

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
Tuesday September 3, 2013
ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)
4115 Ambassador Blvd. NW
6:00 PM

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - a. City Council Minutes –August 19, 2013
 - b. Authorization Not to Waive the Statutory Tort Liability Limits to the extent of the coverage purchased with LMCIT
 - c. Contract for School Resource Officer for ISD #15 School Year 2013-2014
 - d. Payment of Claims
5. Meeting Open to the Public
6. Petitions, Requests, Applications
 - a. Proclaiming September 15-21, 2013 as Women of Today Week Proclamation
 - b. Proclaiming September as Spinal Cord Injury Awareness Month
 - c. Proclaiming September 17-23, 2013 as Constitution Week
7. Ordinances & Resolution
 - a. Resolution 2013-31: Adjusting the Tax Levy for the G.O. Improvement and Utility Revenue Bonds, Series 2007A
 - b. Resolution 2013-32: Providing Preliminary Approval of a Proposed 2013 Tax Levy, Collectible in 2014
 - c. Resolution 2013-33: Authorizing City Administrator to Execute Closing Documents on the Meadows of St. Francis Described as Lots 1-22 and 43-66, Block 1 City of St. Francis
8. Reports of Consultants & Staff Members
 - a. Engineer:
 - b. Attorney: Closed Meeting Pursuant to Minn. Stat. 13D.05, Subd. 2(b) to discuss consideration of allegations and charges against individual subject to council authority.
 - c. Staff:
 - Building Official:
 - Fire Dept.:
 - Public Works:
 - Liquor Store:
 - Police: Introduction of New Police Officer
 - City Administrator Report:
9. Reports from Council Members
10. Report from Mayor:
11. Old Business
 - a. Council Retreat Dates
 - b. East Shop Demolition Estimates
 - c. Royal Oaks Park Land
12. New Business
13. Adjournment

City Council Work Session immediately following City Council meeting.

Calendar of Event

- Sept 2: Labor Day – City Offices Closed
Sept 3: (Tues) School Starts
Sept 3: (Tues) City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Sept 7: City Wide Garage Sale sponsored by the St. Francis Area Women of Today
Sept 14: St. Francis Area Chamber of Commerce Golf Tournament @ Hidden Haven 1:00 pm
Sept 16: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Sept 18: College Fair @ SFHS from 6-8 pm FREE and open to all area high school students & parents
Sept 29: **Albert Woodbury Commemoration** @ Woodbury Park 2 pm No Charge
Oct 4: SFHS Homecoming Football Game vs. Princeton 7:00 pm
Oct 5: Recycling @ 4020 St. Francis Blvd – Public Works Bldg 8 am - Noon

TO: Mayor & City Council
FROM: Matthew L. Hylan, 
City Administrator
RE: Agenda Memorandum – September 3, 2013 Meeting

Agenda Items:

4. Consent Agenda:

- b. *Tort Liability Limit:* Annually the City Council must choose to either waive the Statutory Tort Liability Limit or not. Historically the Council has chosen to NOT waive this liability limit. Unless this item is removed from the consent agenda, this will be reflected in the minutes as NOT waiving the Tort Liability.
- c. *Contract for School Resource Officer for ISD #15, School Year 2013-2014*

6. Petitions, Requests, Applications:

- a. *Proclaiming September 15-21, 2013 as Women of Today Week*
- b. *Proclaiming September as Spinal Cord Injury Awareness Month*
- c. *Proclaiming September 17-23, 2013 as Constitution Week*

6. Ordinances & Resolutions

- a. *Resolution 2013-31:* Attached is Resolution 2013-31 adjusting the tax levy for the G.O. Improvement and Utility Revenue Bonds, Series 2007A. This adjustment is needed to average our debt over the life of the bond. A motion would be in order to approve Resolution 2013-31.
- b. *Resolution 2013-32:* Attached is Resolution 2013-32 approving our proposed 2013 tax levy, collectible in 2014. This represents a 0% levy adjustment over last year's levy. A motion would be in order to approve Resolution 2013-32.
- c. *Resolution 2013-33:* Attached is Resolution 2013-33 authorizing the City Administrator to execute closing documents on the Meadows of St. Francis described as Lots 1-22 and 43-66. Block 1. We anticipate closing in the very near future.

7. Reports:

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

Finance Director:

Building Official:

Fire:

Public Works:

Liquor Store:

Police: *Introduction of new Police Officer:* Our newest employee Matthew Schlenker will be introduced to the City Council.

City Administrator: *Update on Meadow of St. Francis Lots:* In discussions with our City Attorney, we are very close to finishing the purchase of the 46 townhome lots in the Meadows of St. Francis Addition. One scenario is to close on these lots on Friday, August 30, 2013. I will update the Council at the meeting.

8. Old Business:

- a. *Council Retreat:* Based on feedback received from the previous suggested dates, the consultant has suggested October 6, 2013 and November 3, 2013 as the retreat dates. If these are acceptable, I will work with them to finalize the contract.
- b. *East Shop Demolition:* Attached is an Agenda Report for the demolition of the East Shop on Bridge Street. Action is needed if Council agrees to the price and funding mechanism.
- c. *Royal Oaks Park Sale:* Attached is a letter from Semler Homes, Inc. withdrawing their offer to build a new home on surplus park land at 230th Lane and Ivywood Street corner.

12. New Business:

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

CITY COUNCIL MINUTES

August 19, 2013

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:00 pm.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Mike Haggard, Amy Lazere, Tim Brown and Chris McClish. Also present were City Engineer Jared Voge (Bolton & Menk), City Attorney Scott Lepak (Barna, Guzy & Steffen) Police Chief Jeff Harapat, Public Works Director Paul Teicher, Liquor Store Manager John Schmidt, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY LAZERE SECOND BROWN TO ADOPT THE AUGUST 19, 2013 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY LAZERE SECOND McCLISH TO APPROVE THE AUGUST 19, 2013, CITY COUNCIL CONSENT AGENDA AS A –C AS FOLLOWS:
 - a. Approve the City Council Minutes of August 5, 2013.
 - b. Withdraw the prior conditional hire and offer for the Police/School Resource Officer and make conditional offer to hire Matthew Schlenker as a Police/School Resource Officer pending background and testing
 - c. Payment of Claims \$617,668.06 (Check #66013-66080 \$238,426.79 and ACH 64E-66E \$379,241.27) Motion carried 5-0.
5. **Meeting Open to the Public:** Raymond Jones, 23725 Nacre Street, the reason I am here tonight to speak to the council is that at 6:00 pm City Clerk Barb Held picked up the sign-up sheet. I think you need to change the policy of when you pick up the sign-up sheet. It should be either kept until later in the meeting or at least until you get to the part on the agenda for meeting open to the public. People are not given the opportunity to speak if they come five minutes late.
6. **Petitions, Requests, Applications:**
 - a. **O'Reilly's Automotive Stores: Resolution 2013-26 Approving A Preliminary & Final Plat for The Aztec Commercial Plat and Resolution 2013-27 Resolution Approving a Variance & Site Plan review for O'Reilly Automotive Stores to Construct a Retail Store 5 Feet from the Aztec Street Right-of-Way:** O'Reilly Auto Parts has made an application for a preliminary plat, site plan review, and variance to develop a property located at the southeastern corner of Highway 47 and 233rd Avenue. The intent is to split the property into two building sites and construct an auto parts store on the new northern lot. At one time a plat was approved for this site to make three commercial parcels. The final plat was never recorded, as the State closed the access points to the property that were planned to be from Highway 47. City Planner, Nate Sparks provided a memorandum in regards to the preliminary plat, site plan review and variance. MOTION BY HAGGARD SECOND BROWN TO ADOPT RESOLUTION 2013-26 APPROVING A PRELIMINARY AND FINAL PLAT FOR THE AZTEC COMMERCIAL PLAT. Motion carried 5-0.

MOTION BY BROWN SECOND HAGGARD TO ADOPT RESOLUTION 2013-27 A RESOLUTION APPROVING A VARIANCE & SITE PLAN REVIEW FOR O'REILLY AUTOMOTIVE STORES TO CONSTRUCT A RETAIL STORE FIVE FEET FROM THE AZTEC STREET RIGHT-OF-WAY. Motion carried 5-0

b. **Semler Homes proposal for Lot 8, Block 2 Royal Oaks Addition:** Semler Homes proposed to purchase city property and construct a single family home on the lot located at the corner of 230th Lane and Ivywood Street, Lot 8, Block 2 Royal Oaks Addition. Previous discussions and direction from current and former Councils have guided staff to look at ways to sell city owned land that is not being utilized. This lot was originally proposed to be a small city neighborhood park, but upon review of our park plan of the City, this property is not needed to properly serve the neighborhood. Our previous intern had contact with Habitat for Humanity and they were about two years out if they were going to build at all. Staff would recommend the monies received from this property be put in the park dedication fund. Haggard asked about the value. Brown said that land has been a problem area for some years. Hylen said in 2012 the value was \$2,000 and in 2013, it is valued at \$12,000. More than likely it is because of the street improvement. Brown said this property could become a liability and would like to get this back on the tax roll. Lazere felt the City lot price seemed very low. Tveit said he too would like to see this lot back on the tax role. This lot has been talked about for some time. Hylen said when we spoke with Habitat for Humanity they wanted the lot for free. Brown said it has been a number of years but I did walk the lot and it is unique lot. McClish agreed with Brown and it is a unique lot but we have had problems with the vacant lot. MOTION BY McCLISH SECOND BROWN TO AUTHORIZE STAFF TO SELL OF LOT 8, BLOCK 2 ROYAL OAKS ADDITION TO SEMLER HOMES FOR \$1,500 WITH THE PROCEEDS GOING BACK INTO THE PARK DEDICATION FUND. Lazere agrees with selling the property but feels the price is too low, and would like to get a professional opinion. Lepak stated the options are to sell the lot to Semler Homes for \$1,500 with the funds going into park dedication fund. You can table and ask area experts on the lot value or open it for an appraisal. McClish said I believe we should be very reasonable but we can table for more information. Tveit said he too would like to get rid of the property. Councilmember McClish withdrew his motion and Brown withdrew his second. MOTION BY McCLISH SECOND BROWN TO TABLE THE SEMLER HOME PROPOSAL. Staff will get provide more information to the City Council in an off week memorandum. Motion carried 5-0.

c. **Pioneer Days Discussion with the St. Francis Area Chamber of Commerce:** At the last meeting we had the Chamber come before the City Council with a financial request to help with Pioneer Days. McClish reported last September the city council committed up to \$9,000 for Pioneer Days. Joe Raus, president of the St. Francis Area Chamber of Commerce, after the last meeting we did more research on the cost of the insurance. It was higher than we originally thought. It was about \$7,000-\$9,000 for the insurance premium including officer indemnity. Tveit stated on the re-cap that was received the salaries only were from the public works department. Hylen stated there is always going to be some public works hours. There were more volunteers this year to help offset some of the cost. There still is going to be a partnership but less staff time for the preparation. Tveit asked if there is a way to have the City hold a rider for the insurance portion of it. Hylen said I suspect there is a model out there where the City carries the insurance and the Chamber would run the event. Tveit said the Chamber is asking for a \$25,000 donation. I am not sure if we can commit to that amount for four years. For that amount, maybe the City should keep it. Lazere said I am a little confused on why wouldn't we want someone to take it over, why do you want to keep it. David Johnson, vice president would like to

clarify some of the questions. Two parts, \$10,000 would be from the liquor store to pay for the fireworks and the \$15,000 would be from the City. We think we can take this over with a partnership for just a number of years from the City. Brown said maybe we scale back and use the fireworks money towards the weekend event. Many cities are cutting back on events. Tveit said I would be in favor of committing \$10,000 per year. I think the liquor store donation should be a year-by-year review. Lazere asked if the Chamber could run it with a \$10,000 donation. Haggard asked if the city could pay for the insurance would you still be interested. Johnson said that would be a viable option. McClish stated \$10,000 to \$13,000 would be something he would support. Lazere said the first year I would be fine with \$15,000 and \$10,000 the next three. I think it is awesome that they have stepped up. McClish said he totally supports Lazere's idea. It is very important to the City. McClish said let's look at year four and see what money is available. Tveit said if everything goes well they may not need as much the fourth year. Brown and if the economy gets better maybe we can do more. We can't put the city in a bind either. Discussion was held on the numbers \$15,000 for the first year, \$12,000 for years two and three and \$10,000 for the fourth year. MOTION BY HAGGARD SECOND McCLISH FOR THE CITY TO FUND PIONEER DAYS WITH YEAR ONE AT \$15,000, YEARS TWO AND THREE \$12,000 AND YEAR FOUR AT \$10,000. Brown said I think if we have to make difficult cuts remember how much we are giving for Pioneer Days. Motion carried 5-0.

7. **Ordinances & Resolution:**

a. **Resolution 2013-28: Continue Efforts towards a Shared Fire Service:** MOTION BY TVEIT SECOND LAZERE TO ADOPT RESOLUTION 2013-28 A RESOLUTION TO CONTINUE EFFORTS TOWARDS A SHARED FIRE SERVICE. Motion carried 5-0.

b. **Resolution 2013-29: Transfer from General Fund, Water Fund and Sewer Fund to EDA Lease Revenue:** MOTION BY BROWN SECOND McCLISH TO ADOPT RESOLUTION 2013-29 A RESOLUTION TO TRANSFER FROM THE GENERAL FUND, WATER FUND AND SEWER FUND TO EDA LEASE REVENUE. Motion carried 5-0.

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

a. **Engineer: Establishing Municipal State Aid Streets- Resolution 2013-30:** This resolution is the same as Resolution 2013-21. We noticed a street named incorrectly by our staff. MOTION BY McCLISH SECOND LAZERE TO ADOPT RESOLUTION 2013-30 A RESOLUTION ESTABLISHING MUNICIPAL STATE AID STREETS. Motion carried 5-0.

b. **Attorney:**

c. **Staff:**

Building Official:

Fire Dept.:

Public Works:

Liquor Store:

Police Dept.: Department Report: Chief Jeff Harapat explained the make up for their department. We have ten sworn officers; being the chief, sergeant, an investigator, school liaison and four street officers. Our liaison and again this year will be Nathan Schwieger. The previous investigator Todd Schwieger will be back on the street and AJ Gennaro will now be the investigator. These are internal appointments and changes there were no promotions. If there would ever be a promotion, it would come before the council. I apologize with I had not brought this to the council before. Brown said you run the department and being they are just internal changes I do not feel you have to bring the changes forward.

City Administrator: Permission to Seek DNR Grant for 245th: The portion of 245th north of Bethel is a problematic road and we are trying a joint cooperation with Athens Township to have this road upgraded. The time frame for this grant application is soon approaching and we have not heard from Athens in regards to St. Francis taking the lead. Hylen stated we also had discussed having a third party engineer review this project. There will be a cost share for this upgrade. MOTION BY LAZERE SECOND McCLISH AUTHORIZING STAFF TO MOVE FORWARD ON THE DNR GRANT AND HAVE OUR ENGINEERING FIRM LEAD THE 245th AVENUE PROJECT. Motion carried 5-0.

Work Session Regarding City Hall for September 3: Last meeting we discussed briefly the future of our current city hall.. Would that work for the council to meet after the next regular city council meeting to discuss this further. The Council agreed to meet immediately after the next council meeting.

East Shop Demolition Update: Hylen reported I was hoping to have an updated quote for the demolition of the east shop. I am obtaining a second quote too.

9. **Reports from Council Members:** McClish had the opportunity to meet with Public Works Director for the tour of the Public Works building. Their space is being utilized. This Thursday construction will begin on Hwy 47. The State will be resurfacing Hwy 47 from Alpine Drive in Ramsey to Pederson Drive in St. Francis. The project will last until September. Thank all city staff who attended the Night to Unite. McClish stated he would not here for the October 21, 2013 City Council meeting. Thanked Chief Harapat for the information he provided to us, appreciate the update.

10. **Report from Mayor:** Night to Unite was well attended. I would like to say thank you to the public works department for how well Woodbury Park is looking. I will be using it this weekend.

11. **Old Business:**

a. **Revised Retreat Proposal from Professional & Workforce Training:** The fee for the retreat was lowered by \$100. Tveit stated I think this would be a great opportunity and would like to take the funds from the liquor store for this training. Lazere felt it would be beneficial. McClish asked about the two-day session. Tveit said there would be a 30-day gap between meetings. Brown stated being you indicated it would come from the liquor store, I would be ok with it. Haggard said he is in favor of the class. Brown asked if this would be held outside the City. Discussion was held on whether this should be held in St. Francis or not. The retreat would be just the city council and held at the community college. MOTION BY TVEIT SECOND LAZERE AUTHORIZING STAFF TO SET UP THE COUNCIL RETREAT WITHIN 20 MILES OF ST. FRANCIS WITH IT BEING HELD ON A SUNDAY. Motion carried 5-0.

b. **Organized Waste Collection Discussion:** Tveit said this is just a discussion on whether or not if we want staff to proceed and research it further. Lazere would like to limit how many we have. McClish agree with Lazere and limit the number of haulers. Haggard would not like to limit it to just one hauler. Brown said let us make a decision and move on. Tveit said I would

like to limit to the four we have. Hylen said ultimately do you want to go through a formally organized management. Do you go out for bids for a single hauler, or section off the city and bid it out. Do you see the City regulating the number of haulers? Tveit said I think we are in favor of limiting the number of haulers. Hylen said we will do research on organized collection.

c. **Office Clerk Position Discussion:** This was tabled at the last meeting. Tveit asked the council for discussion. Lazere asked if we could table this and discuss this at the work session next Tuesday. The rest of the council agreed.

McClish briefly discuss the 2014 Budget and stated we will be getting \$313,466 in LGA. I believe that it is positive for our City. Tveit said however, the State is keeping our Tax Levy at zero percent increase.

12. **New Business:** Tveit stated the reasoning the meeting open to the public was placed at the beginning of the agenda was because the residents complained they never got to address the council on agenda items. Residents can always contact the city clerk to be placed on the agenda. Haggard said I feel whoever is here should be able to speak at that time whether they sign up before the meeting or not. Brown really doesn't the idea of them calling up to get your name on the agenda but if you want to address the council they should be able to get here 5 minutes before the meeting. Tveit said if people don't get here in time, I would wish they would stay and talk to us after the meeting. Haggard said we are missing the point; we work for the people of St. Francis. We are servants of them. I do not think they should have to put the name on a list. McClish said I believe what we have in place now is very efficient and is working well. Lepak stated the council is who changed the parameters. There was even discussion previously whether or not we should have it on the agenda or not. Some cities have open forums before the meetings even start. Tveit stated the names are put on the sheet to organize the time and if there are a lot of people on the same topic they would appoint a spokesperson. There will be no change to the meeting open to the public.

13. **Adjournment:** The Regular City Council meeting adjourned at 7:51 pm.

Barbara I. Held, City Clerk

**CONTRACT FOR SCHOOL RESOURCE OFFICER
FOR INDEPENDENT SCHOOL DISTRICT 15
ST. FRANCIS, MINNESOTA
2013-2014**

THIS CONTRACT by and between the City of St. Francis (hereafter referred to as "City") Anoka County, Minnesota and Independent School District 15, (hereafter referred to as "District") Anoka County, Minnesota, is entered into under and by virtue of Minnesota Statutes, Section 471.59 and Section 123B.02.

1. OFFICER EMPLOYED BY CITY. The City shall provide law enforcement services to the District through the use of a police officer who will serve as School Resource Officer. The Officer will be employed by the City and the City shall assume all obligations with regard to worker's compensation, PERA, withholding taxes, insurance and other employment related obligations. The District will not be considered the employer of the officer for any purpose.

2. TERM OF CONTRACT. This contract shall be effective for school year 2013-2014 beginning on September 3th 2013. The school year shall consist of 172 student contact days, for a total of 1,376 hours.

3. ADMINISTRATIVE RESPONSIBILITIES. Law enforcement services rendered to the District shall be at the sole direction of the City Council. Standards of performance, discipline of the Officer assigned and other internal matters, shall be under authority of the Chief of Police of the City. The District shall provide the City with an appraisal of the police liaison service received. This will be done at least annually and will result from a program review conducted by the District's staff.

4. LEVEL OF SERVICE. The City will assign a total of one officer to provide law enforcement services to the High School, Middle School, Crossroads School and

Elementary School. These services will consist of the officer remaining available and responding to service needs pursuant to this contract that shall only be secondary to the officers greater priority to respond to emergency calls, attend police training and special duties as assigned by the Chief of Police of the City. The normal staffing will be one (1) officer, in the event the assigned officer is absent whether such absence due to vacation, sick or other reasons. The City will assign one other Police Officer on duty as responsible for meeting its obligations pursuant to this Agreement. The Police Department will provide additional coverage for events that happen outside of normal school hours, such as athletic events, dances at the rate of \$55.00/hour. Reimbursement for additional time will be invoiced separately as it occurs.

5. DUTIES OF OFFICER. Basic duties of the officer shall be set forth in a job description provided to School Officials by the Chief of Police of the City. The Police Chief and School officials will also meet annually to discuss expectations for officers. In addition, resource officer services for Crossroads School and Vocational Center shall include identified services for students with special needs, eligible under the individuals with Disabilities Education Act (IDEA).

6. CLOTHING, EQUIPMENT AND SUPPLIES. The Officers assigned to the schools will be uniformed officers. The City shall provide required clothing, uniforms, vehicle, necessary equipment and supplies for Officers to perform law enforcement duties.

7. SCHOOL CALENDAR. The District shall provide the City's Police Department with a school calendar on an annual basis.

8. TERMINATION. This agreement shall remain in full force and effect from the date hereof unless terminated by either party upon ninety (90) days written notice of such

termination. All payment due hereunder shall be prorated in the event of such termination.

9. DURATION AND COST. For and in consideration of the provision of police service in accordance with the terms of this Contract, the District shall pay the City the sums of Sixty Thousand, Eight Hundred Eighty Eight Dollars (\$60,888.00) in fiscal year 2013-2014. Payment shall be made on a quarterly basis.

10. FUNDING LOSS TERMINATION OPTION. In accordance with Minnesota Statute 465.71 the District may elect to cancel this contract if budgeted funds are not available to continue the service in this manner.

11. SCOPE. It is agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.

IN WITNESS WHEREOF, the parties have hereunto set their hands.

CITY OF ST. FRANCIS

By: _____

Title: _____

By: _____

Title: _____

Dated: _____

INDEPENDENT SCHOOL DISTRICT 15

By: Amy Kelly

Title: Chair

By: David L Anderson

Title: Clerk

Dated: August 26 2013



PAYMENT BATCH PA 09-03-13

AMERICAN WATER WORKS ASSN.

07/30/2013	7000692772	E 601-49440-433	Dues and Subscriptions	DUES 11/1/13 - 10/31/14	155.00
07/30/2013	7000692772	E 602-49490-433	Dues and Subscriptions	DUES 11/1/13 - 10/31/14	155.00
					\$310.00

AMERIPRIDE LINEN & APPAREL SER

08/14/2013	1002541152	E 609-49750-219	Rug Maintenance	LIQUOR RUGS	54.57
08/21/2013	1002547082	E 101-41940-219	Rug Maintenance	Rugs-City Hall	58.34
					\$112.91

ASSURANT EMPLOYEE BENEFITS

08/21/2013	5447229.0913	E 101-41400-130	Employer Paid Insurance	9/1/13 - 9/30/13	122.80
08/21/2013	5447229.0913	E 101-41500-130	Employer Paid Insurance	9/1/13 - 9/30/13	60.09
08/21/2013	5447229.0913	E 101-42110-130	Employer Paid Insurance	9/1/13 - 9/30/13	572.78
08/21/2013	5447229.0913	E 101-42400-130	Employer Paid Insurance	9/1/13 - 9/30/13	52.70
08/21/2013	5447229.0913	E 101-43100-130	Employer Paid Insurance	9/1/13 - 9/30/13	68.79
08/21/2013	5447229.0913	E 101-43210-130	Employer Paid Insurance	9/1/13 - 9/30/13	15.28
08/21/2013	5447229.0913	E 101-45200-130	Employer Paid Insurance	9/1/13 - 9/30/13	68.79
08/21/2013	5447229.0913	E 601-49440-130	Employer Paid Insurance	9/1/13 - 9/30/13	71.89
08/21/2013	5447229.0913	E 602-49490-130	Employer Paid Insurance	9/1/13 - 9/30/13	71.89
08/21/2013	5447229.0913	E 609-49750-130	Employer Paid Insurance	9/1/13 - 9/30/13	102.69
					\$1,207.70

BAUER BUILT INC.

08/14/2013	940017647	E 101-45200-218	Equipment Repair & Maintenance	TRACKMAN LOADER	304.59
					\$304.59

BELLBOY CORPORATION

08/20/2013	79404500	E 609-49751-206	Freight and Fuel Charges	FREIGHT	19.96
08/20/2013	79404500	E 609-49751-251	Liquor For Resale	LIQUOR	1,480.50
					\$1,500.46

BERNICK COMPANIES, THE

08/26/2013	79942	E 609-49751-254	Miscellaneous Merchandise	MISC	40.00
08/26/2013	79943	E 609-49751-252	Beer For Resale	BEER	336.00
08/26/2013	79943	E 609-49751-255	N/A Products	N/A	20.50
					\$396.50

CDW GOVERNMENT, INC.

08/13/2013	FC77561	E 101-42110-237	Small Equipment	READERS	163.45
08/14/2013	FC81678	E 101-42110-237	Small Equipment	READERS	272.42
					\$435.87

CENTERPOINT

08/18/2013	5944643-5.0813	E 602-49490-383	Gas Utilities	WWTP	19.28
08/18/2013	5944643-5.0813	E 609-49750-383	Gas Utilities	LIQUOR	19.28

08/18/2013	5945449-6.0813	E 101-42210-383	Gas Utilities	FIRE	56.84
08/18/2013	5963820-5.0813	E 101-45200-383	Gas Utilities	WARMING HOUSE	19.28
08/18/2013	6002544-2.0813	E 601-49440-383	Gas Utilities	PUBLIC WORKS	6.42
08/18/2013	6002544-2.0813	E 602-49490-383	Gas Utilities	PUBLIC WORKS	6.43
08/18/2013	6886465-1.0813	E 101-41940-383	Gas Utilities	CITY HALL	12.85
08/18/2013	6886468-5.0813	E 101-41940-383	Gas Utilities	CITY HALL	12.85
08/18/2013	6886472-7.0813	E 101-41940-383	Gas Utilities	CITY HALL	12.85
08/18/2013	6886475-0.0813	E 101-41940-383	Gas Utilities	CITY HALL	12.85
08/18/2013	7900331-5.0813	E 601-49440-383	Gas Utilities	WATER	165.99
08/18/2013	8964221-9.0813	E 602-49490-383	Gas Utilities	LIFT STATION	13.51
08/18/2013	9680285-5.0813	E 101-42110-383	Gas Utilities	POLICE/PW	108.06
08/18/2013	9680285-5.0813	E 101-43100-383	Gas Utilities	POLICE/PW	27.01
08/18/2013	9680285-5.0813	E 101-45200-383	Gas Utilities	POLICE/PW	27.01
08/18/2013	9680285-5.0813	E 601-49440-383	Gas Utilities	POLICE/PW	27.01
08/18/2013	9680285-5.0813	E 602-49490-383	Gas Utilities	POLICE/PW	27.02
					<hr/>
					\$574.54

COCA COLA REFRESHMENTS

08/26/2013	126096922	E 609-49751-254	Miscellaneous Merchandise	MISC	498.04
					<hr/>
					\$498.04

COLONIAL INSURANCE

08/25/2013	7129661-0905030	G 101-21712	Colonial Insurance	SEPTEMBER PREMIUMS	226.96
					<hr/>
					\$226.96

CONNEXUS ENERGY

08/21/2013	.0813	E 101-41940-381	Electric Utilities	ELECTRIC	378.01
08/21/2013	.0813	E 101-41940-381	Electric Utilities	ELECTRIC	92.15
08/21/2013	.0813	E 101-42110-381	Electric Utilities	ELECTRIC	5.34
08/21/2013	.0813	E 101-42110-381	Electric Utilities	ELECTRIC	998.00
08/21/2013	.0813	E 101-42110-381	Electric Utilities	ELECTRIC	5.34
08/21/2013	.0813	E 101-42210-381	Electric Utilities	ELECTRIC	622.37
08/21/2013	.0813	E 101-43100-381	Electric Utilities	ELECTRIC	249.51
08/21/2013	.0813	E 101-43100-381	Electric Utilities	ELECTRIC	10.65
08/21/2013	.0813	E 101-43100-386	Street Lighting	ELECTRIC	3,590.93
08/21/2013	.0813	E 101-45200-381	Electric Utilities	ELECTRIC	249.51
08/21/2013	.0813	E 101-45200-381	Electric Utilities	ELECTRIC	10.65
08/21/2013	.0813	E 101-45200-381	Electric Utilities	ELECTRIC	360.94
08/21/2013	.0813	E 101-45230-217	Other Operating Supplies	ELECTRIC	10.17
08/21/2013	.0813	E 601-49440-380	Electric-System	ELECTRIC	5,518.51
08/21/2013	.0813	E 601-49440-381	Electric Utilities	ELECTRIC	249.51
08/21/2013	.0813	E 602-49451-381	Electric Utilities	ELECTRIC	249.51
08/21/2013	.0813	E 602-49451-381	Electric Utilities	ELECTRIC	6,486.82
08/21/2013	.0813	E 609-49750-381	Electric Utilities	ELECTRIC	1,459.36
					<hr/>
					\$20,547.28

CONSTRUCTION & GENERAL

08/27/2013	082713	G 101-21707	Union Dues	MAINT UNION DUES - SEPT 2013	234.00
					<hr/>
					\$234.00

CRYSTAL SPRINGS ICE

08/13/2013	30492	E 609-49751-254	Miscellaneous Merchandise	MISC	97.64
08/17/2013	30575	E 609-49751-254	Miscellaneous Merchandise	MISC	127.28

08/20/2013	30619	E 609-49751-254	Miscellaneous Merchandise	MISC	85.12
08/24/2013	30703	E 609-49751-254	Miscellaneous Merchandise	MISC	169.72
					\$479.76

DAHLHEIMER DIST. CO. INC.

08/14/2013	1075859	E 609-49751-252	Beer For Resale	BEER	7,044.18
08/14/2013	1075859	E 609-49751-254	Miscellaneous Merchandise	MISC	136.00
08/14/2013	1075859	E 609-49751-255	N/A Products	N/A	31.00
08/21/2013	1075905	E 609-49751-252	Beer For Resale	BEER	7,028.70
08/21/2013	1075905	E 609-49751-254	Miscellaneous Merchandise	MISC	382.00
					\$14,621.88

DAY DISTRIBUTING CO.

08/16/2013	714715	E 609-49751-252	Beer For Resale	BEER	1,472.49
08/16/2013	714715	E 609-49751-255	N/A Products	N/A	21.50
					\$1,493.99

DELTA DENTAL

08/15/2013	5223204	G 101-21710	Deferred Comp	9/1/13 - 9/30/13	418.90
					\$418.90

FIRST BAPTIST CHURCH

08/28/2013	.0813	G 101-22000	Deposits	RETURN DEPOSIT	50.00
					\$50.00

G&K SERVICES, INC

08/27/2013	1043513577	E 601-49440-402	Janitorial Service	RUGS	24.62
					\$24.62

GERDIN AUTO SERVICE, INC.

07/25/2013	67882	E 208-42110-436	Towing Charges	TOW VEHICLE	133.59
					\$133.59

GRANITE CITY JOBBING CO.

08/13/2013	776296	E 609-49750-210	Operating Supplies	OPERATING	49.34
08/13/2013	776296	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
08/13/2013	776296	E 609-49751-256	Tobacco Products For Resale	TOBACCO	351.72
08/13/2013	776296	G 101-20810	Sales Tax Payable	TAX	(0.44)
08/20/2013	777246	E 609-49750-210	Operating Supplies	OPERATING	44.92
08/20/2013	777246	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
08/20/2013	777246	E 609-49751-254	Miscellaneous Merchandise	MISC	33.02
08/20/2013	777246	E 609-49751-256	Tobacco Products For Resale	TOBACCO	1,142.45
08/20/2013	777246	G 101-20810	Sales Tax Payable	TAX	(0.44)
					\$1,629.07

INNOVATIVE OFFICE SOLUTIONS, L

08/22/2013	346810	E 101-41400-200	Office Supplies	SUPPLIES	368.07
					\$368.07

ISD #15

08/20/2013	1142	E 101-45200-218	Equipment Repair & Maintenance	2012 BOBCAT	68.48
08/20/2013	1143	E 101-45200-218	Equipment Repair & Maintenance	2012 TOOLCAT	45.50
					\$113.98

JJ TAYLOR DISTRIBUTING

08/14/2013	2050911	E 609-49751-252	Beer For Resale	BEER	633.85
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\$633.85

JOHNSON BROS WHLSE LIQUOR

08/09/2013	587630	E 609-49751-251	Liquor For Resale	LIQUOR	(15.36)
08/14/2013	1645219	E 609-49751-206	Freight and Fuel Charges	FREIGHT	19.36
08/14/2013	1645219	E 609-49751-251	Liquor For Resale	LIQUOR	1,325.08
08/14/2013	1645220	E 609-49751-206	Freight and Fuel Charges	FREIGHT	8.82
08/14/2013	1645220	E 609-49751-253	Wine For Resale	WINE	248.90
08/15/2013	588385	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(5.88)
08/15/2013	588385	E 609-49751-251	Liquor For Resale	LIQUOR	(306.00)
08/21/2013	1650872	E 609-49751-206	Freight and Fuel Charges	FREIGHT	56.84
08/21/2013	1650872	E 609-49751-251	Liquor For Resale	LIQUOR	3,825.25
08/21/2013	1650873	E 609-49751-206	Freight and Fuel Charges	FREIGHT	14.70
08/21/2013	1650873	E 609-49751-253	Wine For Resale	WINE	439.65
08/21/2013	1650874	E 609-49751-253	Wine For Resale	WINE	62.97
08/23/2013	589463	E 609-49751-206	Freight and Fuel Charges	LIQUOR	(0.12)
08/23/2013	589463	E 609-49751-251	Liquor For Resale	LIQUOR	(8.24)
08/27/2013	589694	E 609-49751-251	Liquor For Resale	LIQUOR	(10.75)

\$5,655.22

KIMS KLEANING

08/27/2013	2474	E 101-41940-402	Janitorial Service	CITY HALL	128.26
08/27/2013	2475	E 101-45000-402	Janitorial Service	COMMUNITY CENTER	315.30
08/27/2013	2476	E 101-43100-402	Janitorial Service	PUBLIC WORKS	774.88
08/27/2013	2477	E 601-49440-233	Water Treatment Plant Maint	WATER TREATMENT	171.00
08/27/2013	2478	E 101-42110-402	Janitorial Service	POLICE	961.92
08/27/2013	2479	E 101-42210-402	Janitorial Service	FIRE DEPT	320.64

\$2,672.00

LANDMARK CONCRETE

08/19/2013	9793-2013-06	E 101-43100-414	Storm Sewers	REPAIRS TO CONCRETE SIDEW	1,390.00
08/19/2013	9793-2013-06	E 101-45200-311	Contract	REPAIRS TO CONCRETE SIDEW	1,390.00

\$2,780.00

LAW ENFORCEMENT LABOR SVCS.

08/27/2013	082713	G 101-21707	Union Dues	POLICE UNION DUES SEPT 2013	315.00
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\$315.00

MCDONALD DIST CO.

08/15/2013	336741	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
08/15/2013	336741	E 609-49751-252	Beer For Resale	BEER	6,887.35
08/15/2013	336741	E 609-49751-255	N/A Products	N/A	83.40
08/22/2013	337258	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
08/22/2013	337258	E 609-49751-252	Beer For Resale	BEER	3,883.35
08/22/2013	337258	E 609-49751-254	Miscellaneous Merchandise	MISC	34.00
08/22/2013	337258	E 609-49751-255	N/A Products	N/A	51.65

\$10,945.75

METRO SALES, INC.

08/22/2013	546141	E 101-41400-240	Office Equip	COPIES	149.00
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\$149.00

MN NCPERS LIFE INSURANCE

08/22/2013	7334913	G 101-21713	MN Life	SEPTEMBER PREMIUM	16.00
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					\$16.00
M-R SIGN COMPANY, INC.					
08/14/2013	177877	E 101-43100-226	Sign Repair Materials	SIGNS	59.42
					\$59.42
NETWORK BUSINESS SUPPLIES, INC					
08/19/2013	92068	E 609-49750-210	Operating Supplies	SUPPLIES	121.71
					\$121.71
OLSON POWER AND EQUIPMENT, INC					
08/13/2013	98712	E 101-43100-218	Equipment Repair & Maintenance	JOINT	64.63
					\$64.63
OPUS 21					
08/24/2013	130753	E 601-49440-382	Utility Billing	JULY, 2013	1,468.16
08/24/2013	130753	E 602-49490-382	Utility Billing	JULY, 2013	1,468.16
					\$2,936.32
OREILLY AUTO PARTS					
08/21/2013	1539-237982	E 101-42210-221	Vehicle Repair & Maintenance	OIL	104.96
					\$104.96
PACE ANALYTICAL SERVICES					
08/15/2013	131231806	E 601-49440-313	Sample Testing	TESTING	120.00
					\$120.00
PAUSTIS & SONS					
08/19/2013	8412265	E 609-49751-206	Freight and Fuel Charges	FREIGHT	26.25
08/19/2013	8412265	E 609-49751-253	Wine For Resale	WINE	1,423.86
08/21/2013	8412658-CM	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.25)
08/21/2013	8412658-CM	E 609-49751-251	Liquor For Resale	WINE	(63.00)
					\$1,385.86
PHILLIPS WINE & SPIRITS CO.					
08/09/2013	3510494	E 609-49751-251	Liquor For Resale	LIQUOR	(7.69)
08/09/2013	3510495	E 609-49751-206	Freight and Fuel Charges	WINE	(2.94)
08/09/2013	3510495	E 609-49751-253	Wine For Resale	WINE	(208.00)
08/14/2013	2469971	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.29
08/14/2013	2469971	E 609-49751-251	Liquor For Resale	LIQUOR	576.75
08/14/2013	2469972	E 609-49751-206	Freight and Fuel Charges	FREIGHT	30.87
08/14/2013	2469972	E 609-49751-253	Wine For Resale	WINE	1,395.80
08/21/2013	2473433	E 609-49751-206	Freight and Fuel Charges	FREIGHT	47.04
08/21/2013	2473433	E 609-49751-251	Liquor For Resale	LIQUOR	3,174.75
08/21/2013	2473434	E 609-49751-206	Freight and Fuel Charges	FREIGHT	24.99
08/21/2013	2473434	E 609-49751-253	Wine For Resale	WINE	1,389.50
					\$6,431.36
POSTMASTER - ST. FRANCIS					
		E 101-41400-322	Postage	NEWSLETTER POSTAGE	207.22
		E 101-42110-322	Postage	NEWSLETTER POSTAGE	59.20
		E 101-43100-200	Office Supplies	NEWSLETTER POSTAGE	118.41
		E 101-43210-439	Recycling Days	NEWSLETTER POSTAGE	59.20
		E 101-45200-200	Office Supplies	NEWSLETTER POSTAGE	29.63
		E 601-49440-200	Office Supplies	NEWSLETTER POSTAGE	59.20

		E 602-49490-200	Office Supplies	NEWSLETTER POSTAGE	29.60
		E 609-49750-322	Postage	NEWSLETTER POSTAGE	29.60
08/20/2013	082013	E 101-41400-322	Postage	PRESORT MAILING FEE	190.00
					\$782.06

PRINTING UNLIMITED

08/27/2013	00006795	E 101-41400-200	Office Supplies	ENVELOPES	71.18
08/27/2013	00006795	E 601-49440-200	Office Supplies	DOOR HANGARS	51.30
					\$122.48

RAMSEY, CITY OF

09/01/2013	.0913	E 101-42210-311	Contract	AUGUST-KAPLAR	666.00
					\$666.00

ROYAL SUPPLY

08/29/2013	13461	E 101-41940-210	Operating Supplies	SUPPLIES	8.85
08/29/2013	13461	E 101-42110-217	Other Operating Supplies	SUPPLIES	17.71
08/29/2013	13461	E 101-43100-217	Other Operating Supplies	SUPPLIES	8.85
08/29/2013	13461	E 101-45200-217	Other Operating Supplies	SUPPLIES	8.85
08/29/2013	13461	E 601-49440-217	Other Operating Supplies	SUPPLIES	8.85
08/29/2013	13461	E 602-49490-217	Other Operating Supplies	SUPPLIES	8.88
					\$61.99

SCHREDER, ANDY

08/26/2013	082613	E 101-42400-331	Travel Expenses	MILEAGE	140.12
					\$140.12

SKINNER, MARLINE

08/27/2013	082713	E 101-42700-311	Contract	AUGUST	500.00
					\$500.00

SOUTHERN WINE & SPIRITS OF MN

08/15/2013	1065178	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.50
08/15/2013	1065178	E 609-49751-251	Liquor For Resale	LIQUOR	1,056.18
08/22/2013	1067667	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.50
08/22/2013	1067667	E 609-49751-253	Wine For Resale	WINE	362.00
08/22/2013	1067668	E 609-49751-206	Freight and Fuel Charges	FREIGHT	8.85
08/22/2013	1067668	E 609-49751-251	Liquor For Resale	LIQUOR	969.95
					\$2,411.98

THE AMERICAN BOTTLING COMPANY

08/26/2013	2449720146	E 609-49751-254	Miscellaneous Merchandise	MISC	203.72
					\$203.72

THORPE DISTRIBUTING COMPANY

08/16/2013	771461	E 609-49751-252	Beer For Resale	BEER	135.08
08/16/2013	771462	E 609-49751-253	Wine For Resale	WINE	25.10
					\$160.18

VINOCOPIA, INC.

08/16/2013	82139	E 609-49751-206	Freight and Fuel Charges	FREIGHT	18.00
08/16/2013	82139	E 609-49751-251	Liquor For Resale	LIQUOR	1,411.50
08/16/2013	82139	E 609-49751-253	Wine For Resale	WINE	80.00
					\$1,509.50

WIRTZ BEVERAGE MN

08/15/2013	1080073062	E 609-49751-206	Freight and Fuel Charges	FREIGHT	11.96
08/15/2013	1080073062	E 609-49751-251	Liquor For Resale	LIQUOR	974.65
08/15/2013	1080073062	E 609-49751-253	Wine For Resale	WINE	120.00
08/15/2013	1080073062	E 609-49751-254	Miscellaneous Merchandise	MISC	63.09
08/22/2013	1080075826	E 609-49751-206	Freight and Fuel Charges	FREIGHT	74.91
08/22/2013	1080075826	E 609-49751-251	Liquor For Resale	LIQUOR	8,121.41
08/22/2013	1080075826	E 609-49751-253	Wine For Resale	WINE	314.00
					\$9,680.02

\$96,311.84

FUND SUMMARY

101 GENERAL FUND	\$18,119.46
208 POLICE FORFEITURE	\$133.59
601 WATER FUND	\$8,097.46
602 SEWER FUND	\$8,536.10
609 MUNICIPAL LIQUOR FUND	\$61,425.23
Total	<u>96,311.84</u>

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

**PROCLAIMING SEPTEMBER 15 – 21, 2013
AS WOMEN OF TODAY WEEK PROCLAMATION**

WHEREAS: The Minnesota Women of Today and United States Women of Today have set aside the week of September 15-21, 2013 to Celebrate the many community activities and dedicated membership; and

WHEREAS: the St. Francis Area Women of Today are dedicated to promoting community services such as Night to Unite, Kids Week, the yearly City Wide Garage Sale, and other worthy community service projects; and

WHEREAS: The St. Francis Area Women of Today have been a vital part of this community for 10 years; and

WHEREAS: The St. Francis Area Women of Today have provided personal enrichment and leadership development to the member of this community through service: and

WHEREAS; The Minnesota Women of Today and United States Women of Today are “united by our friendship and belief of the future,”

NOW, THEREFORE, I, Jerry Tveit, Mayor of St. Francis, MN so hereby proclaim the week of September 15-21, 2013 to be **SAINT FRANCIS AREA WOMEN OF TODAY WEEK.**

Jerry Tveit, Mayor

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

PROCLAIMING SEPTEMBER AS SPINAL CORD INJURY AWARENESS MONTH

Whereas: The Minnesota Spinal Cord Injury Association (MNSCIA) is committed to enriching the lives of people in Minnesota who have been impacted by spinal cord injury or paralysis. Our members include people who have incurred paralysis or disability due to a spinal cord injury, their families and friends, healthcare and rehabilitation professionals, policy makers, and corporations;

Whereas: The Minnesota Spinal Cord Injury Association is recognizing September 2013 as Spinal Cord Injury Awareness Month and understands the need for increased awareness, education, resources and the investment in research here in Minnesota to continue to improve the quality of life for individuals with spinal cord injuries;

Whereas: Every 48 minutes someone in the United States is paralyzed from some form of a Spinal Cord Injury;

Whereas: Currently there is an estimated 1,275,000 individuals in the United States who live with a spinal cord injury;

Whereas: An estimated 100,000 of those individuals are veterans who were impacted by spinal cord injury while serving as members of the United States Armed Forces;

Whereas: There are approximately 12,000 additional spinal cord injuries in the United States each year with 300 being here in Minnesota;

Whereas: Accidents are the leading cause of spinal cord injuries and SCI does not discriminate;

Whereas: The Minnesota Spinal Cord Injury Association along with their collaborative partners Courage Kenny Rehabilitation Institute, Gillette Children's Specialty Healthcare, Medtronic and Unite 2 Fight Paralysis commends the dedication of local, regional and national organizations, researchers, doctors, volunteers, and individuals that are working to improve the quality of life for individuals, family and friends impacted by SCI.

Now therefore, I Jerry Tveit, Mayor of St. Francis, do hereby proclaim September 2013 to be Spinal Cord Injury Awareness Month in the city of St. Francis, Minnesota and I encourage individuals and businesses in our city to join in this observance and get involved in this effort.

Jerry Tveit, Mayor

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

**PROCLAIMING SEPTEMBER 17 – 23, 2013
AS CONSTITUTION WEEK**

WHEREAS, our Founding Fathers, in order to secure the blessings of liberty for themselves and their posterity, did ordain and establish a Constitution for the United States; and,

WHEREAS, it is important that all citizens fully understand the provisions and principles contained in the Constitution in order to effectively support, preserve and defend against all enemies; and,

WHEREAS, September 17, 2013, marks the two hundred twenty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and,

WHEREAS, it is fitting and proper to accord official recognition of this magnificent document and its memorable anniversary; and,

WHEREAS, the independence guaranteed to American citizens, whether by birth or naturalization, should be celebrated during Constitution Week, September 17 through 23, 2013, as designated by proclamation of the President of the United States of America in accordance with Public Law 915;

NOW THEREFORE, BE IT RESOLVED that I, Jerry Tveit, Mayor of the City of St. Francis, do hereby proclaim the week of September 17 through 23, 2013 as **CONSTITUTION WEEK**.

Jerry Tveit, Mayor

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

RESOLUTION 2013-31

A RESOLUTION ADJUSTING THE TAX LEVY
FOR THE G.O. IMPROVEMENT AND
UTILITY REVENUE BONDS, SERIES 2007A

WHEREAS, the City of St. Francis sold bonds referred to as G.O. Improvement and Utility Revenue Bonds, Series 2007A; and

WHEREAS, the City may adjust the amount of taxes levied for collection in order to average the levy stream out over the life of the Series 2007A Bonds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Francis, Minnesota that the tax levy for bonded indebtedness for fiscal (collection) year 2014 be adjusted as follows:

<u>Bond description</u>	<u>Scheduled Levy</u>	<u>Adopted Levy</u>
G.O. Improvement and Utility Revenue Bonds – 2007A	\$12,275.79	\$20,900.00

BE IT FURTHER RESOLVED that the County Auditor of Anoka County is hereby requested and directed to increase the scheduled levy for collection in 2014 by \$8,624.21.

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

Councilmember
Councilmember
Councilmember
Councilmember
Mayor

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 3rd DAY OF SEPTEMBER, 2013.

APPROVED:

Jerry Tveit
Mayor of St. Francis

ATTEST:

Barbara I. Held, City Clerk

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

RESOLUTION 2013-32

A RESOLUTION PROVIDING PRELIMINARY
APPROVAL OF A PROPOSED 2013 TAX LEVY,
COLLECTIBLE IN 2014

WHEREAS, State law requires that the City Council give preliminary approval of a proposed tax levy for 2013 payable in 2014 by September 15, 2013.

NOW, THEREFORE, BE IT RESOLVED to adopt the preliminary maximum tax levy payable in 2014 against taxable property in the City of St. Francis at \$2,988,086, or a maximum increase of 0%. The following sums of money are the proposed tax levy for 2013, collectible in 2014, upon taxable property in the City of St. Francis, for the following purposes:

General Fund	\$2,967,186.00
<u>Debt Service</u>	<u>\$20,900.00</u>
	\$2,988,086.00 TOTAL

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

Councilmember
Councilmember
Councilmember
Councilmember
Mayor

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 3rd DAY OF SEPTEMBER, 2013.

Jerry Tveit, Mayor

ATTEST:

Barbara I. Held, City Clerk

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

RESOLUTION 2013-33

A RESOLUTION AUTHORIZING CITY ADMINISTRATOR TO EXECUTE CLOSING DOCUMENTS ON THE MEADOWS OF ST. FRANCIS DESCRIBED AS LOTS 1-22 AND 43-66, BLOCK 1, CITY OF ST. FRANCIS, ANOKA COUNTY, MINNESOTA

WHEREAS, Resolution 2013-17 adopted on May 20, 2013 directed the City to enter into a purchase agreement to acquire certain townhome lots within the Meadows of St. Francis described as Lots 1-22 and 43-66, Block 1, City of St. Francis, Anoka County, Minnesota; and

WHEREAS, the City and the Seller have addressed the preliminary matters necessary to close on said lots; and

NOW THEREFORE BE IT RESOLVED THAT the City of St. Francis hereby authorizes Matthew L. Hylen, the St. Francis City Administrator to execute all necessary documents associated with closing on the above-referenced property.

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

Councilmember
Councilmember
Councilmember
Councilmember
Mayor

and the following voted against the same:

and the following abstained:

and the following were absent:

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 3rd DAY OF SEPTEMBER, 2013.

Jerry Tveit, Mayor

ATTEST:

Barbara I. Held, City Clerk

AGENDA REPORT

TO: Mayor Tveit & City Council
FROM: Matt Hylan, City Administrator
SUBJECT: East Shop Demolition
DATE: August 29, 2013



INTRODUCTION

In order to improve the aesthetic appearance of city owned property and prepare this property for sale, the old city shop should be razed.

BACKGROUND

Following the construction of the new Public Works and Police facility, the old east city shop is no longer needed for the original public purpose. City Council has previously supported the clean-up of this property. The building is a liability at this time due to its dilapidated condition. Two quotes were received for this demolition project which is attached. Some of the costs are unknown until demolition, inspection and soil testing occur.

RECOMMENDATION

A motion to approve the low quote from Quiring Excavating in the amount \$35,450 to demolish the city owned building located at 3518 Bridge Street. Council should also note there will be additional expenditure of municipal funds due to items on the quote which dollar amounts are unknown at this time.

BUDGET IMPACT

This is not a budgeted expenditure. Council can transfer money from the Liquor Fund OR acknowledge an over expenditure of the General Fund (utilizing fund reserve).

S:\FORMS\3518 Bridge Street Demolition.doc

Attachments:

1. NONE



CONCRETE • MASONRY • EXCAVATING • GENERAL CONTRACTING

Quote # 2013-333

PROPOSAL 8-23-13

Job #:

PROPOSAL SUBMITTED TO:				WORK TO BE PERFORMED AT: Demo of East Shop Building			
Name	City of St. Francis Attn: Paul Teicher			Street			
Street				City	St. Francis	State	MN
City		State	MN	Date of Plans			
Telephone Number				Architect			

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

- Move to Site**
 - Erosion Control**
 - Disconnect Sewer & Water @ the Property Line**
 - Pump Tanks & Sump Pit & Dispose of Properly**
 - Remove & Dispose of Tanks**
 - Test soil for contaminates around tanks**
 - Demo Building & Haul Away Everything including Footings**
 - Backfill Footing Trench & Grade Site with on site Fill**
 - Seed Disturbed Areas**
- Exclusions: Permits, Hazardous Material Removal, Soil Corrections & Compaction Testing after Backfill**

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 **\$38,000.00** 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 STRANGLUND

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 _____



"QUOTATION"

Thank you for the opportunity to quote you our portion of this project

Customer: **City of St Francis**
 Attn: Matt Hylen

Project: **Building Demo**

Date: 8/20/2013

SUMMARY BREAKDOWN

Mobilize	LS	\$	1,800.00
Mobilize to site			
Tank and Sump Removal	LS	\$	6,000.00
Remove oil and water sep, Sewer lift station, & small concrete tank with solid lid			
Dispose of tanks			
Excludes any unknown tanks			
Tank and Sump Cleaning	LS	\$	1,900.00
Pump and clean tanks and sumps for removal			
Soil Testing	LS	\$	1,250.00
Test soil for contaminates under tanks			
Building Demo	LS	\$	24,500.00
Demo Building			
Remove walls, slab and footings			
Backfill footings Rough grade site			
Excludes site restoration			
TOTAL		\$	35,450.00

Exclusions:

- Winter Conditions
- Bond
- Hazardous material removal
- Permits (other than stated above)
- Dewatering
- Soil corrections
- Erosion control
- Testing
- Disconnects (done by others)



Notes:

All items tied unless negotiated
This quote is valid for 30 days

ACCEPTED: The above prices, specifications, and conditions are satisfactory and hereby accepted

Name - Please Print

Signature

Date

Quoted by: Kyle Higdem
Office: 612-490-8111
Mobile: 612-490-8111
Fax: 952-496-0181
Email: kyle@quiringexcavating.com

**End of Quote For:
Building Demo**

Quiring Excavating
682 39th Ave NE,
Columbia Heights, MN 55421

Semler Homes, Inc

1875 Station Parkway NW
Andover, MN 55304
Tel: (763) 755-6554 Fax: (763) 755-6311

Mr. Matt Hylan
City of St. Francis Administrator
23340 Cree Street NW
St. Francis, MN

Re: Purchase of City Lot

August 28, 2013

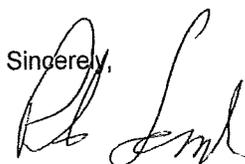
Dear Mr. Hylan:

Semler Homes has reviewed the video of the August 19th Council Meeting and it is clear the Council's view of the value for Lot 8, Block 2, Royal Oaks is much higher than the current market warrants for a new home in an older neighborhood.

Therefore, Semler Homes withdraws their offer for this lot.

Thank you for considering our proposal.

Sincerely,



Pete Semler
Semler Homes