

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
September 15, 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 – August 18, 2014
 - b. URRWMO Minutes – July 8, 2014 and Unapproved September 2, 2014
 - c. MN Municipal Utilities Association Program Contract October 1, 2014-September 30, 2015
 - d. Pay Estimate No. 5 to LaTour Construction for the Rum River Bluffs-Phase 2 Development
 - e. St. Francis Community for Drug Awareness – 5k Family Fun Run September 27, 2014
 - f. Hire Brian Reeder as a Public Works Operator contingent upon passing pre-employment testing and evaluation and reporting to work as assigned for his first day.
 - g. Approval of Settlement Agreement and General Release for former Public Works Employee
 - h. 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. Acknowledge Retirement of Fire Fighter Mark Sorenson over 20+ years of service
7. Ordinances & Resolution
 - a. Resolution 2014-30: Providing Preliminary Approval of a Proposed 2014 Tax Levy, Collectible in 2015 and Setting Budget Hearing Date
 - b. Resolution 2014-32: Adopting Anoka County Multi-Jurisdictional Hazard Mitigation Plan
 - c. Resolution 2014-33: Resolution authorizing the preparation of plans and specifications for the Wastewater Treatment Facility Improvements Project
8. Reports of Consultants & Staff Members
 - a. Engineer:
 - b. Attorney: 1) Acting Pay Issues Memorandum
2) Closed Meeting Pursuant to Minn. Stat. Sec. 13D.05, Subd. 3(b) and the attorney/client privilege to discuss potential and threatened litigation against the City.
 - c. Staff:
 - Building Official:
 - Finance Dept.
 - Fire Dept.:
 - Public Works:
 - Liquor Store:
 - Police:
 - City Administrator Report:
9. Reports from Council Members
10. Report from Mayor
11. Old Business
 - a. 241st Avenue NW Improvement
12. New Business
13. Adjournment

Calendar of Event

- Sept 13: St. Francis Lions Softball Tourney (10 am) and Cornfest (11 am) @ Community Park
Sept 15: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Sept 17: Planning Comm. Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Sept 19: Movie in the Park – Cars 2 @Community Park, Starts at dusk
Sept 25: College Fair @ SFHS 6-8 pm Free and open to all area high school students and parent
Sept 26: SFHS Homecoming Football game vs Duluth Denfeld 7:00 pm

TO: Mayor & City Council
FROM: Paul Teicher, Acting City Administrator *P.T.* 
RE: Agenda Memorandum – September 15, 2014 Meeting

Agenda Items:

4. Consent Agenda:

c. *Contract for Minnesota Municipal Utilities Association Safety Program:* Attached is the contract for MMUA's Safety Management Program. This program provides coordination and leadership to our monthly safety program for the City. MMUA is always available if we would have an OSHA inspection or any serious accident with employees or our subcontractor(s), In partnership with MMUA, we have a very good safety record.

d. *Rum River Bluffs-Phase 2:* Attached is Pay Estimate #5 for the Rum River Bluffs Phase 2 project in the amount of \$42,054.12 Appropriate retainage has been withheld.

f. *Hire Brian Reeder as a Public Works Operator contingent upon passing pre-employment testing and evaluation and reporting to work as assigned for his first day:* A motion would be in order to appoint Brian Reeder at Grade 8, Step 1, contingent upon the pre-employment testing and evaluation and reporting to work as assigned for his first day.

g. *Approval of Settlement Agreement and General Release for former Public Works Employee:* As discussed in closed meeting, this is the agreement resolving a potential veterans preference claim involving an individual who received a conditional hire offer but was not able to start work with the City.

6. Petitions, Requests, Applications:

a. Acknowledgement of St. Francis Fire Fighter Mark Sorenson for his 20+ years of service.

7. Ordinances & Resolutions

a. *Resolution 2014-30:* Attached is Resolution 2014-30 approving our proposed 2014 tax levy, collectible in 2015. The City Council tabled this at the last council meeting; however you will need to determine the amount of a levy you want to set at this meeting. An agenda report from Finance Director shows the different percentages and the impact they would have financially. A motion would be in order to approve Resolution 2014-30.

b. *Resolution 2014-32: Adopting Anoka County Multi-Jurisdictional Hazard Mitigation Plan:* It had come to our attention that St. Francis had not passed this Multi-Jurisdictional Hazard Mitigation Plan. We are required to have a plan in order to maintain eligibility for state disaster assistance. A motion would be in order to adopt Resolution 2014-32.

c. *Resolution 2014-33: Resolution authorizing the preparation of plans and specifications for the Wastewater Treatment Facility Improvements Project:* Attached is a memorandum from City Engineer, Jared Voge explaining the background and steps for the Wastewater Treatment Facility Improvement. A motion would be in order to approve Resolution 2014-33 a resolution authorizing the preparation of plans and specifications for the Wastewater Treatment Facility Improvements.

8. Reports:

a. **Engineer:**

b. **Attorney:** *Temporary pay adjustments.* The City does not have a policy on how to compensate individuals operating in a temporary capacity that extends beyond vacation/sick leave situations. A memo on this issue will be presented by the City Attorney.

c. **Staff:**

Fire:

Public Works:

Liquor Store:

Police:

City Administrator:

11. Old Business:

a. *241st Avenue NW Improvement:* Mayor Tveit has asked that this be put back on the agenda.

12. New Business:

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

CITY COUNCIL MINUTES

September 2, 2014

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Pro Tem Tim Brown at 6:00 pm.
2. **Roll Call:** Present were Mayor Pro Tem Tim Brown, Council members Steve Kane, Amy Lazere, and Chris McClish. Mayor Jerry Tveit excused. 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, Fire Chief Dean Kapler, Finance Director Darcy Mulvihill, and City Clerk Barb Held.
3. **Adopt Agenda:** Lepak asked to table Temporary Pay Adjustments. MOTION BY KANE SECOND McCLISH TO ADOPT THE SEPTEMBER 2, 2014 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY LAZERE SECOND McCLISH TO APPROVE THE SEPTEMBER 2, 2014, CITY COUNCIL CONSENT AGENDA AS A-D AS FOLLOWS:
 - a. City Council Minutes – August 18, 2014
 - b. Authorization Not to Waive the Statutory Tort Liability Limits to the extent of the coverage purchased with LMCIT
 - c. Pay Estimate No. 1 to North Pine Aggregate, Inc. of Forest Lake for the Aztec Street Improvements for \$92,581.68.
 - d. Payment of Claims for \$228,651.75 (Check numbers 67788-67846)Motion carried 4-0.
5. **Meeting Open to the Public:** None.
6. **Petitions, Requests, Applications:**
7. **Ordinances & Resolution:**
 - a. **Resolution 2014-29: Adjusting the Tax Levy for the G.O. Improvement and Utility Revenue Bonds, Series 2007A:** MOTION BY BROWN SECOND McCLISH TO ADOPT RESOLUTION 2014-29 A RESOLUTION ADJUSTING THE TAX LEVY FOR THE G.O. IMPROVEMENT AND UTILITY REVENUE BONDS, SERIES 2007A. Motion carried 4-0.
 - b. **Resolution 2014-30: Providing Preliminary Approval of a Proposed 2014 Tax Levy, Collectible in 2015 and Setting Budget Hearing Date:** Mulvihill stated with this resolution you will be setting the levy. You can lower the levy but not increase after you set it. The final adoption of the levy will be set in December. We had a zero percent levy increase in 2014. In 2013 a 4% and the three previous years before that we had a zero percent increases Mulvihill stated. Lazere is not in favor of hiring three new employees next year. McClish is not sure about the economic development employee but I would be in favor of hiring a streets/parks employee. Kane agreed with McClish, we could hold off on the economic development

employee. Brown agreed with holding off on hiring an economic development employee. McClish said the new employee for the police department is partially funded by the school district. McClish stated I would recommend a 5% levy increase right now and we can always go down. Brown said I would recommend going 7% because we can always go down. Kane said I would like to see a zero increase but I do not see that happening. We can then have a budget workshop. Mulvihill said cities use to have to certify the levy by September 15 but that law changed and is now September 30. MOTION BY BROWN SECOND KANE TO TABLE SETTING THE LEVY UNTIL NEXT MEETING FOR A FULL COUNCIL. Motion carried 4-0.

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

a. **Engineer: Order the Preparation of a Feasibility Study for 241st Avenue – Resolution 2014-31:** MOTION BY KANE SECOND McCLISH TO ADOPT RESOLUTION 2014-31 ORDERING PREPARATION OF REPORT ON 241ST AVENUE IMPROVEMENT. Brown asked is this the right time to spend \$25,000 and develop an industrial park with our current management situation. Motion failed 2-2. Brown and Kane voting nay.

Voge informed the Council that the Point Source Implementation Grant which was submitted to the MPCA for the Wastewater Treatment Facility Improvements earlier this year was approved. The total grant amount is \$2.5 million. The Facility Plan approved by Council and submitted to the MPCA in March 2014 has been approved and the project is on the 2015 Public Facilities Authority Intended Use Plan which means it is eligible for PFA financing; the same financing used for the Water Treatment Plant Project. The grant and financing requires that plans and specifications be submitted to the MPCA for approval in March of 2015. Voge indicated that he will prepare a resolution authorizing the preparation of plans and specifications for the Wastewater Treatment Facility Improvements Project and present it at the next Council meeting for Council consideration unless the Council had any objections. Council had no objections and the resolution will be presented for consideration at the September 15, 2014 City Council meeting.

b. **Attorney: Investigation Update:** Lepak reported that Michelle Soldo from Soldo Consulting has been contacted and will be doing the outside investigation into allegations against the City Administrator.

Temporary pay adjustments for acting City Administrator and Foreman(s): Tabled until the full council is present.

Closed Meeting to Discuss Union Negotiation Strategy Pursuant to Minn. State Statute 13D.03 MOTION BY LAZERE SECOND McCLISH TO GO INTO A CLOSED MEETING PURSUANT TO MINN. STAT. SEC. 13D.03 TO DISCUSS UNION NEGOTIATION STRATEGY FOR THE POLICE UNION AT 6:19 PM. Motion carried 4-0. The City Council was back in session at 6:26 pm.

Lepak stated he had nothing further to report.

Brown asked if a councilmember expected open meeting law violation how does one go about reporting it. Lepak said they would need to report it to the city attorney.

c. **Staff:**

Finance Dept.:

Fire Dept.: Authorization to enter into a Purchase Agreement with truck supplier for a new engine/tanker: An agenda report from Fire Chief Dean Kapler on the purchase agreement for the new engine/tanker was provided. Chief Kapler thanked Lieutenants George Bichler and Jon Faanes for all the time spent with this process. Staff is recommending using Rosenbauer Minnesota LLC of Wyoming, MN as the fabricator of the new vehicle. Staff is also recommending utilizing the HGAC (Houston-Galveston Area Council) purchasing plan which meets the bidding requirements for purchases of this size. MOTION BY BROWN SECOND BROWN AUTHORIZING THE CITY TO ENTER INTO A CONTRACT WITH ROSENBAUER MINNESOTA LLC FOR A NEW ENGINE/TANKER FOR THE AMOUNT OF \$346,078 AND UTILIZING THE HGAC PURCHASING PLAN. Chief Kapler reported the existing vehicle will be utilized by the public works department. Motion carried 4-0.

Public Works:

Liquor Store:

Police Dept.:

City Administrator:

9. **Reports from Council Members:** No reports
10. **Report from Mayor:** No report.
11. **Old Business: Update on the Patriot Lanes Dance Permit.** Rehling stated he spoke with Mr. Zacher owner of Patriot Lanes. Suggestion was to increase the number of police officers at the dance both nights. Mr. Zacher was receptive to the suggestion and he is aware if there is trouble again next year this will be addressed again. If council is ok with that, I will pass it along. Council agreed with the plan.

Kane asked the City Engineer what is the progress on the pedestrian crosswalk by County Market. Voge stated we wanted to have the school back in session before we finished our study, so it should be before you soon.
12. **New Business:** None.
13. **Adjournment:** The Regular City Council meeting adjourned at 6:35 pm.

Barbara I. Held, City Clerk

Upper Rum River Watershed Management Organization
Meeting Minutes for July 8, 2014

Chair Dan Denno called the meeting to order at 7:01 pm.

Present: Dan Denno, Chair
Lan Tornes, Vice Chair
Richard Walstrom, Secretary
Todd Miller
Kevin Armstrong
Scott Heaton
Calvin Bahr
Malcolm Vinger II
Heidi Moegerle

Absent: John Wangenstein
Ann Arcand
Steve Kane

Audience: Dan Fabian, Metro Board Conservationist, MN Board of Water and Soil
Resources (BWSR)
Don Buckhout Performance Review and Assistance, MN Board of Water and Soil
Resources (BWSR)

APPROVAL OF AGENDA

Lan Tornes moved and Todd Miller seconded to approve the agenda as presented. All in favor, motion carried.

APPROVAL OF MINUTES

Richard Walstrom moved and Kevin Armstrong seconded to approve the May 6, 2014 minutes as written. Lan Tornes abstained. Motion carried.

TREASURER'S REPORT

Richard Walstrom reported a checking account balance of \$15,924.16 as of 6/30/14. **Calvin Bahr moved and Lan Tornes seconded to accept the report as presented. All in favor, motion carried.** The newly elected officials are working on getting new signatures for the checking account.

Dan Denno was reminded to look for a PIN number from Gallagher Insurance to use when reapplying for insurance.

UNFINISHED BUSINESS

A. BWSR Performance Review and Assistance Program (PRAP) – Don Buckhout distributed copies of the draft report summary. Buckhout reiterated that the purpose of the PRAP is to ensure the effective operation of local governmental units (LGU's).

BWSR's finding is that the URRWMO is underperforming. The URRWMO 3rd Generation Watershed Management Plan (Plan) is used as the standard for assessment; this WMO is not meeting the level of performance that has been set through the Plan.

Buckhout read aloud the Key Findings, Conclusions and proceeded to expand on the Recommendations.

Recommendations:

- Consider merger or start coordination now with neighboring organizations to learn from their successes.
- Conduct a survey of watershed residents and local officials regarding water resource problems in the watershed.
- Member cities must adopt ordinances required by the plan.
- Address Action Items.

Action Items:

- Prepare and submit annual audit and financial report on time
- Develop data practices policy
- Convene advisory committee.

Regarding survey results, Buckhout noted a 50% response from board members and a very low response of 19-20% from partners, this possibly being the result of limited partnering.

Malcom Vinger, II stated that as a representative of the city of Nowthen, his directive is to stop looking for ways to spend money. Dan Denno agreed with Vinger's statement and confirmed that it is this WMO's intent to stay low impact and not overload cities' budgets, and that that will be his intent when the new plan is written in 2017. Other board members were in agreement with the WMO's level of impact. Dan Fabian suggest board members start thinking about what they will want in the new plan.

Discussion on Recommendation #1: Some board members voiced that they have no interest in merging with another organization. Buckhout suggested inviting other organization members to the URRWMO's meetings as a starting point to get to know bordering organizations/WMO's.

Discussion on Recommendation #2: The only recent water concern voiced to this WMO was Lake George residents questioning the water quality of Lake George. No other concerns have been voiced. Denno stated that this WMO takes action when needed or if it perceives a need it will take action and spend money. Buckhout suggested inviting a DNR rep to talk with the Board regarding actions that can be taken to prevent invasive species or the spread of invasive species.

Discussion on Recommendation #3: The Board thought that the ordinances had been adopted by member cities, when the Plan itself was approved.

Discussion on Action Item #1: It was believed that an annual audit was covered by submitting an annual financial report to the State Auditor. Gail Gessner will contact Jamie Schurbon of Anoka Conservation District to find out if he has something in writing supporting this statement, and if so to forward a copy to Don Buckhout.

Discussion on Action Item #2: Clarification was requested as to why a data practices policy is necessary. It is a necessary document to guide WMO responses to requests from citizens, officials, and the media for information about the organization and its activities.

Discussion on Action Item #3: It was stated that since the WMO is considered as underperforming, that an advisory committee would probably be useless.

When asked what the penalties would be for non-compliance with the action items, Fabian stated that there are no monetary penalties. However, the WMO could be found as non-performing and be disbanded, which would be a very long process.

Buckhout stated BWSR will respond to written comments present by the URRWMO. Board members are to send their comments to Denno prior to the September meeting. Then at the September meeting, the board will finalize a letter to be sent to BWSR by September 15.

NEW BUSINESS

A. Heidi Moegerle noted her concern that the DNR and the Metropolitan Council are looking at Minneapolis/St. Paul tapping into northern metro aquifers with no means of replenishing them. Moegerle will forward meeting information to Gessner to forward on to Board members.

B. Ham Lake boundary change request – Scott Heaton has not heard anything more on this matter.

MAIL

OTHER

Gessner asked if a board member will prepare and send out the September agenda by August 25. Denno offered to take care of the agenda.

INVOICE APPROVAL

A. Scott Heaton moved and Lan Tornes seconded to approve the ACD invoice #2014035 payment 2 of 3 for \$3,193.33, and the recording secretary July invoice for \$150.00. All in favor, motion carried.

URRWMO meeting minutes for July 8, 2014
Page 4 of 4

ADJOURN

Scott Heaton moved and Heidi Moegerle seconded to adjourn. All in favor, meeting adjourned at 8:18 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 7/11/14

AGENDA

Upper Rum River Watershed Management Organization
Tuesday, September 2, 2014 at 7:00pm
Meeting will be held at Sandhill Center for the Arts in Bethel

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for July 8, 2014
5. Treasurer's Report
6. Unfinished Business
 - A. Receipt of PIN from insurance company and reapplication for insurance update – Dan Denno
 - B. BWSR Performance Review and Assistance Program (PRAP) – Summation of board member comments to BWSR.
7. New Business
 - A. Discuss PRAP three recommendations:
 1. Consider merger with a neighboring watershed organization or start coordination now with neighboring organizations to learn from their successes.
 2. Conduct a survey of watershed residents and local officials regarding water resource problems in the watershed.
 3. Member cities must adopt ordinances required by the Plan.
 - B. Address recommended PRAP action items:
 1. Compliance with the rule requirement for an annual financial audit.
 2. Have a functioning advisory committee in place by January 2015.
 3. Adopt a data practices policy.
 - C. Groundwater/aquifer use by other cities update – Heidi Moegerle
 - D. Annual newsletter article draft – comments
8. Mail
9. Other
10. Invoice approval(s)
 - A. ACD #2014035 payment 3 of 3 for \$3,193.34
 - B. ACD #2014100 URRWMO BWSR Performance Evaluation Assistance for \$365.00
 - C. Recording secretary invoice
11. Adjourn

Upper Rum River Watershed Management Organization
Meeting Minutes for September 2, 2014

Chair Dan Denno called the meeting to order at 7:05 pm.

Present: Dan Denno, Chair
Richard Walstrom
Todd Miller
Scott Heaton
Calvin Bahr
Malcolm Vinger II
Ann Arcand

Absent: Lan Tornes, Vice Chair
John Wangenstein
Kevin Armstrong, Secretary
Heidi Moegerle
Steve Kane

APPROVAL OF AGENDA

Vinger moved and Miller seconded to approve the revised agenda as presented. All in favor, motion carried.

APPROVAL OF MINUTES

Vinger moved and Miller seconded to approve the July 8, 2014 minutes as written. All in favor, motion carried.

TREASURER'S REPORT

None

UNFINISHED BUSINESS

A. Receipt of PIN from insurance company and reapplication for insurance update – No PIN has been received to date, Denno will follow up.

B. BWSR Performance Review and Assistance Program (PRAP) Summation of board member comments to BWSR – Denno read Tornes' comments, Bahr read his comments, and Heaton summarized Armstrong's comments. This led to discussion of BWSR recommendations and action items.

BWSR Recommendations:

1. Consider merger or start coordination now with neighboring organizations to learn from their successes. The Board consensus is that this recommendation is being met by the URRWMO coordinating with the SRWMO. There is no identified purpose or goal for the merger. A merger would only dilute the local city input and responsiveness to our local requests. With limited resources, we should keep our focus local. Coordinating with local cities and lake associations is a good thing and if our member cities are supporting activities in the watershed (Lake George

contributions), we can point that out in our Plan so we are not redundant with what cities are doing. We should not duplicate what other organizations are doing but do things that are needed that they are not doing (water quality monitoring).

2. Conduct a survey of watershed residents and local officials regarding water resource problems in the watershed. This could be done as part of the 2015 plan. Being proactive (looking for problems) in finding water resource issues has the potential to be counter-productive, and could undermine the relationship we have with our constituents and with member communities. Gessner and Heaton were asked how the SRWMO gets its water resource projects, if it sends out surveys, and what is its 2014 budget. It was decided that in lieu of sending out surveys, contact information be added to the annual news article written by ACD for those individuals wishing to contact board members regarding water issues.

3. Member cities must adopt ordinances required by the Plan. It was thought that ACD was monitoring this implementation by member cities; follow-up with Jamie is needed. Perhaps all we need to do is document the current situation of compliance. **Vinger moved and Miller seconded to direct Gessner to follow up with ACD to confirm that all Plan ordinances have been adopted by member cities. All in favor, motion carried.**

BWSR Action Items:

1. Prepare and submit annual audit and financial report on time. Consensus was to wait to see if the statute changes regarding annual audits.

2. Develop data practices policy. Members were asked to bring example policies for review at the next meeting.

3. Convene advisory committee. Advisory committees can be very formal or more informal. It would not be too difficult to get feedback from local lake associations, etc. during the year to build our annual plan, especially as we move to do our next ten year plan. This would be the right time to implement some sort of advisory committee. A notice asking for applicants could be placed on the URRWMO website, as well as the member communities' websites.

Denno will compile member comments in a draft letter to BWSR. Before sending, he will email to board members for comments/approval.

7. NEW BUSINESS

A. Discuss PRAP three recommendations: See Unfinished Business

B. Address recommended PRAP action items: See Unfinished Business

C. Groundwater/aquifer use by other cities update – No report.

D. Annual newsletter article draft – Denno noted that since the water is good, he'd like the wording to read, 'protect and *maintain*' instead of 'protect and improve'. The Board asked that ACD present the survey results when completed.

8. Mail

A. Bank statements

9. Other

10. Invoice approval(s)

A. ACD #2014035 payment 3 of 3 for \$3,193.34

B. ACD #2014100 URRWMO BWSR Performance Evaluation Assistance for \$365.00

C. Recording secretary September invoice for \$125.00

Heaton moved and Miller seconded to approve all invoices in the amounts written. All in favor, motion carried.

11. Adjourn

Heaton moved and Bahr seconded to adjourn. All in favor, meeting adjourned at 8:15 pm.

Gail E. Gessner, Recording Secretary
Submitted via email on 9/9/14



Minnesota Municipal Utilities Association

August 18, 2014

M E M O R A N D U M

To: Safety Management Participants
From: Mike Willetts, Director of Job Training and Safety
Subject: 2014-15 Safety Management Program Contract

It is time to renew your safety management program contract. If we held a regional group meeting earlier this year, please note that the budgets have not changed since then. For those where we did not hold a group meeting this year, please note that the budgets have been created with the goal of having minimal price increases while covering MMUA's costs in providing your service. The contract amendments will cover October 1, 2014 through September 30, 2015, to coincide with MMUA's fiscal year.

Two copies of your contract amendment are enclosed. Please sign both contracts keeping one for your records and mailing the other to the address shown below. Please do not send payment at this time. You will be billed October 1. Mail your signed contract to:

Larry Pederson, Director of Finance
Minnesota Municipal Utilities Association
3025 Harbor Lane North, Suite 400
Plymouth, MN 55447-5142

If you have any concerns with the new contract, please contact me or Larry as follows:

Mike Willetts: phone 763-746-0705 or e-mail mwilletts@mmua.org
Larry Pederson: phone 763-746-0704 or e-mail lpederson@mmua.org

Thank you for being part of MMUA's safety management groups. With this program and your support we have proven that working together as a group we can develop a safety program that is affordable and at the same time works.

Minnesota Municipal Utilities Association
AMENDMENT TO SERVICES AGREEMENT

Safety Management Program

Contract Date: August 11, 2014

Contract Number: 171-2015

The services agreement entered into between Minnesota Municipal Utilities Association (MMUA) and City of Saint Francis (Saint Francis), dated August 12, 2013, contract number 171-2014, is amended as follows:

PART II, Section 1.

1. DURATION: This Agreement shall remain in force from October 1, 2014 until September 30, 2015 (the "expiration date").

PART III, Section 1.

1. COMPENSATION: For the services covered by this Agreement, Saint Francis shall pay MMUA an annual fee of seventeen thousand nine hundred dollars and 00 cents (\$17,900.00) for the 2014-15 annual period. Such compensation shall be due and payable according to the selected payment terms below.

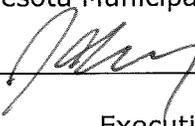
Payment terms for the fee agreed to above shall be based on one of the following options (select one):

- Annual Payment (\$17,900.00)
- Quarterly Payments (\$4,475.00 each)

For any term of less than twelve full calendar months, the fee shall be a portion of the annual fee, pro-rated based on the number of calendar months or partial calendar months in which the services were provided as a percentage of twelve (12).

The parties hereby accept the terms of the Agreement as modified.

City of Saint Francis
By _____
Title _____
Date _____
Purchase Order # _____

Minnesota Municipal Utilities Association
By  _____
Title Executive Director
Date August 11, 2014

Minnesota Municipal Utilities Association

AMENDMENT TO SERVICES AGREEMENT

Safety Management Program

Contract Date: August 11, 2014

Contract Number: 171-2015

The services agreement entered into between Minnesota Municipal Utilities Association (MMUA) and City of Saint Francis (Saint Francis), dated August 12, 2013, contract number 171-2014, is amended as follows:

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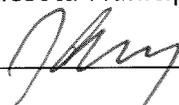
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The parties hereby accept the terms of the Agreement as modified.

City of Saint Francis
By _____
Title _____
Date _____
Purchase Order # _____

Minnesota Municipal Utilities Association
By  _____
Title Executive Director
Date August 11, 2014



BOLTON & MENK, INC.[®]

Consulting Engineers & Surveyors

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

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

www.bolton-menk.com

September 8, 2014

Mr. Paul Teicher
City of St. Francis
23340 Cree Street
St. Francis, MN 55070-9390

RE: Rum River Bluffs- Phase 2
St. Francis, Minnesota
BMI Project No: R18.106578

Dear Paul:

Enclosed please find three copies of Pay Estimate No. 5 for the above referenced project. I recommend that the Pay Estimate be approved as shown. If you agree, please sign all copies and return one each with payment to the contractor and one each to me for our files.

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

Sincerely,

BOLTON & MENK, INC.

Jared Voge, P.E.
City Engineer

JAV/kg
Enclosure

CONTRACTOR'S PAY REQUEST
RUM RIVER BLUFFS - PHASE 2
ST. FRANCIS, MINNESOTA
BMI PROJECT NO. R18.106578

CONTRACTOR
OWNER
ENGINEER

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS.....	\$	472,920.40
TOTAL, COMPLETED WORK TO DATE.....	\$	456,795.95
TOTAL, STORED MATERIALS TO DATE.....		\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED.....		\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS.....	\$	456,795.95
RETAINED PERCENTAGE (5%).....	\$	22,839.80
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS).....	\$	-
NET AMOUNT DUE TO CONTRACTOR TO DATE.....	\$	433,956.15
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES.....	\$	391,902.03
PAY CONTRACTOR AS ESTIMATE NO. 5	\$	42,054.12

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: LaTour Construction, Inc.
2134 County Road 8 NW
Maple Lake, MN 55358

By Steve Lator Project Manager 9/5/14
Name Title Date

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
BOLTON & MENK, INC., ENGINEERS, 7533 SUNWOOD DRIVE NW, SUITE 206, RAMSEY, MN 55303

By Jared Voege City Engineer 9/8/14
Name Title Date

APPROVED FOR PAYMENT:
Owner: ST. FRANCIS, MINNESOTA

By _____
Title Date

PARTIAL PAY ESTIMATE NO.

5

RUM RIVER BLUFFS - PHASE 2
ST. FRANCIS, MINNESOTA
BNI PROJECT NO. R18.106578

WORK COMPLETED THROUGH SEPTEMBER 3, 2014

ITEM NO.	DESCRIPTION	UNIT PRICE	ESTIMATED		QUANTITY PREVIOUS ESTIMATE	QUANTITY COMPLETED TO DATE
			BID QUANTITY	BID AMOUNT		
1	MOBILIZATION	\$ 16,250.00	1	\$ 16,250.00	0.90	1.00
2	REMOVE CURB & GUTTER	\$ 10.00	6	\$ 60.00	6	6
3	REMOVE BITUMINOUS PAVEMENT	\$ 5.00	22	\$ 110.00	32	32
4	COMMON LABORER	\$ 65.00	10	\$ 650.00	14	14
5	12 CU YD TRUCK	\$ 92.00	8	\$ 736.00	8	8
6	SKID LOADER	\$ 100.00	20	\$ 2,000.00	20	20
7	COMMON EXCAVATION (EV)	\$ 5.00	100	\$ 500.00	900	900
8	SUBGRADE EXCAVATION (EV)	\$ 5.00	25	\$ 125.00		
9	SUBGRADE PREPARATION	\$ 0.45	8,360	\$ 3,762.00	8,397	8,397
10	TOP SOIL BORROW (LV)	\$ 16.00	302	\$ 4,832.00	236.50	236.50
11	BITUMINOUS TACK COAT	\$ 3.70	380	\$ 1,406.00	40	250
12	SALVAGE AND REINSTALL TYPE 3 BARRICADES	\$ 150.00	4	\$ 600.00	4	4
13	GRANULAR BORROW (CV)	\$ 15.00	300	\$ 4,500.00		
14	AGGREGATE BASE CLASS 5 (CV) (P)	\$ 25.90	1,825	\$ 47,267.50	1,833	1,833
15	TYPE SP 12.5 WEARING COURSE (2.B) 1.5" THICK	\$ 5.30	6,325	\$ 33,522.50		
16	TYPE SP 12.5 NON WEARING COURSE (2.B) 2" THICK	\$ 6.60	6,325	\$ 41,745.00	6,350	6,350
17	TYPE SP 12.5 WEARING COURSE (2.B) 3" THICK (TRAIL)	\$ 27.70	535	\$ 14,819.50	535	535
18	27" RC PIPE APRON W/ TRASH GUARD	\$ 1,150.00	1	\$ 1,150.00	1	1
19	21" RC PIPE APRON W/ TRASH GUARD	\$ 920.00	1	\$ 920.00	1	1
20	18" RC PIPE APRON W/ TRASH GUARD	\$ 770.00	1	\$ 770.00	1	1
21	15" RC PIPE APRON W/ TRASH GUARD	\$ 720.00	2	\$ 1,440.00	2	2
22	12" RC PIPE APRON W/ TRASH GUARD	\$ 660.00	1	\$ 660.00	1	1
23	CONSTRUCT DRAINAGE STRUCTURE, DES G	\$ 220.00	47.14	\$ 10,370.80	41.65	41.65
24	CONSTRUCT DRAINAGE STRUCTURE, DES 4020-48	\$ 200.00	20.42	\$ 4,084.00	31.79	31.79
25	CONSTRUCT DRAINAGE STRUCTURE, DES 4020-60	\$ 270.00	7.44	\$ 2,008.80	6.44	6.44
26	CONSTRUCT SKIMMER STRUCTURE	\$ 3,700.00	1	\$ 3,700.00	1.0	1.0
27	CASTING ASSEMBLY (STORM)	\$ 490.00	13	\$ 6,370.00	11	13
28	ADJUST STORM CASTING	\$ 230.00	5	\$ 1,150.00	2	5
29	27" RC PIPE SEWER CLASS IV	\$ 45.00	25	\$ 1,125.00	25.0	25.0
30	21" RC PIPE SEWER CLASS IV	\$ 29.00	438	\$ 12,702.00	441	441
31	18" RC PIPE SEWER CLASS IV	\$ 27.00	99	\$ 2,673.00	98	98
32	15" RC PIPE SEWER CLASS V	\$ 24.50	512	\$ 12,544.00	517	517
33	12" RC PIPE SEWER CLASS V	\$ 33.00	24	\$ 792.00	24	24
34	CONNECT TO EXISTING SANITARY SEWER	\$ 4,700.00	1	\$ 4,700.00	1	1
35	SANITARY SEWER TELEVISIONS (EXISTING PIPE)	\$ 1.10	2302	\$ 2,532.20		
36	CONSTRUCT SANITARY SEWER MANHOLE	\$ 160.00	33.77	\$ 5,392.00	33.77	33.77
37	CASTING ASSEMBLY (SANITARY)	\$ 350.00	3	\$ 1,050.00	3	3
38	ADJUST SANITARY CASTING	\$ 230.00	11	\$ 2,530.00	4	11
39	8"x4" PVC WYE	\$ 190.00	29	\$ 5,510.00	29.0	29.0
40	4" PVC PIPE SEWER (SDR-26)	\$ 8.40	1,222	\$ 10,264.80	1,224	1,224
41	8" PVC PIPE SEWER (SDR-35)	\$ 26.00	1,130	\$ 29,380.00	1,145	1,145
42	10" PVC PIPE SEWER (SDR-26)	\$ 62.00	65	\$ 4,030.00		
43	CONNECT TO EXISTING WATER MAIN	\$ 910.00	3	\$ 2,730.00	3	3
44	ADJUST VALVE BOX	\$ 120.00	9	\$ 1,080.00	8	9
45	6" GATE VALVE & BOX	\$ 1,200.00	4	\$ 4,800.00	4	4
46	8" GATE VALVE & BOX	\$ 1,800.00	2	\$ 3,600.00	2.0	2.0
47	HYDRANT - 9' 0" BURY DEPTH	\$ 3,800.00	2	\$ 7,600.00	2	2
48	HYDRANT - 11' 6" BURY DEPTH	\$ 4,100.00	1	\$ 4,100.00	1	1
49	HYDRANT - 12' 0" BURY DEPTH	\$ 4,300.00	1	\$ 4,300.00	1	1
50	1" CORPORATION STOP	\$ 200.00	29	\$ 5,800.00	29	29
51	1" CURB STOP & BOX	\$ 250.00	29	\$ 7,250.00	29	29
52	1" WATER SERVICE PIPE	\$ 7.30	1,300	\$ 9,490.00	1,197.0	1,197.0

ITEM NO.	DESCRIPTION	UNIT PRICE	ESTIMATED		QUANTITY PREVIOUS ESTIMATE	QUANTITY COMPLETED TO DATE
			BID QUANTITY	BID AMOUNT		
53	6" PVC WATERMAIN	\$ 15.00	48	\$ 720.00	48	48
54	8" PVC WATERMAIN	\$ 17.00	1,205	\$ 20,485.00	1,205	1,205
55	12" DIP WATERMAIN	\$ 59.00	58	\$ 3,422.00	72	72
56	WATERMAIN FITTINGS	\$ 5.50	703	\$ 3,866.50	742	742
57	RANDOM RIPRAP CL IV	\$ 67.00	96	\$ 6,432.00	96	96
58	5" CONCRETE WALK	\$ 3.70	7,075	\$ 26,177.50	7,197	7,197
59	MOUNTABLE CONCRETE CURB & GUTTER	\$ 9.70	3,514	\$ 34,085.80	3,570	3,570
60	TRUNCATED DOMES	\$ 35.00	52	\$ 1,820.00	48	48
61	TRAFFIC CONTROL	\$ 2,950.00	1	\$ 2,950.00	0.90	1.00
62	SIGN PANELS, TYPE C	\$ 45.00	12.5	\$ 562.50		12.5
63	STREET NAME SIGNS	\$ 350.00	2	\$ 700.00		2
64	SILT FENCE TYPE MACHINE SLICED	\$ 2.50	350	\$ 875.00	487	487
65	STORM DRAIN INLET PROTECTION	\$ 102.00	10	\$ 1,020.00		10
66	WOOD FIBER BIO ROLL	\$ 3.00	60	\$ 180.00	60	60
67	TEMPORARY ROCK CONSTRUCTION ENTRANCE	\$ 830.00	2	\$ 1,660.00		2
68	EROSION CONTROL BLANKET CATEGORY 0	\$ 1.50	3,270	\$ 4,905.00	2880	2880
69	HYDRAULIC SOIL STABILIZER, TYPE 8 BFM	\$ 1.25	5,500	\$ 6,875.00	852	2,952
TOTAL =				\$ 472,920.40	\$ 412,528.45	\$ 456,795.95



23340 Cree Street NW, St. Francis, MN 55070
763-753-2630

PARADE / BIKE-SNOWMOBILE RIDE / TRIATHLON PERMIT

APPLICATION

Please complete the following form for: (Circle one) Parade-Bike/Snowmobile Ride-Triathlon:

Name of Organization St. Francis Community for Drug Awareness (SFCDA)

Contact Person Cynthia Upp Date of Event 9/27/14

Address P.O. Box 250 St. Francis MN 55070
(Street) (City) (State & Zip)

Phone (763) 498-1224 Email address community@drugseveredreams.org

Number of Estimated Participants 100 Starting/Ending Time of Event 8:00AM registration

9:00 AM Start
11:00 AM Finish

***Provide a map of the route and description of the event:

See attached

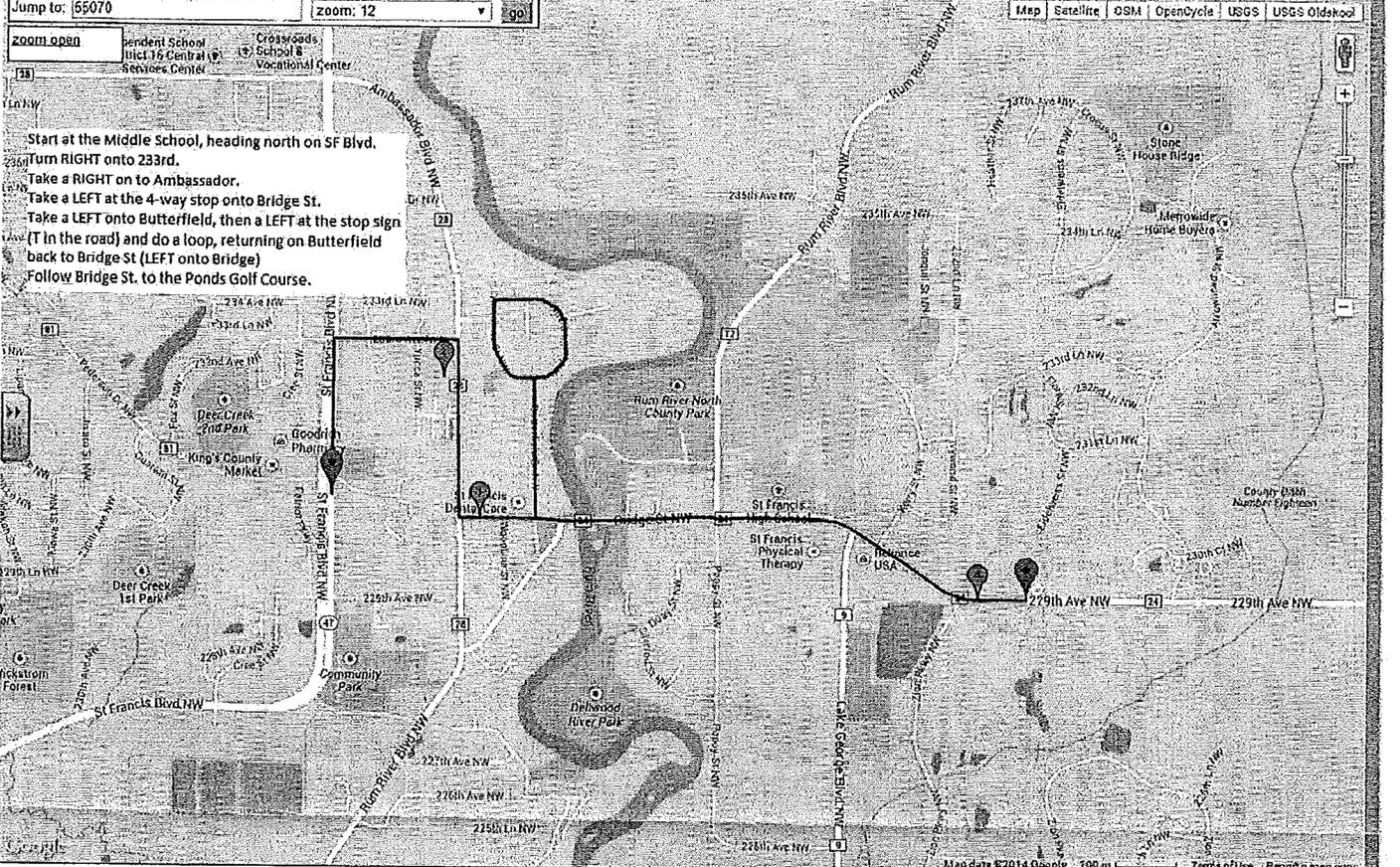
(ORGANIZATION MUST PROVIDE CERTIFICATE OF INSURANCE WITH THE CITY OF ST. FRANCIS NAMED AS THE CERTIFICATE HOLDER)

Please contact the St. Francis Police Department at 763-753-1264 regarding number of officers needed for this event.

CITY OF ST. FRANCIS
23340 Cree Street NW
ST. FRANCIS, MN 55070
Fax 763-753-9881
city@stfrancismn.org

- Independent School District 15 Central Services Center
- Crossroads School & Vocational Center

Start at the Middle School, heading north on SF Blvd.
 Turn RIGHT onto 233rd.
 Take a RIGHT on Ambassador.
 Take a LEFT at the 4-way stop onto Bridge St.
 Take a LEFT onto Butterfield, then a LEFT at the stop sign (T in the road) and do a loop, returning on Butterfield back to Bridge St (LEFT onto Bridge)
 Follow Bridge St. to the Ponds Golf Course.



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 Get it today. For a limited time. Purchase now.



IT'S NOT A T-SHIRT.
 IT'S AN ADVANTAGE.

SHOP NOW

TENANT USERS LIABILITY INSURANCE
AMENDED CERTIFICATE BINDER

THIS CERTIFICATE/BINDER REPRESENTS A SUMMARY OF THE INSURANCE PROVIDED. INSURANCE PROVIDED IS SUBJECT TO THE TERMS AND CONDITIONS OF THE POLICY.

Date: 7/16/2014 11:21 AM
Certificate Number: 58583
Broker: Hub International New England
Tenant User: St Francis Community for Drug Awareness
Event Title 1st Annual SFCDA Dash for Dreams 5K
Type of Event Marathons-Walking & Running (Excluding Participants) Attendance 500 and Under
Daily Attendance 150
Period of Insurance: 09/27/2014 12:01 AM To 09/28/2014 12:01 AM

Policy #1 **GL00565-05**

Insurance Company: Atlantic Specialty Insurance Company

Coverage Limits

General Agg. None
 Products Completed Ops \$1,000,000
 Personal/Adv. Injury \$1,000,000
 Each Occurance: \$1,000,000
 Fire Damage: \$50,000
 Medical Payments: Excluded

Policy #2 **PF00493-04**

Insurance Company: Atlantic Specialty Insurance Company

Coverage Limits Deductible

Third Party Property Damage: \$1,000,000 \$1,000

Premium Computation

General Liability \$206.00
 Liquor Liability \$0.00
 Third Party Property Damage \$52.00
 Excess Liability \$0.00
 Total Premium \$258.00
 Total Fees \$0.00

Total Due \$258.00

Certificate Holder/Additional Insured National League of Cities ISD 15
 1301 Pennsylvania Ave. NW 4115 Ambassador Blvd
 7th Floor St. Francis, MN 55070
 Washington, DC 20004
 MN - St Francis
 23340 Cree St NW
 Saint Francis, MN 55070-9390

To obtain a complete copy of the policy with the terms, conditions and exclusions of the policy, you must contact us at: tulip@ebi-ins.com or (800) 507-8414.

SETTLEMENT AGREEMENT AND GENERAL RELEASE

This Settlement Agreement and General Release (hereinafter "Agreement" or "Release") is made and entered into this 8 day of September 2014 by and between the City of St. Francis, Minnesota (hereinafter called St. Francis or the Employer) and Nathaniel Deshayes (hereinafter called Deshayes or the Employee).

WHEREAS, Mr. Deshayes applied for a vacancy with the City of St. Francis and was conditionally hired subject to completion of a background and pre-employment physical examination;

WHEREAS, Mr. Deshayes passed his background and pre-employment physical but was injured following his pre-employment physical examination and unable to report to work on his first scheduled day of employment;

WHEREAS, Mr. Deshayes represents that he is a veteran entitled to the protections of the Veterans Preference Act, Minn. Stat. §197.46 and may not be removed from his position except for incompetency or misconduct shown after a hearing, upon due notice, upon stated charges, in writing;

WHEREAS, Mr. Deshayes was notified of his statutory protections under the Veterans Preference Act by the City;

WHEREAS, Mr. Deshayes was not placed on paid leave during this time that he is given to consider whether to request a hearing; and

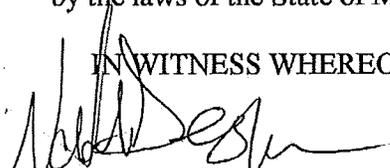
WHEREAS, the parties wish to settle and compromise all disputes and potential disputes between them;

NOW, THEREFORE, it is hereby stipulated and agreed by and between the parties as follows:

1. Mr. Deshayes will not assert his veterans preference rights and his separation will be effective as noted in his Notice of Intent to Terminate.
2. The City will compensate Mr. Deshayes an amount equal to sixty (60) days pay less applicable withholding upon the expiration of the rescission date outlined in this Agreement provided that Mr. Deshayes does not revoke the waiver of claims noted herein. This payment to Mr. Deshayes will be made on the same date and in the same manner as a normal payroll check except that it will be mailed to Mr. Deshayes's home address.
4. Mr. Deshayes agrees that the consideration contained above will fully compensate him for all amounts due to him arising out of his employment relationship with City of St. Francis through the date this Agreement is signed and will extinguish any and all of his claims for additional compensation for this period of time. Specifically, Mr. Deshayes agrees that he is not entitled to and will not make any claim for any additional compensation regardless of whether such claim is in the form of a demand for accrued and unused sick leave, vacation leave or other compensation and regardless of whether such compensation is provided for by personnel policy, past practice, collective bargaining agreement or other agreement.
5. In consideration of and in exchange for the promises by the City as described above, Mr. Deshayes releases and forever discharges the City, its employees, board members, agents, directors, officers, representatives, assigns and successors from all past or currently (as of the effective date of this Agreement) existing charges, complaints, claims, damages, actions and causes of action and demands of every kind and nature, known and unknown, liquidated or unliquidated, at law or inequity, which Mr. Deshayes may have against the City arising out of his employment with the City including, but not limited to, claims for breach of contract; breach of personnel policies or regulations, breach of collective bargaining agreement provisions; breach of fiduciary duty; fraud or misrepresentation; violation of the Minnesota Human Rights Act, the Americans with Disabilities Act, denial of due process or other federal, state, or local laws based on any protected status Mr. Deshayes may qualify for; defamation; intentional or negligent infliction of emotional distress; breach of the covenant of good faith and fair dealing; promissory estoppel; negligence; wrongful termination of employment; and any other claims for unlawful employment practices; except he does not waive any claim or cause of action he may have under Minnesota Statutes, Section 466.07. Mr. Deshayes has been advised of his rights under the Veterans Preference Act, Minn. Stat. §197.46 and specifically waives any right to a hearing under this

6. **Rescission.** To preserve any claims under Minn. Stat. § 363 (the Minnesota Human Rights Act), Mr. Deshayes must rescind this Agreement within 15 calendar days of signing it. To be effective, Mr. Deshayes's written notice of rescission must be delivered to the City in care of Barb Held, City Clerk, either by hand or by mail. If sent by mail, it must be properly addressed to the City in care of Barb Held, City Clerk sent by certified mail, return receipt requested to City of St. Francis Hall, 23340 Cree Street NW, St. Francis, MN 55070 and must be post-marked within the 15-day period.
7. The undersigned further declares and represents that no promise, inducement or agreement other than as expressed herein has been made to the undersigned and that this Agreement contains the entire Agreement between the parties hereto and that the terms of the Agreement are contractual and not a mere recital. In agreeing to sign this Agreement, Mr. Deshayes affirms that he has had the opportunity to consult with his own attorneys and has not relied on any statements or explanations made by the City or its attorneys.
8. The undersigned hereby declares that the terms of this Agreement have been completely read and are fully understood and are voluntarily accepted for the purposes of making a full and final compromise, adjustment and settlement and that both parties have had a chance to discuss this matter fully and to their satisfaction with their attorneys.
9. **Severability and Interpretation.** In the event that any provision of this Agreement is held invalid by a court of competent jurisdiction, the remaining provisions shall nonetheless be enforceable according to their terms. Further, in the event that any provision is held to be overbroad as written, such provision shall be deemed amended to narrow its application to the extent necessary to make the provisions enforceable according to applicable law, and enforced as amended.
10. **Modifications.** This Agreement supersedes all prior agreements and understandings between the parties relating to Mr. Deshayes's employment with the City and it may not be changed or terminated orally. No modification, termination or attempted waiver of any of the provisions of this Agreement shall be valid unless in writing signed by the party against whom the same is sought to be enforced.
11. **Governing Law.** The validity, enforceability, construction and interpretation of this Agreement shall be governed by the laws of the State of Minnesota.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.



 Nathaniel Deshayes

 For City of St. Francis

STATE OF MINNESOTA)

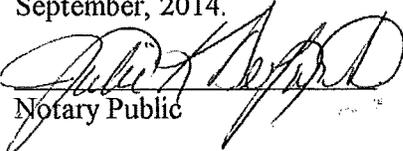
STATE OF MINNESOTA)

COUNTY OF Morris)

COUNTY OF ANOKA)

Subscribed to and sworn to
 before me this 8 day of
 September, 2014.




 Notary Public



PAYMENT BATCH AP 09-15-14

3D SPECIALTIES INC.

08/29/2014	446490	E 101-43100-226	Sign Repair Materials	REPAIRS	171.15
					\$171.15

ACE SOLID WASTE, INC.

09/01/2014	11564526	E 101-42210-384	Refuse/Garbage Disposal	SOLID WASTE	68.82
09/01/2014	11564526	E 101-42210-384	Refuse/Garbage Disposal	SOLID WASTE	35.15
09/01/2014	11564526	E 101-43100-384	Refuse/Garbage Disposal	SOLID WASTE	45.54
09/01/2014	11564526	E 101-43100-384	Refuse/Garbage Disposal	SOLID WASTE	17.21
09/01/2014	11564526	E 101-43210-384	Refuse/Garbage Disposal	SOLID WASTE	42.91
09/01/2014	11564526	E 101-45200-384	Refuse/Garbage Disposal	SOLID WASTE	45.54
09/01/2014	11564526	E 101-45200-384	Refuse/Garbage Disposal	SOLID WASTE	17.20
09/01/2014	11564526	E 601-49440-384	Refuse/Garbage Disposal	SOLID WASTE	65.07
09/01/2014	11564526	E 601-49440-384	Refuse/Garbage Disposal	SOLID WASTE	17.20
09/01/2014	11564526	E 602-49490-384	Refuse/Garbage Disposal	SOLID WASTE	17.20
09/01/2014	11564526	E 602-49490-384	Refuse/Garbage Disposal	SOLID WASTE	65.07
09/01/2014	11564526	E 609-49750-384	Refuse/Garbage Disposal	SOLID WASTE	139.75
					\$576.66

ANOKA COUNTY CENTRAL COMM.

08/29/2014	2014-333	E 101-42110-321	Telephone	JULY INTERNET	210.06
					\$210.06

ANOKA COUNTY PROPERTY RECORDS

08/29/2014	2014-51	E 101-41410-203	Printed Forms	2014 PRIMARY BALLOTS	47.80
					\$47.80

BARGEN INC.

09/03/2014	214301	E 101-43100-406	Asphalt Repair & Maint	CRACKFILLING	11,250.00
					\$11,250.00

BELLBOY CORPORATION

08/26/2014	444900000	E 609-49751-206	Freight and Fuel Charges	FREIGHT	54.25
08/26/2014	444900000	E 609-49751-251	Liquor For Resale	LIQUOR	3,694.65
					\$3,748.90

BERNICK COMPANIES, THE

08/27/2014	10229	E 609-49751-252	Beer For Resale	BEER	336.75
08/27/2014	10229	E 609-49751-255	N/A Products	N/A	20.50
09/08/2014	161298	E 609-49751-254	Miscellaneous Merchandise	MISC	20.00
09/08/2014	161299	E 609-49751-252	Beer For Resale	BEER	53.16
09/08/2014	161299	E 609-49751-255	N/A Products	N/A	20.50
					\$450.91

BOLTON & MENK, INC.

08/15/2014	126120	E 601-49440-303	Engineering Fees	WELLHEAD PROTECTION PLAN	713.69
08/15/2014	169119	E 420-43000-303	Engineering Fees	RUM RIVER BLUFFS DEVELOP	1,044.00
08/15/2014	169121	E 602-49490-303	Engineering Fees	2015 BRIDGE ST IMPROVEMENT	16,517.50
08/15/2014	169122	E 101-41910-303	Engineering Fees	2014 GENERAL ENGINEERING	459.00

08/15/2014	169122	E 101-43100-303	Engineering Fees	2014 GENERAL ENGINEERING	35.00
08/15/2014	169122	E 101-45200-303	Engineering Fees	2014 GENERAL ENGINEERING	35.00
08/15/2014	169122	E 602-49490-303	Engineering Fees	2014 GENERAL ENGINEERING	462.16
08/15/2014	169122	G 803-22111	Esc-McAlister-Excavation	2014 GENERAL ENGINEERING	580.00
08/15/2014	169122	G 803-22115	ESC-Dollar General	2014 GENERAL ENGINEERING	542.50
08/15/2014	169123	E 415-43100-303	Engineering Fees	AZTEC STREET IMPROVEMENTS	4,458.25
08/15/2014	169124	E 101-43100-303	Engineering Fees	PEDERSON DR PEDISTRIAN ST	17.50
08/15/2014	169124	E 101-45200-303	Engineering Fees	PEDERSON DR PEDISTRIAN ST	17.50
					\$24,882.10

CITY EMPLOYEES UNION, LOCAL #3

G 101-21707	Union Dues	SEPTEMBER DUES	280.00
			\$280.00

CLASSIC CONSTRUCTION

09/08/2014	15883	E 101-43100-418	Storm Water Management	CULVERT REPLACE	5,158.72
					\$5,158.72

COUNTY MARKET - CITY ACCOUNT

09/02/2014	224.0814	E 101-45200-212	Motor Fuels	FUEL	83.26
09/02/2014	224.0814	E 101-45200-212	Motor Fuels	FUEL	25.99
09/02/2014	224.0814	E 101-45200-212	Motor Fuels	FUEL	7.36
09/02/2014	227-0814	E 101-43100-212	Motor Fuels	FUEL	25.01
09/02/2014	227-0814	E 101-45200-212	Motor Fuels	FUEL	25.00
09/02/2014	227-0814	E 101-45200-212	Motor Fuels	FUEL	258.61
					\$425.23

COURIER, THE

09/04/2014	62871	E 101-43210-439	Recycling Days	AD	25.00
					\$25.00

CRYSTAL SPRINGS ICE

08/26/2014	115191	E 609-49751-254	Miscellaneous Merchandise	MISC	103.59
08/30/2014	115269	E 609-49751-254	Miscellaneous Merchandise	MISC	116.64
09/04/2014	115328	E 609-49751-254	Miscellaneous Merchandise	MISC	72.40
09/09/2014	115387	E 609-49751-254	Miscellaneous Merchandise	MISC	141.04
					\$433.67

DAHLHEIMER DIST. CO. INC.

08/27/2014	96667	E 609-49751-252	Beer For Resale	BEER	13,914.05
08/27/2014	97000	E 609-49751-252	Beer For Resale	BEER	(16.80)
08/29/2014	97051	E 609-49751-252	Beer For Resale	BEER	80.00
08/29/2014	97051	E 609-49751-254	Miscellaneous Merchandise	MISC	74.00
09/02/2014	97187	E 609-49751-252	Beer For Resale	BEER	(96.00)
09/04/2014	1125507	E 609-49751-252	Beer For Resale	BEER	4,911.80
09/04/2014	1125507	E 609-49751-254	Miscellaneous Merchandise	MISC	230.40
09/04/2014	97377	E 609-49751-252	Beer For Resale	BEER	12.80
09/10/2014	1125551	E 609-49751-252	Beer For Resale	BEER	5,278.55
09/10/2014	1125551	E 609-49751-255	N/A Products	N/A	47.50
					\$24,436.30

DAVIDS HYDRO VAC, INC

08/21/2014	4778	E 602-49490-229	Project Repair & Maintenance	VAC OUT LIFT STATION	3,074.00
08/26/2014	4780	E 602-49490-229	Project Repair & Maintenance	JET LINES	2,948.00
					\$6,022.00

DAY DISTRIBUTING CO.

08/29/2014	767528	E 609-49751-252	Beer For Resale	BEER	1,747.00
------------	--------	-----------------	-----------------	------	----------

					\$1,747.00
DE LAGE LANDEN					
09/06/2014	42682463	E 101-42110-200	Office Supplies	POLICE COPIER	237.00
					\$237.00
E.H. RENNER					
08/26/2014	139220000	E 601-49440-233	Water Treatment Plant Maint	WELL #1	500.00
					\$500.00
ELITE SANITATION					
08/25/2014	22007	E 101-45200-402	Janitorial Service	RENTAL	678.00
					\$678.00
FREEDOM SERVICES, INC.-FD					
09/08/2014	15703	G 101-21706	Flex Account	OCTOBER 2014	287.50
					\$287.50
FREEDOM SERVICES, INC-MA					
09/08/2014	15704	G 101-21706	Flex Account	OCTOBER 2014	79.20
					\$79.20
G&K SERVICES, INC					
08/26/2014	1043788165	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS	3.50
08/26/2014	1043788165	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	3.50
08/26/2014	1043788176	E 101-42110-402	Janitorial Service	MAT	9.12
08/26/2014	1043788176	E 101-43100-402	Janitorial Service	MAT	9.11
08/26/2014	1043788176	E 101-45200-402	Janitorial Service	MAT	9.11
08/26/2014	1043788176	E 601-49440-402	Janitorial Service	MAT	9.11
08/26/2014	1043788176	E 602-49490-402	Janitorial Service	MAT	9.11
08/26/2014	1043788177	E 601-49440-402	Janitorial Service	MATS	25.33
09/02/2014	1043793480	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS	3.50
09/02/2014	1043793480	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	3.50
					\$84.89
GERDIN AUTO SERVICE, INC.					
08/25/2014	73427	E 208-42110-436	Towing Charges	1996 DODGE TRUCK	141.00
					\$141.00
GOPHER STATE ONE-CALL					
08/31/2014	123587	E 601-49440-442	Gopher State	AUGUST	64.53
08/31/2014	123587	E 602-49490-442	Gopher State	AUGUST	64.52
					\$129.05
GRANITE CITY JOBBING CO.					
08/26/2014	826454	E 609-49750-210	Operating Supplies	OPERATING	55.32
08/26/2014	826454	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
08/26/2014	826454	E 609-49751-256	Tobacco Products For Resale	TOBACCO	430.57
09/03/2014	827595	E 609-49750-210	Operating Supplies	OPERATING	87.90
09/03/2014	827595	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.59
09/03/2014	827595	E 609-49751-256	Tobacco Products For Resale	TOBACCO	1,395.17
09/03/2014	827595	G 101-20810	Sales Tax Payable	TAX	(0.88)
09/09/2014	828369	E 609-49750-210	Operating Supplies	OPERATING	57.63
09/09/2014	828369	E 609-49751-254	Miscellaneous Merchandise	MISC	10.23
09/09/2014	828369	E 609-49751-256	Tobacco Products For Resale	TOBACCO	579.47
					\$2,626.25
HAWKINS, INC.					
09/02/2014	3640686	E 601-49440-216	Chemicals and Chem Products	CHEMICALS	1,114.01

\$1,114.01

HERC-U-LIFT

08/29/2014	207402	E 101-43100-218	Equipment Repair & Maintenance	CO TEST	22.50
08/29/2014	207402	E 101-45200-218	Equipment Repair & Maintenance	CO TEST	22.50
					<hr/>
					\$45.00

HEWLETT-PACKARD COMPANY

08/14/2014	54708489	E 101-41400-580	C-O-L Other Equipment	SUPPLIES	1,511.73
					<hr/>
					\$1,511.73

INNOVATIVE OFFICE SOLUTIONS, L

08/13/2014	588574	E 101-42110-200	Office Supplies	SUPPLIES	134.67
08/13/2014	588574	E 101-43100-200	Office Supplies	SUPPLIES	110.32
					<hr/>
					\$244.99

ISD #15

08/25/2014	1637	E 601-49440-228	Equipment Maintenance	2010 FELLING TRAILER	51.49
08/25/2014	1637	E 602-49490-228	Equipment Maintenance	2010 FELLING TRAILER	51.49
08/26/2014	1638	E 101-42110-221	Vehicle Repair & Maintenance	2012 DODGE CHARGER	61.99
09/03/2014	1640	E 101-45200-218	Equipment Repair & Maintenance	2009 KUBOTA	106.69
09/04/2014	1642	E 101-45200-218	Equipment Repair & Maintenance	2007 BELLOWS	95.00
09/10/2014	1646	E 101-42110-221	Vehicle Repair & Maintenance	2012 DODGE CHARGER	43.68
					<hr/>
					\$410.34

JJ TAYLOR DISTRIBUTING

08/27/2014	2247768	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
08/27/2014	2247768	E 609-49751-252	Beer For Resale	BEER	133.25
09/10/2014	2252346	E 609-49751-206	Freight and Fuel Charges	BEER	3.00
09/10/2014	2252346	E 609-49751-252	Beer For Resale	BEER	411.05
					<hr/>
					\$550.30

JOHNSON BROS WHLSE LIQUOR

08/27/2014	1935076	E 609-49751-206	Freight and Fuel Charges	FREIGHT	24.94
08/27/2014	1935076	E 609-49751-251	Liquor For Resale	LIQUOR	1,373.00
08/27/2014	1935077	E 609-49751-206	Freight and Fuel Charges	FREIGHT	27.36
08/27/2014	1935077	E 609-49751-253	Wine For Resale	WINE	881.45
08/27/2014	1935078	E 609-49751-252	Beer For Resale	BEER	615.00
09/04/2014	1940645	E 609-49751-206	Freight and Fuel Charges	FREIGHT	9.12
09/04/2014	1940645	E 609-49751-251	Liquor For Resale	LIQUOR	768.57
09/04/2014	1940646	E 609-49751-206	Freight and Fuel Charges	FREIGHT	9.12
09/04/2014	1940646	E 609-49751-253	Wine For Resale	WINE	239.40
09/04/2014	1940647	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.56
09/04/2014	1940647	E 609-49751-251	Liquor For Resale	LIQUOR	219.00
					<hr/>
					\$4,171.52

LEAGUE OF MN CITIES

09/04/2014	203105	E 101-42110-208	Training and Instruction	SCHLENKER TRAINING	15.00
					<hr/>
					\$15.00

MCDONALD DIST CO.

08/28/2014	121923	E 609-49751-252	Beer For Resale	BEER	5,394.45
08/28/2014	121923	E 609-49751-255	N/A Products	N/A	34.30
09/04/2014	123414	E 609-49751-252	Beer For Resale	BEER	6,255.52
09/04/2014	123414	E 609-49751-255	N/A Products	N/A	88.30
09/29/2014	123579	E 609-49751-252	Beer For Resale	BEER	1,280.00
					<hr/>
					\$13,052.57

METRO SALES, INC.

08/27/2014	57637	E 101-42110-311	Contract	CONTRACT	201.05
					\$201.05

MN MUNICIPAL UTILITIES ASSOC.

07/01/2014	43482	E 101-41400-311	Contract	3RD QUARTER	146.66
07/01/2014	43482	E 101-42110-311	Contract	3RD QUARTER	146.66
07/01/2014	43482	E 101-42210-311	Contract	3RD QUARTER	146.66
07/01/2014	43482	E 101-43100-311	Contract	3RD QUARTER	219.99
07/01/2014	43482	E 101-45200-311	Contract	3RD QUARTER	219.99
07/01/2014	43482	E 601-49440-311	Contract	3RD QUARTER	219.99
07/01/2014	43482	E 602-49490-311	Contract	3RD QUARTER	219.99
07/01/2014	43482	E 609-49750-311	Contract	3RD QUARTER	146.72
					\$1,466.66

NORTHLAND RECREATION, LLC

09/03/2014	225	E 101-45200-229	Project Repair & Maintenance	SWING SEAT	801.00
					\$801.00

NORTHWEST ASSOC. CONSULTANTS

09/03/2014	21456	E 101-41910-311	Contract	2014 CITY PROJECTS	5,435.31
09/03/2014	21457	G 803-22105	O Reilly Escrow	PRIVATE PROJECTS	265.50
09/03/2014	21457	G 803-22115	ESC-Dollar General	PRIVATE PROJECTS	752.25
					\$6,453.06

OLSON POWER AND EQUIPMENT, INC

08/20/2014	113264	E 101-45200-218	Equipment Repair & Maintenance	REPAIRS	63.78
					\$63.78

PACE ANALYTICAL SERVICES

08/19/2014	141242070	E 602-49490-313	Sample Testing	WASTEWATER	16.10
08/19/2014	141242109	E 602-49490-313	Sample Testing	WASTEWATER	131.10
08/20/2014	141242119	E 602-49490-313	Sample Testing	WASTEWATER	45.00
08/20/2014	141242131	E 602-49490-229	Project Repair & Maintenance	PLANT EXPANSION COOLER #2	80.00
08/20/2014	141242133	E 602-49490-229	Project Repair & Maintenance	PLANT EXPANSION COOLER #3	186.50
08/22/2014	141242196	E 602-49490-229	Project Repair & Maintenance	PLANT EXPANSION COOLER #2	80.00
08/27/2014	141242273	E 602-49490-229	Project Repair & Maintenance	PLANT EXPANSION COOLER #3	186.50
					\$725.20

PHILLIPS WINE & SPIRITS CO.

08/27/2014	2658547	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.08
08/27/2014	2658547	E 609-49751-251	Liquor For Resale	LIQUOR	338.57
08/27/2014	2658548	E 609-49751-206	Freight and Fuel Charges	FREIGHT	13.68
08/27/2014	2658548	E 609-49751-253	Wine For Resale	WINE	592.00
09/04/2014	2662105	E 609-49751-206	Freight and Fuel Charges	FREIGHT	16.72
09/04/2014	2662105	E 609-49751-251	Liquor For Resale	LIQUOR	1,476.59
					\$2,443.64

PIPE DREAM PLUMBING, INC

08/27/2014	2782	E 602-49490-229	Project Repair & Maintenance	REPAIRS	187.50
					\$187.50

POSTMASTER - ST. FRANCIS

09/01/2014	.0914	E 101-41400-322	Postage	PRESORT FEE	220.00
					\$220.00

PRINTING UNLIMITED

09/02/2014	7209	E 101-41110-344	Newsletter	FALL NEWSLETTER	93.30
09/02/2014	7209	E 101-41400-441	Miscellaneous	FALL NEWSLETTER	116.63
09/02/2014	7209	E 101-41400-441	Miscellaneous	FALL NEWSLETTER	221.70

09/02/2014	7209	E 101-41500-441	Miscellaneous	FALL NEWSLETTER	23.33
09/02/2014	7209	E 101-42110-441	Miscellaneous	FALL NEWSLETTER	46.65
09/02/2014	7209	E 101-42210-441	Miscellaneous	FALL NEWSLETTER	23.31
09/02/2014	7209	E 101-43100-441	Miscellaneous	FALL NEWSLETTER	93.30
09/02/2014	7209	E 601-49440-441	Miscellaneous	FALL NEWSLETTER	46.65
09/02/2014	7209	E 609-49750-441	Miscellaneous	FALL NEWSLETTER	23.33
09/02/2014	7210	E 101-41400-200	Office Supplies	LETTERHEAD	126.00
					\$814.20

RJM DISTRIBUTING INC.

09/08/2014	IND004003	E 609-49751-252	Beer For Resale	BEER	329.70
09/08/2014	IND004003	E 609-49751-254	Miscellaneous Merchandise	MISC	37.50
					\$367.20

ROSEVILLE, CITY OF

09/01/2014	219174	E 101-41110-310	Computer Consulting Fees	IT SERVICES SEPT 2014	192.03
09/01/2014	219174	E 101-41400-310	Computer Consulting Fees	IT SERVICES SEPT 2014	640.11
09/01/2014	219174	E 101-42110-310	Computer Consulting Fees	IT SERVICES SEPT 2014	864.16
09/01/2014	219174	E 101-42210-310	Computer Consulting Fees	IT SERVICES SEPT 2014	160.02
09/01/2014	219174	E 101-43100-310	Computer Consulting Fees	IT SERVICES SEPT 2014	160.02
09/01/2014	219174	E 101-45200-310	Computer Consulting Fees	IT SERVICES SEPT 2014	160.02
09/01/2014	219174	E 601-49440-310	Computer Consulting Fees	IT SERVICES SEPT 2014	160.02
09/01/2014	219174	E 602-49490-310	Computer Consulting Fees	IT SERVICES SEPT 2014	160.02
09/01/2014	219174	E 609-49750-310	Computer Consulting Fees	IT SERVICES SEPT 2014	192.10
09/01/2014	219216	E 101-41110-310	Computer Consulting Fees	PHONE	36.44
09/01/2014	219216	E 101-41400-310	Computer Consulting Fees	PHONE	121.48
09/01/2014	219216	E 101-42110-310	Computer Consulting Fees	PHONE	164.00
09/01/2014	219216	E 101-42210-310	Computer Consulting Fees	PHONE	30.37
09/01/2014	219216	E 101-43100-310	Computer Consulting Fees	PHONE	30.37
09/01/2014	219216	E 101-45200-310	Computer Consulting Fees	PHONE	30.37
09/01/2014	219216	E 601-49440-310	Computer Consulting Fees	PHONE	30.37
09/01/2014	219216	E 602-49490-310	Computer Consulting Fees	PHONE	30.37
09/01/2014	219216	E 609-49750-310	Computer Consulting Fees	PHONE	36.48
					\$3,198.75

SOUTHERN WINE & SPIRITS OF MN

08/28/2014	1197535	E 609-49751-206	Freight and Fuel Charges	FREIGHT	8.75
08/28/2014	1197535	E 609-49751-251	Liquor For Resale	LIQUOR	676.36
09/04/2014	1199811	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.00
09/04/2014	1199811	E 609-49751-251	Liquor For Resale	LIQUOR	649.51
09/04/2014	1199812	E 609-49751-206	Freight and Fuel Charges	FREIGHT	16.25
09/04/2014	1199812	E 609-49751-253	Wine For Resale	WINE	622.00
					\$1,977.87

THE AMERICAN BOTTLING COMPANY

09/08/2014	2449810627	E 609-49751-254	Miscellaneous Merchandise	MISC	140.80
					\$140.80

THELEN, DAVID

09/02/2014	090214	E 601-49440-433	Dues and Subscriptions	LICENSE	23.00
					\$23.00

THORPE DISTRIBUTING COMPANY

08/29/2014	845095	E 609-49751-252	Beer For Resale	BEER	75.08
					\$75.08

TRU RENOVATIONS

09/03/2014	43	E 225-45100-510	Land-Park Improvement	PARK DEDICATION	7,573.00
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\$7,573.00

UHL

09/03/2014	29145	E 101-42110-401	Repairs/Maint Buildings	CHECK OUT RTU BOARD	129.80
09/03/2014	29145	E 101-43100-401	Repairs/Maint Buildings	CHECK OUT RTU BOARD	129.80
09/03/2014	29145	E 101-45200-401	Repairs/Maint Buildings	CHECK OUT RTU BOARD	129.80
09/03/2014	29145	E 601-49440-401	Repairs/Maint Buildings	CHECK OUT RTU BOARD	129.80
09/03/2014	29145	E 602-49490-401	Repairs/Maint Buildings	CHECK OUT RTU BOARD	129.80
09/03/2014	29146	E 101-42110-401	Repairs/Maint Buildings	EXHAUST FAN REPAIRS	163.58
09/03/2014	29146	E 101-43100-401	Repairs/Maint Buildings	EXHAUST FAN REPAIRS	163.58
09/03/2014	29146	E 101-45200-401	Repairs/Maint Buildings	EXHAUST FAN REPAIRS	163.58
09/03/2014	29146	E 601-49440-401	Repairs/Maint Buildings	EXHAUST FAN REPAIRS	163.58
09/03/2014	29146	E 602-49490-401	Repairs/Maint Buildings	EXHAUST FAN REPAIRS	163.60
					<u>\$1,466.92</u>

US DEPT OF EDUCATION

G 101-21716	Other Deductions	WAGE LEVY 09-11-14	311.15
			<u>\$311.15</u>

WINE MERCHANTS

08/27/2014	516950	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.56
08/27/2014	516950	E 609-49751-253	Wine For Resale	WINE	210.00
					<u>\$214.56</u>

WIRTZ BEVERAGE MN

08/08/2014	2080054129	E 609-49751-251	Liquor For Resale	LIQUOR	(202.02)
08/08/2014	2080054137	E 609-49751-251	Liquor For Resale	LIQUOR	(173.14)
08/08/2014	20800854134	E 609-49751-251	Liquor For Resale	LIQUOR	(623.00)
08/28/2014	1080221215	E 609-49751-206	Freight and Fuel Charges	FREIGHT	133.88
08/28/2014	1080221215	E 609-49751-251	Liquor For Resale	LIQUOR	10,380.96
08/28/2014	1080221215	E 609-49751-253	Wine For Resale	WINE	400.00
08/28/2014	1080221215	E 609-49751-254	Miscellaneous Merchandise	MISC	33.62
09/04/2014	1080224012	E 609-49751-206	Freight and Fuel Charges	FREIGHT	14.50
09/04/2014	1080224012	E 609-49751-251	Liquor For Resale	LIQUOR	927.42
09/04/2014	1080224012	E 609-49751-253	Wine For Resale	WINE	64.00
					<u>\$10,956.22</u>

\$145,424.49

FUND SUMMARY

101 GENERAL FUND	\$33,962.57
208 POLICE FORFEITURE	\$141.00
225 PARK FUND	\$7,573.00
415 Aztec Street Improvements	\$4,458.25
420 RUM RIVER BLUFFS DEVELOPMENT	\$1,044.00
601 WATER FUND	\$3,340.84
602 SEWER FUND	\$24,832.53
609 MUNICIPAL LIQUOR FUND	\$67,932.05
803 ESCROW	\$2,140.25
Total	<u>145,424.49</u>

CITY OF ST. FRANCIS
9/15/2014

Checks cut since last Council Meeting

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

Disbursements via Debits to 4M Account

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

Disbursements via Debits to Checking Account

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Federal Tax	Payroll 08/14/14	16,090.08
PERA	Payroll 08/14/14	11,804.66
ING	Payroll 08/14/14	770.00
ICMA	Payroll 08/14/14	720.00
State Tax	Payroll 08/14/14	3,225.48
MSRS	Payroll 08/14/14	645.27
Federal Tax	Payroll 08-28-14	16,298.16
PERA	Payroll 08-28-14	11,980.12
ING	Payroll 08-28-14	770.00
ICMA	Payroll 08-28-14	720.00
State Tax	Payroll 08-28-14	3,283.21
MSRS	Payroll 08-28-14	660.36
Federal Tax	Payroll 08/19/14	918.89
PERA	Payroll 08/19/14	340.17
State Tax	Payroll 08/19/14	108.76
MN Dept of Revenue	Sales Tax	19,797.00
Visa	Credit Card Purchases	10,794.39
Village Bank	Fees	73.50
PSN	Fees	156.45
Village Bank	Returned payroll transfer	(122.70)
TOTAL		<u>99,033.80</u>
Total All		<u>99,033.80</u>

AGENDA REPORT

TO: Paul Teicher, Acting City Administrator
FROM: Darcy Mulvihill, Finance Director
SUBJECT: Proposed levy/budget discussion
DATE: September 10, 2014

INTRODUCTION

State law requires the City to certify its preliminary levy to the county by September 30, 2014. This levy then **cannot be increased** when the final levy is adopted. The council also needs to set the date that the budget and levy will be discussed in December which will also allow for public input.

BACKGROUND

The 2014 levy was set at \$2,988,086. This included a General Fund Levy of \$2,967,186 and a Debt Service Levy of \$20,900. As discussed at the September 2nd council meeting, the Community/EDA Director Position has been removed along with several capital improvement items. Another change made was the workers compensation insurance was lowered as the city received its renewal and the experience modification dropped from .96 the previous year to .68 for this new year. This created a savings of \$10,000 even though the payroll totals increased. An increase of 7% or \$205,000 has been added to the levy. This leaves the General Fund at a net change in fund balance of \$49. If council decides to set a lower levy, some expenditures would need to be cut.

The Capital Improvements that were removed are as follows:

Department	Addition	Amount
Fire	Concrete Repairs	\$ 176,948
Inspections	Vehicle	\$ 26,000
Public Works	Dump Truck	\$ 249,500
	Trailer & PSI Washer	\$ 16,000
Parks	Hockey Rink	\$ 20,000
	Sealcoating Trails	\$ 155,000
	Total	\$ 643,448

Council could decide to fund these with GO Equipment Certificates/GO Improvement bonds. A meeting with George Eilertson should be planned to discuss these options. Please note any debt service would raise the levy for 2016 to pay the debt back.

RECOMMENDATION

The Council needs to determine the amount of a levy increase that they want to set. This levy can be lowered in December, but not raised. Please note that the levy that is set will be on the proposed tax notices that the residents receive in November. The following table shows the increases in the levy based on the percentages:

	Increase		General Fund	Debt Service	Total
2014 Tax Levy			\$ 2,967,186	\$ 20,900	\$ 2,988,086
1%	\$ 29,672		\$ 2,996,858	\$ 20,900	\$ 3,017,758
2%	\$ 59,344		\$ 3,026,530	\$ 20,900	\$ 3,047,430
3%	\$ 89,016		\$ 3,056,202	\$ 20,900	\$ 3,077,102
4%	\$ 118,687		\$ 3,085,873	\$ 20,900	\$ 3,106,773
5%	\$ 148,359		\$ 3,115,545	\$ 20,900	\$ 3,136,445
6%	\$ 178,031		\$ 3,145,217	\$ 20,900	\$ 3,166,117
7%	\$ 207,703		\$ 3,174,889	\$ 20,900	\$ 3,195,789

I have included sheets to show the impact on residential homes based on 2014 information. I have the sheets run for a 7%, 5% increase and a 3% increase. A median home value in 2014 was \$107,000.

The levy also sets the date for the Public Hearing on the 2015 Levy and Budget for Monday December 1, 2014 at 6:00 pm as part of the regular city council meeting.

A budget workshop should be set for October or November to discuss and other changes the council wants to make to the budget before the December meetings.

BUDGET IMPACT

The levy that is set will determine the level of the proposed expenditures for 2015.

Attachments:

1. Resolution-Preliminary Approval of Proposed 2014 Tax Levy, Collectible in 2015
2. 2015 General Fund Proposed Budget
3. Estimated Proposed Tax Increase on Properties

CITY OF ST. FRANCIS
ST. FRANCIS, MN

RESOLUTION 2014-30

A RESOLUTION PROVIDING PRELIMINARY APPROVAL OF A PROPOSED
2014 TAX LEVY, COLLECTIBLE IN 2015 AND
SETTING BUDGET PUBLIC HEARING DATE

WHEREAS, State law requires that the City Council give preliminary approval of a proposed tax levy for 2014 payable in 2015 by September 30, 2014.

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

1. To adopt the preliminary maximum tax levy payable in 2015 against taxable property in the City of St. Francis at:

General Fund	\$	_____
Debt Service		\$20,900.00
	\$	_____ TOTAL

2. To Set the date for consideration of the final levy and consideration of the 2015 Budget shall be set as Monday, December 1, 2014 at 6:00 pm or shortly thereafter at the ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES) AT 4115 AMBASSADOR BLVD. NW.

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:

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 15th
DAY OF SEPTEMBER, 2014.

Jerry Tveit, Mayor

ATTEST:

Barbara I. Held, City Clerk

CITY OF ST. FRANCIS, MINNESOTA
GENERAL FUND (101)
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 BUDGET
<u>Revenues:</u>				
Property Taxes	\$2,986,193	\$2,955,200	\$2,955,200	\$3,160,200
Licenses and permits	87,298	89,756	89,756	103,271
Fines and forfeits	33,927	31,290	31,290	30,551
Intergovernmental	405,149	534,239	534,239	597,434
Charges for services	296,909	289,642	289,642	393,511
Miscellaneous	173,161	165,202	165,202	150,756
Total revenues	3,982,637	4,065,329	4,065,329	4,435,723
<u>Expenditures:</u>				
General Government	657,795	747,650	747,650	781,350
Public Safety	1,621,124	1,764,829	1,764,829	1,865,002
Public Works	686,201	688,150	688,150	809,120
Culture and Recreation	276,431	330,900	330,900	367,020
Community Development	277,838	197,700	197,700	257,082
Miscellaneous	5,571	6,100	6,100	6,100
Total expenditures	3,524,960	3,735,329	3,735,329	4,085,674
Excess (deficit) of revenues over expenditures	457,677	330,000	330,000	350,049
<u>Other financing sources (uses):</u>				
Operating transfers in (out):				
Municipal Liquor Operations	60,000	60,000	60,000	60,000
Capital Projects Fund	-	-	-	-
Fire Truck Replacement Fund	-	(50,000)	(50,000)	(50,000)
Debt Service	(340,000)	(340,000)	(340,000)	(360,000)
Total other financing sources (uses)	(280,000)	(330,000)	(330,000)	(350,000)
Net change in fund balance	177,677	0	0	49
Fund balance - January 1	2,071,489	2,077,689	2,249,166	2,249,166
Fund balance - December 31	\$2,249,166	\$2,077,689	\$2,249,166	\$2,249,215
Fund balance/revenues	56.5%	51.1%	55.3%	50.7%
Fund balance/expenditures	63.8%	55.6%	60.2%	55.1%
Fund balance/# of mths of expenditures	7.7	6.7	7.2	6.6
Fund balance/revenues	State auditor recommends 35% - 50%			50.7%
Fund balance/# of mths of expenditures	State auditor recommends 5 months			6.6

City of St. Francis

Tax Increase on Different Valued Residential Properties for 2015

2015 Tax Levy (7% Proposed Notice)	\$ 3,195,789	Market Value	
2015 Spreadable Levy	\$ 2,291,547	\$ 3,494,771	*** 65.571%
2014 Tax Levy	\$ 2,988,086		
2014 Spreadable Levy	\$ 2,083,844	\$ 3,494,771	59.627%
Difference 2014 to 2015	\$ 207,703	\$ -	5.944%

Estimated Market Value *	Amount Excluded	Taxable Market Value	Tax Capacity Value	2015 City		Difference
				Taxes	2014 City Taxes	
100,000	\$ 28,240	\$ 71,760	\$ 718	\$ 470.80	\$ 428.12	\$ 42.68
107,000 **	\$ 27,610	\$ 79,390	\$ 794	\$ 520.63	\$ 473.44	\$ 47.19
120,000	\$ 26,440	\$ 93,560	\$ 936	\$ 613.74	\$ 558.11	\$ 55.63
140,000	\$ 24,640	\$ 115,360	\$ 1,154	\$ 756.69	\$ 688.10	\$ 68.59
160,000	\$ 22,840	\$ 137,160	\$ 1,372	\$ 899.63	\$ 818.08	\$ 81.55
180,000	\$ 21,040	\$ 158,960	\$ 1,590	\$ 1,042.58	\$ 948.07	\$ 94.51
200,000	\$ 19,240	\$ 180,760	\$ 1,808	\$ 1,185.52	\$ 1,078.06	\$ 107.46
220,000	\$ 17,440	\$ 202,560	\$ 2,026	\$ 1,328.47	\$ 1,208.04	\$ 120.43

NOTES:

*This comparison is based on the Estimated Market Value of the home being the same in both years.

** Median Home is \$107,000 in 2014

***This is based on 2014 numbers. This will change

City of St. Francis

Tax Increase on Different Valued Residential Properties for 2015

2015 Tax Levy (5% Proposed Notice)	\$ 3,136,445	Market Value	
2015 Spreadable Levy	\$ 2,232,203	\$ 3,494,771	*** 63.873%
2014 Tax Levy	\$ 2,988,086		
2014 Spreadable Levy	\$ 2,083,844	\$ 3,494,771	59.627%
Difference 2014 to 2015	\$ 148,359	\$ -	4.246%

Estimated Market Value *	Amount Excluded	Taxable Market Value	Tax Capacity Value	2015 City Taxes	2014 City Taxes	Difference
100,000	\$ 28,240	\$ 71,760	\$ 718	\$ 458.61	\$ 428.12	\$ 30.49
107,000	** \$ 27,610	\$ 79,390	\$ 794	\$ 507.15	\$ 473.44	\$ 33.71
120,000	\$ 26,440	\$ 93,560	\$ 936	\$ 597.85	\$ 558.11	\$ 39.74
140,000	\$ 24,640	\$ 115,360	\$ 1,154	\$ 737.09	\$ 688.10	\$ 48.99
160,000	\$ 22,840	\$ 137,160	\$ 1,372	\$ 876.34	\$ 818.08	\$ 58.26
180,000	\$ 21,040	\$ 158,960	\$ 1,590	\$ 1,015.58	\$ 948.07	\$ 67.51
200,000	\$ 19,240	\$ 180,760	\$ 1,808	\$ 1,154.82	\$ 1,078.06	\$ 76.76
220,000	\$ 17,440	\$ 202,560	\$ 2,026	\$ 1,294.07	\$ 1,208.04	\$ 86.03

NOTES:

*This comparison is based on the Estimated Market Value of the home being the same in both years.

** Median Home is \$107,000 in 2014

***This is based on 2014 numbers. This will change

City of St. Francis

Tax Increase on Different Valued Residential Properties for 2015

2015 Tax Levy (3% Proposed Notice)	\$ 3,077,102	Market Value	62.175%
2015 Spreadable Levy	\$ 2,172,860	\$ 3,494,771	***
2014 Tax Levy	\$ 2,988,086		
2014 Spreadable Levy	\$ 2,083,844	\$ 3,494,771	59.627%
Difference 2014 to 2015	\$ 89,016	\$ -	2.548%

Estimated Market Value *	Amount Excluded	Taxable Market Value	Tax Capacity Value	2015 City		Difference
				Taxes	2014 City Taxes	
100,000	\$ 28,240	\$ 71,760	\$ 718	\$ 446.42	\$ 428.12	\$ 18.30
107,000	\$ 27,610	\$ 79,390	\$ 794	\$ 493.67	\$ 473.44	\$ 20.23
120,000	\$ 26,440	\$ 93,560	\$ 936	\$ 581.96	\$ 558.11	\$ 23.85
140,000	\$ 24,640	\$ 115,360	\$ 1,154	\$ 717.50	\$ 688.10	\$ 29.40
160,000	\$ 22,840	\$ 137,160	\$ 1,372	\$ 853.04	\$ 818.08	\$ 34.96
180,000	\$ 21,040	\$ 158,960	\$ 1,590	\$ 988.58	\$ 948.07	\$ 40.51
200,000	\$ 19,240	\$ 180,760	\$ 1,808	\$ 1,124.12	\$ 1,078.06	\$ 46.06
220,000	\$ 17,440	\$ 202,560	\$ 2,026	\$ 1,259.67	\$ 1,208.04	\$ 51.63

NOTES:

*This comparison is based on the Estimated Market Value of the home being the same in both years.

** Median Home is \$107,000 in 2014

***This is based on 2014 numbers. This will change

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

RESOLUTION 2014-32

**RESOLUTION ADOPTING THE ANOKA COUNTY
MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN**

WHEREAS, the State of Minnesota has ordained that every county and incorporated municipality in the state is required to have a Hazard Mitigation Plan approved by the Minnesota Department of Homeland Security and Emergency Management, to maintain eligibility for state disaster assistance after November 2004; and

WHEREAS, the Federal Emergency Management Administration (FEMA) under the Disaster Mitigation Act of 2000 has ordained that every county and incorporated municipality within the county is required to have a Hazard Mitigation Plan approved by FEMA in order to be eligible for Hazard Mitigation Grant Program Funding for Presidential disasters declared after November 2004; and

WHEREAS, under the Disaster Mitigation Act of 2000, the Federal Emergency Management Agency (FEMA) has issued an Interim Final Rule that details the minimum criteria for local hazard mitigation plans; and

WHEREAS, the City of St. Francis agrees with the concept of and necessity for hazard mitigation planning; and

WHEREAS, The Anoka County Hazard Mitigation Planning Committee recommends the adoption of the Anoka County Multi-Jurisdictional Hazard Mitigation Plan and;

WHEREAS, the Minnesota Department of Homeland Security and Emergency Management and the Federal Emergency Management Agency have conducted a review of and approved the Anoka County Multi-Jurisdictional Hazard Mitigation Plan;

NOW THEREFORE, we, the City of St. Francis City Council, hereby adopt the Anoka County Multi-Jurisdictional Hazard Mitigation Plan as submitted this 15th day of September, 2014, the public welfare requiring it.

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:

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 15th DAY OF
SEPTEMBER, 2014.

Jerry Tveit, Mayor

ATTEST:

Barbara I. Held, City Clerk



BOLTON & MENK, INC.[®]

Consulting Engineers & Surveyors

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MEMORANDUM

Date: September 10, 2014

To: Honorable Mayor Tveit
Members of the City Council

From: Jared Voge, P.E.
City Engineer

Subject: Wastewater Treatment Facility Improvements
St. Francis, Minnesota
BMI Project No.: R21.106660

INTRODUCTION:

The city has been notified that the Wastewater Treatment Facility Improvements project is identified on the Minnesota Public Facilities Authority (PFA) Intended Use Plan (IUP). We have also been informed that the Point Source Implementation Grant (PSIG) submitted in July 2014 has been approved by the Minnesota Pollution Control Agency (MPCA). In order to meet the requirements associated with the PFA financing and PSIG, plans and specifications must be submitted to the MPCA in March 2015.

BACKGROUND:

In Spring 2012, City Staff in conjunction with the Minnesota Pollution Control Agency began working on revisions to the Wastewater Treatment Facility permit. As a result of the requirements associated with the new permit, it became clear that improvements would be required at the existing wastewater treatment facility to meet the new permit requirements. In March 2014 a Facility Plan for the Wastewater Treatment Improvements Project was submitted to the MPCA and a request was forwarded to PFA for placement of the project on the 2015 IUP. In July 2014, a PSIG was submitted for the project.

On August 19, 2014 the Minnesota Public Facilities Authority released the draft IUP list. The City's Wastewater Treatment Facility Improvements project was included on that list which makes it eligible for PFA financing. On August 29, 2014 the Point Source Implementation Grant List was posted on the PFA's website. The City's project was identified as a recipient of the grant in the amount of \$2.5 million. The PFA financing and the PSIG requires that plans and specifications be submitted for review and approval of the MPCA in March 2015.

RECOMMENDATION:

We recommend that the City Council adopt the enclosed resolution authorizing the preparation of plans and specifications for the Wastewater Treatment Facility Improvements.

BUDGET IMPACT:

The Facility Plan submitted in March 2014 identified a total estimated project cost of \$16.94 million. After the \$2.5 million Point Source Implementation Grant is applied to the total estimated project cost, approximately \$14.44 million remains to be financed with the Minnesota Public Facilities Authority.

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

JAV/kg

Enclosures

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of St. Francis, Anoka County, Minnesota, was duly called and held at the St. Francis Independent School District Office, 4115 Ambassador Boulevard NW, in said City on the 15th day of September, 2014,

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION ORDERING IMPROVEMENT AND DIRECTING
PREPARATION OF FINAL PLANS AND SPECIFICATIONS CITY OF
ST. FRANCIS, MINNESOTA
RESOLUTION NO. 2014-33**

WHEREAS, a resolution of the City Council adopted the 17th day of March, 2014, approved the Facility Plan for the Wastewater Treatment Facility Improvements project

AND WHEREAS, a resolution of the City Council adopted the 21st day of July, 2014, authorized the City of St. Francis to submit a Point Source Implementation Grant Application to the Minnesota Public Facilities Authority and authorized city officials to execute a Grant Agreement on behalf of the City of St. Francis for the Wastewater Treatment Facility Improvements.

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

1. Such improvement is necessary as detailed in the Facility Plan.
2. Such improvement is hereby ordered as proposed in the council resolution adopted this 15th day of September, 2014.
3. Bolton & Menk, Inc. is hereby designated as the engineer for this improvement. They shall prepare plans and specifications for the making of such improvement.

Adopted by the council this 15th day of September, 2014.

Jerry Tveit, Mayor

Barbara I. Held, Clerk

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

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
CITY OF ST. FRANCIS
COUNTY OF ANOKA

I, the undersigned, being the duly qualified and acting Clerk of the City of St. Francis, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to ordering the improvement and directing preparation of the final plans and specifications for Wastewater Treatment Facility Improvements in said City.

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

Barbara I. Held, City Clerk

(SEAL)

JEFFREY S. JOHNSON
RUSSELL H. CROWDER
JON P. ERICKSON
THOMAS P. MALONE
MICHAEL F. HURLEY
DOUGLAS G. SAUTER
HERMAN L. TALLE
CHARLES M. SEYKORA
DANIEL D. GANTER, JR.
BEVERLY K. DODGE
JAMES D. HOFFT
*JOAN M. QUADE
*JOHN T. BUCHMAN
SCOTT M. LEPAK

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KRISTI R. RILEY
WILLIAM D. SIEGEL
TIMOTHY D. ERB
KAREN K. KURTH
ANGELA M. WOESSNER
ADRIEL B. VILLARREAL
TAMMY J. SCHEMMEL
JENNIFER C. MOREAU

OF COUNSEL
DARRELL A. JENSEN
W. JAMES VOGL, JR.

* Also Licensed in Wisconsin

MEMORANDUM

TO: St. Francis City Council
FROM: Scott Lepak, City Attorney
RE: Acting Pay Issues
DATED: September 10, 2014

With the Council action appointing the Public Works Director to acting City Administrator, a question is whether/how to adjust the Public Works Director's compensation for this period of time. Council direction and possible action is requested.

As an initial matter, there is no language in the City Personnel Policies detailing how such a matter should be handled. The City has a current Acting Police Chief and the council may wish to apply the same result to the positions at issue. In the case of the Acting Police Chief, he was placed at a step within the Police Chief's pay scale that was at least 7.5% above his existing pay. This resulted in a salary equivalent to Grade 19, Step 3.

Public Works Director: In the event that this same placement was done for the Public Works Director, he is currently at Grade 17, Step 8. He would receive a salary equivalent to Grade 23 Step 3.

633969-v2



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MEMORANDUM

Date: August 25, 2014

To: Honorable Mayor Tveit
Members of the City Council

From: Jared Voge, P.E.
City Engineer

Subject: 241st Avenue NW Improvements
St. Francis, Minnesota
BMI Project No.: R18.107704

INTRODUCTION:

Based on dialogue with the City Council at the August 18, 2014 City Council Meeting, a resolution ordering the preparation of a report for the 241st Avenue NW Improvements is being provided for Council consideration.

BACKGROUND:

The City of St. Francis has been discussing the establishment of an Industrial Park for a number of years. During the 2030 Comprehensive Plan process, the area along 241st Avenue NW was identified and later upon adoption of the plan in July 2009, guided for industrial development. Recently, the City received an inquiry regarding the City's ability to accommodate an industry. The area guided for industrial use by the City's Comprehensive Plan along 241st Avenue NW is not served by municipal utilities. In addition, 241st Avenue NW is a gravel roadway. To effectively accommodate industrial development, municipal utilities must be extended and 241st Avenue NW must be improved.

RECOMMENDATION:

Since assessments to private property owners may be levied, Minnesota State Statute Chapter 429 procedures must be followed. The statute requires that a Resolution Ordering Preparation of a Report on Improvement be adopted by the City Council. We recommend Council adopt the enclosed resolution.

BUDGET IMPACT:

The costs associated with the improvements will be identified in the Preliminary Engineering Report. The estimated costs associated with preparation of the report is \$25,000. The City's Street and Utility Enterprise Funds have been identified as the funding sources for the Preliminary Engineering Report.

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

JAV/kg

Enclosures

DESIGNING FOR A BETTER TOMORROW

Bolton & Menk is an equal opportunity employer.

**RESOLUTION ORDERING PREPARATION OF
REPORT ON IMPROVEMENT
CITY OF ST. FRANCIS, MINNESOTA
RESOLUTION NO. 2014-31**

WHEREAS, it is proposed to construct the following improvements under the 241st Avenue NW Improvements Project:

grading, aggregate base, curb & gutter, bituminous pavement, sanitary sewer, storm sewer, watermain, and associated service lines

And to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

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

That the proposed improvement be referred to Bolton & Menk, Inc. for study and that Bolton & Menk, Inc. is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvement is feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Adopted by the council the 2nd day of September, 2014.

Jerry Tveit, Mayor

Barbara I. Held, City Clerk

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

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
CITY OF ST. FRANCIS
COUNTY OF ANOKA

I, the undersigned, being the duly qualified and acting Clerk of the City of St. Francis, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes ordering the preparation of a report for an improvement.

WITNESS my hand and the seal of said City this 2nd day of September, 2014.

City Clerk

(SEAL)