application attached
- e. Cedar Creek Chapter of MN Waterfowl Application for Exempt Gambling Permit at the American Legion – Permit Attached
- f. Routine Bobcat Buyback Annual Replacement – Each year the City trades in the skid loader for a band new skid loader for \$1,500.
- g. Enter into an agreement with Anoka County for the Firing Range Use – attached is the agreement with Anoka County
- h. Century Link – Reinstatement of and Second Amendment Lease Agreement – The legal department has reviewed and recommends the agreement.
- i. Payment of Claims – attached are the payment claims.

6. Petitions, Requests, Applications:

- a. Recognition of Good Deed by Resident Brand Buss – Award Certificate of Appreciation to Brandon Buss for his help with Norman DeCarlo
- b. Jensen Family LP: Zoning Text Amendment Request – this request is to permit churches in the General Business District. Staff is recommending denial
- c. EDA Market Study with YMCA – The EDA will be considering this request at their meeting just prior to the Council Meeting. They are requesting the \$35,000 for the space needs study be reallocated to the market study with the YMCA.

7. Ordinances & Resolutions:

- a. Ordinance 203, Second Series: Approving the Sale of City owned Real Estate
This is a first reading for the sale of City of owned land

8. Reports:

a. Engineer:

- 1) Pederson Drive Feasibility Report – Consider accepting the report and authorizing the preparation of plans and specifications. Estimated cost is \$593,886.15 to be paid out of the MSA funds.
- 2) Bridge Street Utility Improvements - Approve final plans and specifications and authorize advertisement for bids by adopting attached resolution.
- 3) Downtown Parking and Alley Improvements – Authorize obtaining quotes for the improvements. This will need to be financed through bonding.

b. Attorney:

c. Staff:

Building Official:

Fire:

- 1) Fire Turnout Gear – Chief Kohout is proposing to use charitable gambling funds for the purchase of turnout gear. Charitable gambling funds can only be used for certain purchases. Police and Fire equipment are included in permitted uses. Chief Kohout is proposing to use \$9,368 of the 2014 cash balance of \$27,906.10.

Public Works:

Liquor Store:

Police:

City Administrator:

- 1) Median Household Income Survey – Staff has attached the timeline for the median household income survey, the survey letter, and the potential notice to the public. This is to obtain a 30 year loan term with the PFA for the Wastewater Treatment Facility.

11. Old Business:

12. New Business:

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

CITY COUNCIL MINUTES

JUNE 15, 2015

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Steve Kane at 6:00 pm.
2. **Roll Call:** Present were Mayor Steve Kane, Council members Richard Orpen, Rich Skordahl, Tim Brown and Chris McClish. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk), Police Chief Jeff Harapat, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, City Administrator Joe Kohlmann, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY ORPEN SECOND McCLISH TO ADOPT THE JUNE 15, 2015 CITY COUNCIL AGENDA AS AMENDED. Motion carried 4 -0.
4. **Consent Agenda:** MOTION BY McCLISH SECOND ORPEN TO APPROVE THE JUNE 15, 2015, CITY COUNCIL CONSENT AGENDA AS A-C AS FOLLOWS:
 - a. City Council Minutes – June 1, 2015
 - b. Accept the resignation of part time Liquor Store Clerk Lisa Anderson
 - c. Approve the Payment of Claims for \$380,470.71 (ACH 116E-117E \$107,872.42 and Checks 69170-69238 \$272,598.29)Motion carried 4-0.
6. **Petitions, Requests, Applications:**
5. **Meeting Open to the Public:** Chris Sime, 22918 Silverod Street NW. The City has a problem, and the problem is the water treatment facility that we've been—the wastewater treatment facility has – maybe we need it because of growth and because of this the rates will increase and rates increasing will be something that will hit everyone in the city. So the actually reason for the growth is going to be the thing that's going to hinder our growth in this city, so to me, it's a problem. It's a conundrum. It's INAUDIBLE 3:00 where the solutions are part of the problems. So having said that, it is going be—it's very difficult to say that there is any reasonable or right solution before this point. I think the growth at this point is mythical, if you look at 2010 to 2013 census information; the people of St. Francis have growth by .3%. 44 residents have come to the city in those four-year period. Homes have been 1.7%, 27 homes. So we're at a rate that between 2020 and 2035, we're here—we have to get it meteoric to get to that growth rate so I don't see how our growth at this point is legitimate factor to create an immediate need to rush to build this facility tonight. The agenda is somewhat vague tonight. I don't know if there's a vote on it, there's no votes for ordinances, resolutions, petitions, or anything like that so I don't know what you have

planned at that point, but if the vote does go forward, it's going to be—it will be difficult to stomach for the people. I think what has to happen is they need to proceed to certify, secure the funding, we can wait until 2018. So get the money secured, wait until 2018, let's see if the growth happens. If the growth does happen and we've got to build this thing, great. We've got the money secured, there will be more people paying into it so it'll be less of a burden on the citizens—the 1200, the 1500 right now that are paying for it. If we have more then it'll be less of a burden for everybody. The bottom line is there's no reason to go through this right now. We need to do the responsible thing. The city, looking at the audit from last week, is not in a super awesome financial position. You know, we do have some history as far as the growth goes, you know the water facility, the water treatment facility the reasons why you're short on rates right now is because of the fact that they said that the growth didn't occur, so you built it then the growth didn't occur and so now we're short on water, so we have to tap reserve and now we're trying to make up for that transgression, bottom line is we vote to certify, we explore more options, and we get more time. Frankly, if you don't do this, it's a massive slap in the face to all the residents of this city and I know that they'll remember, November 2016, I know they'll remember. There's three up for election now, right? Thank you.

Steve Feldman, 22766 Poppy St NW. Pretty much Chris said everything I had to say, but I want to also say too that phasing this project in—when we talked in the last couple weeks about phasing in, I don't think anyone here thought 85/45 would change into 20/40 twice. Now our percentage increase, 20/40 starts November 1, and 60% December 1 of next year, that will be compounded. My bill will go from \$100 to \$160 INAUDIBLE 6:05 on a base bill. I think that's ridiculous. I sent the council an email showing them what's going on in Minnetrista, they're having the same problem with 1200 residents with an expenditure of \$20 million, ours is 1500 with an expenditure of \$21 million. The risk that I see here, the downside of this, rather, is that this city could go bankrupt if this goes on. If this continues, if this gets passed today. I think we need to do like Chris says, slow up a little bit, look at some other options, when the growth starts and it happens, then I say we do. Long term your idea may be right, it's just not affordable today. It's just not. And I agree with the residents here, people will be talking and the legion meetings we've had and the town hall meetings we're going to have, the City Council for some reason doesn't want, that we will have, the don't want this. They don't want this right now. They don't want the debt burden, they don't want to take it on. They want you to slow up a little bit and think what you're doing. And I'm not going to be threatening here or of any kind but I can just tell you that if this vote goes down the way we think it's going to go down, we are prepared for town hall meetings, we are prepared to get an attorney through a legal action. I just want you to know that because it's not going to stop here tonight. Unless this vote gets some common sense thinking behind it and we slow up a little bit and do what's right for all of us in this city. Thank you.

Joseph Muehlbauer, 3459 228th Avenue NW. Everything I'm about to say is in regards to the wastewater plant and raising the rates of the sewer. It appears to me that the council and city whether it be the administrator or Mr. Saffert or the entire administration has not been

completely up front about the wastewater project. As it appears, the facts and conditions seem to change from meeting to meeting. On May 18, Mr. Saffert speaking on behalf of the city stated in regards to the Met Council that “We wanted to, we tried to, and they don’t want us.” Mr. Saffert also stated that the Met Council would not respond to him, yet he spoke with Kyle Colvin of the Met Council on the phone the next day. Saffert also stated, we would need to bring the plant up to meeting the expectations of the MPCA regulations which we cannot do. And on June 1 during the cities presentation it was stated that it would cost \$10-12 million to make regulations. I also sent an email to the mayor asking why he appeared to be strongly against the Met Council and was told in reply that staff has been talking with them. Whether or not this is true, I do not know. Which I do know now, I spoke with Mr. Kohlmann this morning. However, what I do know is that the facts have been distorted and have not been presented in an objective, unbiased manner, not to mention how fiscally irresponsible this project is. I have sent emails to each member of the City Council requesting a town hall meeting. Mr. Orpen stated he would pass it on to the city administrator, Mr. Brown stated twice that it was a good idea but has yet to make a motion, so it appears his words are hollow. The Mayor simply followed the Minnesota Mayor’s Handbook and referred me to the city administrator. In all of our attempts to work with the city and the council, this council has failed to work with the public of which it serves, instead the facts were distorted to fit a political agenda. An example is in the city presentation that we cannot hook up to the Met Council in East Bethel and was presented as if that was the only choice. Now I must state that I appreciated that if it is true, that the staff has been talking with the Met Council then this council still needs to be held accountable for allowing fraudulent information to be fed to the public of which it serves through the last two meetings. It is documented on record that what I have stated is in fact true and cannot be denied. It has also come to my attention that by voting in the rate increase in the last meeting on June 1st, that the Council has passed an ordinance to raise the rates with the 40/20 40/20 plan and by introducing the new proposal and voting it through without allowing the public any time whatsoever to form an opinion. This entire Council should be ashamed of their failure to work with the public and held accountable to the fact that we have been denied all of our attempts to work with the city and what you do not understand is you work for us, you are public servants, and yet we are dictated to speak in only three-minute segments and given answers two weeks after we ask the questions and the answers appear to be half-truths in an attempt to convince the public that this plant is the only thing we can do. Why is this plant so important? The truths of the city are changed and distorted in an attempt to push the plant through. Have you conducted an income survey to see if we qualify for a 30-year term in this loan as an attempt to make our annual payments less at a slightly higher interested rate? And if not, do you intend to? Please answer my statements and educate the public before you push a \$18-20 million debt on them. What you are doing is robbing your citizens by taking their money, not giving unbiased objected answer, denied town hall meetings, and failed to represent us as our voices have been heard and ignored. Thank you.

Leroy T. Schaffer, I live in Woodhaven trailer court over here. But like most people in trailer courts, we don’t have a lot of money and like a lot of people INAUDIBLE 11:10 is going door-to-door and in INAUDIBLE I found a lot of people have lost their homes and I feel bad

for them. I don't think the percentiles of 900 people that think we're going to have, we haven't gone up yet INAUDIBLE. It seems like we're always wanting more. Who says we have to? Why can't we stay a small, in-between farm community and suburbia? I don't think we always have to go for the ostentatious in this great, grand scheme of things. And I think a lot of it's INAUDIBLE. North Securities, Land Securities, is that the only one we ask? Is there a lot more companies out there? I would think there would be. Somebody has to take the time and energy to do that. I knew the two gentlemen over here, you look like young and intelligent young men. But you don't know anything about the people. You didn't even have one campaign sign, Steve Kane put signs up at least. He had no competition, which could have INAUDIBLE. Now it's our fault that you're in office. You just signed up for it, that's all you did. And like I say, that's our fault. Northland Securities, who else? INAUDIBLE Steve, who else besides Northland Securities INAUDIBLE.

Kane stated this is your time to speak with the Council; it's not a dialogue.

Schaffer said it's not a dialogue. Okay. INAUDIBLE Gridor Construction and Rice Lake Construction group also, I'd like to know who else. Was it absolutely necessary for this plant? What I can understand from the literature you gave us on it, it wasn't. We don't have to move on it. I would have personally – the apathy in this town has always been bad that way, it's not your fault. For anybody to run against you I will put up \$1,000 on their campaign But the thing is we have to have people get involved. They are at least getting involved regardless what you think of them. They are getting involved. You know, from past experience, INAUDIBLE this is the American thing to do. This INAUDIBLE. You two guys INAUDIBLE. And thank you Steve for listening to me, I know we don't have the best rapport in the world but you are at least trying to do your job because they're not.
INAUDIBLE

Angie Bray, 22901 Rum River Blvd. I want to say thanks you guys for your time in taking this position, I know some of you it was—you didn't technically have to get voted in too but you offered and you wanted to do so, so thank you for your time, I know, I do a lot of volunteer work and thanks, so I really appreciate knowing that you guys are doing a lot for us as a community as well. And a lot of people in our community are—we've been absent, we haven't been here communicating with you guys, watching what's going on, all of a sudden this is happening and there's an uproar with the community. I think a lot of people are now learning, hey, we need to be proactive, we need to watch what's going on with our community and have a voice as well so I foresee in the future and I'm confident that a lot of people are going to be doing that in the future so please just keep that in mind that we will be active and I really don't believe that some of these citizens, that there's been a lot of uproar about this and whether it needs to be done or not, I don't know, but the cost seems really significant and I've been beautifying my house, I bought a house that was neglected for six years and I've been doing what I can and as I'm working I'm thinking am I going to be able to afford this water next year. Hopefully I can because I'll have higher sales in my position, but for the average person that may not be a realty for them and they'll need to back down on something, as well as our school district. I don't know where that lies right now but that fee

is going to be passed down to us citizens twice, just if you guys haven't thought of that before. But, frankly, you guys are employees of us the citizens and I just really would like to ask you guys to vote accordingly to what you think, as well, for what the citizens think even you did or did not get technically elected. Please think of what everybody else feels as well and what's really the best for our community. So, thank you.

Connie Tillman, 23615 St. Francis Blvd. First of all, I hope there would be a better turn out and I think a lot of that has to do with how the last meeting ended. Unfortunately, a lot of people assume that when you pass the fee schedule, a lot of people thought you passed the whole wastewater treatment plant and I had people ask me that question today. So just because they didn't show up, doesn't mean that they aren't interested, they just thought you guys just did it already so anyway, so maybe when you finish at the end and you go to pass these things, instead just say a number, maybe you could also clarify a little bit and name what it is you're passing just so everybody knows. I'd appreciate it. And then also I just wanted to suggest that maybe the City Council minutes could be posted under City Council minutes on the web site. They're found a month later under that, they're more current under the packet. The current meeting minutes aren't under that tab from what it looks like and I think a lot of people would find it easier to locate that information. So that's where I want to start, just to mention something that would be helpful to the citizens and then also, for myself and you know the rest of the community here, I feel that the population projections also are way out of line and assuming that the whole wastewater treatment project is based on the past growth projections, I think that all of that is obsolete and should be revised. The City of St. Francis does not need this giant facility. It's too big for the population we're going to have and as the gentlemen mentioned if you put it in anyway, we're sure going to have INAUDIBLE and probably a lot of more people leaving which is going hit you and we really don't need to be negative here. We want to grow. I think allowing more growth in those smaller acreage residential neighborhoods where people have two-and-a-half acres, they have their own septic, their own well would be a plus, you don't have to worry about people hooking up to the public facility so you don't have to worry about that growth there, but you know we really need to keep this realistic for our needs and the budget of the people who are paying the bill. It's not just that bill. We've got property tax increases, state and federal income taxes, you know medical insurance premiums and our deductibles and it goes on and on, we're just—they're coming at us from everywhere and this really needs to be cut in half. I think you need to go for a smaller project. Thanks for your time.

Stu Meyer, 3456 228th Avenue. I'm a new resident here in the last year. I was present at the last previous City Council meeting. I was disappointed in what I seen. My question to the City Council is what is the rush? What is the reason to rush this because I'm not—it seemed to me at the previous one that there's got to be some reason that we're in such a hurry to pass this. Is there a reason why we can't slow down and do more, you know, fact finding and things on different aspects? Why are we spending this amount of money and only getting two bids? It just doesn't seem—any other thing that we're going to spend almost \$20 million you think you'd get multiple bids or more than two. It's almost a common and best practice in any industry to get at least three bids on something like this. Also, it bothered me that it

was stated that we have over 350 or over 300 plots available in the city to hook up to the city sewer. If our infrastructure can't sustain that currently, why are we approving these permits for the city sewer connections more than what we can currently handle? Because even if we did pass this, it would take time to get it built. I understand that the plots won't all be filled instantly, but why is the city writing more checks than it can cash right now? Why are we giving out permits for more plots to connect to the city sewer's infrastructure than what we can—than the capacity can even handle? Are we trying to grow faster? Are we trying to push this through because we've given out more permits than what we have the current capacity for? And it there's anyway to just answer what's the rush? Because there's so many citizens here, I mean, so of your residents in your city stood up here last City Council meeting and stated that not everybody in the city is even aware of it yet. People living in the back of I believe it was The Ponds, which I think that's where it is. Why wouldn't we give them the time to at least make sure everybody's aware of what's going actually on here and you know, at the last City Council meeting, the vote at the end, you couldn't even hear it from the front row there. It was just disappointing to be a new resident here. Thank you.

Met Council Findings:

7. **Ordinances & Resolution:**

a.

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

a. **Engineer: 1) Wastewater Treatment Facility Improvements:**

Met Council Findings: City Administrator Kohlmann stated before our engineer report I would like to discuss the Met Council Findings. At the last City Council meeting the City Council asked staff to investigate the options of having the Met Council acquire the City's Wastewater Treatment Facility. Included in the Council Packet a memorandum on the findings. In summary, about 2008 the City did have discussions with the Met Council, for whatever reason in our comprehensive plan we didn't identify them as one of the options we were considering at that time. In talking with Met Council, if we were to get involved with them and negotiations because there would be a lot of negotiations that we're financing of everything and what type of upgrade the facility would be, what that would involve, when it would happen, if everything went perfectly we'd be looking at a new plant in about six years. I could provide a process to—we'd have to make some amendments to our comprehensive plan, we'd have to abide by all of their requirements at this point.

Kane asked if we started the process, is there any guarantee that they would take the plant over?

Kohlmann said no.

Kane asked if the councilmembers, do you have any questions?

Skordahl stated I have just one or two. Some clarification, at the last council meeting, I can't remember how I raised it but we decided Met Council taking over is not something as simple

rate increases because I wanted to explore all options. The two main sticking points for me was the possibility of hooking up to Met Council sewer line in Andover and not East Bethel and exploring the option of a twenty-five or thirty year loan comparing it to a twenty year loan. Since the last meeting, our city administrator did an excellent job in contacting the met council and options for hooking up to the metro line. I am not in favor of hooking up to the metro line there are really strict guidelines. They have a huge says on future development and how big lots can be. Also some of the residents are getting confused between the water treatment and wastewater treatment facilities. We are discussing upgrading the wastewater treatment facility which is the wastewater that comes from the household toilets and drains. Motion carried 4-0.

MOTION BY McCLISH SECOND ORPEN TO ADOPT RESOLUTION 2015-28 A RESOLUTION AWARDDING THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS TO GRIDOR CONSTRUCTION INC. OF BUFFALO, MN IN THE AMOUNT OF \$21,832,300.00 CONTINGENT ON FINALIZATION OF PROJECT FINANCING WITH THE PUBLIC FACILITIES AUTHORITY. Motion carried 4-0

2) **Kerry Street/232nd/Ivywood Street Improvement: Resolution 2015-29 Authorizing Advertisement for Bid:** Voge reported at the May 18, 2015 City Council meeting the City Council authorized the preparation of the plans and specifications for the Kerry Street, 232nd lake and Ivywood Street Improvement. The improvements are identified in the City's Financial Management Plan which identifies General Obligation Bonds and assessments as the funding sources for the improvements. MOTION BY ORPEN SECOND McCLISH TO ADOPT RESOLUTION 2015-29 A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE KERRY STREET, 232nd LANE AND IVYWOOD STREET PROJECT. Motion carried 4-0.

b. **Attorney:**

c. **Staff:**

Bldg. Official:

Fire Dept.:

Public Works:

Liquor Store:

Police Dept:

City Administrator: Staff is researching the process of selling the city's property located in Isanti County. This will be brought back to a future council meeting.

9. **Reports from Council Members:**

10. **Report from Mayor:** Mayor Kane read an email from an elderly resident that had car problems at the post office and another resident stopped and fixed his vehicle which took three hours and took no money for the repair and parts. Kane said I just think this is a phenomenal story.

11. **Old Business:** None.

12. **New Business:** None.
13. **Adjournment:** Mayor Kane adjourned at 6:33 pm

Barbara I. Held, City Clerk

DRAFT

AGENDA REPORT

TO: City Administrator Joe Kohlmann
FROM: Chief Harapat
SUBJECT: Officer Position Vacancy
DATE: 06/16/15

INTRODUCTION

As you are aware we have had an officer that had been terminated from employment and was on paid leave pending his veteran's preference hearing. This officer has retracted his request for a hearing and as of 06/15/15 is no longer an employee of the City. This officer had been the acting investigator for the Police Department. The investigator position is not a promotion, it is much like the school liaison position. The chief of police will identify who is interested in the duties and choose an officer from those interested to fill it. If no one shows interest in the position the chief will assign an officer to it.

BACKGROUND

On 06/01/15 the city council approved the hiring of Officer Algiers to fill a full time six month temporary officer position that had been created to assist the department with a temporary personnel shortage. Officer Algiers is currently half way through the "Field Training Program" and is proving to be a qualified selection.

RECOMMENDATION

I would recommend that Officer Algiers be offered the full time vacancy created by Officer Gennaro's termination and be compensated as such from his hire date. This WILL NOT result in additional personnel as the temporary position will be eliminated.

BUDGET IMPACT

Budget will see a reduction in overall personnel cost as former officer was at top of pay scale and new officer is at step one. This is an hourly difference of \$7.57 per hour and will reflect a positive difference of approximately \$7,800 for the 2015 budget.

S:\FORMSVAGENDA REPORT.doc

Attachments:

1. None



License # _____
Receipt _____
Date: _____
Fee Paid: _____

**PUBLIC DANCE LICENSE
INCLUDES OUTDOOR MUSIC**

Applicant Name: Daniel Aaron Mazion
(First) (Middle) (Last)

Home address: _____ Date of Birth: 05/03/85
(Street, City, State, Zip Code) 55448

Driver's License # _____ Contact Telephone # 71 _____

I hereby make application for a Public Dance License including outdoor music for the following establishment:
Beef 'O' Brady's 23212 St. Francis Blvd suite 700
(Name of Establishment) (Address)

Located in the City of St. Francis, Anoka County, Minnesota.

On-site Manager Dan Mazion / Matt Zeece Location Telephone: 763-753-8000

Dance Schedule (days and hours of event): 07/11/15 1pm - 12pm

Size of dance floor area: 20 x 30

I agree the dance/out door music shall be conducted in accordance with the provisions and regulations of the City of St. Francis pertaining thereto.

I (have) (have not) been convicted of a felony, gross misdemeanor or of violating any of the provisions of the Laws of Minnesota or of any ordinance regulating dances any place in the United States during the past five years. If so, please list the date, location and offense:

I have read the applicable ordinances and am familiar with the content. I will strictly comply with all of the provisions. I agree to waive my constitutional rights against search and seizure and will freely permit peace officers to inspect my premises and agree to the forfeiture of this license if found to have violated the provisions of the Ordinance for the granting of this license. I hereby solemnly swear that the foregoing statements are true and correct to the best of my knowledge.

I have contacted the St. Francis Police Department at 763-753-1264 and arranged to have the required number of officers at the dance. (Officers Expense not included in Permit Fee)

07/11/15
(Date)

D. Mazion
(Signature)

- * Certificate of Insurance attached
- * Driver's License or State Issued ID attached

License Fee: \$100.00 per year (or \$10.00 per dance)

License Period: January 1 - December 31

LICENSE APPLICANT INFORMATION

Under Minnesota Law (M.S. 270.72) the agency issuing you this license is required to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification number and the Social Security number of each license applicant.

Under the Minnesota Government Data Practices Act and the Federal Privacy Act, we must advise you:

- § This information may be used to deny the issuance, renewal or transfer of your license if you owe the Minnesota Department of Revenue delinquent taxes, penalties or interest.
§ The licensing agency will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Act, the Department of Revenue is allowed to supply this information to the Internal Revenue Service.
§ Failing to supply this information may jeopardize or delay the issuance of your license or processing your renewal application.

Please print or type in the following information and return along with your application.

Mazion Daniel Aaron
Applicant's Last First Middle Name Social Security Number

Coon Rapids MN 55448
Street Address City State Zip

MN
Driver's License Number State of Issue

Beef O' Brady's 763 - 753 - 8000
Store Name Store Phone Number

Dan Mazion / Matt Zece Owner / operator
Store Contact Title

23212 St. Francis Blvd suite 700 St. Francis MN 55070
Street Address City State Zip

2651162 46 - 0563728
Minnesota Tax ID Number Federal Tax ID Number

If a Minnesota tax identification number is not required, please explain:

7/1/15
Date

RJ Mazion
Signature

Owner / operator
Title

**CERTIFICATION OF COMPLIANCE
MINNESOTA WORKERS= COMPENSATION LAW**

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers= compensation insurance coverage requirement of Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name: Employers Ins.
(NOT the insurance agent)

Policy Number: EIG157261202 Dates of Coverage: 10/2/2014 to 10/2/2015

(OR)

I am not required to have workers= compensation liability coverage because:

- * I have no employees.
- * I am self-insured (include permit to self insure).
- * I have no employees who are covered by the worker=s compensation law (these include: Spouse, Parents, Children and certain farm employees).

I certify that the information provided above is accurate and complete and that a valid workers= compensation policy will be kept in effect at all times as required by law.

Name: Zeece Matthew Karl
(last, first, middle)

Doing Business As: Beef O Brady's
(business name if different than your name)

Business Address: 23212 ST Francis Blvd # 700

City, State, Zip: ST Francis MN 55070 Phone: (763) 753-8000

Signature: Matthew K Zeece Date: 7/2/15



STATE OF MINNESOTA
Minnesota Department of Public Safety
Alcohol and Gambling Enforcement

HAS BEEN ISSUED THIS LICENSE/PERMIT BY THE STATE OF MINNESOTA PURSUANT TO MINNESOTA STATUTES CHAPTER 340A AND RELATED REGULATIONS
ALCOHOL CATERER'S PERMIT

Fran Four Inc.

Beef O'Brady's

23212 St. Francis Blvd #700

St. Francis

MN

55070

05/21/2016

M. J. T. [Signature]

Alcohol & Gambling Enforcement Director

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Cedar Creek Chapter of Minnesota Waterfowl Previous Gambling Permit Number: X-36658-14-006

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 01-0907758

Mailing Address: P.O. Box 164

City: St. Francis State: MN Zip: 55070 County: Anoka

Name of Chief Executive Officer (CEO): William A. Jensen

Daytime Phone: 612-269-2075 Email: info@northandsouthplumbing.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

- (DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)
- A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): American Legion St. Francis

Address (do not use P.O. box): 3073 Bridge St NW

City or Township: ST. FRANCIS Zip: 55070 County: ANOKA

Date(s) of activity (for raffles, indicate the date of the drawing): Sept. 12, 2015

Check each type of gambling activity that your organization will conduct:

Bingo* Paddlewheels* Pull-Tabs* Tipboards*

Raffle (total value of raffle prizes awarded for the calendar year: \$ _____)

* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p>
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	
<p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>	

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: *William A Jansen* Date: 6-23-15

(Signature must be CEO's signature; designee may not sign)

Print Name: William A Jansen

<p>REQUIREMENTS</p> <p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days, or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Financial report to be completed within 30 days after the gambling activity is done: A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>MAIL APPLICATION AND ATTACHMENTS</p> <p>Mail application with:</p> <p><input type="checkbox"/> a copy of your proof of nonprofit status, and</p> <p><input type="checkbox"/> application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.</p> <p>To: Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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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 the

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.

ment 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.

AGENDA REPORT

TO: Joe Kohlmann, City Administrator
FROM: Paul Teicher, Public Works Director 
SUBJECT: Routine Bobcat Buyback
DATE: 7-6-2015

INTRODUCTION

Our year is up; it is time to trade for a new Bobcat Skid Loader. Each year since the original purchase of the Bobcat, the City has purchased a replacement machine on the Guaranteed Buyback Program offered through a local Bobcat dealer. For approximately \$1,500.00 the City would get a new identically equipped machine with a new warranty. This is a substantial savings compared to repairs/maintenance and replacement costs that would be required over the machine's life.

BACKGROUND

This year the cost is back down to \$1500.00 because there were no changes in model design or engine emissions.

RECOMMENDATION

Authorize the trade of our old Bobcat Skid Loader for a new Bobcat Skid Loader for \$1500.00 from Crawford's Equipment.

BUDGET IMPACT

None, this is in our Budget.

S:\FORMS\AGENDA REPORT.doc

Attachments:

1. Crawford's quote.



Product Quotation

Quotation Number: NEW
Date: 5/24/15

Ship to	Bobcat Dealer	Bill To
CITY OF ST FRANCIS ATTEN MR PAUL T 4020 ST FRANCIS BLVD ST FRANCIS MN 55070 PH-763 753 2304 FAX 763 753 9881	Crawford's Equipment, Inc., Cambridge, MN 4898 HWY 95 NW CAMBRIDGE MN 55008 Phone: (763) 689-1794 Fax: (763) 689-3028 ----- Contact: Brian Crawford Phone: 763-691-1794 Fax: 763-689-3028 Cellular: 612-889-0001 E Mail: brian@crawfordsequip.com	BOBCAT COMPANY PO BOX 6000 WEST FARGO ND 58078 701 241 8719 CONTACT CRYSTAL STRAM Crysta.stram@doosan.com

Description	Part No	Qty	Price Ea.	Total
S570 T4 Bobcat Skid-Steer Loader 61.0 HP Tier 4 Turbo Diesel Engine Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Bobcat Standard Cylinder Cushioning - Lift, Tilt Engine/Hydraulic Systems Shutdown Glow Plugs (Automatically Activated) Horn Instrumentation: Engine Temperature & Fuel Gauges, Hourmeter, RPM and Warning Lights	M0259	1		\$34293.70
	Lift Arm Support Lift Path: Vertical Lights, Front & Rear Operator Cab Includes: Adjustable Cushion Seat, Top & Rear Windows, Parking Brake, Seat Bar & Seat Belt Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471 Falling Object Protective Structure (FOPS) meets SAE- J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts) Spark Arrestor Exhaust System Tires: 10-16.5, 8 PR, Bobcat Standard Duty Warranty: 12 Months, Unlimited Hours			
A91 Option Package Cab enclosure with Heat and AC High Flow Hydraulics Two-Speed Travel Sound Reduction Hydraulic Bucket Positioning	M0259-P01-A91	1		\$27296.50
	Power Bob-Tach Deluxe Instrument Panel Keyless Start Suspension Seat with 3-Point Belt Cold Weather Package Attachment Control Kit Cab Accessories Package			
Radio	M0259-R26-C02	1		\$297.50
Strobe Light Kit, Amber	7129301	1		\$277.90
Total of Items Quoted				\$34293.70
Dealer P.D.I.				
Freight Charges				
Trade-in	2014 BOBCAT A-91 PACKAGE MINT COND			(\$32793.70)
Discount	DISCOUNT			
Quote Total - US dollars				\$32793.70

Notes: TAXABLE ? YEARLY TRADE ... THANKS GUYS... BRIAN

\$1500.00

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

ANOKA COUNTY FIRING RANGE USE AGREEMENT

Anoka County may make the Anoka County Law Enforcement Center (herein "Firing Range") facilities, which are located in Coon Rapids, MN, available for use by law enforcement agencies to conduct qualifying shoots and to conduct training activities.

The St. Francis Police Department, (herein "Agency") is a law enforcement agency and wishes to conduct such activities at the Firing Range. Agency agrees to pay Anoka County (herein "County") a fee based on the fee schedule for use of the Firing Range facilities. **The fee schedule is \$50/hour with a three hour minimum. Scheduled range time which is canceled without 30 days prior notice will be billed at a rate of \$35/hour.** The date, time and duration of use is to be arranged and approved by Anoka County Sheriff or designee prior to the use of the firing range.

Agency acknowledges the inherent risks involved in firearms training and further acknowledges no matter what precautions are taken serious injury or death could result from participation in such training. Agency acknowledges that providing access to the firing range is not an essential service provided by the County and agrees that use of the firing range shall be subject to the terms herein. In consideration for being permitted by Anoka County to conduct activities at the firing range facilities, which activities may consist of firearms practice, qualifying shoots, obstacle course training, and other training and drills, the Agency through its authorized agent, agrees to the following:

Waiver and Assumption of Risk

Agency knows, understands and acknowledges the risks and hazards associated with using the firing range and hereby assumes any and all risks and hazards associated therewith. Agency hereby irrevocably waives any and all claims including recovery of damages against the County and its officials, employees, agents and insurers for any bodily injury (including death), loss or property damage incurred by Agency as a result of using the firing range, and hereby releases and forever discharges the County and its officials, employees, agents and insurers from any and all claims or liability. It does not waive liability or claims for injuries obtained as a result of the County's sole negligence; nor willful, wanton, or intentional misconduct by the County.

Indemnification

Agency agrees to defend, indemnify, and hold harmless the County, its elected officials, officers, employees and agents from any and all claims, liability, loss, damages, costs and expenses, including attorney's fees, which the County may incur or be required to pay as a result of any or all claims, demands or judgments arising out of or related to or alleged to have arisen out of any activity connected directly or indirectly with such activities conducted by the Agency at the firing range. Agency shall not be required to defend and/or indemnify the County for loss or injury obtained as a result of the County's sole negligence; nor willful, wanton, or intentional misconduct by the County.

No Waiver of Statutory Tort Limits

Nothing in this agreement is intended or should be construed in any manner as a waiver of the County's immunities or tort limits contained in Minnesota Statutes chapter 466.

Authority

The Agency represents and warrants that it has the power and authority to enter into this Agreement and the person or persons executing this Agreement on its behalf has full and complete legal authority to do so, and thereby binds them and, to the extent permitted by this Agreement, its successors and assigns.

Expiration

This agreement shall expire one year from the date of signature below.

This document contains the entire agreement between the parties hereto and the terms of this agreement are contractual and not a mere recital.

LAW ENFORCEMENT AGENCY:		St. Francis Police Department
NAME OF AUTHORIZED AGENT:		Jeffrey J. Harapat
AUTHORIZED AGENT'S TITLE		Chief of Police
Dated:	06/18/2015	
Signature of Agent authorized to enter into a contract		
Accepted on Behalf of the County on _____ by:		
Signature of Sheriff or Designee/date		

Revised: 11-4-14

REINSTATEMENT OF AND SECOND AMENDMENT TO LEASE AGREEMENT

THIS REINSTATEMENT OF AND SECOND AMENDMENT TO LEASE AGREEMENT (“**Second Amendment**”) is made and entered into as of the date this Second Amendment is last signed by both parties (“**Effective Date**”). Lessor and Lessee may be referred to in this Second Amendment collectively as the “parties”. For valuable consideration, the receipt and adequacy of which are expressly acknowledged by the parties, Lessor and Lessee agree that:

1. **Definitions.** In this Second Amendment, the following terms will have the meanings set forth below:
 - a. **Lessor:** City of Saint Francis, Minnesota.
 - b. **Lessee:** Qwest Corporation, a Colorado corporation dba CenturyLink QC formerly known as U S WEST Communications, Inc., successor-in-interest to Northwestern Bell Telephone Company.
 - c. **Lease:** Lease Agreement dated as of October 14, 1984 between Lessor and Lessee (“**Original Lease**”) as amended by that certain First Amendment to Lease Agreement dated May 1999 (Original Lease and the aforementioned amendment, collectively “**Lease**”).
 - d. **Premises:** A real property and associated rights leased to Lessee as set forth in the Original Lease.

Any capitalized term used in this Second Amendment which is not defined in this Second Amendment will have the meaning ascribed to such term in the Lease.

2. **Reinstatement and Extended Term.** The parties acknowledge that the Term of the Lease expired October 31, 2014. The parties reinstate the Lease retroactively to November 1, 2014 and extend the Term for a period of five (5) years commencing on November 1, 2014 and expiring on October 31, 2019 (“**Extended Term**”), unless sooner terminated in accordance with the provisions of the Lease. Any reference in the Lease or this Second Amendment to “term” or “Term and the like as the time period in which Lease is in effect will mean and include the Extended Term and any Renewal Term (as defined in Section 4) as the context requires.
3. **Rent.** During the Extended Term, Lessee will pay Rent in the amount of \$4,200.00 per year, payable on November 1 of each year during the Term.
4. **Option to Renew.** Upon expiration of the Extended Term, Lessee will have the option to extend the Term of the Lease for two (2) additional successive periods of five (5) years each (each a “**Renewal Term**”) subject to the further provisions of this Section 4. Lessee must exercise its first renewal option to renew the Lease, if at all, by giving

items. If Lessee elects to remove any of the Improvements, Lessee will repair any damage to the Premises caused by such removal, but will not otherwise have any repair, restoration or maintenance obligation related to any remaining Improvements that are abandoned in place. Notwithstanding any provision contained in the Lease to the contrary, upon the expiration or earlier termination of the Lease, Lessee will, if applicable, leave all telecommunications cabling, wiring and conduit installed between the public right of way to the Premises and within the Premises, including all fiber, and will leave all electrical piping and wiring for any electrical system in place (with such tagging and/or marking as required by the applicable fire code).

8. **Lessee Work.** Lessee will paint the building within six (6) months of the Effective Date. Lessee will work in good faith with Lessor in the event Lessee is notified by Lessor that the building requires paint to maintain the building on an ongoing basis during the Extended Term and the Renewal Terms.
9. **Memorandum of Lease.** Neither party will record the Lease or this Second Amendment in whole or in part. However, Lessee may record a memorandum of the Lease that is in both form and substance the same as the memorandum of lease attached to this Second Amendment as Exhibit A and incorporated by reference into this Second Amendment ("**Memorandum of Lease**"). Lessee will pay all recording costs and fees associated with recording the Memorandum of Lease and after recording, Lessee will provide Landlord with a file-stamped copy of the recorded Memorandum of Lease. Upon the expiration or termination of the Lease, Lessor may sign and record a release of any recorded Memorandum of Lease, without Tenant's permission, input or signature on the release.
10. **Confirmation of Lease.** In the event of a conflict between the terms and conditions of the Lease and those of this Second Amendment, the terms and conditions of this Second Amendment will control. In all other respects, Lessor and Lessee confirm and ratify the terms and conditions of the Lease, as amended by this Second Amendment.

The parties have entered into this Second Amendment as of the Effective Date.

LESSOR:

LESSEE:

City of Saint Francis

**Qwest Corporation,
a Colorado corporation
dba Century Link QC**

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Signature Date: _____

Signature Date: _____

BE IT REMEMBERED, that on this ____ day of _____, 2015 before me, a Notary Public in and for said County and State, came _____, who is personally known to me to be the same person who signed the herein instrument, and such person duly acknowledged the signing of the same to be the act and deed of The City of St. Francis.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal the day and year last above written.

Notary Public

My appointment expires: _____

TENANT:

Qwest Corporation d/b/a CenturyLink QC

By: _____

Printed Name: _____

Title: _____

Signature Date: _____

THE STATE OF _____)

COUNTY OF _____)

BE IT REMEMBERED, that on this ____ day of _____, 2015 before me, a Notary Public in and for said County and State, came _____, who is the _____ of Qwest Corporation, and is personally known to me to be the same person who signed the herein instrument, and such person duly acknowledged the signing of the same as the act and deed of Qwest Corporation.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal the day and year last above written.

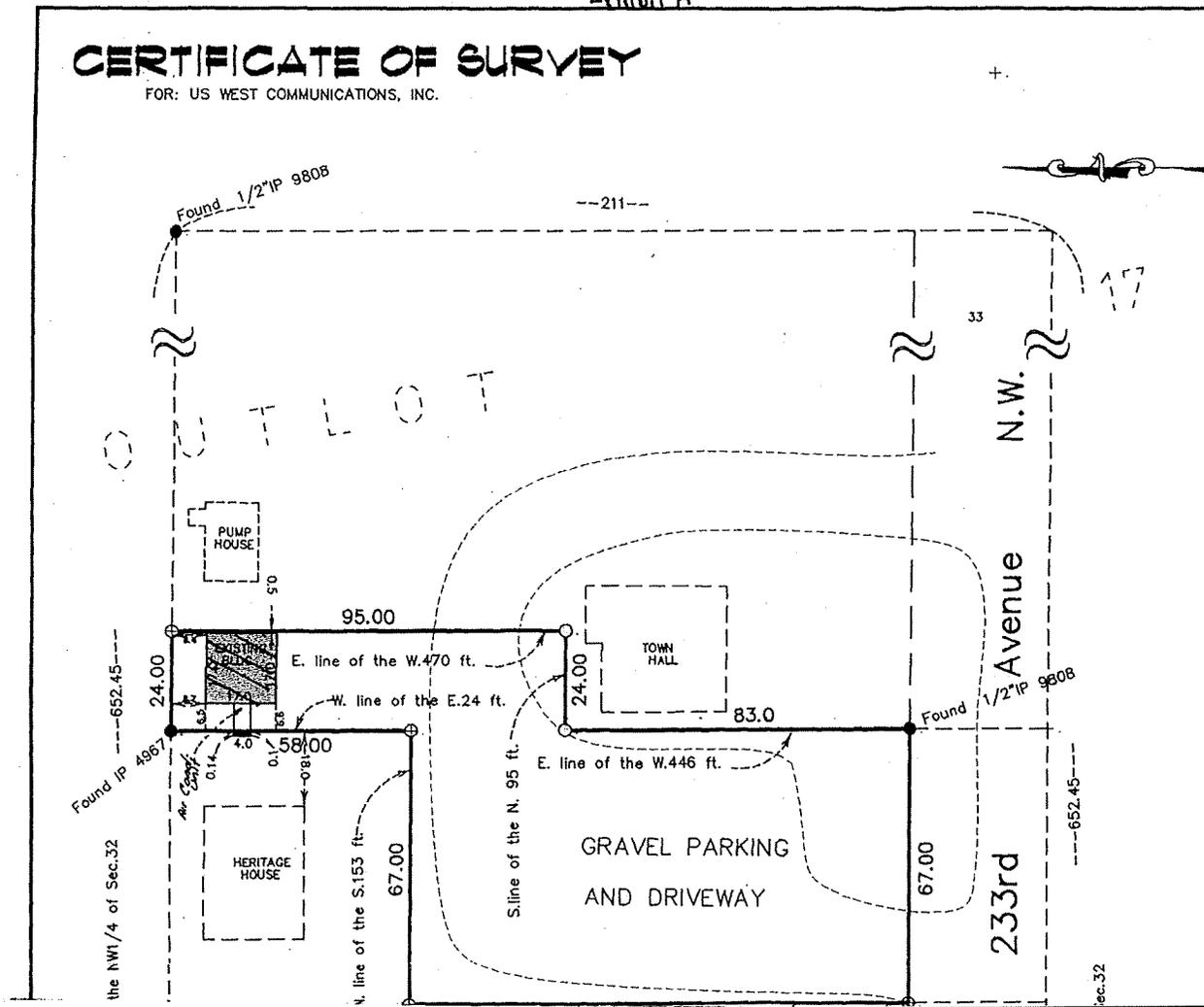
Notary Public

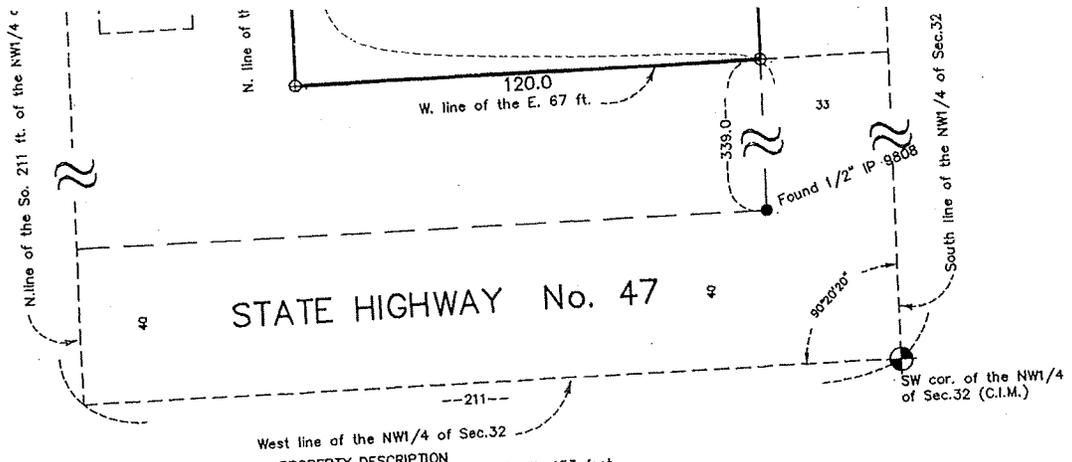
My appointment expires: _____

Exhibit A

LAND

Exhibit A





PROPERTY DESCRIPTION
 The East 67 feet of the West 446 feet of the South 153 feet
 and
 The North 95 feet of the South 211 feet of the East 24 feet of the West 470 feet all
 of the following described property.

That part of Outlot 17, Village of St. Francis, Anoka County, Minnesota,
 described as follows, to-wit:
 Beginning at the southwest corner of the Northwest Quarter of Section 32,
 Township 34, Range 24, Anoka County, Minnesota; thence east along the south
 line of said Northwest Quarter, a distance of 652.45 feet; thence north parallel
 line of said Northwest Quarter, a distance of 211 feet; thence west,
 parallel with said south line of said Northwest Quarter, a distance of 652.45 feet
 to the west line of said Northwest Quarter; thence South, 211 feet to the point of
 beginning.

Subject to road easement over the south 33 feet thereof and the West 40 feet
 thereof.

Book 5 Page 71

Scale 1" = 30'	<input type="radio"/> Denotes Iron Mon. Set <input checked="" type="radio"/> Denotes Mon Found	Bearing Datum: <u>Assumed</u>	Job No. <u>99172LS</u>	Drwg By <u>BAO</u>
I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota			E. G. RUD & SONS, INC LAND SURVEYORS 9180 LEXINGTON AVE. NO. CIRCLE PINES, MINNESOTA 55014-3625 TEL. 786-5556	
E. G. RUD & SONS, INC <i>Ernest G. Rud</i> Registration No. <u>9808</u>				

EXHIBIT B

Legal Description of the Easement Area

The East 67 feet of the West 446 feet of the South 153 feet and
The North 95 feet of the South 211 feet of the East 24 feet of the West 470 feet all
of the following described property.

That part of Outlot 17, Village of St. Francis, Anoka County, Minnesota, described
as follows, to-wit:

Beginning at the southwest corner of the Northwest Quarter of Section 32, Township
34, Range 24, Anoka County, Minnesota; thence east along the south line of said
Northwest Quarter, a distance of 652.45 feet; thence north parallel with the west line
of said Northwest Quarter, a distance of 211 feet; thence west, parallel with said
south line of said Northwest Quarter, a distance of 652.45 feet to the west line of said
Northwest Quarter; thence South, 211 feet to the point of beginning.

Subject to road easement over the south 33 feet thereof and West 40 feet thereof.



PAYMENT BATCH AP 07-06-15

AA BEST PEST SERVICES, INC

06/15/2016	6564	E 101-41940-401	Repairs/Maint Buildings	INSECT TREATMENT	100.83
06/15/2016	6564	E 101-42110-401	Repairs/Maint Buildings	INSECT TREATMENT	100.83
06/15/2016	6564	E 101-42210-401	Repairs/Maint Buildings	INSECT TREATMENT	100.83
06/15/2016	6564	E 101-45200-401	Repairs/Maint Buildings	INSECT TREATMENT	100.84
06/15/2016	6564	E 602-49490-401	Repairs/Maint Buildings	INSECT TREATMENT	100.84
06/15/2016	6564	E 609-49750-401	Repairs/Maint Buildings	INSECT TREATMENT	100.83
					\$605.00

ABDO, EICK & MEYERS, LLP

06/30/2015	349950	E 101-41540-301	Auditing and Acct g Services	Annual audit services	1,280.00
06/30/2015	349950	E 601-49440-301	Auditing and Acct g Services	Annual audit services	1,170.00
06/30/2015	349950	E 602-49490-301	Auditing and Acct g Services	Annual audit services	1,170.00
06/30/2015	349950	E 609-49750-301	Auditing and Acct g Services	Annual audit services	1,580.00
					\$5,200.00

ADVANCED PUBLIC SAFETY, INC.

06/30/2015	SIN001665	E 101-42110-237	Small Equipment	THERMAL PRINTER	387.50
					\$387.50

ANDERSON, CHARLES

G 601-22200	Deferred Revenues	REF ACCT #1419	106.63
			\$106.63

ANOKA COUNTY

06/11/2015	061115	E 101-42110-311	Contract	SHARED COSTS	5,555.00
					\$5,555.00

ANOKA COUNTY CENTRAL COMM.

06/22/2015	2015076	E 101-42210-217	Other Operating Supplies	STSTEM EQUIPMENT CHARGES	66.75
06/23/2015	2015-306	E 101-42110-321	Telephone	4G SERVICE	245.07
					\$311.82

ANOKA COUNTY FIRE PROTECTION C

06/18/2015	15-045	E 101-42110-208	Training and Instruction	STATE CERTIFICATION	600.00
					\$600.00

ASPEN MILLS

05/30/2015	165839	E 101-42110-217	Other Operating Supplies	PATCHES	825.00
06/12/2015	166460	E 101-42210-437	Uniform Allowance	KOHOUT UNIFORMS	45.95
06/18/2015	166692	E 101-42110-437	Uniform Allowance	STEMME-UNIFORMS	134.95
06/18/2015	166693	E 101-42110-437	Uniform Allowance	ALGIERS-UNIFORMS	51.40
06/20/2015	166709	E 101-42110-437	Uniform Allowance	LARSON-UNIFORMS	235.20
06/25/2015	166980	E 101-42110-437	Uniform Allowance	BLACK-UNIFORMS	588.15
06/25/2015	166981	E 101-42110-437	Uniform Allowance	ROBERTS, ANDERSON UNIFORMS	97.70
06/25/2015	166982	E 101-42110-437	Uniform Allowance	REHLING-UNIFORMS	59.95
06/25/2015	66979	E 101-42210-437	Uniform Allowance	KOHOUT	108.85
					\$2,147.15

ASSURANT EMPLOYEE BENEFITS

06/22/2015	5447229.0715	E 101-41400-130	Employer Paid Insurance	JULY PREMIUM	243.81
06/22/2015	5447229.0715	E 101-41500-130	Employer Paid Insurance	JULY PREMIUM	67.04
06/22/2015	5447229.0715	E 101-42110-130	Employer Paid Insurance	JULY PREMIUM	689.78
06/22/2015	5447229.0715	E 101-42400-130	Employer Paid Insurance	JULY PREMIUM	103.12

06/22/2015	5447229.0715	E 101-43100-130	Employer Paid Insurance	JULY PREMIUM	141.77
06/22/2015	5447229.0715	E 101-43210-130	Employer Paid Insurance	JULY PREMIUM	31.51
06/22/2015	5447229.0715	E 101-45200-130	Employer Paid Insurance	JULY PREMIUM	141.77
06/22/2015	5447229.0715	E 601-49440-130	Employer Paid Insurance	JULY PREMIUM	52.65
06/22/2015	5447229.0715	E 602-49490-130	Employer Paid Insurance	JULY PREMIUM	52.64
06/22/2015	5447229.0715	E 609-49750-130	Employer Paid Insurance	JULY PREMIUM	113.85
					\$1,637.94

BANYON DATA SYSTEMS, INC

07/01/2015	153038	E 101-41540-301	Auditing and Acct g Services	SUPPORT	1,071.00
07/01/2015	153038	E 601-49440-301	Auditing and Acct g Services	SUPPORT	178.50
07/01/2015	153038	E 602-49490-301	Auditing and Acct g Services	SUPPORT	178.50
07/01/2015	153038	E 609-49750-301	Auditing and Acct g Services	SUPPORT	357.00
					\$1,785.00

BELLBOY CORPORATION

06/25/2015	48878600	E 609-49751-251	Liquor For Resale	LIQUOR	1,743.00
06/25/2015	92247600	E 609-49751-254	Miscellaneous Merchandise	MISC	31.00
					\$1,774.00

BERNICK COMPANIES, THE

06/29/2015	228380	E 609-49751-254	Miscellaneous Merchandise	MISC	20.00
06/29/2015	228381	E 609-49751-252	Beer For Resale	BEER	265.30
06/29/2015	228381	E 609-49751-255	N/A Products	N/A	35.10
					\$320.40

BERREMAN, MARTA

G 601-22200	Deferred Revenues	REF ACCT #1781	50.00
			\$50.00

BURNSIDE, CHRISTINA

G 601-22200	Deferred Revenues	REF ACCT #1135	59.66
			\$59.66

BUSKEY, CRYSTAL

06/15/2015	061515	E 609-49750-200	Office Supplies	OFFICE SUPPLIES	37.44
					\$37.44

CENTERPOINT ENERGY

06/18/2015	5944643-5.0615	E 609-49750-383	Gas Utilities	LIQUOR	30.14
06/18/2015	5945449-6.0615	E 101-42210-383	Gas Utilities	FIRE	83.55
06/18/2015	5963820-5.0615	E 101-45200-383	Gas Utilities	WARMING HOUSE	33.64
06/18/2015	6002544-2.0615	E 601-49440-383	Gas Utilities	PUBLIC WORKS	10.50
06/18/2015	6002544-2.0615	E 602-49490-383	Gas Utilities	PUBLIC WORKS	10.50
06/18/2015	6002548-3.0615	E 602-49490-383	Gas Utilities	WWTP	25.39
06/18/2015	6886465-1.0615	E 101-41940-383	Gas Utilities	CITY HALL	16.11
06/18/2015	6886468-5.0615	E 101-41940-383	Gas Utilities	CITY HALL	15.00
06/18/2015	6886472-7.0615	E 101-41940-383	Gas Utilities	CITY HALL	15.00
06/18/2015	6886475-0.0615	E 101-41940-383	Gas Utilities	CITY HALL	17.26
06/18/2015	7900331-5.0615	E 601-49440-383	Gas Utilities	WATER	412.35
06/18/2015	8964221-9.0615	E 602-49490-383	Gas Utilities	LIFT STATION	17.78
06/18/2015	9680285-5.0615	E 101-42110-383	Gas Utilities	POLICE/PW	168.97
06/18/2015	9680285-5.0615	E 101-43100-383	Gas Utilities	POLICE/PW	42.24
06/18/2015	9680285-5.0615	E 101-45200-383	Gas Utilities	POLICE/PW	42.24
06/18/2015	9680285-5.0615	E 601-49440-383	Gas Utilities	POLICE/PW	42.24
06/18/2015	9680285-5.0615	E 602-49490-383	Gas Utilities	POLICE/PW	42.24
06/18/2015	9878416-8.0615	E 101-42210-383	Gas Utilities	FIRE-GENERATOR	25.43
					\$1,050.58

CITY EMPLOYEES UNION, LOCAL #3

06/23/2015	062315	G 101-21707	Union Dues	JULY DUES	120.00
					\$120.00

COCA COLA REFRESHMENTS

06/16/2015	108339916	E 609-49751-254	Miscellaneous Merchandise	MISC	169.06
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\$169.06

COLONIAL INSURANCE

06/25/2015	7129661-0705045	G 101-21712	Colonial Insurance	JULY PREMIUM	322.70
					<u>\$322.70</u>

CONNEXUS ENERGY

06/22/2015	298392.0615	E 101-41940-381	Electric Utilities	CITY HALL	299.14
06/22/2015	298395.0615	E 601-49440-380	Electric-System	WATER	5,046.13
06/22/2015	298396.0615	E 101-43100-386	Street Lighting	STREET LIGHTS	3,417.28
06/22/2015	300505.0615	E 101-45230-217	Other Operating Supplies	CARNIVAL	111.52
06/22/2015	301895.0615	E 101-41940-381	Electric Utilities	SIGN	93.11
06/22/2015	301895.0615	E 602-49490-381	Electric Utilities	LIFT STATIONS	7,187.96
06/22/2015	302965.0615	E 101-42110-381	Electric Utilities	WOODBINE SIREN	5.00
06/22/2015	302965.0615	E 101-42110-381	Electric Utilities	AMBASSADOR SIREN	5.00
06/22/2015	302965.0615	E 101-42210-381	Electric Utilities	FIRE	412.80
06/22/2015	302965.0615	E 609-49750-381	Electric Utilities	LIQUOR	1,214.82
06/22/2015	303103.0615	E 101-42110-381	Electric Utilities	POLICE/PW	854.09
06/22/2015	303103.0615	E 101-43100-381	Electric Utilities	POLICE/PW	213.52
06/22/2015	303103.0615	E 101-45200-381	Electric Utilities	POLICE/PW	213.52
06/22/2015	303103.0615	E 601-49440-381	Electric Utilities	POLICE/PW	213.52
06/22/2015	303103.0615	E 602-49490-381	Electric Utilities	POLICE/PW	213.52
06/22/2015	398394.0615	E 101-45200-381	Electric Utilities	PARK	418.48
					<u>\$19,919.41</u>

CRYSTAL SPRINGS ICE

06/09/2015	116510	E 609-49751-254	Miscellaneous Merchandise	MISC	68.64
06/13/2015	116597	E 609-49751-254	Miscellaneous Merchandise	MISC	171.14
06/16/2015	116638	E 609-49751-254	Miscellaneous Merchandise	MISC	65.40
06/20/2015	116709	E 609-49751-254	Miscellaneous Merchandise	MISC	133.98
06/23/2015	116752	E 609-49751-254	Miscellaneous Merchandise	MISC	107.90
06/27/2015	116793	E 609-49751-254	Miscellaneous Merchandise	MISC	166.00
					<u>\$713.06</u>

DAHLHEIMER DIST. CO. INC.

06/10/2015	1157146	E 609-49751-252	Beer For Resale	BEER	6,467.18
06/10/2015	1157146	E 609-49751-254	Miscellaneous Merchandise	MISC	1,584.00
06/10/2015	1157146	E 609-49751-255	N/A Products	N/A	33.60
06/14/2015	111042	E 609-49751-252	Beer For Resale	BEER	13,467.40
06/14/2015	111042	E 609-49751-254	Miscellaneous Merchandise	MISC	360.00
06/18/2015	110670	E 609-49751-252	Beer For Resale	BEER	7,194.70
06/18/2015	110670	E 609-49751-254	Miscellaneous Merchandise	MISC	157.00
06/18/2015	110670	E 609-49751-255	N/A Products	N/A	32.60
06/25/2015	111297	E 609-49751-252	Beer For Resale	BEER	340.00
					<u>\$29,636.48</u>

DAML, LEROY & JANICE

		G 601-22200	Deferred Revenues	REF ACCT #3504	8.45
					<u>\$8.45</u>

DAY DISTRIBUTING CO.

06/15/2015	807466	E 609-49751-252	Beer For Resale	BEER	119.00
06/22/2015	808260	E 609-49751-252	Beer For Resale	BEER	960.25
06/22/2015	808260	E 609-49751-255	N/A Products	N/A	19.20
					<u>\$1,098.45</u>

DELTA DENTAL

06/15/2015	6051802	G 101-21711	Dental Insurance	JULY INSURANCE	504.10
					<u>\$504.10</u>

EAGLE GARAGE DOOR CO.

06/16/2015	3906	E 101-42110-401	Repairs/Maint Buildings	REPAIRS	39.20
06/16/2015	3906	E 101-43100-401	Repairs/Maint Buildings	REPAIRS	39.20
06/16/2015	3906	E 101-45200-401	Repairs/Maint Buildings	REPAIRS	39.20
06/16/2015	3906	E 601-49440-401	Repairs/Maint Buildings	REPAIRS	39.20
06/16/2015	3906	E 602-49490-401	Repairs/Maint Buildings	REPAIRS	39.20

\$196.00

ELITE SANITATION

06/12/2015	22490	E 101-45230-217	Other Operating Supplies	RENTAL	2,392.00
					<u>\$2,392.00</u>

EMERGENCY AUTOMOTIVE TECH. INC

06/09/2015	RS4244	E 101-42110-550	C-O-L Motor Vehicles	SQUAD 115 &215	14,203.29
06/24/2015	RS4250	E 101-42110-221	Vehicle Repair & Maintenance	CHIEF'S SQUAD	543.29
					<u>\$14,746.58</u>

G&K SERVICES, INC

06/16/2015	1043214381	E 609-49750-219	Rug Maintenance	RUGS	11.23
06/16/2015	1043214382	E 101-41940-219	Rug Maintenance	RUGS	16.96
06/16/2015	1043214383	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS	4.90
06/16/2015	1043214383	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	4.90
06/23/2015	1043219861	E 601-49440-417	Uniform Clothing & PPE	CLEANING	4.90
06/23/2015	1043219861	E 602-49490-417	Uniform Clothing & PPE	CLEANING	4.90
06/30/2015	1043225324	E 601-49440-402	Janitorial Service	RUGS-WATER PLANT	27.84
06/30/2015	1043225325	E 101-41940-219	Rug Maintenance	RUGS-CITY HALL	16.96
06/30/2015	1043225326	E 101-42110-402	Janitorial Service		21.30
06/30/2015	1043225326	E 101-43100-402	Janitorial Service		5.32
06/30/2015	1043225326	E 101-45200-402	Janitorial Service		5.32
06/30/2015	1043225326	E 601-49440-402	Janitorial Service		5.32
06/30/2015	1043225326	E 602-49490-402	Janitorial Service		5.34
06/30/2015	1043225327	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS	4.90
06/30/2015	1043225327	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	4.90
					<u>\$144.99</u>

GENERAL REPAIR SERVICE

06/22/2015	57156	E 602-49490-228	Equipment Maintenance	REPAIRS	239.33
					<u>\$239.33</u>

GERDIN AUTO SERVICE, INC.

06/29/2015	77471	E 208-42110-436	Towing Charges	98 SATURN	125.00
					<u>\$125.00</u>

GRAINGER, INC.

06/04/2015	9758511126	E 101-42210-217	Other Operating Supplies	SUPPLIES	183.35
					<u>\$183.35</u>

GRANITE CITY JOBBING CO.

06/09/2015	859510	E 609-49750-210	Operating Supplies	OPERATING	49.82
06/09/2015	859510	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.68
06/09/2015	859510	E 609-49751-254	Miscellaneous Merchandise	MISC	5.28
06/09/2015	859510	E 609-49751-256	Tobacco Products For Resale	TOBACCO	133.11
06/16/2015	860358	E 609-49750-210	Operating Supplies	OPERATING	109.49
06/16/2015	860358	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.64
06/16/2015	860358	E 609-49751-256	Tobacco Products For Resale	TOBACCO	127.75
06/16/2015	860358	G 101-20810	Sales Tax Payable	TAX	(0.88)
06/23/2015	861218	E 609-49750-210	Operating Supplies	OPERATING	43.18
06/23/2015	861218	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
06/23/2015	861218	E 609-49751-254	Miscellaneous Merchandise	MISC	86.96
06/23/2015	861218	E 609-49751-256	Tobacco Products For Resale	TOBACCO	430.34
06/23/2015	861218	G 101-20810	Sales Tax Payable	TAX	(0.88)
					<u>\$1,002.74</u>

GSTE

		E 101-43210-439	Recycling Days	RECYCLING HELP	262.00
					<u>\$262.00</u>

HARAPAT, JEFFREY

06/08/2015	060815	E 101-42110-331	Travel Expenses	PARKING	15.00
					<u>\$15.00</u>

HECKER, JEREMY

E 101-43210-439	Recycling Days	RECYCLING HELP	92.00
			<u>\$92.00</u>

HEWLETT-PACKARD COMPANY

06/19/2015	56059096	E 101-42400-200	Office Supplies	MONITOR	190.00
					<u>\$190.00</u>

INTOXIMETERS, INC.

06/15/2015	501331	E 101-42110-217	Other Operating Supplies	SUPPLIES	575.00
					<u>\$575.00</u>

ISD #15

06/14/2015	2015-171	E 101-41940-412	Building Rentals	BUILDING MONITOR/MEETING B	1,369.50
					<u>\$1,369.50</u>

JJ TAYLOR DISTRIBUTING

06/17/2015	2356533	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
06/17/2015	2356533	E 609-49751-252	Beer For Resale	BEER	381.40
					<u>\$384.40</u>

JOHNSON BROS WHLSE LIQUOR

06/05/2015	529138	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.52)
06/05/2015	529138	E 609-49751-251	Liquor For Resale	LIQUOR	(174.99)
06/10/2015	5182719	E 609-49751-206	Freight and Fuel Charges	FREIGHT	31.92
06/10/2015	5182719	E 609-49751-251	Liquor For Resale	LIQUOR	1,535.00
06/10/2015	5182720	E 609-49751-206	Freight and Fuel Charges	FREIGHT	27.36
06/10/2015	5182720	E 609-49751-253	Wine For Resale	WINE	820.00
06/17/2015	5188486	E 609-49751-206	Freight and Fuel Charges	FREIGHT	59.29
06/17/2015	5188486	E 609-49751-251	Liquor For Resale	LIQUOR	3,442.13
06/17/2015	5188487	E 609-49751-206	Freight and Fuel Charges	FREIGHT	30.41
06/17/2015	5188487	E 609-49751-253	Wine For Resale	WINE	916.65
06/24/2015	5194039	E 609-49751-206	Freight and Fuel Charges	FREIGHT	49.90
06/24/2015	5194039	E 609-49751-251	Liquor For Resale	LIQUOR	2,914.00
06/24/2015	5194040	E 609-49751-206	Freight and Fuel Charges	FREIGHT	18.24
06/24/2015	5194040	E 609-49751-253	Wine For Resale	WINE	583.35
					<u>\$10,251.74</u>

KIMS KLEANING

06/25/2015	3359	E 101-41940-402	Janitorial Service	CITY HALL	150.00
06/25/2015	3360	E 101-45000-402	Janitorial Service	COMMUNITY CENTER	80.00
06/25/2015	3361	E 101-43100-402	Janitorial Service	CLEANING	190.00
06/25/2015	3361	E 101-45200-402	Janitorial Service	CLEANING	190.00
06/25/2015	3361	E 601-49440-402	Janitorial Service	CLEANING	190.00
06/25/2015	3361	E 602-49490-402	Janitorial Service	CLEANING	190.00
06/25/2015	3362	E 601-49440-402	Janitorial Service	WATER PLANT	200.00
06/25/2015	3363	E 101-42110-402	Janitorial Service	POLICE	900.00
06/25/2015	3364	E 101-42210-402	Janitorial Service	FIRE	375.00
					<u>\$2,465.00</u>

LAW ENFORCEMENT LABOR SVCS.

06/23/2015	062315	G 101-21707	Union Dues	JULY DUES	329.00
					<u>\$329.00</u>

LILLEBERG, FERIN

G 601-22200	Deferred Revenues	REF ACCT #2300	124.04
			<u>\$124.04</u>

LMC INSURANCE TRUST

06/16/2015	50126	E 101-45230-360	Insurance	FIREWORKS	250.00
					<u>\$250.00</u>

LOFFLER

06/25/2015	2010352	E 208-42110-210	Operating Supplies	DIGITAL RECORDER	458.00
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\$458.00

MARTIES FARM SERVICE

06/18/2015	263649	E 101-45200-419	Turf/Fertilizer/Weed Control	CROSSBOW	483.00
06/24/2015	263655	E 101-45200-419	Turf/Fertilizer/Weed Control	FERTILIZER	635.00
06/30/2015	263573	E 101-45200-419	Turf/Fertilizer/Weed Control	15-0-40	40.50
					<hr/>
					\$1,158.50

MCDONALD DIST CO.

06/11/2015	185798	E 609-49751-252	Beer For Resale	BEER	1,040.45
06/11/2015	185798	E 609-49751-255	N/A Products	N/A	71.40
06/18/2015	187482	E 609-49751-252	Beer For Resale	BEER	7,290.75
06/18/2015	187482	E 609-49751-255	N/A Products	N/A	137.50
06/25/2015	189194	E 609-49751-252	Beer For Resale	BEER	8,953.45
06/25/2015	189194	E 609-49751-255	N/A Products	N/A	18.55
06/25/2015	190825	E 609-49751-252	Beer For Resale	BEER	1,664.00
					<hr/>
					\$19,176.10

MIDCONTINENT COMMUNICATIONS

06/23/2015	062315	E 101-41940-321	Telephone	TELEPHONE	35.40
06/23/2015	062315	E 101-42110-321	Telephone	TELEPHONE	69.99
06/23/2015	062315	E 101-43100-321	Telephone	TELEPHONE	69.99
06/23/2015	062315	E 601-49440-321	Telephone	TELEPHONE	95.00
06/23/2015	062315	E 601-49440-321	Telephone	TELEPHONE	95.00
06/23/2015	062315	E 609-49750-321	Telephone	TELEPHONE	95.00
					<hr/>
					\$460.38

MN MUNICIPAL UTILITIES ASSOC.

07/01/2015	45307	E 101-41400-311	Contract	3RD QUARTER SAFETY	447.50
07/01/2015	45307	E 101-42110-311	Contract	3RD QUARTER SAFETY	447.50
07/01/2015	45307	E 101-42210-311	Contract	3RD QUARTER SAFETY	447.50
07/01/2015	45307	E 101-43100-311	Contract	3RD QUARTER SAFETY	671.25
07/01/2015	45307	E 101-45200-311	Contract	3RD QUARTER SAFETY	671.25
07/01/2015	45307	E 601-49440-311	Contract	3RD QUARTER SAFETY	671.25
07/01/2015	45307	E 602-49490-311	Contract	3RD QUARTER SAFETY	671.25
07/01/2015	45307	E 609-49750-311	Contract	3RD QUARTER SAFETY	447.50
					<hr/>
					\$4,475.00

MN NCPERS LIFE INSURANCE

06/23/2015	73374715	G 101-21713	MN Life	PREMIUM JULY 2015	16.00
					<hr/>
					\$16.00

MN RURAL WATER ASSOCIATION

06/30/2015	063015	E 601-49440-433	Dues and Subscriptions	MEMBERSHIP	125.00
06/30/2015	063015	E 602-49490-433	Dues and Subscriptions	MEMBERSHIP	125.00
					<hr/>
					\$250.00

MY ALARM CENTER

06/20/2015	5709467	E 609-49750-445	Security	JULY ALARM	31.28
					<hr/>
					\$31.28

NORTH MEMORIAL URGENT CARE

06/04/2015	060415	E 601-49440-441	Miscellaneous	BARTEN	27.00
					<hr/>
					\$27.00

OLSON POWER AND EQUIPMENT, INC

06/24/2015	6504	E 101-45200-218	Equipment Repair & Maintenance	ASSY CAP	16.10
					<hr/>
					\$16.10

OPUS 21

06/18/2015	150538	E 601-49440-382	Utility Billing	UTILITY BILLING	1,491.60
06/18/2015	150538	E 602-49490-382	Utility Billing	UTILITY BILLING	1,491.60
					<hr/>
					\$2,983.20

PACE ANALYTICAL SERVICES

06/12/2015	151250815	E 602-49490-313	Sample Testing	TESTING	56.50
06/16/2015	151250930	E 602-49490-313	Sample Testing	TESTING	111.10
					<u>\$167.60</u>

PATRICIA BOWER ESTATE

G 601-22200	Deferred Revenues	REF ACCT #4114	248.83
			<u>\$248.83</u>

PAUSTIS & SONS

06/08/2015	8502019	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.50
06/08/2015	8502019	E 609-49751-253	Wine For Resale	WINE	559.00
06/22/2015	8503941	E 609-49751-206	Freight and Fuel Charges	FREIGHT	11.25
06/22/2015	8503941	E 609-49751-253	Wine For Resale	WINE	871.20
					<u>\$1,451.95</u>

PHILLIPS WINE & SPIRITS CO.

06/10/2015	2801647	E 609-49751-206	Freight and Fuel Charges	FREIGHT	27.36
06/10/2015	2801647	E 609-49751-251	Liquor For Resale	LIQUOR	1,616.09
06/17/2015	2805267	E 609-49751-206	Freight and Fuel Charges	FREIGHT	31.17
06/17/2015	2805267	E 609-49751-253	Wine For Resale	WINE	1,752.00
06/17/2015	2805466	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.86
06/17/2015	2805466	E 609-49751-251	Liquor For Resale	LIQUOR	643.28
06/24/2015	2809203	E 609-49751-206	Freight and Fuel Charges	FREIGHT	101.84
06/24/2015	2809203	E 609-49751-251	Liquor For Resale	LIQUOR	5,578.19
06/24/2015	2809204	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.52
06/24/2015	2809204	E 609-49751-253	Wine For Resale	WINE	74.40
					<u>\$9,833.71</u>

PRINTING UNLIMITED

06/15/2015	7505	E 101-42210-200	Office Supplies	FIRE CHIEF CARDS	39.00
					<u>\$39.00</u>

Q3 CONTRACTING

06/13/2015	TMN0122656	E 101-45230-311	Contract	PIONEER DAYS	1,835.37
					<u>\$1,835.37</u>

RITTER & RITTER

06/26/2015	172139	E 602-49451-400	System Jetting	CLEAN SEWER	4,519.83
06/26/2015	172140	E 602-49451-400	System Jetting	MAINLINE TELEWISE	2,760.65
					<u>\$7,280.48</u>

RJM DISTRIBUTING INC.

06/18/2015	IND007672	E 609-49751-252	Beer For Resale	BEER	329.70
					<u>\$329.70</u>

ROSEVILLE, CITY OF

06/26/2015	220369	E 101-41110-310	Computer Consulting Fees	IT SERVICES JULY	244.78
06/26/2015	220369	E 101-41400-310	Computer Consulting Fees	IT SERVICES JULY	897.56
06/26/2015	220369	E 101-42110-310	Computer Consulting Fees	IT SERVICES JULY	1,101.55
06/26/2015	220369	E 101-42210-310	Computer Consulting Fees	IT SERVICES JULY	195.83
06/26/2015	220369	E 101-42400-310	Computer Consulting Fees	IT SERVICES JULY	40.84
06/26/2015	220369	E 101-43100-310	Computer Consulting Fees	IT SERVICES JULY	261.10
06/26/2015	220369	E 101-45200-310	Computer Consulting Fees	IT SERVICES JULY	342.70
06/26/2015	220369	E 601-49440-310	Computer Consulting Fees	IT SERVICES JULY	326.38
06/26/2015	220369	E 602-49490-310	Computer Consulting Fees	IT SERVICES JULY	326.38
06/26/2015	220369	E 609-49750-310	Computer Consulting Fees	IT SERVICES JULY	326.38
06/26/2015	220406	E 101-41940-321	Telephone	PHONE	118.66
06/26/2015	220406	E 101-42110-321	Telephone	PHONE	118.66
06/26/2015	220406	E 101-42210-321	Telephone	PHONE	118.66
06/26/2015	220406	E 101-43100-321	Telephone	PHONE	118.66
06/26/2015	220406	E 101-45200-321	Telephone	PHONE	118.66
06/26/2015	220406	E 601-49440-321	Telephone	PHONE	118.66
06/26/2015	220406	E 602-49490-321	Telephone	PHONE	118.66
06/26/2015	220406	E 609-49750-321	Telephone	PHONE	118.73
					<u>\$5,012.85</u>

ROYAL SUPPLY

06/16/2015	16855	E 101-41940-210	Operating Supplies	SUPPLIES	53.42
06/16/2015	16855	E 101-42110-217	Other Operating Supplies	SUPPLIES	106.85
06/16/2015	16855	E 101-43100-217	Other Operating Supplies	SUPPLIES	53.42
06/16/2015	16855	E 101-45200-217	Other Operating Supplies	SUPPLIES	53.42
06/16/2015	16855	E 601-49440-217	Other Operating Supplies	SUPPLIES	53.42
06/16/2015	16855	E 602-49490-217	Other Operating Supplies	SUPPLIES	53.47
06/16/2015	16903	E 101-42110-200	Office Supplies	COFFEE POT	29.00
					\$403.00

RUSSELL SECURITY RESOURCE INC.

06/15/2015	A25565	E 101-41940-401	Repairs/Maint Buildings	REKEY LOCKS	155.00
					\$155.00

SCHARBER & SONS

06/17/2015	P34893	E 101-45200-237	Small Equipment	TRIMMER	199.99
					\$199.99

SEMLER HOMES

		G 601-22200	Deferred Revenues	REF ACCT #4116	393.68
					\$393.68

SOUTHERN WINE & SPIRITS OF MN

06/11/2015	1294550	E 609-49751-206	Freight and Fuel Charges	FREIGHT	20.00
06/11/2015	1294550	E 609-49751-251	Liquor For Resale	LIQUOR	2,853.10
06/18/2015	1297014	E 609-49751-206	Freight and Fuel Charges	FREIGHT	12.50
06/18/2015	1297014	E 609-49751-251	Liquor For Resale	LIQUOR	958.88
06/18/2015	1297015	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.25
06/18/2015	1297015	E 609-49751-253	Wine For Resale	WINE	224.00
06/25/2015	1299486	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.35
06/25/2015	1299486	E 609-49751-251	Liquor For Resale	LIQUOR	745.77
					\$4,826.85

ST. FRANCIS TRUE VALUE HARDWAR

	30482	E 101-42210-217	Other Operating Supplies	SUPPLIES	28.46
05/07/2015	31220	E 601-49440-217	Other Operating Supplies	SUPPLIES	25.64
05/07/2015	31220	E 602-49490-217	Other Operating Supplies	SUPPLIES	25.64
					\$79.74

STERICYCLE, INC

07/01/2015	4005660350	E 101-42110-311	Contract	MEDICAL WASTE	32.05
					\$32.05

TACTICAL SOLUTIONS

05/08/2015	4920	E 101-42110-218	Equipment Repair & Maintenance	CERTIFICATION	234.00
					\$234.00

THE AMERICAN BOTTLING COMPANY

06/18/2015	6449833606	E 609-49751-254	Miscellaneous Merchandise	MISC	214.36
06/25/2015	5449825012	E 609-49751-254	Miscellaneous Merchandise	MISC	262.64
					\$477.00

THORPE DISTRIBUTING COMPANY

06/12/2015	899773	E 609-49751-252	Beer For Resale	BEER	265.00
06/26/2015	902892	E 609-49751-252	Beer For Resale	BEER	122.50
					\$387.50

US DEPT OF EDUCATION

		G 101-21716	Other Deductions	07/02/2015 WAGE LEVY	288.87
					\$288.87

WEBB, RICHARD

		G 601-22200	Deferred Revenues	REF ACCT #1427	109.18
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\$109.18

WINE MERCHANTS

06/17/2015	7034903	E 609-49751-206	Freight and Fuel Charges	FREIGHT	15.20
06/17/2015	7034903	E 609-49751-253	Wine For Resale	WINE	600.00
					<u>\$615.20</u>

WIRTZ BEVERAGE MN

05/23/2015	2080090538	E 609-49751-251	Liquor For Resale	LIQUOR	(118.31)
06/11/2015	1080334632	E 609-49751-206	Freight and Fuel Charges	FREIGHT	14.50
06/11/2015	1080334632	E 609-49751-251	Liquor For Resale	LIQUOR	659.99
06/11/2015	1080334632	E 609-49751-253	Wine For Resale	WINE	600.00
06/11/2015	1080334632	E 609-49751-254	Miscellaneous Merchandise	MISC	27.09
06/18/2015	1080337213	E 609-49751-206	Freight and Fuel Charges	FREIGHT	52.20
06/18/2015	1080337213	E 609-49751-251	Liquor For Resale	LIQUOR	3,239.02
06/18/2015	1080337213	E 609-49751-253	Wine For Resale	WINE	268.00
06/25/2015	1080340200	E 609-49751-206	Freight and Fuel Charges	FREIGHT	132.79
06/25/2015	1080340200	E 609-49751-251	Liquor For Resale	LIQUOR	12,869.96
					<u>\$17,745.24</u>

ZEP VEHICLE CARE, INC

06/12/2015	9001699370	E 101-42110-217	Other Operating Supplies	SUPPLIES	102.02
06/12/2015	9001699370	E 101-43100-217	Other Operating Supplies	SUPPLIES	102.02
06/12/2015	9001699370	E 101-43210-217	Other Operating Supplies	SUPPLIES	102.02
06/12/2015	9001699370	E 101-45200-217	Other Operating Supplies	SUPPLIES	102.02
06/12/2015	9001699370	E 601-49440-217	Other Operating Supplies	SUPPLIES	102.00
06/12/2015	9001699370	E 602-49490-217	Other Operating Supplies	SUPPLIES	102.02
					<u>\$612.10</u>

\$191,267.95

FUND SUMMARY

101 GENERAL FUND	\$54,341.00
208 POLICE FORFEITURE	\$583.00
601 WATER FUND	\$11,834.37
602 SEWER FUND	\$19,850.04
609 MUNICIPAL LIQUOR FUND	\$104,659.54
Total	<u>191,267.95</u>

CITY OF ST. FRANCIS
7/6/2015

Checks cut since last Council Meeting

<u>Check Date</u>	<u>Check Number</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
6/18/2015	69239	US Dept of Education	Wage Levy	295.95

TOTAL 295.95

Disbursements via Debits to 4M Account

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
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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

City of St. Francis



Mayor's Certificate of Appreciation

As Mayor of the City of St. Francis,

I am pleased to recognize the outstanding activities of

Brandon Buss

Who is awarded this Mayor's Certificate of Appreciation for outstanding efforts and accomplishments which have been of great benefit to your community and particularly to the City of St. Francis. YOUR community spirit and good deed have helped make our City a better place in which to live, and have greatly assisted me in conducting the affairs of this City.



Steve Kane, Mayor



PLANNING MEMO

TO: St. Francis Mayor and City Council
Joe Kohlmann, City Administrator

FROM: Nate Sparks, City Planner

DATE: July 2, 2015

RE: Jensen Family LP – Zoning Text Amendment Request
Permit Churches in the B-2, General Business District

Background

The Jensen Family Limited Partnership has made an application for a zoning text amendment to allow for churches as a permitted use within the B-2, General Business Zoning District. The applicant is the owner of the St. Francis Mall at 3210 Bridge Street. They wish to lease space to a church in the mall.

Current Ordinance: Churches

Currently the City defines churches as “religious institutions” and they are allowed as a permitted use in the R-2 (Single Family Residential District) and by a conditional use permit in the R-1 (Urban Estate Single Family Residential District), R-3 (Medium Density Residential District), and R-4 (High Density Residential District). Religious institutions are currently not permitted within the B-2, General Business District.

B-2 District

The B-2 District states that it is “intended to provide for commercial uses adjacent to frequently traveled corridors.” It is the zoning district along Bridge Street east of the Rum River and most of the Highway 47 corridor north of Pederson Drive.

Comprehensive Plan

The Comprehensive Plan states that commercial uses are to be concentrated along Highway 47 and Bridge Street. These areas were intended to be preserved for commercial activity. As such, it has been the policy of the City to not allow churches in areas reserved for commercial uses.

Zoning Amendment Request

The applicant wishes to have churches allowed within the B-2 District in order to allow for rental of space within the St. Francis Mall. This would also result in allowing religious institutions to be permitted along the Highway 47 corridor and all along Bridge Street east of the Rum River.

General Information

Several area cities have recently grappled with this issue. Some communities allow churches with no restrictions in all commercial districts while others do not. The policy varies depending

on the specific situation and methods by which the community approaches zoning issues. In any event, upon acting on the request from the applicant, it would be advised that the Council have the Planning Commission continue to review this matter to ensure uses such as this are treated in a consistent manner.

Recommendation

Historically, the City has very narrowly viewed permitted uses in commercial space in the business areas because of the small available space relative to the rest of the City. Further, the City's policy has been to allow religious institutions in all manner of residential districts.

Noting the limited amount of commercial space available within the City, the commercial districts do not include allowances for such institutional uses. Such uses are permitted within the higher density residential districts which are intended to be at the periphery of the commercial areas. They are also allowed in the lower density single family districts as part of a long standing tradition.

The Planning Commission recommended denial of the zoning text amendment request due to the reasons as noted above and the concern of the impact on the remainder of the district. Staff also recommended to the Planning Commission to undertake a review several sections of the zoning code regarding business designations and to update the language and terms with more precision and consistency, as applicable.

Therefore, staff's recommendation is to deny the zoning text amendment application request.

DESCRIPTION OF REQUEST: (attach additional information if needed)Project Name: St. Francis Mall rezoning AmmendmentNature of Proposed Use: Leasing space for church use (5,000 sq ft)
Living Hope Evangelical Free ChurchReason(s) to Approve Request: Keep our center full and looking good. Many
small centers allow churches.**PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE:**

(attach additional information if needed)

Project Name: _____ Date of Application: _____

Nature of Request: _____

PROPERTY INFORMATION:Street Address: 3210 Bridge St.
St Francis MN 55070 Property Identification Number (PIN#): 32-34-24-44-0025Legal Description (Attach if necessary): _____ Lot(s): 1,2,3,4,5 Block: 1 Subdivision: attached**OWNER INFORMATION:**Name: Jensen Family Limited Partnership Business Name: _____Address: PO Box 390City: Champlin State: MN Zip Code: 55316Telephone: 7637550446 / 612 240 4009 Fax: 7637674627 E-mail: jfip1013@aol.comContact: George Jensen / Jill Jensen Title: Partner MGR.**APPLICANT INFORMATION:** (if different from owner)

Name: _____ Business Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____ E-mail: _____

Contact: _____ Title: _____

NOTE: Applications must be signed by all property owners. Applications only accepted with ALL required support documents and fees. Please request and follow appropriate Development Checklist(s) for desired application.

LEGAL DESCRPTION:

LOTS 1,2,3,4 & 5 BLOCK 1 FRANCIS MALL TOG/W THAT PRT OF SE ¼ OF SEC
TWP 34 RGE 24 DESC AS FOL: COM AT INTER/ W LINE OF SD ¼ ¼ AND C/L
OFCSAH NO 24, SD PT BEING 826.59 FT

TYPE OF APPLICATION: (Check appropriate box)		BASE APPLICATION AND EXPENSE FEES: (Fees are cumulative)
<input type="checkbox"/>	ANNEXATION	\$250 Fee + \$300 Escrow
<input type="checkbox"/>	COMPREHENSIVE PLAN AMENDMENT	\$450 Fee + \$650 Escrow
<input type="checkbox"/>	CONDITIONAL USE PERMIT, INTERIM USE PERMIT, OR CUP/IUP AMENDMENT	\$350 Fee + \$650 Escrow
<input type="checkbox"/>	DOCK SPECIAL USE PERMIT	\$50 Fee + \$100 Escrow
<input type="checkbox"/>	ENVIRONMENTAL/WETLAND/ENGINEERING REVIEW	\$350 Fee + \$650 Escrow (Fee may be waived by Engineer)
<input type="checkbox"/>	EXCAVATION/FILL/GRADING PERMIT (MAJOR)	\$350 Fee + \$650 Escrow
<input type="checkbox"/>	EXCAVATION/FILL/GRADING PERMIT (ADMIN)	\$100 Fee + \$250 Escrow
<input type="checkbox"/>	HOME OCCUPATION PERMIT	\$350 Fee + \$650 Escrow
<input type="checkbox"/>	MINOR SUBDIVISION	\$350 Fee + \$400 Escrow
<input type="checkbox"/>	PLANNED UNIT DEVELOPMENT	\$350 Fee + \$650 Escrow
<input type="checkbox"/>	ORDINANCE AMENDMENT	\$350 Fee + \$650 Escrow
<input checked="" type="checkbox"/>	REZONING - <i>Amendment</i>	\$350 Fee + \$650 Escrow
<input type="checkbox"/>	SUBDIVISION (Select appropriate): <input type="checkbox"/> Sketch Plan <input type="checkbox"/> Preliminary Plat (Rural) <input type="checkbox"/> Preliminary Plat (Urban) <input type="checkbox"/> Final Plat <input type="checkbox"/> Administrative Subdivision	\$300 Fee + \$500 Escrow \$400 Fee + \$400 + \$125 per lot Escrow \$400 Fee + \$425 + \$175 per unit Escrow \$350 Fee + \$650 Escrow \$200 Fee + \$250 Escrow
<input type="checkbox"/>	SITE & BUILDING PLAN REVIEW	\$350 Fee + \$450 Escrow
<input type="checkbox"/>	SITE & BUILDING PLAN REVIEW EXCAVATION/FILL/ GRADING PERMIT (ADMIN)	\$100 Fee + \$250 Escrow
<input type="checkbox"/>	TEMPORARY HABITATION	\$200 Fee + \$5000 Escrow
<input type="checkbox"/>	VACATION OF RIGHT OF WAY OR PUBLIC EASEMENT	\$350 Fee + \$650 Escrow
<input type="checkbox"/>	VARIANCE	\$350 Fee + \$650 Escrow
<input type="checkbox"/>	ZONING APPEAL	\$200 Fee + \$250 Escrow
TOTALS		\$ 350 Fee \$ 650 Escrow

CURRENT ZONING DISTRICT: (Check all appropriate boxes)	(Select appropriate District)
<input type="checkbox"/> Undesignated Zoning District	<input type="checkbox"/> TWNSHP
<input type="checkbox"/> Rural	<input type="checkbox"/> A1 <input type="checkbox"/> A2 <input type="checkbox"/> A3 <input type="checkbox"/> RR <input type="checkbox"/> CO
<input type="checkbox"/> Urban Residential	<input type="checkbox"/> R1 <input type="checkbox"/> R2 <input type="checkbox"/> R3 <input type="checkbox"/> R4
<input type="checkbox"/> Commercial	<input type="checkbox"/> B1 <input type="checkbox"/> B2 <input type="checkbox"/> B3
<input type="checkbox"/> Industrial	<input type="checkbox"/> I1 <input type="checkbox"/> I2
<input type="checkbox"/> Planned Unit Development	<input type="checkbox"/> PUD
<input type="checkbox"/> Rum River Overlay	<input type="checkbox"/> RRM
<input type="checkbox"/> Flood Plain Overlay	<input type="checkbox"/> FP

APPLICATION FEES AND EXPENSES: By signing this application form, I agree that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the property owner to be paid immediately upon receipt or the City may approve a special assessment for which the property owner specifically agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes 429.81 as amended. All fees and expenses are due whether the application is approved or denied or withdrawn. Escrow fees may not cover actual expenses; any additional fees will be billed.

I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge. I further understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Applicant(s): *Henry R Jensen, Mgr. Partner* Date: *5-20-15*
 Owner(s): *Jensen Family Partners LLP* Date: *5-20-15*

Required Copies

Minor Subdivisions	Please provide (15) Certificates of Survey at 22" by 34", (1) reproducible reduction at 11" by 17", and (1) electronic PDF. File of all information and submit an electronic (Word for Windows) version of the complete legal description of the property(s). ***See below for other required information.
Concept Plans	Please provide (15) large scale copies at 22" by 34", (1) reproducible reduction at 11" by 17", and (1) electronic PDF. File of all information and submit an electronic (Word for Windows) version of the complete legal description of the property(s). ***See below for other required information.*
Preliminary Plat	Please provide (15) large scale copies at 22" by 34", (1) reproducible reduction at 11" by 17", and (1) electronic PDF. File of all information and submit an electronic (Word for Windows) version of the complete legal description of the property(s). ***See below for other required information.
Final Plats	Please provide (15) large scale copies at 22" by 34", (1) reproducible reduction at 11" by 17", and (1) electronic PDF. File of all information and submit an electronic (Word for Windows) version of the complete legal description of the property(s). **See below for other required information.
***	<ol style="list-style-type: none"> 1. If applicable, an additional large scale copy at 22" by 34" shall be provided for each of the following: <ol style="list-style-type: none"> a. (1) If project lies within a DNR Shoreland District or Floodplain b. (1) If project is adjacent to a neighboring City or Township 2. If applicable, an additional small scale copy at 11" by 17" shall be provided for each of the following: <ol style="list-style-type: none"> a. (1) If project increases the number of dwelling units for the Met Council b. (1) If project is adjacent to a County Road or County State Aid Highway c. (1) If project is adjacent to a MN/Dot state highway

For Office Use Only

Project Name:					
Case ID.(s):		Base Fee:		Escrow Fee:	
Received By:					
15 (Business Day) Review:		Incomplete Application Letter Date:		Date Staff Deems Complete:	
60 Day Application Processing (from completion Date):		120 Day Application Processing (from completion Date): :		Extension Letter(s):	
Date Neighborhood Notices Mailed:		Public Hearing Notice Publishing Date(s): ,		Public Hearing Date:	
Planning Commission Meeting Date & Time:					
City Council Meeting Date & Time:					
Continued Meetings:					

OLD PARKING 108
NEW PARKING 116

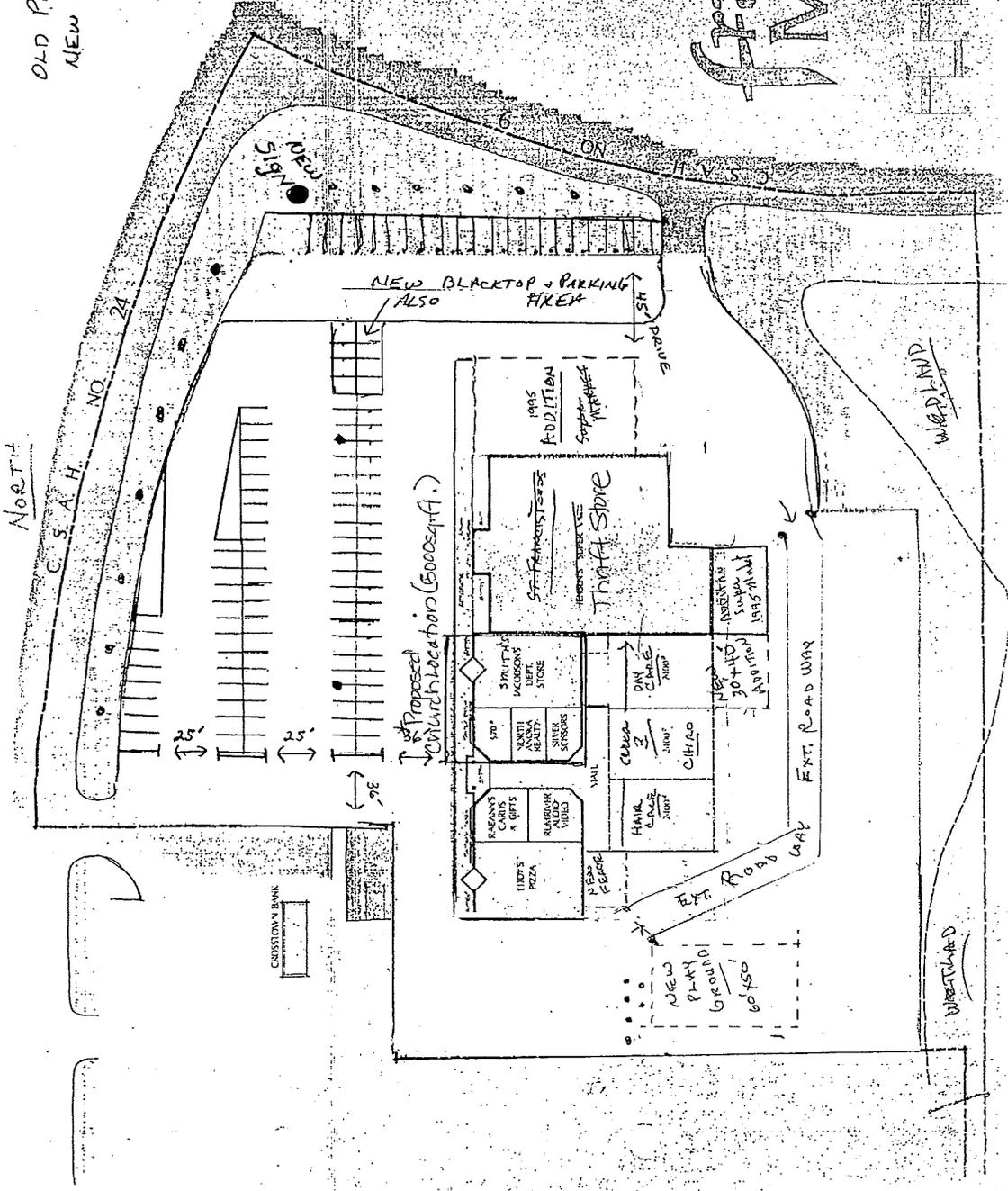
NORTH

C. S. A. H. NO. 24

NEW SIGN

NEW BLACKTOP PARKING ALSO
15' DRIVE

francis mall



WIND FENCE

EXT. ROAD WORK

NEW PLAY GROUND
60' x 50'

CROSSBOW BANK

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

RESOLUTION 2015-30

**A RESOLUTION DENYING A ZONING AMENDMENT
REQUESTED BY THE JENSEN FAMILY LIMITED PARTNERSHIP**

WHEREAS, the Jensen Family Limited Partnership (“the Applicant”) has made an application to the City of St. Francis (“the City”) for a zoning amendment; and

WHEREAS, the Applicant is seeking to lease space in a commercial building to a religious institution; and

WHEREAS, the property owned by the applicant is located in the B-2, General Commercial District; and

WHEREAS, religious institutions are not permitted within the B-2 District; and

WHEREAS, the Applicant is seeking to allow for religious institutions as a permitted use within the B-2 District; and

WHEREAS, the St. Francis Planning Commission reviewed the application at the June 17, 2015 meeting, held a duly noticed public hearing, and recommended denial of the request based on the impact the amendment may have on properties within the B-2 District; and

WHEREAS, the request is inconsistent with the Comprehensive Plan’s Land Use Plan Goals and Policies related to the concentration of commercial development in appropriate locations within the community; and

WHEREAS, the Applicant did not provide sufficient evidence that the use would be compatible with present and future land uses within the area; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of St. Francis hereby denies the zoning amendment request from the Jensen Family Limited Partnership based on the Planning Commission’s recommendation and the following findings of fact:

1. The request is not consistent with the Comprehensive Plan.
2. The request is not compatible with present and future land uses of the area.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6th DAY OF JULY, 2015.

Attest:

APPROVED:

Steve Kane, Mayor of St. Francis

Barbara I. Held, City Clerk

AGENDA REPORT

TO: City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: EDA Market Study with the YMCA
DATE: July 6th, 2015

INTRODUCTION

The Report is being prepared with the assumption that the EDA has passed this request at their meeting on July 6th, 2015 at 5:00 p.m. The Economic Development Authority has an opportunity to conduct a market study regarding community services. The market study is anticipated to cost approximately \$30,000. The YMCA would contribute up to \$10,000 for the market study. The remaining balance would be funded through all identified partners.

BACKGROUND

The St. Francis Recreation Committee has been working to assess recreational opportunities in the City of St. Francis. The Recreation Committee has been facilitating communication with the YMCA and the EDA. The St. Francis Recreation Committee has identified potential opportunities for the EDA and the YMCA to partner and further examine the feasibility of expanding community services.

RECOMMENDATION

Staff recommends the City Council adopt the *attached Resolution Rededicating the \$35,000 from the Liquor fund to the Market Study with the YMCA.*

BUDGET IMPACT

The City granted the EDA Authority to use \$35,000 from the Liquor Store Fund to conduct a space needs study and analysis. The total amount expended to date has been \$6,685, leaving a balance of \$28,315. This amount will be rededicated to the market study with the YMCA.

Attachments:

- 1) Resolution 15-31 Rededicating Funds to the Market Study with the YMCA
- 2) EDA Staff Report from July 6th, 2015
- 3) Draft Resolution from the EDA requesting rededication of funds
- 4) Minutes excerpt from the October 6th, 2014 City Council Meeting
- 5) Minutes from the September 29th, 2014 EDA Meeting

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

RESOLUTION 2015-31

RESOLUTION AUTHORIZING THE REDEDICATION OF THE \$35,000 ALLOCATED TO
THE EDA FOR A MARKET STUDY WITH THE YMCA

WHEREAS, The City allocated \$35,000 from the Liquor Store Fund to the EDA for a space needs study;

WHEREAS; the St. Francis Recreation Committee has been working with the EDA and YMCA to develop potential partnerships;

WHEREAS, the EDA has not spent a majority of the funds allocated for a space needs study; and,

WHEREAS, the EDA is requesting the City Council rededicate the funds for the space needs study to a market study with the YMCA;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Francis that the St. Francis Economic Development Authority can rededicate the \$35,000 for the space needs study to the market study with the YMCA.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6TH DAY OF JULY, 2015

APPROVED

Attest:

Steve Kane, Mayor of St. Francis

Barbara I. Held, City Clerk

AGENDA REPORT

TO: Economic Development Authority
FROM: Joe Kohlmann, City Administrator
SUBJECT: Market Study with the YMCA
DATE: July 6th, 2015

INTRODUCTION

The Economic Development Authority has an opportunity to conduct a market study regarding community services. The market study is anticipated to cost approximately \$30,000. The YMCA would contribute up to \$10,000 for the market study. The remaining balance would be funded through all identified partners.

BACKGROUND

The St. Francis Recreation Committee has been working to assess recreational opportunities in the City of St. Francis. The Recreation Committee has been facilitating communication with the YMCA and the EDA. The St. Francis Recreation Committee has identified potential opportunities for the EDA and the YMCA to partner and further examine the feasibility of expanding community services.

RECOMMENDATION

Staff recommends passing the *attached Resolution* requesting the City Council allow the rededication of the funds for the space needs study to the market study with the YMCA and other identified partners as they develop.

In addition, Staff recommends that the EDA direct the St. Francis Recreation Committee to continue to solicit more partners that will become involved in the partnership with the EDA and YMCA.

BUDGET IMPACT

The City granted the EDA Authority to use \$35,000 from the Liquor Store Fund to conduct a space needs study and analysis. The total amount expended to date has been \$6,685, leaving a balance of \$28,315. This amount could be rededicated to the market study with the YMCA.

Attachments:

- 1) Resolution 15-2 requesting rededication of funds from the City Council
- 2) Minutes excerpt from the October 6th, 2014 City Council Meeting
- 3) Minutes from the September 29th, 2014 EDA Meeting

Economic Development Authority for the City of St. Francis
St. Francis, MN
Anoka County

RESOLUTION 2015-02

Resolution Requesting the City Council allow the rededication of the \$35,000 from the Liquor Fund for the space needs study to be allocated to a market study with the YMCA.

BE IT RESOLVED THAT, the Board/Commissioners of the Economic Development Authority for the City of St. Francis, Minnesota hereby request the City Council to rededicate the \$35,000 for the space needs study for a market study with the YMCA.

ADOPTED BY THE BOARD/COMMISSIONERS OF THE ECONOMIC DEVELOPMENT OF THE CITY OF ST. FRANCIS THIS 6th DAY OF JULY, 2015.

APPROVED:

_____ [sign name]

By: _____ [print name]

Its: President _____

approves a transfer only the shortfall would come from the liquor store fund. Lepak stated there would need to be an agreement drafted in regards to the donations and paying for the study plus a resolution stating the city council agrees to pay the difference. The Rec Committee stated they would also like to partner with the St. Francis Community Drug Awareness group who is currently a 501(c)(3). The first step is to see if the city council agrees with helping fund the study. This can be placed on the next City Council agenda, October 6, 2014. McClish thanked the St. Francis Rec Committee members for getting together to start this great idea.

5. Other Discussion: Orpen asked how the St. Francis Meadows Townhome project was going. Lepak stated he believes there is only one document left and that is on the October 6, 2014 City Council agenda for approval.

The question was should the EDA make a motion to enter into an agreement with the St. Francis Rec Committee. The consensus was to wait for council's action on the funding. The EDA set their next meeting for Wednesday, October 8 at city hall starting at 6:00 pm.

6. Adjourn: McClish adjourned the EDA meeting at 4:57 pm.

Barbara I. Held, City Clerk

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

ORDINANCE 203, SECOND SERIES

**AN ORDINANCE APPROVING THE SALE OF
CITY OWNED REAL ESTATE**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. The City is hereby authorized and shall sell the following described real property at such time, under such terms and for amounts that the City Council deems appropriate at the time of sale: Property ID# 17.122.0100 Sect-22 Twp-034 Range 024 SE /4 FCT & E/2 of SW/4; (183.55 Acres in Isanti County)

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

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

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

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

APPROVED:

Steve Kane
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

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

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

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MEMORANDUM

Date: July 1, 2015

To: Honorable Mayor Kane
Members of the City Council

From: Jared Voge, P.E.
City Engineer

Subject: Pederson Drive Improvements
St. Francis, Minnesota
BMI Project No.: R18.109331

INTRODUCTION:

As authorized by Council at the December 1, 2014 City Council meeting, a Preliminary Engineering Report has been prepared for the Pederson Drive Improvements.

BACKGROUND

In 2014, concerns regarding pedestrian safety along Pederson Drive were raised by council and a pedestrian study was completed. The study evaluated pedestrian volumes, safety, and the speed limit along Pederson Dr. The study revealed a need for pedestrian improvements such as pedestrian ramps and also noted the posted speed limit (50 mph) as a concern relative to pedestrian safety based on pedestrian sight distances. Additional analysis was completed as part of the study and identified the potential to reduce the posted speed limit to 35 mph. The report recommended that if the speed limit was to be reduced, that additional improvements consisting of striping, concrete curb and gutter installation, etc. also be completed. At the December 1, 2014 council meeting, council directed staff to investigate improvements along the entire Pederson Drive corridor from Trunk Highway 47 to Ambassador Boulevard. A copy of the completed Preliminary Engineering Report has been enclosed for your review.

RECOMMENDATION

City staff recommends that the City Council adopt the Preliminary Engineering Report and authorize the preparation of plans and specification for the improvements by passing a motion.

BUDGET IMPACT

Pederson Drive NW is one of the City's Municipal State Aid Streets. State Aid funds can be used as a funding source for the improvements, and therefore the City's general fund will not be impacted by the recommended roadway improvements.

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

JAV/kg

Enclosure

Preliminary Engineering Report for

Pederson Drive

Improvements

City of St. Francis, MN



June 26, 2015

BOLTON & MENK, INC.
Consulting Engineers & Surveyors



Preliminary Engineering Report

for

Pederson Drive Improvements
City of St. Francis, Minnesota

BMI Project No. R18.109331

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By: _____

A handwritten signature in blue ink, appearing to read "JAV", is written over a horizontal line.

Jared A. Voge, P.E.
License No. 45063

Date: _____

A handwritten date "6/26/15" in blue ink is written over a horizontal line.



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FIGURE 1 – EXISTING CONDITIONS

FIGURE 2 – PROJECT OVERVIEW

FIGURE 3 – CONCRETE CURB AND GUTTER IMPROVEMENTS

APPENDIX B

PRELIMINARY COST ESTIMATE

APPENDIX C

PEDERSON DRIVE PEDESTRIAN STUDY

PEDERSON DRIVE SPEED STUDY

INTRODUCTION

This Preliminary Engineering Report prepared by Bolton & Menk, Inc., as authorized by the St. Francis City Council, provides an initial analysis of the feasibility, cost-effectiveness, and necessity of the proposed infrastructure improvements.

BACKGROUND

Pederson Drive, formerly known as County Road 81, was turned back to the City from Anoka County in 2010. In October of 2014, the Pederson Drive Pedestrian Crossing Study was completed. This study considered the potential for a pedestrian crossing near the King's County Market west driveway access, and evaluated the possibility of reducing the speed limit on Pederson Drive from 50 MPH to 35 MPH. The study proposed the narrowing of driving lanes as a traffic calming measure to reduce speeds.

SCOPE

The project scope includes a mill & overlay of the bituminous pavement, narrowing the driving lanes from 12' to 11', adding concrete curb & gutter to a portion of the roadway, restriping the roadway, installing pedestrian ramps where needed, and maintaining current drainage conditions.

EXISTING CONDITIONS

Pederson Drive is 28 feet in width with 24 feet of paved bituminous surface and 2 foot aggregate shoulders on each side of the roadway. A paved bituminous trail also exists on the south side of Pederson Drive. Multiple roadways and driveways access Pederson Drive between TH 47 and Ambassador Boulevard. The current speed limit is 50 MPH. The pavement and striping on Pederson Drive between TH 47 and Ambassador Boulevard is beginning to deteriorate, however it has not deteriorated such that total reconstruction is required. Sections of the existing pavement have settled over time causing the roadway slope to flatten.

The drainage system along the corridor consists of ditches and driveway culverts. Stormwater within the project area flows to detention basins, storm sewer pipes, and low areas.

A bituminous trail is located on the south and north side of Pederson Drive. The trail on the north side of the roadway extends from TH 47 to approximately 60' west of King's County Market's west driveway access. The crosswalks at each entrance to King's County Market are deteriorated and in need of replacement. The trail on the south side extends from TH 47 to 233rd Lane.

PROPOSED IMPROVEMENTS

A. Roadway Improvements

Pederson Drive is proposed to be milled and overlaid to correct pavement cross-slopes and restore the bituminous surface. The new pavement section will consist of 2-inches of asphalt over the existing roadway. Aggregate shouldering will also be installed. Full depth bituminous patching will be completed in areas where excessive pavement deterioration has occurred. The proposed mill and overlay improvements are shown on Figure No. 2 in Appendix A.

Concrete curb and gutter is proposed to be installed on Pederson Drive, from TH 47 to Guarani Street. Installing curb and gutter will extend the bituminous pavement life and aid in traffic calming. The curb and gutter will also collect the stormwater drainage from the roadway and outlet it to an existing ditch location. Curb inlets will be constructed along the proposed curb line to control gutter spread and

convey stormwater runoff into the existing ditch system. Existing culverts will be cleaned and repaired as necessary.

After the proposed improvements have been completed, a change in the roadway classification to "Rural Residential District" will be pursued. The change in roadway classification will provide for the reduction of the existing speed limit along the corridor to 35 MPH.

B. Pedestrian Improvements

Pedestrian ramps and truncated domes complying with ADA & PROWAG requirements are proposed to be installed to accommodate pedestrians crossing Pederson Drive west of the western most King's County Market access. Based on the contemplated speed limit reductions, it is recommended that signs marking the pedestrian crossing be installed. The installation of lights at the crossing is also recommended for safety purposes. These recommendations are as presented in the Pederson Drive Pedestrian Crossing Study.

PERMITS

Permits will be required from the following agencies:

- Minnesota Department of Transportation (Drainage and Work Within the Right-of-Way)

ESTIMATED COSTS

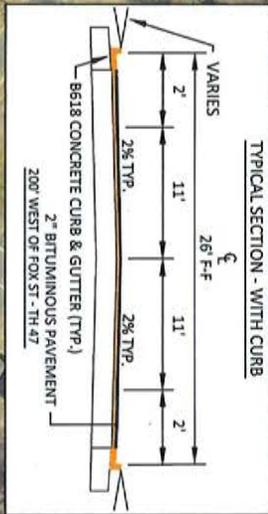
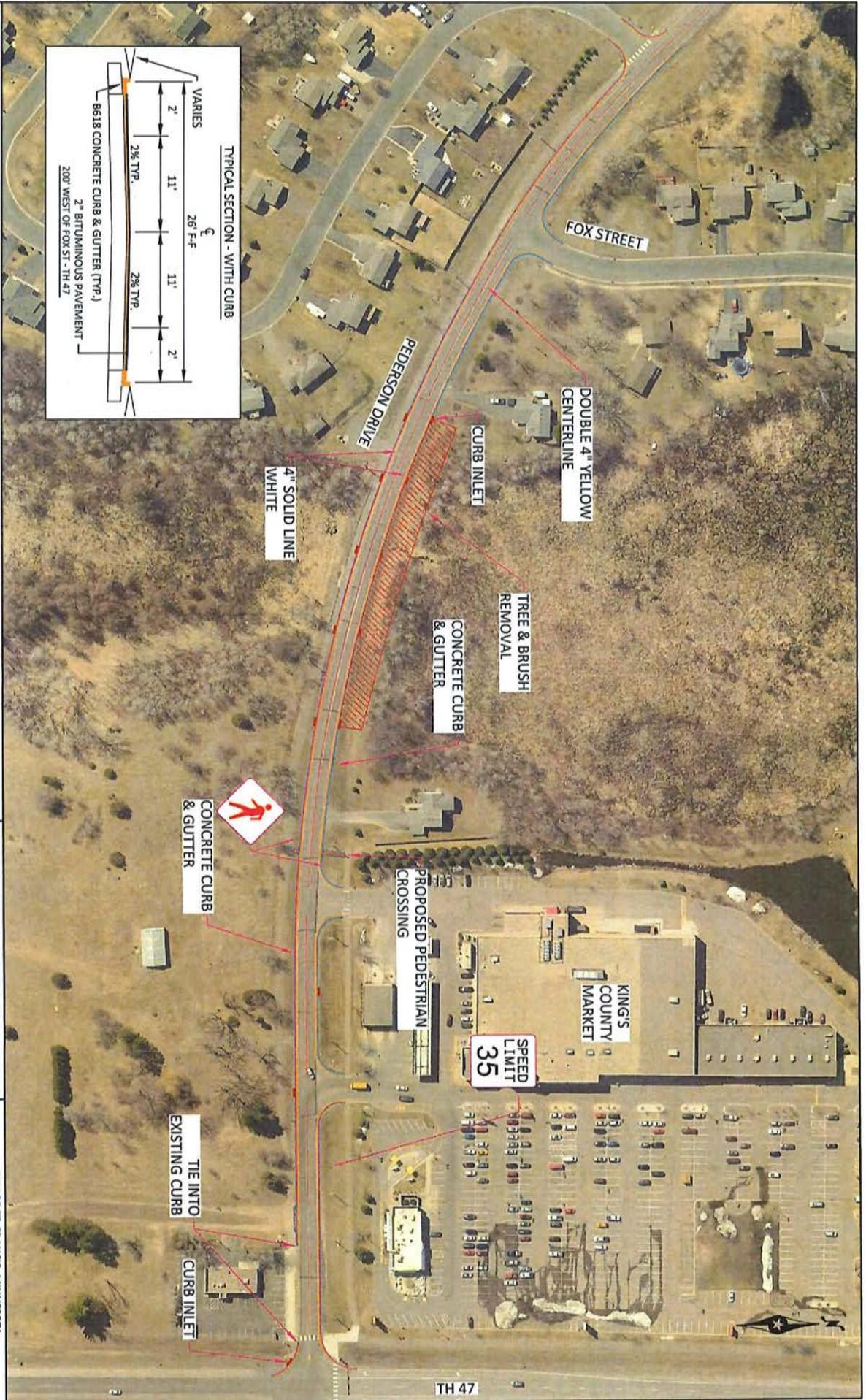
A preliminary cost estimate is included in Appendix B. The total estimated project cost is \$593,886.15.

FUNDING

The City's Municipal State Aid (MSA) Funds will be used to fund the improvements. The total project cost associated with the improvements is estimated at \$593,886.15.



APPENDIX A



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MINNEAPOLIS, MN 55402 • ST. PAUL, MN 55102 • WASHINGTON, DC 20004
 CHICAGO, ILL 60606 • MILWAUKEE, WI 53201 • MADISON, WI 53706
 MADISON, WISCONSIN • 1000 UNIVERSITY AVENUE, SUITE 200

CITY OF ST. FRANCIS, MINNESOTA
 PEDERSON DRIVE IMPROVEMENTS
 ROADWAY IMPROVEMENTS

FIGURE NO. 3

Scale: 1" = 20'

0 20 40 60 80 100 120 140 160 180 200

Feet

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APPENDIX B

2015 - PEDERSON DRIVE IMPROVEMENTS - PRELIMINARY ESTIMATE

CITY OF ST. FRANCIS, MN

BMI #R18.109331

DATE: 6/26/2015

ITEM NO.	ITEM DESCRIPTION	NOTES	UNIT	UNIT COST	TOTAL QUANTITY	TOTAL COST
1	MOBILIZATION		LUMP SUM	\$26,000.00	1	\$26,000.00
2	REMOVE BITUMINOUS PAVEMENT		SQ YD	\$3.90	1735	\$6,766.50
3	SAWCUT BITUMINOUS PAVEMENT		LIN FT	\$1.95	3900	\$7,605.00
4	COMMON EXCAVATION (P) (CV)		CU YD	\$19.50	450	\$8,775.00
5	COMMON BORROW		CU YD	\$10.40	333	\$3,463.20
6	AGGREGATE BASE, CLASS 5		CU YD	\$36.40	310	\$11,284.00
7	AGGREGATE SURFACING (SHOULDERING)		CU YD	\$36.40	210	\$7,644.00
8	MILL BITUMINOUS SURFACE (1.5")		SQ YD	\$3.25	22555	\$73,303.75
9	BITUMINOUS JOINT CRACKFILL		TON	\$65.00	200	\$13,000.00
10	BITUMINOUS PATCHING (ROADWAY)		SQ YD	\$39.00	865	\$33,735.00
11	TYPE SP 12.5 WEARING COURSE (3,C) (SPWEB340C) (2360)		TON	\$84.50	2605	\$220,122.50
12	CLEAN AND REPAIR PIPE CULVERTS		EACH	\$1,950.00	5	\$9,750.00
13	CONCRETE CURB INLET		EACH	\$520.00	11	\$5,720.00
14	7" CONCRETE DRIVEWAY APRON		SQ YD	\$78.00	60	\$4,680.00
15	5" CONCRETE SIDEWALK		SQ YD	\$71.50	150	\$10,725.00
16	TRUNCATED DOMES		SQ FT	\$52.00	88	\$4,576.00
17	B618 CONCRETE CURB & GUTTER		LIN FT	\$18.20	3900	\$70,980.00
18	LIGHTING IMPROVEMENTS (AT PED CROSSING)		LUMP SUM	\$26,000.00	1	\$26,000.00
19	TRAFFIC CONTROL		LUMP SUM	\$2,600.00	1	\$2,600.00
20	SIGN PANELS TYPE C		SQ FT	\$52.00	35	\$1,820.00
21	SILT FENCE, TYPE MACHINE SLICED		LIN FT	\$3.58	1500	\$5,362.50
22	STORM DRAIN INLET PROTECTION		EACH	\$195.00	10	\$1,950.00
23	SEDIMENT CONTROL LOG, TYPE WOOD CHIP		LIN FT	\$5.20	400	\$2,080.00
24	EROSION CONTROL BLANKET, CAT 3		SQ YD	\$3.90	3500	\$13,650.00
25	COMMON TOPSOIL BORROW		CU YD	\$28.60	165	\$4,719.00
26	TURF ESTABLISHMENT (SEEDING, FERTILIZER)		LUMP SUM	\$5,200.00	1	\$5,200.00
27	4" SOLID LINE WHITE - EPOXY		LIN FT	\$0.46	11730	\$5,337.15
28	4" SOLID DOUBLE LINE YELLOW - EPOXY		LIN FT	\$0.59	12030	\$7,037.55
TOTAL ESTIMATED PROJECT COST:						\$593,886.15



APPENDIX C



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

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MEMORANDUM

Date: November 25, 2014

To: Honorable Mayor Tveit
Members of the City Council

From: Jared Voge, P.E.
City Engineer

Subject: Pederson Drive Pedestrian Study
St. Francis, Minnesota
BMI Project No.: R18.108697

INTRODUCTION:

The Pedestrian Study authorized by the City Council has been completed. In addition, city staff has also evaluated the existing speed limits along Pederson Drive NW between Trunk Highway 47 and Ambassador Boulevard.

BACKGROUND

As part of the King's County Market development, a bituminous trail was constructed on the north side of Pederson Drive NW from Trunk Highway 47 west, approximately 720 feet. In approximately 2009, a bituminous trail was constructed on the south side of Pederson Drive NW from Trunk Highway 47 west to 233rd Lane Northwest. It was noted by residents that pedestrians were crossing from the north side of Pederson Drive NW to the bituminous trail located on the south side of Pederson Drive NW where the northside trail dead ends at the westernmost County Market access.

Bolton and Menk conducted a pedestrian crossing evaluation near the westernmost County Market access. A copy of the evaluation has been attached to this memo for your information. In summary, the evaluation indicates that there is adequate stopping site distance in both directions near the crossing however, the pedestrian sight distance is inadequate to the west due to the curvature of the roadway and vegetation. The study further identified an average pedestrian Level of Service (LOS) of a B for the AM peak hour, a LOS B for the afternoon peak hour, and a LOS C for the PM peak hour. These LOSs are considered to be acceptable.

Safety was also reviewed at the crossing location. Although there have been no crashes at the crossing during the last ten years, the high-speed of vehicles passing the crossing indicate that some safety issues may arise if pedestrians continue to use the unmarked crossing. As a result, traffic calming treatments may be necessary. Based on the findings of the study, the addition of ADA compliant pedestrian ramps between the north and south bituminous trails west of the western County Market driveway are appropriate.

In addition to the pedestrian study, city staff evaluated the potential for a reduction in the existing speed limit of 50 miles per hour along Pederson Drive NW between Trunk Highway 47 and Ambassador Boulevard. Minnesota State Statute defines requirements associated with rural residential districts and requires access spacings to be less than 300 feet apart. City staff evaluated the access spacing on

DESIGNING FOR A BETTER TOMORROW
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Pederson Drive NW between Trunk Highway 47 and Ambassador Boulevard. The enclosed Figure No. 2 summarizes the findings. As can be seen on the enclosed Figure, three small segments, 720 feet, 540 feet, and 400 feet exist along Pederson Drive NW between Trunk Highway 47 and Ambassador Boulevard and do not meet the 300 foot minimum spacing requirement. Those segments are noted in red on the attached figure. Since the segment of Pederson Drive NW located northwest of 233rd Lane is bound on each side by roadway segments meeting the rural residential access spacing guidelines, it is possible to reduce the existing speed limit from 50 mph to 35 mph in accordance with the rural residential district speed limits established by Minnesota State Statute. In order to do so, the City Council must pass a resolution which indicates that an access spacing analysis has been conducted and further states that based on engineering principles and sign installation guidance, it would be impractical to post that segment of Pederson Drive NW beginning at 233rd Lane and extending Northwest approximately 540 feet at any other speed other than the speed of the segments southeast and northwest of that area.

In the event that the City Council pursues changing the existing speed limit, other improvements consisting of restriping the roadway and concrete curb and gutter installation along all or portion of Pederson Drive NW should be completed. In addition, the recommendations of the Pedestrian Study, namely the installation of pedestrian ramps, should be incorporated into any roadway improvements. Since there is a cost associated with restriping of the roadway and the installation of concrete curb and gutter, the roadway condition should be evaluated for improvements such as milling or reclaiming and overlay, seal coating, or shouldering etc.

RECOMMENDATION

City staff recommends that the City Council adopt the enclosed resolution authorizing the reduction in the speed limit on Pederson Drive NW between Trunk Highway 47 and Ambassador Boulevard from 50 mph to 35 mph.

BUDGET IMPACT

The cost associated with removing the existing 50 mph speed limit sign panels and replacing them with 35 mph sign panels is relatively minimal. The cost associated with the sign panel removal and replacement will be borne by the City's street maintenance budget. The costs associated with restriping and adding concrete curb and gutter as well as any required surface improvements are unknown at this time. However, since Pederson Drive NW is one of the City's Municipal State Aid Streets, State Aid funds can be used as a funding source for the improvements, and therefore the City's general fund will not be impacted by any roadway improvements to Pederson Drive NW.

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

JAV/kg

Enclosure



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

12224 Nicollet Avenue • Burnsville, MN 55337

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MEMORANDUM

Date: November 21, 2014

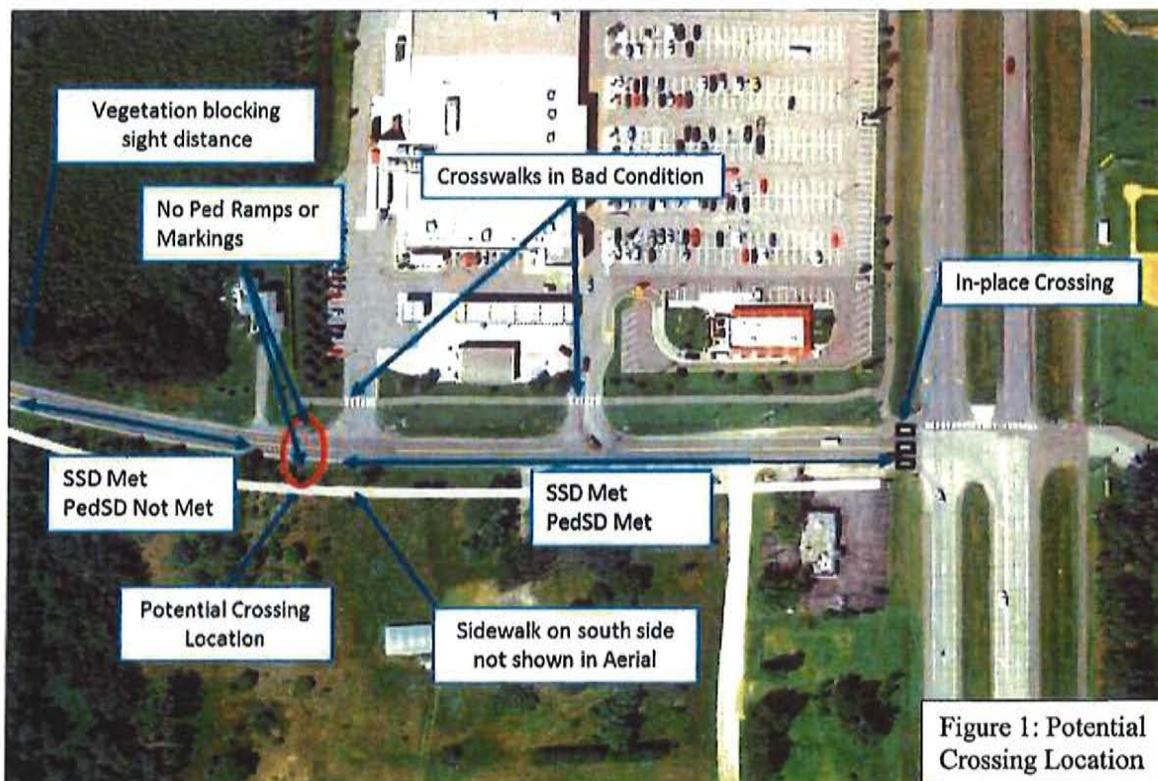
To: Jared Voge, P.E.
City Engineer

From: Bryan Nemeth, P.E., PTOE
Jeremy Melquist, EIT

Subject: Pederson Drive NW (CR 81) Potential Pedestrian Crossing Study
St. Francis, MN
BMI Project No. R18108697

Pedestrian Crossing

A pedestrian crossing evaluation was performed at the intersection of Pederson Dr NW and King's County Market's West driveway. Vehicle and pedestrian volumes were collected on September 17th, 2014 for 24 hours. Pederson Dr NW has a posted speed limit of 50 MPH and an annual average daily traffic volume (AADT) of approximately 6,900. Figure 1 below shows the site of the potential crossing.



H:\STFR\R18108697\3_Preliminary_Design\Reports\2014-11-21_Pederson Dr Pedestrian Crossing Study.docx

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The conditions shown in Figure 1 indicate that there is an adequate stopping sight distance in both directions. The pedestrian sight distance is inadequate to the west of the crossing due to the curvature of the roadway and vegetation. This is important when pedestrians are making a decision to cross based on vehicle spacing. It is recommended that the vegetation be trimmed to provide more appropriate sight distance. The crosswalk markings across the two driveways on the north side of Pederson Dr are worn and should be replaced.

Bolton & Menk recently developed a study methodology for pedestrian crossings at uncontrolled intersections for the Local Road Research Board, which takes into account existing conditions in terms of operation and safety. The study uses the average pedestrian level of service (LOS) to determine the wait time for a pedestrian at a crossing. The pedestrian LOS is based upon the peak hour vehicular volumes (AM – 248, Afternoon – 163, PM - 387), crossing distance (25'), number of thru lanes (2) and motorist yield rate. The average pedestrian delay is 9 sec (LOS B) for the AM peak hour, 7 sec (LOS B) for the afternoon peak hour, and 12 sec (LOS C) for the PM peak hour. All of these delays are considered acceptable. With the acceptable service levels, the crossing should be marked only if pedestrian demand is increased above what is there currently to at least 14 pedestrians using the location during one hour of the day.

Safety was also reviewed at the crossing. There have been no crashes at this crossing over the last ten years. The high speed of vehicles passing the potential crossing, however, indicates that some safety issues may arise if pedestrians continue to use this unmarked crossing. The Uncontrolled Pedestrian Crossing Evaluation Flowchart was used to determine if there are any appropriate treatments necessary at this crossing. Based on the flowchart, appropriate traffic calming treatments may be necessary.

Of consideration, there is a marked crosswalk 660 ft to the east of the crossing location. This marked crosswalk is located at the intersection of TH 47 (St. Francis Blvd) and Pederson Dr. Although this marked crosswalk is in close proximity, pedestrians will likely continue to use the unmarked location, as shown by the traffic count, because the north sidewalk ends and because it serves as a direct origin-destination between the shopping area and sidewalk to the residential area to the west.

This preliminary evaluation indicates that the most effective pedestrian accommodations at this location would be the following:

- Add ADA compliant pedestrian ramps so that the north sidewalk can be connected to the south sidewalk; appropriate location being on the west side of the driveway.

Additional measures may be needed due to the speed of the vehicles and curvature of the roadway.

- Possible traffic calming measures such as:
 - Curb bump-outs; curbing would have to be developed at the crossing
 - Re-striping could be implemented to reduce lane widths to 11'
 - Lighting at the crosswalk location; helps in dark/night crossing situations

2010 Highway Capacity Manual (HCM)

Pedestrian Level of Service (LOS) at Uncontrolled Crossing Locations Intersection and Mid-Block Crossings

Crossing Location: Anderson Dr NW & West King's County Mark	Date: 9/30/2014
City, State: St. Francis, MN	Scenario: AM Peak Hour (6:30AM - 7:30AM)
Reviewer(s): Jeremy Melquist	Agency: Bolton & Menk
Project Number:	ID #:

The following is the base information needed to complete the analysis.

If this is a one-stage crossing, use only Crossing 1.

If this is a two-stage crossing, each stage must be evaluated separately using Crossing 1 and Crossing 2.

Crossing 1: Across Pedesron Dr NW

Evaluation Inputs:

- L = crosswalk length (ft)
- S_p = average pedestrian walking speed (ft/s)
- t_s = pedestrian start-up and end clearance time (s)
- V = vehicular hourly volume (veh/hr)
- v_p = pedestrian flow rate (ped/s)
- v = vehicular flow rate (veh/s) = $V/3600$
- W_c = crosswalk width (ft)
- N = number of through lanes crossed (Integer)

defaults:	
S_p =	3.5
t_s =	3.0
v_p =	0*
v =	$V/3600$
W_c =	8.0
N =	$INT(L/11)$

Input Table:	
L =	25
S_p =	3.5
t_s =	3
V =	248
v_p =	0.00
v =	0.069
W_c =	8.0
N =	2

*no platooning observed

Crossing 2: _____

(only used for two-stage crossings)

Evaluation Inputs:

- L = crosswalk length (ft)
- S_p = average pedestrian walking speed (ft/s)
- t_s = pedestrian start-up and end clearance time (s)
- V = vehicular hourly volume (veh/hr)
- v_p = pedestrian flow rate (ped/s)
- v = vehicular flow rate (veh/s) = $V/3600$
- W_c = crosswalk width (ft)
- N = number of through lanes crossed (Integer)

defaults:	
S_p =	3.5
t_s =	3.0
v_p =	0*
v =	$V/3600$
W_c =	8.0
N =	$INT(L/11)$

Input Table:	
L =	
S_p =	
t_s =	
V =	
v_p =	
v =	
W_c =	
N =	

*no platooning observed

Crossing Treatment Yield Rate

M_{ij} = motorist yield rate (decimal)

Input Table:	
M_{ij} =	0%

Entering data into the tables above will populate the evaluation tables in Microsoft Excel.

Results:

Average Delay	9.0	sec/ped
LOS	B	

2010 Highway Capacity Manual (HCM)

Pedestrian Level of Service (LOS) at Uncontrolled Crossing Locations Intersection and Mid-Block Crossings

Crossing Location: Anderson Dr NW & West King's County Mark Date: 9/30/2014
 City, State: St. Francis, MN Scenario: Afternoon Peak (11:45AM - 12:45PM)
 Reviewer(s): Jeremy Melquist Agency: Bolton & Menk
 Project Number: _____ ID #: _____

The following is the base information needed to complete the analysis.

If this is a one-stage crossing, use only Crossing 1.

If this is a two-stage crossing, each stage must be evaluated separately using Crossing 1 and Crossing 2.

Crossing 1: Across Pedesron Dr NW

Evaluation Inputs:

- L = crosswalk length (ft)
- S_p = average pedestrian walking speed (ft/s)
- t_s = pedestrian start-up and end clearance time (s)
- V = vehicular hourly volume (veh/hr)
- v_p = pedestrian flow rate (ped/s)
- v = vehicular flow rate (veh/s) = $V/3600$
- W_c = crosswalk width (ft)
- N = number of through lanes crossed (Integer)

defaults:	
S_p =	3.5
t_s =	3.0
v_p =	0*
v =	$V/3600$
W_c =	8.0
N =	$INT(L/11)$

Input Table:	
L =	25
S_p =	3.5
t_s =	3
V =	163
v_p =	0.00
v =	0.045
W_c =	8.0
N =	2

*no platooning observed

Crossing 2: _____

(only used for two-stage crossings)

Evaluation Inputs:

- L = crosswalk length (ft)
- S_p = average pedestrian walking speed (ft/s)
- t_s = pedestrian start-up and end clearance time (s)
- V = vehicular hourly volume (veh/hr)
- v_p = pedestrian flow rate (ped/s)
- v = vehicular flow rate (veh/s) = $V/3600$
- W_c = crosswalk width (ft)
- N = number of through lanes crossed (Integer)

defaults:	
S_p =	3.5
t_s =	3.0
v_p =	0*
v =	$V/3600$
W_c =	8.0
N =	$INT(L/11)$

Input Table:	
L =	
S_p =	
t_s =	
V =	
v_p =	
v =	
W_c =	
N =	

*no platooning observed

Crossing Treatment Yield Rate

M_y = motorist yield rate (decimal)

Input Table:	
M_y =	0%

Entering data into the tables above will populate the evaluation tables in Microsoft Excel.

Results:

Average Delay	7.4	sec/ped
LOS	B	

2010 Highway Capacity Manual (HCM)

Pedestrian Level of Service (LOS) at Uncontrolled Crossing Locations Intersection and Mid-Block Crossings

Crossing Location: <u>Anderson Dr NW & West King's County Mark</u>	Date: <u>9/30/2014</u>
City, State: <u>St. Francis, MN</u>	Scenario: <u>PM Peak Hour (5:00PM - 6:00PM)</u>
Reviewer(s): <u>Jeremy Melquist</u>	Agency: <u>Bolton & Menk</u>
Project Number: _____	ID #: _____

The following is the base information needed to complete the analysis.

If this is a one-stage crossing, use only Crossing 1.

If this is a two-stage crossing, each stage must be evaluated separately using Crossing 1 and Crossing 2.

Crossing 1: Across Pederson Dr NW

Evaluation Inputs:

- L = crosswalk length (ft)
- S_p = average pedestrian walking speed (ft/s)
- t_s = pedestrian start-up and end clearance time (s)
- V = vehicular hourly volume (veh/hr)
- v_p = pedestrian flow rate (ped/s)
- v = vehicular flow rate (veh/s) = $V/3600$
- W_c = crosswalk width (ft)
- N = number of through lanes crossed (Integer)

defaults:	
S_p =	3.5
t_s =	3.0
v_p =	0*
v =	$V/3600$
W_c =	8.0
N =	$INT(L/11)$

Input Table:	
L =	25
S_p =	3.5
t_s =	3
V =	387
v_p =	0.00
v =	0.108
W_c =	8.0
N =	2

*no platooning observed

Crossing 2: _____

(only used for two-stage crossings)

Evaluation Inputs:

- L = crosswalk length (ft)
- S_p = average pedestrian walking speed (ft/s)
- t_s = pedestrian start-up and end clearance time (s)
- V = vehicular hourly volume (veh/hr)
- v_p = pedestrian flow rate (ped/s)
- v = vehicular flow rate (veh/s) = $V/3600$
- W_c = crosswalk width (ft)
- N = number of through lanes crossed (Integer)

defaults:	
S_p =	3.5
t_s =	3.0
v_p =	0*
v =	$V/3600$
W_c =	8.0
N =	$INT(L/11)$

Input Table:	
L =	
S_p =	
t_s =	
V =	
v_p =	
v =	
W_c =	
N =	

*no platooning observed

Crossing Treatment Yield Rate

M_y = motorist yield rate (decimal)

Input Table:	
M_y =	0%

Entering data into the tables above will populate the evaluation tables in Microsoft Excel.

Results:

Average Delay	12.4	sec/ped
LOS	C	





BOLTON & MENK, INC.

Consulting Engineers & Surveyors

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

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MEMORANDUM

Date: July 1, 2015

To: Honorable Mayor Kane
Members of the City Council

From: Jared Voge, P.E.
City Engineer

Subject: Bridge Street Utility Improvements
St. Francis, Minnesota
BMI Project No.: R18.107257

INTRODUCTION:

At the July 7, 2014 City Council meeting a Feasibility Report was presented regarding the Bridge Street Improvements. The City Council adopted a resolution authorizing the preparation of plans and specifications at the July 7, 2014 City Council meeting. Plans and specifications have been prepared for the project.

BACKGROUND:

Anoka County obtained federal funds for improvements to Bridge Street and has prepared final plans and specifications for those improvements during the 2015 and 2016 construction season. Anoka County expects to receive bids for the improvements in August 2015. City utilities including sanitary sewer and water main exist within the Bridge Street corridor. At the July 7, 2014 City Council meeting, Council authorized the preparation of plans and specifications for the utility improvements. The utility improvements include the elimination of the Bridge Street lift station and the rerouting of sanitary sewer along County Road 72, as well as the extension of sanitary sewer south of Bridge Street near Zion Parkway. Since federal funds have been allocated to the county project, the project limits are defined in the funding application and a portion of the City's utility improvements are located outside of the defined county project boundary. As a result, the utility improvements were required to be split between into two sections, the area within the county project boundary and the area outside of the county project boundary. The enclosed plan set title sheet identifies the project limits. The Bridge Street Utility Improvements project will be advertised for bids at approximately the same time as Anoka County's Bridge Street Improvements due to the required coordination between the two projects. Advertisement is expected to occur in August 2015.

RECOMMENDATION:

We recommend that the City Council approve the final plans and specifications and authorize advertisement for bids by adopting the enclosed resolution.

BUDGET IMPACT:

The costs associated with the utility improvements will be funded through the Sanitary Sewer Enterprise Fund.

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

JAV/ch
Enclosure

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

HELD: July 6, 2015

Pursuant to due call and notice thereof, a regular meeting of the City Council of City St. Francis, Minnesota, was duly called and held in the Council Chambers of the St. Francis Independent School District No. 15 District Office in said City on the 6th day of July, 2015, at 6:00 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS
CITY OF ST. FRANCIS, MINNESOTA
RESOLUTION NO. 2015-32**

WHEREAS, pursuant to a resolution passed by the council on July 7, 2014, the City Engineer (consulting engineer retained for the purpose) has prepared plans and specifications for the Bridge Street Utility Improvements along Bridge Street between Rum River Boulevard west of the Rum River and Zion Parkway, along Rum River Boulevard north of Bridge Street, and along County Road 9 south of Bridge Street by the construction of street and utilities and has presented such plans and specifications to the Council for approval;

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

1. Such plans and specifications are hereby approved and ordered placed on file in the office of the City Clerk
2. The City Clerk shall prepare and cause to be inserted in the official paper and in the Finance & Commerce trade publication an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for twenty-one days, shall specify the work to be done, shall state that bids will be publicly opened in August 2015 at City Hall in said City and that no bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashiers check, bid bond, or certified check payable to the Clerk for 5% of the amount such bid.

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

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Mayor

Clerk

STATE OF MINNESOTA
CITY OF ST. FRANCIS
COUNTY OF ANOKA

I, the undersigned, being the duly qualified and acting Clerk of the City of St. Francis, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relates to a resolution approving plans and specifications and ordering advertisement for bids on the Bridge Street Utility Improvements for said City.

WITNESS my hand and the seal of the said City this _____ day of
_____, 20__.

City Clerk

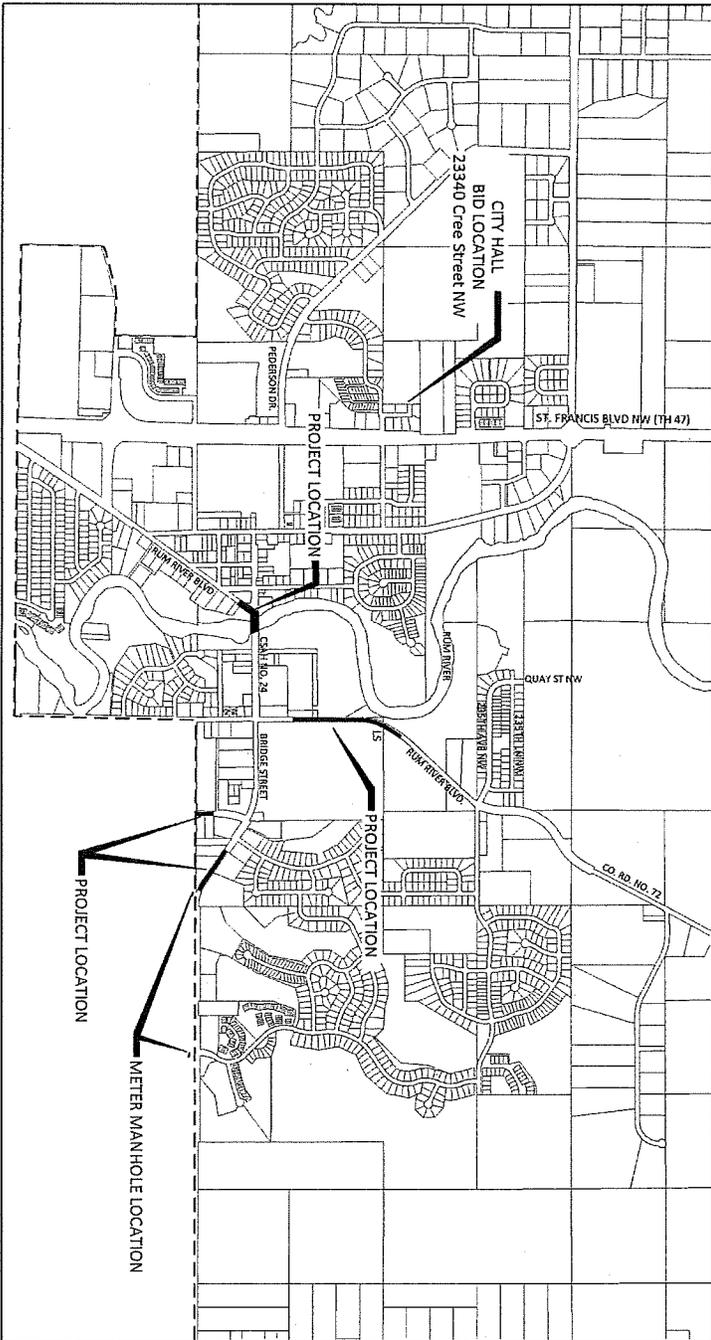
(SEAL)

CITY OF ST FRANCIS, MN

CONSTRUCTION PLANS FOR

2015 BRIDGE STREET UTILITY IMPROVEMENTS

GRADING, AGGREGATE BASE, STORM SEWER, SANITARY SEWER, FORCEMAIN, & BITUMINOUS SURFACING
JULY 2015



SHEET INDEX

SHEET NO.	TITLE
1	TITLE SHEET
2	LEGEND
3	TABULATIONS
4-6	DETAILS
7-9	PHASING PLAN
10-12	TRAFFIC CONTROL
13-15	STORM WATER POLLUTION PREVENTION PLAN
16-20	EROSION CONTROL
21-25	EXISTING CONDITIONS & REMOVALS
26-27	FORCEMAIN INSTALLATION
28-35	PLAN & PROFILE
36	LIFT STATION CONNECTION
37	LIFT STATION EXISTING LOCATION
38	METERING MANHOLE LOCATION
39	METERING MANHOLE REPLACEMENT

THIS PLAN CONTAINS 39 SHEETS

- REFERENCE LIST**
- ASCE (2012). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2013). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2014). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2015). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2016). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2017). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2018). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2019). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2020). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2021). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2022). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2023). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2024). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.
 - ASCE (2025). **STANDARD SPECIFICATIONS FOR BRIDGE CONSTRUCTION**. Reston, VA: American Society of Civil Engineers.



PLAN _____
PROFILE _____
INDEX MAP _____



PROJECT LOCATION
 CITY OF ST. FRANCIS
 ANOKA COUNTY, MN

PROJECT DATA:
 HORIZONTAL: ANOKA COUNTY
 CORPUS: 15961 ADL
 VERTICAL: NAD 88

City of St. Francis
BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 14000 W. HANSON, LANE SUITE 100, MINNETONKA, MN 55369
 763.535.1100
 WWW.BOLTONANDMENK.COM

ST. FRANCIS, MINNESOTA
 2015 BRIDGE STREET UTILITY IMPROVEMENTS
 TITLE SHEET
 1 of 39

JACKA, VOCC
 INC. NO. 0900
 DATE _____



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

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MEMORANDUM

Date: July 1, 2015

To: Honorable Mayor Kane
Members of the City Council

From: Jared Voge, P.E.
City Engineer

Subject: Downtown Parking and Alley Improvements
St. Francis, Minnesota
BMI Project No.: R18.109594

INTRODUCTION:

Concerns have been raised regarding the use of city property for parking south of the Post Office along Woodbine Street.

BACKGROUND:

Due to limited parking availability, vehicles have been parking on the city owned property located south of the Post Office along Woodbine Street. The property is currently unimproved. The alley located immediately south of the city owned property between Woodbine Street and Butterfield Drive requires maintenance each year and in addition, sediment from the gravel surface enters existing drainage structures where it discharges to the city's storm sewer system. Please find enclosed a drawing illustrating the downtown parking and alley area.

RECOMMENDATION:

We recommend that the City Council authorize obtaining quotes for the improvement of the city owned property located south of the Post Office and the alley between Woodbine Street and Butterfield Drive.

BUDGET IMPACT:

The costs associated with the improvements are not currently budgeted and would need to be funded through bonding if Council pursues them after receiving quotes.

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

JAV/kg
Enclosure



LEGEND

- PROPOSED BITUMINOUS PAVEMENT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED CONCRETE CURB AND GUTTER

AGENDA REPORT

TO: City Administrator, Joe Kohlmann
FROM: Matt Kohout, Fire Chief
SUBJECT: Fire Turnout Gear
DATE: 07-06-15

INTRODUCTION

Request Council approval to purchase five sets of fire turnout gear from the current Charitable Gambling fund.

BACKGROUND

Fire gear is getting to the end of its life, worn out, unsafe. Three new firefighters will need gear that just completed the Fire Academy a year ago. Two of those firefighters we are able to be reimbursed for from the Fire academy for the gear at \$1600 a set. Fire gear service life is 10 years. This also will free up some gear for the upcoming hiring this fall for the new members to train in.

RECOMMENDATION

Purchase five sets of fire gear, coat and pants at \$1,873.00 each.

BUDGET IMPACT

Cost impact is \$9,368. Staff is proposing to use funds from the Charitable Gambling fund for this purchase. Fund balance at end of calendar year 2014 is \$27,906.10.

Note that the Gambling funds can only be used for the following:

- 1) 501(c)(3) organization or 501(c)(4) festival organization
- 2) Relieving effects of poverty, homelessness, or disability
- 3) Program for education, prevention, or treatment of problem gambling
- 4) Public or private nonprofit school
- 5) Scholarship fund
- 6) Recognition of military service or support for active military personnel and their immediate family members in need
- 7) Activities and facilities for youth
- 8) Expenditures for police, fire, and other emergency or public safety-related services, equipment, and training (no pension or retirement funds).
- 9) Church
- 10) With MPCA approval, citizen monitoring of surface water quality by individuals- requires submission of data MPCA.
- 11) With DNR approval, wildlife management projects or activities that benefit public-at-large; grooming or maintaining snowmobile or all-terrain vehicle trails, or other trails open to public use; supplies and materials for DNR coordinated safety training and education programs.
- 12) Nutritional programs, food shelves, and congregate dining programs primarily for persons 62 or older or disabled
- 13) Community arts organizations, or sponsorship of community arts programs
- 14) Humanitarian service – recognizing volunteerism or philanthropy



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

St Francis Household Income Survey

July 2015

Dear Resident:

As you may be aware, the City of St Francis is working on a wastewater treatment project. The project involves abandoning the existing wastewater ponds, constructing a new main lift station, and constructing a new wastewater plant.

The purpose of this letter and survey is to determine if the City would be eligible for more favorable financial terms with its loan obligations for this project. Loan terms are based upon a number of things, but what we're concerned with is the median household income (MHI) threshold for St. Francis as established by the American Community Survey for the entire city, a significant portion of which is not on the public utility system.

This survey will establish the MHI for just those households that are on the public utility system. We believe that this adjusted number will be lower than what is seen for the entire city and will result in more favorable loan terms. In order for the grant application to be successful, we must get returns from a significant number of the survey's recipients so that we can demonstrate with certainty to the funding agencies that the results from the survey is representative of the resident's income status.

The questions on this survey will help us gather the information to demonstrate need. Only the City's survey consultant will see the surveys. No one from the City will have access to your private information. The surveys will remain completely confidential. Please take a few minutes to fill out this survey. You may return it in the mail via the return envelope or drop it off at City Hall where they will be forwarded to the Survey Consultant. Thank you for your time.

Sincerely,

City Administrator, Joe Kohlmann

ST. FRANCIS INCOME SURVEY:

1. How many persons in the household? _____
2. Do you own or rent your home? Own ___ Rent ___
3. What was your total Gross Household Income in 2014? \$ _____

We thank you very much for your participation in this important City effort.

Notice of Impending Household Income Survey

July 2015

The City of St Francis is working the funding options for constructing a new wastewater treatment plant. The project involves abandoning the existing wastewater ponds, constructing a new main lift station, and constructing a new wastewater plant. A survey will go out to all households that are on the public utility system. This will go out mid-July.

The purpose of this survey is to determine if the City would be eligible for more favorable financial terms with its loan obligations for this project. Loan terms are based upon a number of things, but what we're concerned with is the median household income (MHI) threshold for St. Francis as established by the American Community Survey for the entire city, a significant portion of which is not on the public utility system.

This survey will establish the MHI for just those households that are on the public utility system. We believe that this adjusted number will be lower than what is seen for the entire city and will result in more favorable loan terms. In order for this survey to be successful, we must get returns from a significant number of the survey's recipients so that we can demonstrate with certainty to the funding agencies that the results from the survey is representative of the residents' income status.

When you receive the survey, please take the couple of minutes to complete it and get it back to us. Only our survey consultant will see your returns. We thank you for your participation in this important effort.

Proposed Timeline for St. Francis Income Survey:

July 2nd: receive mailing list

July 6th: mailing text and survey approved

July 13th: survey in mail

July 22nd: determine if 2nd contact needed

July 24th: 2nd mailing out

July 31st: verify sufficient replies in to make income determination

Aug 4th: survey results to City & PFA.