

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
August 4, 2014
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 – July 21, 2014
 - b. Receive and File the Economic Development Authority Minutes - December 16, 2013
 - c. St. Francis Lions Club Temporary 3.2 Permit for Corn Feed/Ball Tournament September 13 @ Comm. Park
 - d. 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 four minutes unless City Council grants more time.*
6. Petitions, Requests, Applications
 - a. Capital Improvement Plan 2015-2019: Public Hearing
 - b. Patriot Lanes Dance Permit Application for 2015 Pioneer Days
7. Ordinances & Resolution
 - a. Ordinance 199, Second Series: Amending Chapter 2, Section 2.12, entitled “Salaries of Mayor and City Council Members” (First Reading)
8. Reports of Consultants & Staff Members
 - a. Engineer:
 - b. Attorney: Closed Session to Discuss Union Negotiation Strategy
 - c. Staff:
 - Building Official:
 - Finance Dept.
 - Fire Dept.:
 - Public Works: Playground Equipment Border Replacement
 - Liquor Store:
 - Police:
 - City Administrator Report: Night to Unite August 5 in Community Park 6:00 pm
 - Sister City Update
9. Reports from Council Members
10. Report from Mayor
11. Old Business
12. New Business
 - a. Economic Development Project Proposal
 - b. Commission Pay Survey
13. Adjournment

Calendar of Event

- Aug 5: Night to Unite @ Community Park 6:00 pm
Aug 12: State Primary – Voting hours are 7 am to 8 pm.
Aug 18: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Aug 20: Planning Comm. Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Sept 1: City Offices Closed for the Memorial Day Holiday
Sept 2: (Tues.) City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Sept 2: School Starts for ISD #15 Students

TO: Mayor & City Council

FROM: Matthew L. Hylen, City Administrator 

RE: Agenda Memorandum – August 4, 2014 Meeting

Agenda Items:

4. Consent Agenda:

6. Petitions, Requests, Applications:

- a. *Capital Improvement Plan 2015-2019:* The CIP 2015-2019 is on our city website under departments then the finance tab. As required by our City Charter, Mayor Tveit will open the Public Hearing for the CIP. Attached is an Agenda Report from Finance Director Darcy Mulvihill. A motion will be needed to approve the 5 year Capital Improvement Plan.
- b. *Patriot Lanes Dance Permit:* At the last Council meeting this was delayed. Action is needed to approve as requested, approve as amended by Council or deny the permit.

7. Ordinances & Resolutions

- a. *Ordinance 199, Second Series:* Attached is Ordinance 199, Second Series (first reading) amending the salaries of the Mayor and Council members. The amendment reflects direction of the Council on July 21, 2014 meeting. A motion would be in order to approve the first reading of this ordinance with a roll call vote to follow.

8. Reports:

- a. **Engineer:**
- b. **Attorney:** *Closed Session:* We will be closing the meeting to discuss union negotiation strategy.
- c. **Staff:**
 - Finance Director:**
 - Building Official:**
 - Fire:**
 - Public Works:** *Playground Borders:* Attached is an Agenda Report from Public Works Director Paul Teicher regarding the installation of concrete border around equipment areas. A motion to authorize the installation is recommended utilizing Park Dedication Funds.
 - Liquor Store:**
 - Police:**
 - City Administrator:** *Sister City Update:* Attached is an Agenda Report on some initial findings on a sister city program.

11. Old Business:

- 12. New Business:** *Economic Development Proposal:* I will be visiting with the St. Francis Economic Development Authority about three projects at a meeting on August 4, 2014 at 4:30 pm. I will bring any recommended action to the City Council meeting.
- Commission Pay Survey:* Attached is a copy of the requested Board/Commission Pay Survey. Direction is requested to make any future changes, if any, to our board/commission member pay.

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

CITY COUNCIL MINUTES

July 21, 2014

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:00 pm.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Steve Kane, Tim Brown and Chris McClish. Amy Lazere arrived at 6:20 pm. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk) Police Sergeant Jake Rehling, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Heid.
3. **Adopt Agenda:** Add St. Francis Ambassador Program letter to Mayors Report.
MOTION BY BROWN SECOND KANE TO ADOPT THE JULY 21, 2014 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** McClish asked to have 4d moved to 6a for further discussion.
MOTION BY KANE SECOND McCLISH TO APPROVE THE JULY 21, 2014 CITY COUNCIL CONSENT AGENDA AS A-C AND E-G AS FOLLOWS:
 - a. City Council Minutes – July 7, 2014
 - b. Receive and Acknowledge the URRWMO Minutes – May 6, 2014 and Unapproved July 8, 2014
 - c. Authorization to fill the Public Works Operator Position
 - d. ~~Dance Permit for Patriot Lanes: June 5 & 6, 2015 during Pioneer Days~~
 - e. St. Francis Youth Hockey Association: Application for Exempt Gambling Permit at St. Francis Community Center on January 1, 2015 is acknowledged with no waiting period.
 - f. MN Waterfowl Assn. - Cedar Creek Chapter: Gambling Application for Exempt Permit for September 18, 2014 at St. Francis American Legion is acknowledged with no waiting period.
 - g. Payment of Claims for \$543,665.66 (Check numbers 67572-67642 \$441,706.30 and ACH 90, 91 & 94 \$101,959.36)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
 - a. **Dance Permit for Patriot Lanes: June 5 & 6, 2015 during Pioneer Days:** McClish would like to have the band shut down at 11:00 pm. This would allow more time for people to leave and find a ride home. Tveit said we should make it consistent to all dances during Pioneer Days. Lepak stated we could table it or subject the permit to limitations. Kane said he too has heard some complaints with the late noise. MOTION BY McCLISH SECOND BROWN TO TABLE THE DANCE PERMIT FOR PATRIOT LANES. Motion carried 4-0.
7. **Ordinances & Resolution:**

a. **Ordinance 196, Second Series: Amending Fee Schedule (Second Reading):** MOTION BY KANE SECOND BROWN TO APPROVE THE SECOND READING OF ORDINANCE 196, SECOND SERIES AMENDING THE FEE SCHEDULE. Roll Call: Ayes: Kane, Brown, McClish, and Tveit. Motion carried 4-0.

b. **Ordinance 197, Second Series: Establishing Section 10-16-17 Entitled :Outdoor Wood-Burning Furnaces (Second Reading):** MOTION BY McCLISH SECOND KANE TO APPROVE THE SECOND READING OF ORDINANCE 197, SECOND SERIES ESTABLISHING SECTION 10-16-17 ENTITLED "OUTDOOR WOOD BURNING FURNACES. Roll Call: Ayes: Brown, McClish, Kane, and Tveit. Motion carried 4-0.

c. **Resolution 2014-23: Authorizing Summary Publication of Ordinance 197, Second Series:** MOTION BY BROWN SECOND McCLISH ADOPTING RESOLUTION 2014-23 A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 197, SECOND SERIES ESTABLISHING SECTION 10-16-17 ENTITLED "OUTDOOR WOOD-BURNING FURNACES. Motion carried 4-0.

d. **Ordinance 198, Second Series: Amending Section 10-10 Regarding Planned Unit Developments (Second Reading):** MOTION BY KANE SECOND McCLISH APPROVING THE SECOND READING OF ORDINANCE 198, SECOND SERIES AMENDING SECTION 10-10 REGARDING PLANNED UNIT DEVELOPMENT. ROLL CALL: Ayes: McClish, Kane, Brown, and Tveit. Motion carried 4-0.

e. **Resolution 2014-24: Authorizing Summary Publication of Ordinance 198, Second Series:** MOTION BY McCLISH SECOND BROWN ADOPTING RESOLUTION 2014-24 A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 198, SECOND SERIES AMENDING SECTION 10-10 REGARDING PLANNED UNIT DEVELOPMENT. Motion carried 4-0.

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

a. **Engineer: Pederson Drive Pedestrian Crossing:** City Engineer Jared Voge provided an agenda report on evaluating a pedestrian crossing on Pederson Drive along with the current speed limit. Voge stated he would not recommend requesting a speed study done at this time. Kane said the speed on Pederson Drive has always concerned me. We will investigate the spacing of the streets coming onto Pederson Drive to see if a lower speed limit would qualify. MOTION BY KANE SECOND McCLISH AUTHORIZING THE CITY ENGINEER TO EVALUATE THE POTENTIAL FOR A PEDESTRIAN CROSSING STUDY ON PEDERSON DRIVE.

Council member Amy Lazere arrived at 6:20 pm.
Motion carried 5-0.

Point Source Implementation Grant Application: Voge provided a memorandum on the Point Source Implementation Grant and is recommending the City apply for the 50/50 matching grant application to help further comply with the new effluent restrictions. MOTION BY KANE SECOND BROWN TO ADOPT RESOLUTION 2014-25 A RESOLUTION AUTHORIZING THE CITY OF ST.FRANCIS TO SUBMIT A POINT SOURCE IMPLEMENTATION GRANT APPLICATION TO THE MINNESOTA PUBLIC FACILITIES AUTHORITY (PFA) AND TO AUTHORIZE CITY OFFICIALS TO EXECUTE A GRANT AGREEMENT ON BEHALF OF

THE CITY OF ST. FRANCIS FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS. Motion carried 5-0.

Tveit asked Voge if he had a speed study update along Hwy 47 by the middle and elementary schools. Voge stated he did not have an update and will follow up. Tveit said he is hoping that MnDOT would lower the speed for the school zone.

b. Attorney: Closed Meeting pursuant to Minn. Stat. Sec. 13D.5, Subd. 3(b) to discuss a pending Civil Legal action: MOTION BY BROWN SECOND LAZERE TO GO INTO A CLOSED MEETING AT 6:30 PM. PURSUANT TO MINN. STAT. SEC. 13D.5, SUBD. 3(B) WHICH IS AN ATTORNEY CLIENT PRIVILEGE TO DISCUSS A PENDING CIVIL LEGAL ACTION. Motion carried 5-0. The City Council was back in session at 6:41 pm. Lepak stated he has nothing further to report than what was discussed in the closed session.

c. Staff:

Finance Dept.:

Fire Dept.:

Public Works: Authorization to Purchase a Mower: Public Works Director Paul Teicher provided an agenda report on the purchase of a 2014 Hustler Super Z Zero turn mower with grass catcher attachment for \$14,433.00 off the State bid pricing. The mower was in the 2014 CIP. Brown asked if we are going to trade the old one in. Teicher stated not at this time. We currently do not have a backup. MOTION BY LAZERE SECOND McCLISH AUTHORIZING STAFF TO PURCHASE A 2014 HUSTLER SUPER Z ZERO TURN MOWER WITH GRASS CATCHER ATTACHMENT FOR \$14,433 OFF STATE BID FROM ELITE LIFT TRUCK INC. OF HAMSEY, MN. Brown said when the old mower starts to cause problems, I would like you to get rid of it and Tveit agreed. Motion carried 5-0.

Tveit asked how are the guys are dealing with the heat. We do watch out for each other and they keep well hydrated. Tveit asked if we have heat exhaustion training. Teicher said we do annually.

Liquor Store:

Police Dept. Sergeant Appointment: Acting Chief Jake Rehling provided an agenda report on promoting an officer to a sergeant position. Tveit asked is it common for departments our size to have two sergeants. Rehling said it is not uncommon. Spring Lake Park, a department close to our size does have a couple sergeants. McClish said he supports this position and should have happened a long time ago. I believe it is a very important position. Would these sergeants be working different shifts? Rehling said yes. Especially in Chief Harapat's absence, we would benefit from having an additional sergeant. When Chief Harapat returns the sergeants would be working opposite shifts. MOTION BY McCLISH SECOND BROWN AUTHORIZING THE POLICE DEPARTMENT TO POST AN OPEN SERGEANT POSITION IN ORDER TO PROMOTE AN INTERNAL CANDIDATE TO THE POSITION OF PATROL SERGEANT. Motion carried 5-0.

Chief Squad Discussion: Acting Chief Jake Rehling provided an agenda report on history of the chief's squad. Recommendation would be to consider authorizing the police department to trade in the current chief squad for a 2014 Dodge Charger. The current vehicle is six years old with 90 plus 1000 miles. This is not a budgeted item, but the City would save on the cost of a 2014 vehicle instead of a 2015 and receive a larger trade in value now instead of

waiting. Between the trade in and the cost of the car is approximately \$13,000. Drug Forfeiture Funds could pay for the squad set up of lights, siren and equipment at an approximate cost of \$3,500. The council agreed to place the chief's squad on a rotating basis. MOTION BY McCLISH SECOND KANE AUTHORIZING STAFF TO PURCHASE A 2014 DODGE CHARGER OFF STATE BID AND TRADE IN THE CURRENT CHIEF'S SQUAD WITH FUNDS COMING FROM THE LIQUOR STORE AND SQUAD SET UP COST COMING FROM THE DRUG FORFEITURE FUNDS. Motion carried 5-0.

City Administrator: Non-Union Negotiations: Hylen stated about 6/7 months ago council asked to have the non-union negotiations discussed earlier in the budget year. We have two union contracts up for negotiations this year. Typically, we have not discussed non-union negotiations until after the unions have settled. Tveit agreed with Hylen in the past six years the non-union have always discussed salaries after the unions. I am not sure it matters being they are not tied together. Kane said in his profession we usually have negotiated unions first. Brown said he thinks it simpler to settle the union first. McClish stated what happens if the union does not settle until after the first of the year, it would not be fair to the non-union. Kane said that did happen but non-union did get retro pay. Tveit asked if we could put a timeline end date on union negotiations. Hylen said today, we had an introductory meeting with the police union (LELS). McClish asked that some type of COLA is budgeted. Consensus of the council was to wait until after union negotiations are settled.

Update on Cree Street and Hwy 47: Hylen reported the City has tried to sell the one-acre lot but it has a number of restrictions because it was purchased with CDBG Funds. We are in contact with Anoka County HRA on how to proceed on having the restrictions removed.

4020-233rd Avenue (Old Food-N-Fuel): We are hoping on getting the environment report back soon.

Anoka County HRA: Our Planner, and myself met with Anoka County HRA this morning. We will be collecting ideas of high priority items on where we could use some of the money.

9. **Reports from Council Members:** Kane reported that last week the St. Francis Rec Committee met with an architect. We would like to talk to one more architect and make our decision after that.

McClish thanked staff for getting the new banner behind the council bench.

10. **Report from Mayor:** St. Francis Ambassador Program sent a letter to the City Council in regards to the float repair. They had a tire blow on their way to an event which also affected the brake line. It was noted the tires have not been upgraded since 2002. The Council approved up to \$1,000 in 2014 for upkeep on the float. With the purchase of items and repairs earlier this year, they have spent over \$700. The new tires and brake line cost is around \$497.00 Lazere would like to take the extra \$200 from next years \$1,000 budget. Lazere stated I would also like to see an end date to where they become a 501c3 and acquire the float. Brown said I am disappointed the tires were not replaced earlier this year. MOTION BY TVEIT SECOND LAZERE AUTHORIZE STAFF TO COVER THE ADDITIONAL \$200 NEEDED TO

PURCHASE TIRES WITH THE \$200 COMING OFF THE 2015 BUDGET OF \$1,000. Motion carried 5-0.

Tveit asked if there was an update on our Social Media. Held said we have not received a report from Cre 8 Designs but our Facebook likes are up to 254.

11. **Old Business:**

a. **Capital Improvement Plan (CIP 2015-2019) Discussion:** If there are any questions on the CIP please ask staff. There will be a public hearing on the 2015-2019 CIP August 4, 2014. Kane said I did a quick survey when talking to the general public to see if there was an interest in a dog park. The response was very positive. There was an article in the Anoka County Union Herald on Coon Rapids and Andover entering into a joint cooperation with Anoka County Parks to locate a new dog park at Bunker Hills. We do have property along Ruanoke Street that could be possibly be used. Tveit said I have had people approach me and one resident came to the city council inquiring about a dog park. I have looked at Ramsey's dog park and it is nice park. McClish said the city of Fridley worked with Anoka County, maybe that is something we can do. Hylen said actually staff contacted Anoka County Parks today to see if they would partner with us. We will keep you updated.

12. **New Business:**

a. **Council Salary Discussion:** McClish asked this be on the agenda. Provided to the City Council was a Salary Survey for Mayor's and City Council from the surrounding areas. The salary survey was a comparison of 2012 and 2014. McClish asked if the City Council was interested in increasing the mayor and council salary. When I asked around to see if people would sign up for the council and mayor position, they did not really realize how many hours we put in. McClish recommended in 2015 an increase of \$75.00 for the mayor and \$50.00 for city council and in 2016 a \$50.00 increase for the mayor and council \$25.00. Lazere feels it would be fair. Tveit agreed with Lazere and stated neither of us are running again. MOTION BY TVEIT TO BRING CM McCLISH RECOMMENDATION BACK IN ORDINANCE FORM. Motion carried 5-0.

McClish would also like to conduct a salary survey for our commissions too.

Tveit welcomed State Representative Kurt Daudt to the council meeting.

3. **Adjournment:** The Regular City Council meeting adjourned at 7:39 pm.

Barbara I. Held, City Clerk

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

ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

DECEMBER 16, 2013

1. **Call to Order:** EDA Commission president Chris McClish called the EDA meeting to order at 5:18 pm.

2. **Roll Call:** Commission members present were Chris McClish, Jerry Tveit, Brenda Pavelich-Beck and Troy Shook. Richard Orpen arrived at 5:20 pm. Also present were City Administrator Matt Hysten and City Clerk Barb Held.

3. **Approve Minutes of October 7, 2013:** MOTION BY TVEIT SECOND PAVELICH-BECK TO APPROVE THE OCTOBER 7, 2013 ECONOMIC DEVELOPMENT AUTHORITY MINUTES. Motion carried 4-0.

Commission member Orpen arrived at 5:20 pm.

4 a. **Meadows of St. Francis Lots:** Hysten reported he talked to the attorney today and they are getting closer to finishing the association agreement. Still is some paperwork that needs to be cleared up. Once it is 100% free and clear only then would be transferred to the EDA. We are hoping for this winter for the clear agreement. At that time the City Council could transfer this to the EDA to start a marketing plan. Hysten reported a retail general goods store is looking to build in St. Francis and were looking at one to two acres. The inner lot on the curve does not have clear title but would the EDA and or potentially the City Council be interested in buying the inner curve, plat it and sell a lot to this potential buyer. Tveit asked could the retail acquire the lot directly from the bank. Hysten stated I am facilitating between the realtor and the potential buyer. Discussion was maybe look at some HRA funds to help. Orpen asked about the taxable market and would it be an asset to the townhomes. Discussion on the traffic flow, line of site and sidewalks in this area. Consensus of the board was to have staff continue working with legal and future business for this area.

4 b. **East Shop Site:** The building is down and the environmental report should also be completed. Shovel ready sites were discussed and what that all involved. This site has a number of parcels to it that need to be combined into one parcel. We may want to talk to Casey's about a shared driveway. Once the lot lines are cleared and marketable the City Council could then turn it over to the EDA. Shook asked about connecting the parcel to the streets to the south. Hysten explained why it may not work and the cost. Consensus of the board was to have staff keep moving forward with this site.

4 c. **Lot North of the Liquor Store:** Hysten stated he is seeking opinions on what the lot north of the liquor store. Is there any target markets that should be looked at? Pavelich-Beck said we need to look at the traffic management and access for the development of the lot. Hysten said maybe we should have a ghost plat developed by our engineer.

McClish stated just to let the board know, the EDA is covered under the City's insurance policy. McClish would also like have in next year's fee schedule the EDA members be paid \$20.00 per meeting.

4. **Adjourn:** McClish adjourned the EDA meeting at 6:00 pm.

Barbara I. Held, City Clerk
Recording Secretary



23340 Cree Street NW 763-753-2630

APPLICATION-SPECIAL LICENSE

3.2 BEVERAGES

Date of Application: 7-24-14

NAME OF ORGANIZATION: ST. FRANCIS LIONS CLUB

PERSON RESPONSIBLE: REX LARSON

ADDRESS: P.O. BOX 173 ST. FRANCIS PHONE: 612-708-1732

DATE OF EVENT: SEPT 13 2014

TYPE OF EVENT: CORN FEED BALL TOURNAMENT

LOCATION OF EVENT: ST. FRANCIS COMMUNITY PARK

NAME OF INSURANCE COMPANY: _____

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

Property Damage \$5,000

*Copy of Insurance must be attached to application

SIGNATURE OF APPLICANT: Rex G. Larson

FEE: \$25.00

Receipt # _____

Council Approval: _____

License # _____

Council Stipulations: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/3/2014

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

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

PRODUCER Christensen Group Insurance 11100 Bren Road West Minnetonka MN 55343	CONTACT NAME: Nancy Rasmussen PHONE (A/C No. Ext): (952) 653-1000 E-MAIL ADDRESS: nrasmussen@christensengroup.com	FAX (A/C No.): (952) 653-1101
	INSURER(S) AFFORDING COVERAGE	
INSURED LIONS CLUBS OF MINNESOTA c/o Christensen Group 11100 Bren Road West Minnetonka MN 55343	INSURER A: Berkley Assurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 1/1/2014 Liquor Liab **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			VUMC1080004	1/1/2014	1/1/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Gen Agg Limit-per member GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			VUMC1080004	1/1/2014	1/1/2015	Each Occurrence: \$1,000,000 Aggregate: \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Member Club: St. Francis Lions Club
 Certificate Holder is included as Additional Insured as their interest may appear in the operations of the club named above.

CERTIFICATE HOLDER City of St. Francis 23340 St. Francis Blvd. St. Francis, MN 55070	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE John Hendrickson/NR <i>John Hendrickson</i>



PAYMENT BATCH AP 08-04-14

ANOKA COUNTY

07/21/2014	072114	E 101-41400-441	Miscellaneous	NOTARY REGISTRATION	20.00
					\$20.00

ASPEN MILLS

07/17/2014	152214	E 101-42110-437	Uniform Allowance	COLE	48.95
					\$48.95

ASSURANT EMPLOYEE BENEFITS

07/29/2014	5447229.0814	E 101-41400-130	Employer Paid Insurance	8/1/14 - 8/31/14	145.82
07/29/2014	5447229.0814	E 101-41500-130	Employer Paid Insurance	8/1/14 - 8/31/14	62.89
07/29/2014	5447229.0814	E 101-42110-130	Employer Paid Insurance	8/1/14 - 8/31/14	680.24
07/29/2014	5447229.0814	E 101-42400-130	Employer Paid Insurance	8/1/14 - 8/31/14	54.15
07/29/2014	5447229.0814	E 101-43100-130	Employer Paid Insurance	8/1/14 - 8/31/14	88.34
07/29/2014	5447229.0814	E 101-43210-130	Employer Paid Insurance	8/1/14 - 8/31/14	19.64
07/29/2014	5447229.0814	E 101-45200-130	Employer Paid Insurance	8/1/14 - 8/31/14	88.34
07/29/2014	5447229.0814	E 601-49440-130	Employer Paid Insurance	8/1/14 - 8/31/14	47.96
07/29/2014	5447229.0814	E 602-49490-130	Employer Paid Insurance	8/1/14 - 8/31/14	47.95
07/29/2014	5447229.0814	E 609-49750-130	Employer Paid Insurance	8/1/14 - 8/31/14	105.24
					\$1,340.57

BANYON DATA SYSTEMS, INC

08/01/2014	151705	E 101-41540-301	Auditing and Acct g Services	SUPPORT	170.00
08/01/2014	151705	E 601-49440-301	Auditing and Acct g Services	SUPPORT	170.00
08/01/2014	151705	E 602-49490-301	Auditing and Acct g Services	SUPPORT	170.00
08/01/2014	151705	E 609-49750-301	Auditing and Acct g Services	SUPPORT	170.00
					\$680.00

BERNICK COMPANIES, THE

07/28/2014	151467	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	14.00
07/28/2014	151468	E 609-49751-252	Beer For Resale	BEER	178.60
07/28/2014	151468	E 609-49751-255	N/A Products	N/A	20.50
					\$213.10

CENTERPOINT ENERGY

07/18/2014	5945449-6.07181	E 101-42210-383	Gas Utilities	FIRE	57.26
07/18/2014	5963820-5.07181	E 101-45200-383	Gas Utilities	WARMING HOUSE	18.88
07/18/2014	5977643-5.0718	E 609-49750-383	Gas Utilities	LIQUOR	21.13
07/18/2014	6002544-2.07181	E 601-49440-383	Gas Utilities	PUBLIC WORKS	6.29
07/18/2014	6002544-2.07181	E 602-49490-383	Gas Utilities	PUBLIC WORKS	6.30
07/18/2014	6002548-3.07181	E 602-49490-383	Gas Utilities	WWTP	21.01
07/18/2014	6886465-1.07181	E 101-41940-383	Gas Utilities	CITY HALL	12.59
07/18/2014	6886468-5.07181	E 101-41940-383	Gas Utilities	CITY HALL	12.59
07/18/2014	6886472-7.07181	E 101-41940-383	Gas Utilities	CITY HALL	12.59
07/18/2014	6886475-0.07181	E 101-41940-383	Gas Utilities	CITY HALL	13.49
07/18/2014	7900331-5.07181	E 601-49440-383	Gas Utilities	WATER	130.28
07/18/2014	8964221-9.07181	E 602-49490-383	Gas Utilities	LIFT STATION	38.90
07/18/2014	9680285-5.07181	E 101-42110-383	Gas Utilities	POLICE/PW	132.43

07/18/2014	9680285-5.07181	E 101-43100-383	Gas Utilities	POLICE/PW	33.11
07/18/2014	9680285-5.07181	E 101-45200-383	Gas Utilities	POLICE/PW	33.11
07/18/2014	9680285-5.07181	E 601-49440-383	Gas Utilities	POLICE/PW	33.11
07/18/2014	9680285-5.07181	E 602-49490-383	Gas Utilities	POLICE/PW	33.10
07/18/2014	9878416-8.07181	E 101-42210-383	Gas Utilities	FIRE GENERATOR	29.41
					<hr/>
					\$645.58

CITY EMPLOYEES UNION, LOCAL #3

07/29/2014	072914	G 101-21707	Union Dues	MANIT UNION DUES AUGUST 20	160.00
					<hr/>
					\$160.00

COCA COLA REFRESHMENTS

07/28/2014	148099516	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	605.68
					<hr/>
					\$605.68

COLONIAL INSURANCE

07/25/2014	0805713	G 101-21712	Colonial Insurance	MONTHLY PREMIUM	221.41
					<hr/>
					\$221.41

CONNEXUS ENERGY

07/21/2014	298392.0714	E 101-41940-381	Electric Utilities	CITY HALL	369.29
07/21/2014	298393.0714	E 602-49451-381	Electric Utilities	LIFT STATION	6,499.45
07/21/2014	298394.0714	E 101-45200-381	Electric Utilities	PARK	303.44
07/21/2014	298395.0714	E 601-49440-380	Electric-System	WATER	5,135.14
07/21/2014	298396.0714	E 101-43100-386	Street Lighting	STREET LIGHTS	3,489.49
07/21/2014	301895.0714	E 101-41940-381	Electric Utilities	SIGN	97.01
07/21/2014	302965.0714	E 101-42110-381	Electric Utilities	AMBASSADOR SIREN	5.00
07/21/2014	302965.0714	E 101-42110-381	Electric Utilities	WOODBINE SIGN	5.00
07/21/2014	302965.0714	E 101-42210-381	Electric Utilities	FIRE	467.92
07/21/2014	302965.0714	E 609-49750-381	Electric Utilities	LIQUOR	1,549.79
07/21/2014	303103.0714	E 101-42110-381	Electric Utilities	POLICE/PW	1,350.88
07/21/2014	303103.0714	E 101-43100-381	Electric Utilities	POLICE/PW	337.72
07/21/2014	303103.0714	E 101-45200-381	Electric Utilities	POLICE/PW	337.72
07/21/2014	303103.0714	E 601-49440-381	Electric Utilities	POLICE/PW	337.72
07/21/2014	303103.0714	E 602-49451-381	Electric Utilities	POLICE/PW	337.72
					<hr/>
					\$20,623.29

CRYSTAL SPRINGS ICE

07/15/2014	32906	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	54.56
07/19/2014	32984	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	145.44
07/22/2014	33019	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	72.40
07/26/2014	33104	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	161.92
					<hr/>
					\$434.32

DAHLHEIMER DIST. CO. INC.

07/16/2014	94343	E 609-49751-252	Beer For Resale	BEER	4,363.25
07/16/2014	94343	E 609-49751-254	Miscellaneous Merchandise	MISC	272.40
07/16/2014	94343	E 609-49751-255	N/A Products	N/A	31.00
07/26/2014	94813	E 609-49751-252	Beer For Resale	BEER	4,707.08
07/26/2014	94813	E 609-49751-253	Wine For Resale	WINE	900.00
07/26/2014	94813	E 609-49751-254	Miscellaneous Merchandise	MISC	42.00
					<hr/>
					\$10,315.73

DAY DISTRIBUTING CO.

07/18/2014	000201	E 609-49751-252	Beer For Resale	BEER	1,936.90
07/18/2014	000201	E 609-49751-255	N/A Products	N/A	19.20
					<hr/>
					\$1,956.10

DEHN OIL

07/23/2014	33155	E 101-42110-212	Motor Fuels	DIESEL	690.00
07/23/2014	33155	E 601-49440-212	Motor Fuels	DIESEL	690.00
07/23/2014	33155	E 602-49490-212	Motor Fuels	DIESEL	690.00
					\$2,070.00

DELTA DENTAL

07/15/2014	5611082	G 101-21711	Dental Insurance	8/1/14 - 8/31/14	708.30
					\$708.30

ECM PUBLISHERS, INC.

07/25/2014	123313	E 101-41410-351	Legal Notices Publishing	PUBLIC ACCURACY TEST	25.63
07/25/2014	123314	E 101-41400-351	Legal Notices Publishing	RES. #2014-23	87.13
07/25/2014	123315	E 101-41400-351	Legal Notices Publishing	RES. #2014-24	92.25
07/25/2014	123316	E 101-41400-351	Legal Notices Publishing	ORDINANCE #196 2ND	41.00
					\$246.01

ELITE LIFT TRUCK

07/23/2014	42294	E 101-45200-580	C-O-L Other Equipment	EQUIPMENT	14,433.00
					\$14,433.00

ELITE SANITATION

07/23/2014	21969	E 101-45200-402	Janitorial Service	RENTAL	678.00
					\$678.00

FERGUSON WATERWORKS

07/21/2014	94672	E 601-49440-259	Water Meters	WATER METER	4,395.05
					\$4,395.05

FILTRATION SYSTEMS, INC.

07/23/2014	60954	E 101-42110-401	Repairs/Maint Buildings	PARTS	62.29
07/23/2014	60954	E 101-43100-401	Repairs/Maint Buildings	PARTS	62.29
07/23/2014	60954	E 101-45200-401	Repairs/Maint Buildings	PARTS	62.29
07/23/2014	60954	E 601-49440-401	Repairs/Maint Buildings	PARTS	62.29
07/23/2014	60954	E 602-49490-401	Repairs/Maint Buildings	PARTS	62.28
					\$311.44

G&K SERVICES, INC

07/15/2014	1043756354	E 609-49750-219	Rug Maintenance	RUGS	11.23
07/22/2014	1043761640	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS	3.50
07/22/2014	1043761640	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	3.50
07/29/2014	1043766915	E 101-41940-219	Rug Maintenance	RUGS	16.96
					\$35.19

GERDIN AUTO SERVICE, INC.

07/21/2014	72973	E 208-42110-436	Towing Charges	TOW 2003 CHEV CAVALIER	137.00
					\$137.00

GRAINGER, INC.

07/22/2014	9496379646	E 101-42210-237	Small Equipment	GAS DETECTORS	453.60
					\$453.60

GRANITE CITY JOBBING CO.

07/15/2014	820668	E 609-49750-210	Operating Supplies	OPERATING	(34.04)
07/15/2014	820668	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(2.34)
07/15/2014	820705	E 609-49750-210	Operating Supplies	OPERATING	98.50
07/15/2014	820705	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
07/15/2014	820705	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	70.78
07/15/2014	820705	E 609-49751-256	Tobacco Products For Resale	TOBACCO	591.31

07/15/2014	820705	G 101-20810	Sales Tax Payable	TAX	(0.88)
07/22/2014	821615	E 609-49750-210	Operating Supplies	OPERATING	175.83
07/22/2014	821615	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.01
07/22/2014	821615	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	40.76
07/22/2014	821615	E 609-49751-256	Tobacco Products For Resale	TOBACCO	1,151.32
07/22/2014	821615	G 101-20810	Sales Tax Payable	TAX	(0.88)
					\$2,100.62

HACH COMPANY

07/16/2014	8928190	E 601-49440-235	Lab Supplies	CHEMICALS	861.67
07/17/2014	8929296	E 601-49440-235	Lab Supplies	SUPPLIES	17.55
					\$879.22

HAWKINS, INC.

07/22/2014	3623194	E 601-49440-216	Chemicals and Chem Products	CHEMICALS	4,573.90
07/22/2014	3623195	E 601-49440-216	Chemicals and Chem Products	CHEMICALS	4,573.90
					\$9,147.80

HEWLETT-PACKARD COMPANY

07/15/2014	54582502	E 101-41400-580	C-O-L Other Equipment	EQUIPMENT	807.00
					\$807.00

ISD #15

07/21/2014	1567	E 101-43100-218	Equipment Repair & Maintenance	2009 DODGE PICKUP	151.52
07/21/2014	1567	E 101-45200-218	Equipment Repair & Maintenance	2009 DODGE PICKUP	151.53
07/22/2014	1568	E 101-43100-221	Vehicle Repair & Maintenance	2012 FORD SUPER DUTY	67.18
07/22/2014	1568	E 101-45200-221	Vehicle Repair & Maintenance	2012 FORD SUPER DUTY	67.18
07/22/2014	1569	E 601-49440-221	Vehicle Repair & Maintenance	2012 FORD PICKUP	60.01
07/22/2014	1569	E 602-49490-221	Vehicle Repair & Maintenance	2012 FORD PICKUP	60.00
07/23/2014	1571	E 101-42110-221	Vehicle Repair & Maintenance	2010 DODGE CHARGER	853.23
07/24/2014	1578	E 602-49490-228	Equipment Maintenance	1990 CHEV TANKER	51.02
07/24/2014	1595	E 101-43100-221	Vehicle Repair & Maintenance	2011 DODGE	58.07
07/24/2014	1595	E 601-49440-221	Vehicle Repair & Maintenance	2011 DODGE	58.07
07/24/2014	1595	E 602-49490-221	Vehicle Repair & Maintenance	2011 DODGE	58.07
07/28/2014	1601	E 101-42210-221	Vehicle Repair & Maintenance	2004 FORD PICKUP	63.18
07/29/2014	1602	E 101-42400-221	Vehicle Repair & Maintenance	2007 FORD CRROWN VICTORIA	338.48
07/29/2014	1609	E 601-49440-221	Vehicle Repair & Maintenance	10 ESCAPE	34.06
07/29/2014	1609	E 602-49490-221	Vehicle Repair & Maintenance	10 ESCAPE	34.05
07/29/2014	1610	E 101-45200-218	Equipment Repair & Maintenance	13 TRAILER	178.98
07/29/2014	1611	E 101-45200-218	Equipment Repair & Maintenance	05 JD TRACTOR	57.16
07/29/2014	1611	E 602-49490-228	Equipment Maintenance	05 JD TRACTOR	57.16
07/30/2014	1618	E 101-42400-221	Vehicle Repair & Maintenance	13 ESCAPE	44.95
07/30/2014	1619	E 601-49440-221	Vehicle Repair & Maintenance	07 DODGE	115.41
07/30/2014	1619	E 602-49490-221	Vehicle Repair & Maintenance	07 DODGE	115.41
					\$2,674.72

JJ TAYLOR DISTRIBUTING

07/16/2014	2230692	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
07/16/2014	2230692	E 609-49751-252	Beer For Resale	BEER	165.80
					\$168.80

JOHNSON BROS WHLSE LIQUOR

07/16/2014	1901631	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.04
07/16/2014	1901631	E 609-49751-251	Liquor For Resale	LIQUOR	183.54
07/16/2014	1901632	E 609-49751-206	Freight and Fuel Charges	FREIGHT	28.88
07/16/2014	1901632	E 609-49751-253	Wine For Resale	WINE	888.75
07/23/2014	1907019	E 609-49751-206	Freight and Fuel Charges	FREIGHT	60.80
07/23/2014	1907019	E 609-49751-251	Liquor For Resale	LIQUOR	3,041.08

07/23/2014	1907020	E 609-49751-206	Freight and Fuel Charges	FREIGHT	50.16
07/23/2014	1907020	E 609-49751-253	Wine For Resale	WINE	1,356.00
07/23/2014	1907021	E 609-49751-252	Beer For Resale	BEER	600.00
					\$6,212.25

KIMS KLEANING

07/29/2014	2871	E 101-41940-402	Janitorial Service	CITY HALL	120.00
07/29/2014	2872	E 101-45000-402	Janitorial Service	COMMUNITY CENTER	100.00
07/29/2014	2873	E 101-43100-402	Janitorial Service	PUBLIC WORKS	725.00
07/29/2014	2874	E 601-49440-233	Water Treatment Plant Maint	WATER PLANT	160.00
07/29/2014	2875	E 101-42110-402	Janitorial Service	POLICE	900.00
07/29/2014	2876	E 101-42210-402	Janitorial Service	FIRE DEPT	300.00
					\$2,305.00

LAW ENFORCEMENT LABOR SVCS.

07/29/2014	072914	G 101-21707	Union Dues	POLICE UNION DUES AUGUST 2	405.00
					\$405.00

LEGGETTE, BRASHEARS & GRAHM

07/17/2014	201407172	E 601-49440-303	Engineering Fees	SERVICES THROUGH 6/30/14	972.06
					\$972.06

MCDONALD DIST CO.

07/17/2014	112880	E 609-49751-252	Beer For Resale	BEER, N/A	5,489.22
07/17/2014	112880	E 609-49751-255	N/A Products	BEER, N/A	158.05
07/24/2014	114370	E 609-49751-252	Beer For Resale	BEER	8,914.35
07/24/2014	114370	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	102.00
07/24/2014	114370	E 609-49751-255	N/A Products	N/A	18.55
					\$14,682.17

MCDOWALL COMPANY

07/23/2014	4051	E 101-42110-401	Repairs/Maint Buildings	SKYLIGHT	64.80
07/23/2014	4051	E 101-43100-401	Repairs/Maint Buildings	SKYLIGHT	64.80
07/23/2014	4051	E 101-45200-401	Repairs/Maint Buildings	SKYLIGHT	64.80
07/23/2014	4051	E 601-49440-401	Repairs/Maint Buildings	SKYLIGHT	64.80
07/23/2014	4051	E 602-49490-401	Repairs/Maint Buildings	SKYLIGHT	64.80
07/25/2014	4088	E 101-42110-311	Contract	ROOFING AGREEMENT	279.17
07/25/2014	4088	E 101-42210-311	Contract	ROOFING AGREEMENT	279.17
07/25/2014	4088	E 101-43100-311	Contract	ROOFING AGREEMENT	279.17
07/25/2014	4088	E 101-45200-311	Contract	ROOFING AGREEMENT	279.17
07/25/2014	4088	E 601-49440-311	Contract	ROOFING AGREEMENT	279.16
07/25/2014	4088	E 602-49490-311	Contract	ROOFING AGREEMENT	279.16
					\$1,999.00

MIDCONTINENT COMMUNICATIONS

07/29/2014	072914	E 101-41940-321	Telephone	TELEPHONE	34.68
07/29/2014	072914	E 101-42110-321	Telephone	TELEPHONE	67.54
07/29/2014	072914	E 101-43100-321	Telephone	TELEPHONE	67.54
07/29/2014	072914	E 601-49440-321	Telephone	TELEPHONE	95.00
07/29/2014	072914	E 601-49440-321	Telephone	TELEPHONE	95.00
07/29/2014	072914	E 609-49750-321	Telephone	TELEPHONE	95.00
					\$454.76

MN MUNICIPAL BEVERAGE ASSN.

07/29/2014	072914	E 609-49750-433	Dues and Subscriptions	DUES	1,440.00
					\$1,440.00

MN NCPERS LIFE INSURANCE

07/22/2014	7334814	G 101-21713	MN Life	PREMIUM AUGUST 2014	16.00
					<u>\$16.00</u>

MN RURAL WATER ASSOCIATION

07/17/2014	071714	E 601-49440-433	Dues and Subscriptions	ANNUAL MEMBERSHIP	117.50
07/17/2014	071714	E 602-49490-433	Dues and Subscriptions	ANNUAL MEMBERSHIP	117.50
					<u>\$235.00</u>

M-R SIGN COMPANY, INC.

07/17/2014	182003	E 101-43100-226	Sign Repair Materials	SIGNS	1,157.37
					<u>\$1,157.37</u>

MY ALARM CENTER

08/01/2014	3684817	E 609-49750-445	Security	AUGUST LIQUOR STORE	31.28
					<u>\$31.28</u>

PACE ANALYTICAL SERVICES

05/23/2014	141239238	E 602-49490-313	Sample Testing	PLANT EXPANSION	96.00
07/21/2014	141241176	E 602-49490-313	Sample Testing	WASTEWATER	7.50
07/21/2014	141241199	E 602-49490-313	Sample Testing	PLANT EXPANSION	80.00
07/22/2014	141241206	E 602-49490-313	Sample Testing	WASTEWATER	115.00
07/23/2014	141241255	E 602-49490-313	Sample Testing	PLANT EXPANSION	186.50
07/24/2014	141241301	E 602-49490-313	Sample Testing	WATER	345.50
07/24/2014	141241304	E 602-49490-313	Sample Testing	WASTEWATER	45.00
					<u>\$875.50</u>

PHILLIPS WINE & SPIRITS CO.

07/16/2014	2637409	E 609-49751-206	Freight and Fuel Charges	FREIGHT	20.02
07/16/2014	2637409	E 609-49751-251	Liquor For Resale	LIQUOR	1,130.43
07/23/2014	2640894	E 609-49751-206	Freight and Fuel Charges	FREIGHT	22.80
07/23/2014	2640894	E 609-49751-251	Liquor For Resale	LIQUOR	2,193.44
07/23/2014	2640895	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.04
07/23/2014	2640895	E 609-49751-253	Wine For Resale	WINE	51.90
					<u>\$3,421.63</u>

PRAIRIE RESTORATIONS, INC

07/21/2014	30288	E 601-49440-233	Water Treatment Plant Maint	WATER TREATMENT PLANT	1,267.50
07/21/2014	30288	E 601-49440-419	Turf/Fertilizer/Weed Control	WATER TREATMENT PLANT	1,267.50
07/21/2014	30289	E 101-45200-229	Project Repair & Maintenance	DEER CREEK PARK	2,985.00
					<u>\$5,520.00</u>

PRINTING UNLIMITED

07/25/2014	7165	E 101-41400-200	Office Supplies	ENVELOPES	88.50
					<u>\$88.50</u>

SHI INTERNATIONAL CORP

07/11/2014	B02237502	E 101-41400-580	C-O-L Other Equipment	SOFTWARE	243.00
07/14/2014	B02242375	E 101-41400-580	C-O-L Other Equipment	SOFTWARE	269.00
					<u>\$512.00</u>

SOUTHERN WINE & SPIRITS OF MN

07/17/2014	1183094	E 609-49751-206	Freight and Fuel Charges	FREIGHT	28.73
07/17/2014	1183094	E 609-49751-251	Liquor For Resale	LIQUOR	3,843.67
07/17/2014	1183095	E 609-49751-206	Freight and Fuel Charges	FREIGHT	16.25
07/17/2014	1183095	E 609-49751-253	Wine For Resale	WINE	662.00
07/24/2014	1185454	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.21
07/24/2014	1185454	E 609-49751-251	Liquor For Resale	LIQUOR	601.04
					<u>\$5,161.90</u>

ST. FRANCIS AREA CHAMBER OF

07/29/2014	072914	E 609-49750-340	Advertising	GOLF TOURNAMENT	100.00
					<u>\$100.00</u>

TITAN ENERGY SYSTEMS

07/23/2014	140703-021	E 602-49490-228	Equipment Maintenance	MAINTENANCE	625.00
07/23/2014	140703-023	E 602-49490-228	Equipment Maintenance	MAINTENANCE	775.00
07/23/2014	140703-026	E 602-49490-228	Equipment Maintenance	MAINTENANCE	775.00
07/23/2014	140703-027	E 601-49440-228	Equipment Maintenance	MAINTENANCE	675.00
07/23/2014	140703-027	E 602-49490-228	Equipment Maintenance	MAINTENANCE	675.00
07/23/2014	14073-022	E 101-42210-218	Equipment Repair & Maintenance	MAINTENANCE	675.00
					<u>\$4,200.00</u>

TOM LYNCH ELECTRIC

06/24/2014	062414	E 609-49750-228	Equipment Maintenance	REPAIRS LIQUOR STORE	575.00
06/27/2014	062714	E 602-49490-229	Project Repair & Maintenance	REPAIRS-LIFT STATION	465.00
06/27/2014	062714.2	E 101-41940-401	Repairs/Maint Buildings	REPAIRS CITY HALL	405.00
07/21/2014	072114	E 609-49750-401	Repairs/Maint Buildings	REPAIRS LIQUOR STORE	2,805.00
					<u>\$4,250.00</u>

TONYS AUTO REPAIR

07/22/2014	13630	E 601-49440-221	Vehicle Repair & Maintenance	11 DODGE	55.71
07/22/2014	13630	E 602-49490-221	Vehicle Repair & Maintenance	11 DODGE	55.71
					<u>\$111.42</u>

USABLUBOOK

07/15/2014	396854	E 601-49440-235	Lab Supplies	SUPPLIES	44.82
07/15/2014	396857	E 601-49440-235	Lab Supplies	SUPPLIES	28.23
					<u>\$73.05</u>

VINOCOPIA, INC.

07/25/2014	103331	E 609-49751-206	Freight and Fuel Charges	FREIGHT	21.00
07/25/2014	103331	E 609-49751-251	Liquor For Resale	LIQUOR	180.00
07/25/2014	103331	E 609-49751-253	Wine For Resale	WINE	392.00
					<u>\$593.00</u>

WELLS FARGO

05/15/2014	0029-787991DC9	E 101-42210-601	Debt Srv Bond Principal	LOAN PAYMENT FIRE TRUCK	15,501.56
05/15/2014	0029-787991DC9	E 101-42210-611	Bond Interest	LOAN PAYMENT FIRE TRUCK	1,059.21
					<u>\$16,560.77</u>

WIRTZ BEVERAGE MN

07/17/2014	1080204606	E 609-49751-206	Freight and Fuel Charges	FREIGHT	8.70
07/17/2014	1080204606	E 609-49751-251	Liquor For Resale	LIQUOR	510.02
07/17/2014	1080204606	E 609-49751-253	Wine For Resale	WINE	64.00
07/17/2014	1080204606	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	27.09
07/24/2014	1080207323	E 609-49751-206	Freight and Fuel Charges	FREIGHT	24.65
07/24/2014	1080207323	E 609-49751-251	Liquor For Resale	LIQUOR	1,248.16
07/24/2014	1080207323	E 609-49751-253	Wine For Resale	WINE	392.00
07/24/2014	1080207323	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	100.86
					<u>\$2,375.48</u>

\$150,263.62

FUND SUMMARY

101 GENERAL FUND	\$55,558.63
208 POLICE FORFEITURE	\$137.00
601 WATER FUND	\$26,428.19
602 SEWER FUND	\$12,993.59
609 MUNICIPAL LIQUOR FUND	\$55,146.21
Total	<u>150,263.62</u>

CITY OF ST. FRANCIS
8/4/2014

Checks cut since last Council Meeting

<u>Check Date</u>	<u>Check Number</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
07/31/14	67643	US Dept of Education	Levy for Payroll 7-31-14	246.87
		TOTAL		<u>246.87</u>

		TOTAL		<u>0.00</u>
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AGENDA REPORT

TO: Matt Hulen, City Administrator
FROM: Darcy Mulvihill, Finance Director
SUBJECT: CIP 2015-2019 Hearing and Approval
DATE: July 31, 2014

INTRODUCTION

Each year the city must approve the CIP for the next 5 years by August 15th.

BACKGROUND

The proposed CIP was put out on the website back in June. Since then there has been one change which is to add a building inspection vehicle. The plan is on the city's website. Please go to departments then finance and it is the third section down on the page. It is 2015-2019 Capital Improvement Plan-Proposed 7-21-14. No changes have been brought to my attention since the July 21st meeting

RECOMMENDATION

Council needs to have the public hearing on the CIP for 2015-2019. After the hearing has been concluded, the 2015-2019 Capital Improvement Plan would need to be approved.

BUDGET IMPACT

This is just a guide and council will have to approve the actual purchases or construction in the year. Items will be put in the budget as funds are available.

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Attachments:

None



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

**PUBLIC DANCE LICENSE
INCLUDES OUTDOOR MUSIC**

Applicant Name: Leo D. Zacher
(First) (Middle) (Last)

Home address: _____ Date of Birth: _____
(Street, City, State, Zip Code)

Driver's License # _____ Contact Telephone # _____

I hereby make application for a Public Dance License including outdoor music for the following establishment:

Patriot Lanes and Lounge 3085 Bridge St. St. Francis
(Name of Establishment) (Address)

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

On-site Manager Leo Zacher Location Telephone: 763-7534011

Dance Schedule (days and hours of event): Jan 5, 6, 2015 9 to 1

Size of dance floor area: 30x40

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)

July 1 - 2014
(Date)

[Signature]
(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.

<u>Zacher</u>	<u>Leo</u>	<u>D</u>		
Applicant's Last	First	Middle Name	Social Security Number	
<u>3085 Bridge St.</u>		<u>ST. FRANCIS</u>	<u>MN</u>	<u>55070</u>
Street Address		City	State	Zip
		<u>MN</u>		
Driver's License Number	State of Issue			
<u>Patriot Lanes & Lounge</u>	<u>763-753-4011</u>			
Store Name	Store Phone Number			
<u>Leo Zacher</u>	<u>OWNER</u>			
Store Contact	Title			
<u>3085 Bridge St.</u>	<u>ST. FRANCIS</u>	<u>MN</u>	<u>55070</u>	
Street Address	City	State	Zip	
Minnesota Tax ID Number	Federal Tax ID Number			

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

_____ Date

_____ Signature

_____ 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: WILSON MUTUAL
(NOT the insurance agent)

Policy Number: BR 234195 Dates of Coverage: 9/18/13 to 9/18/14

(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: Leo D. Zacher
(last, first, middle)

Doing Business As: Patriot Lanes and Lounge
(business name if different than your name)

Business Address: 3085 Bridge St.

City, State, Zip: ST. FRANCIS, MN 55070 Phone: (763) 753-4011

Signature: _____ Date: _____

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

ORDINANCE 199, SECOND SERIES

AN ORDINANCE AMENDING CHAPTER 2, SECTION 2.12,
ENTITLED "SALARIES OF MAYOR AND CITY COUNCIL MEMBERS"

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That Section 2.12, Second Series, entitled "Salaries of Mayor and City Council Members" shall hereby be amended to read as follows:

SECTION 2.12 SALARIES OF MAYOR AND COUNCIL MEMBERS.
Salaries of the Mayor and Council members are hereby fixed as follows, which amounts are deemed reasonable:

Subd.1. The monthly salary of the Mayor shall be ~~\$375.00~~ \$450.00 in 2015 and \$500.00 in 2016

Subd.2. The monthly salary of each Council Member shall be ~~\$325.00~~ \$375.00 in 2015 and \$400.00 in 2016.

Subd.3. The salaries provide for herein shall be effective January 1, 2015.

Section 2. This Ordinance will replace Ordinance 124, Second Series, passed and adopted by the City Council of the City of St. Francis on October 6, 2008 entitled, "AN ORDINANCE AMENDING CHAPTER 2, SECTION 2.12, ENTITLED "SALARIES OF MAYOR AND CITY COUNCIL MEMEBERS."

Section 3. Effective Date. This Ordinance shall take effect 30 days after publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS
THIS ____ DAY OF AUGUST, 2014.

APPROVED:

Jerry Tveit, Mayor of St. Francis

ATTEST:

Barbara I. Held, City Clerk

AGENDA REPORT

TO: Matt Hulen, City Administrator

FROM: Paul Teicher, Public Works Director *PT*

SUBJECT: Aging playground equipment borders.

DATE: August 4th, 2014

INTRODUCTION: The Public Works Department has identified several parks that are becoming dangerous because of deteriorating timbers. These deteriorating timbers are the transitional borders between the grass areas and the woodchip areas under the playground equipment.

BACKGROUND: Approved woodchips are used under playground equipment as a fall protection device. Maintaining a certain depth of woodchips is necessary to provide adequate fall protection. In order to maintain the required depth a containment border must be install around the playground equipment. Currently, green treated timbers that are splitting and rotten make up the border around the playground equipment. This has become a safety concern in most of the parks.

RECOMMENDATION: Staff recommends the replacement of the deteriorating timbers with a more permanent concrete border. The park in most need right now is Community Park. The Approximate cost to perform this work is \$7500.00. Council action would be to approve the project estimates, authorize the low bid to perform work and authorize the use of Park Dedication Funds to pay for the project.

BUDGET IMPACT: Funding for this project would come from Park Dedication Funds of which the current balance is around \$120,000.00. This would not impact our operation and maintenance budget.

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Attachments:

1. Estimates.

Tru Renovations, LLC

23547 Washington st
East Bethel, MN 55005

Estimate

Date	Estimate #
5/20/2014	169

Name / Address
City of St. Francis 23340 Cree St Nw St. Francis, MN

			Project
Description	Qty	Cost	Total
Removal of landscape timbers - COMMUNITY PARK job address 22825 St. Francis Boulevard	1	1,450.00	1,450.00
Installation of 216 linear feet of concrete curbing 6 inches wide 12 inches deep. And 18 linear feet 6" wide 18 inches deep.	1	4,158.00	4,158.00
Repair grass - with black dirt and seed	1	1,815.00	1,815.00
		Total	\$7,423.00

Customer Signature _____



CONCRETE • MASONRY • EXCAVATING • GENERAL CONTRACTING

Quote # 2014-327

PROPOSAL 7-30-14

Job #:

PROPOSAL SUBMITTED TO:				WORK TO BE PERFORMED AT: St. Francis Community Park			
Name	City of St. Francis Attn: Jeremy			Street	22801 St. Francis Blvd. NW		
Street				City	St. Francis	State	MN
City		State	MN	Date of Plans			
Telephone Number	612-590-9354			Architect			

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of :

- Demo & Haul Away Timbers 800LF
- Strip Back Wood Chips
- Excavate for 8" x 16" Curb
- New 8" x 16" Curb 400 LF
- Radius Concrete Pad Sand Box Area 20 SF
- Backfill Curb
- Supply & Place Black Dirt @ Disturbed Areas & Seed

- Total of Above Items: \$16,050.00

All material is guaranteed to be as specified, and the work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of *See Above Price* with payments to be made as follows: Upon completion Billing.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be taken out by CLASSIC CONSTRUCTION, INC.

Respectfully submitted CLASSIC CONSTRUCTION, INC.

Per CURT STRANDLUND

Note – This proposal may be withdrawn by us if not accepted within 30 days

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

SUBCONTRACTORS NOTICE OF LIEN RIGHTS – MN Statute: Section 514.01 – “PLEASE TAKE NOTICE: that persons or companies furnishing labor or materials for the improvement of real property may enforce a lien upon the improved land if they are not paid for their contributions, even if the parties have no direct contractual relationship with the owner.: We hereby notify you of our labor and material cost we will be furnishing to the improvement of real property stated.

Accepted _____ Signature _____

Date _____ Signature _____

AGENDA REPORT

TO: Mayor Tveit & City Council
FROM: Administrator Matt Hylan
SUBJECT: Sister City Information
DATE: July 31, 2014



INTRODUCTION

At the July 7th City Council meeting, Councilmember Kane introduced the idea of a sister city program. Council concurred to complete some basic investigation on implementing a sister city program.

BACKGROUND

Many communities have enjoyed hosting a sister city program. Some of these programs are administered through the local government, while others are generally privately facilitated. The closest community to St. Francis which has a sister city is Cambridge. They actually have two sister cities and the program is not managed through the city of Cambridge. One elected official is very active in the program and has traveled abroad while raising private money. The only city cost is a gift (about \$250) each time a group travels and a display case in city hall to display any gifts received. The City of Moorhead has currently suspended their sister city relationships due to cost and the lack of an economic benefit (they were hoping for mutual economic development). I have enclosed a listing from Sister City International of the cities in Minnesota which are currently participating in the "formal" program. Some cities have a more "private" sister city relationships with international cities and would not be on the attached list.

RECOMMENDATION

Staff does not have a recommendation.

BUDGET IMPACT

None, unless Council wants to budget and pursue becoming a sister city with and international city.

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Attachments:

1. NONE

Salisbury

Dalian, China ◆
Tartu, Estonia
Salisbury, United Kingdom

Massachusetts

Boston

Melbourne, Australia
Hangzhou, China
Taipei Municipality, Chinese Taipei
Strasbourg, France
Sekondi-Takoradi, Ghana
Padua, Italy
Kyoto, Japan
Barcelona, Spain

Cambridge

Yerevan, Armenia
Cienfuegos, Cuba
San Jose Las Flores, El Salvador
Galway, Ireland
Gaeta, Italy
Coimbra, Portugal

Newburyport

Bura, Kenya
Zelengorsk, Russia

Pittsfield

Ballina, County Mayo, Ireland
Cava de Tirreni, Italy
Malpaisillo, Nicaragua
Chung Ju, South Korea

Somerville

Yucuaiqu, El Salvador
Gaeta, Italy
Tiznit, Morocco

Michigan

Boyne City

Seeking Partners

Chelsea

Shimizu, Hokkaido, Japan

Coldwater

Soltau, Germany

Frankenmuth

Gunzenhausen, Germany

Grand Rapids

Ga East District, Ghana
Ga West District, Ghana
Perugia, Italy
Omihachiman, Japan
Zapopan, Mexico
Bielsko-Biala, Poland

Lansing

Lanzhou, China ◆
Sanming, China
Akuapem South District, Ghana
Nsawam Adoagyiri Municipality, Ghana
Otsu, Japan
Guadalajara, Mexico
Saltillo, Mexico
Asan, South Korea
Dar es Salaam, Tanzania ◆

Muskegon

Omuta, Japan
Antalya Kepez, Turkey

Saline

Lindenberg, Germany
Brecon, Wales, United Kingdom

South Haven

Quilali, Nicaragua

Minnesota

Brooklyn Park

Kakata, Liberia

Cambridge

Yuasa, Japan

Columbia Heights

Lomianki, Poland

Duluth

Thunder Bay, Canada *
Isumi-shi, Japan
Petrozavodsk, Russia
Växjö, Sweden

Elbow Lake

Flekkefjord, Norway

Fergus Falls

Nordhordland Region, Norway

Hibbing

Waldsrode, Germany

Melrose

Buhl, Germany
Legden, Germany

Minneapolis

Santiago, Chile
Harbin, China
Kuopio, Finland
Tours, France
Najaf, Iraq
Ibaraki City, Japan
Eldoret, Kenya
Cuernavaca, Mexico

Novosibirsk, Russia

Uppsala, Sweden

New Ulm

Neu-Ulm, Germany
Ulm, Germany

Northfield

Seeking Partners

Paynesville

Paynesville, Liberia

Red Wing

Quzhou, China
Ikata, Japan
Kongsberg, Norway

Saint Paul

Changsha, China
Ciudad Romero, El Salvador
Neuss, Germany
Nagasaki, Japan
Culliacan, Mexico
Manzanillo, Mexico
Novosibirsk, Russia
Lawaaikamp, South Africa

Saint Peter

Petatlan, Mexico

Shoreview

Einhausen, Germany

St. Anthony

Salo, Finland

Winona

Bytow, Poland
Misato, Japan
Worthington
Crailsheim, Germany

Mississippi

Greenville

Greenville, Liberia
Kronach, Germany

Missouri

Kansas City

Yan'an, China
Tainan City, Chinese Taipei
Metz, France
Hannover, Germany
Ramla, Israel
Kurashiki, Japan
Guadalajara, Mexico
Morelia, Mexico
San Nicolas de los Garza, Mexico

	Planning Commissions	Park Commissions	EDA	URRWMO
Cambridge	\$40/chairman \$35/board members	\$40/chairman \$35/board members	\$40/chairman \$35/board members	--
East Bethel	\$20	\$20	\$20	\$0
Ramsey	\$30/chairman \$25/board members	\$30/chairman \$25/board members	\$30/chairman \$25/board members	--
Circle Pines	\$0	\$0	\$0	--
Zimmerman	\$0	\$0	\$0	--
Lino Lakes	\$75/chairman \$50/board members	\$75/chairman \$50/board members	\$35	--
Nowthen	\$20	\$20	\$50	\$0
Oak Grove	\$69.66/mo. with meeting(s)	\$69.66/mo. with meeting(s)		\$60
Isanti	\$25	\$25	\$25	--
St. Francis	\$25/chairman \$20/board members	\$25/chairman \$20/board members	\$20	\$20