

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
October 20, 2014
ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)
4115 Ambassador Blvd. NW

5:00 pm Budget Work Session
6:00 pm Regular City Council Meeting

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - a. City Council Minutes – October 6, 2014
 - b. Receive and File Economic Development Authority Meeting Minutes – August 4, 2014
 - c. Pay Estimate No. 2 to North Pine Aggregate, Inc. of Forest Lake for the Aztec Street Improvements
 - d. Payment of Claims
5. Meeting Open to the Public - *Open Forum is an opportunity for citizens to sign up before the Council meeting and present an issue or concern to City Council. Each presentation should be limited to no more than four minutes unless City Council grants more time.*
6. Petitions, Requests, Applications
7. Ordinances & Resolution
 - a. Ordinance 200, Second Series: Amending Section 7-4 of the City Code Regarding Winter Parking Restrictions & Parking Violations (First Reading)
8. Reports of Consultants & Staff Members
 - a. Engineer:
 - b. Attorney: 1) Transfer of Master Declarant Rights form Master Meadows of St. Francis to the Economic Development Authority
2) Closed meeting pursuant to Minn. Stat. Sec. 13D.05 to discuss allegations or charges against individual subject to council authority
 - c Staff:
 - Building Official: Rental Housing Ordinance Update
Update on Building Activity
 - Finance Dept.
 - Fire Dept.:
 - Public Works:
 - Liquor Store:
 - Police:
 - City Administrator Report:
9. Reports from Council Members
10. Report from Mayor
11. Old Business
12. New Business
13. Adjournment

Calendar of Event

Oct 31: Business to Business Trick or Treating for kids from 3-5 pm
Nov 3: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Nov 4: General Election: Polls open from 7 am to 8 pm
Nov 17: City Council Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm
Nov 19: Planning Commission Meeting @ ISD #15 Central Services Center (District Offices) 6:00 pm

TO: Mayor & City Council
FROM: Paul Teicher, Acting City Administrator
RE: Agenda Memorandum – October 20, 2014 Meeting

Agenda Items:

4. Consent Agenda:

c. Aztec Street NW Improvement: Attached is Pay Estimate No. 2 for the Aztec Street Improvement 2 project in the amount of \$102,996.63. Appropriate retainage has been withheld.

6. Petitions, Requests, Applications:

7. Ordinances & Resolutions:

8. Reports:

a. Engineer:

b. Attorney: *Transfer of Mater Declarant Rights form Master Meadows of St. Francis to the Economic Development Authority:* This document allows the city council to transfer the Townhome Lots 1 through 22, inclusive, Block 1 and Lots 43 through 66 inclusive, Block 1; Meadows of St Francis to the EDA. The prior documents approved by the council were submitted to the County to be recorded. Upon proof that the documents were accepted and recorded by the County, transfer of the townhome lots can be accomplished by executing two documents. If the council wishes to accomplish this transfer, the following motion would be in order:

Motion to transfer the Meadows of St. Francis townhome lots to the EDA at no cost to the EDA and authorize the mayor and City staff to sign the attached Quit Claim Deed, Transfer of Master Declarant Rights document and any other documents necessary to accomplish such transfer upon proof of recording of the recorded transfer of special declarant rights and first amendment to declaration.

Closed meeting pursuant to Minn. Stat. Sec. 13D.05 to discuss allegations or charges against individual subject to council authority: City Attorney will be requesting to go into a closed meeting.

c. Staff:

Building Official: Rental Housing Ordinance Update: At the last council meeting two different property owners addressed the city council on the fee schedule of our rental ordinance. A memorandum from our building official is attached with a comparison of various communities.

Update on Building Activity: Annually our building official gives the city council an update on the building activity.

Fire:

Public Works:

Liquor Store:

Police:

City Administrator:

11. Old Business:

12. New Business:

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

CITY COUNCIL MINUTES

October 6, 2014

Before we start tonight's meeting begins on behalf of the City Council I would like to welcome back Police Chief Jeff Harapat.

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:01 pm.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members Steve Kane, Amy Lazere, Tim Brown, and Chris McClish. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk) Police Chief Jeff Harapat, Public Works Director Paul Teicher, Building Official Andy Schreder, Finance Director Darcy Mulvihill, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY LAZERE SECOND BROWN TO ADOPT THE OCTOBER 6, 2014 CITY COUNCIL AGENDA. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY KANE SECOND McCLISH TO APPROVE THE OCTOBER 6, 2014, CITY COUNCIL CONSENT AGENDA AS A-G AS FOLLOWS:
 - a. City Council Minutes – September 15, 2014
 - b. Receive and File Economic Development Authority Meeting Minutes – August 4, 2014
 - c. Approve the Site Improvement Performance Agreement with Dollar General
 - d. Approve the Police and Public Works Facility Final Pay Request for \$17,965 from North Metro Asphalt and Contracting
 - e. Appoint Brittney Berndt to fill the vacancy on the Planning Commission
 - f. Approve the Sign Retroreflectivity Policy
 - g. Payment of Claims for \$ 309,527.83 (Check numbers 67915-67999)Motion carried 5-0.
5. **Meeting Open to the Public:** Dave Langseth 4637-241st Avenue, I was here on August 4, 2014 in regards to the potential extension of water and sewer along 241st Avenue. I believe it would be a real asset to the city especially with the 40 acres the City owns to extend water and sewer in this area. I have some interested parties in my property along 241st Avenue but they want sewer and water. One thing I think is really lacking in St. Francis is an Economic Development Director. Langseth stated Amy (Lazere) it would be like a person trying to sell his or her own home. I would appreciate for you to get back to me when a decision is made in regards to the water/sewer extension along 241st Avenue. Tveit said we tabled it for the time being and should be revisited shortly. Tveit asked Langseth to give the city clerk his email address so we can keep you posted. Langseth said as long as you are going to move forward with it, that is what I am concerned with.

Jeff Weaver, 320 East Main Street Weaver Brothers Properties. I too welcome Police Chief Harapat back. We are new owners of the Poppy Street Apartment. Recently we were made

aware of the rental license ordinance. It is a good tool to have but the concern I have is the fee schedule with the rental licensing. I did research with abutting communities and the fees they charge. I ask you to revisit your fee schedule and make them comparable to the surrounding communities. Maybe have some of us meet as a group and discuss the fee schedule.

David Magelssen of St. Cloud said he bought two apartments in St. Francis along Keary Street (Royal Oaks Apartments). I echo Mr. Weaver's concern with the fee schedule. I agree that rental licensing is a good thing. I am a certified property manager and work in about 25 different communities. \$150.00 per unit is unacceptable. Magelssen said I run a very clean shop and just had a fire inspection and had only two minor notations. I too think the fee schedule needs to be revisited.

Dave Roberts, welcomed back Chief Harapat. I was hoping Sgt. Rehling was here because I wanted to thank him his help during the chief's absence. Today as a member of the St. Francis Community Drug Awareness (SFCDA) I had a great day. Had other people call and asked what you are doing, which is a proud moment. I know you have before you tonight a request from the St. Francis Rec Committee. The school recently had a gathering on the needs of the community. All of the people said the community needs something for the kids to do. We are not asking you to build it for us but just some assistance to start up. I know CM Brown you stated you did not want to take police off the road to help fund a project. Roberts thanked the council for their service.

6. **Petitions, Requests, Applications:**

7. **Ordinances & Resolution:**

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

a. **Engineer Aztec Street Improvements: Calling Hearing on Proposed Assessment for Improvement – Resolution 2014-34:** Voge reported at the March 3, 2014 City Council meeting a public hearing was held regarding the Aztec Street Improvements. When O'Reilly came in with their new building, they platted property and dedicated right-of-way to the City of St. Francis. Since the dedicated right-of-way did not line up with the existing right-of-way of Aztec Street north of 233rd Avenue, staff worked with the adjacent Abbeyfield Townhomes owner to obtain property to make a safe intersection. The resolution authorizing the preparation of plans and specifications for this intersection was approved. A contract was awarded for the improvements at the June 16, 2014 meeting. The construction is near completion and a final assessment hearing is required prior to certifying the assessments to Anoka County. **MOTION BY NAME SECOND BROWN TO ADOPT RESOLUTION 2014-34 A RESOLUTION CALLING A HEARING ON THE PROPOSED AZTEC STREET IMPROVEMENT ASSESSMENT.** Motion carried 5-0.

Voge stated a few meetings ago the Council asked me to look at the Pederson Drive and a potential pedestrian crossing. In September, we did a count of pedestrians and looked at the overall street layout. The study is not complete but there are some maintenance concerns along Pederson Drive. There are some possibilities we could do and want to take a better look at all of

our options including some maintenance issues. Once that is complete, we will bring back our findings.

b. Attorney: **1. Master Meadows of St. Francis First Amendment to Declaration** The City purchased some lots in the Meadows of St. Francis. This amendment was intended to bring all of the lots that are not in the original Master Meadows of St. Francis. MOTION BY McCLISH SECOND LAZERE TO APPROVE THE MASTER MEADOWS OF ST. FRANCIS FIRST AMENDMENT TO DECLARATION. Motion carried 5-0.

Lepak stated the intent at the time when these lots were purchased, was to transfer them to the EDA. The consensus of the City Council was to transfer the lots to the EDA when the title work was clear. Lepak said he would have a document ready for a future meeting.

2. Economic Development Authority – Memorandum Lepak reported the EDA held a meeting on September 29, 2014 that included a presentation and a request from the St. Francis Recreation Committee for the City's EDA to contribute up to \$35,000 for a space needs study analysis. The St. Francis Recreation Committee is in the process of putting together its planned status as a nonprofit corporation. Because it is not formally in existence, it cannot enter into contracts and have the ability to raise or expend funds. The St. Francis Recreation Committee would like to get the community center project underway as soon as possible and that is, why they asked the EDA to act as the entity that would receive and apply the funds toward the study. They plan to ask various entities to donate money to the EDA that will be used for the study. They also asked the EDA to provide the balance due that was not received from donations for this study. For this to happen the City's EDA would need to be the entity that entered into the contract with HGA Inc. for the space needs study. A quote from HGA Inc. was provided and they are anticipating a cost of \$29,350. Lepak noted that further legal review is occurring on how this would need to be structured. Currently the EDA does not have any funds for the study. Council direction is requested on whether there is an interest in providing the funding on this project. Kane stated this is something we have discussed in the past. As Mr. Roberts stated earlier there is an interest in a facility like this. McClish stated last week we had a meeting and the St. Francis Recreation Committee did an excellent and informative presentation. They are asking for startup help and I strongly support this. Brown said I also support this but a little concerned that we are the only one giving up money for this. MOTION BY LAZERE SECOND KANE APPROVING THE TRANSFER UP TO \$35,000 FROM THE LIQUOR STORE FUND TO THE ECONOMIC DEVELOPMENT AUTHORITY TO HIRE HGA INC. FOR A SPACE NEEDS STUDY ANALYSIS. McClish said the EDA was in full support of this. The EDA tentatively planned a meeting on Wednesday, October 8, 2014 to consider the request if the Council approved funding. Kane stated these funds are coming for liquor store funds and not the general fund. Motion carried 5-0.

3. Closed meeting pursuant to Minn. Stat. Sec. 13D.05 to discuss allegations or charges against individual subject to council authority: Motion by Tveit second Lazere to go into a closed meeting at 6:33 pm.

The City Council was back in session at 6:38 pm. Lepak stated he had nothing further to report out of the closed meeting.

c. Staff:
Finance Dept.:
Fire Dept.:
Public Works:
Liquor Store:
Police Dept.:
City Administrator:

9. **Reports from Council Members:** Brown asked Teicher about the salt shortage he has heard on the news, how are we. Teicher said we should be in good shape if everyone fulfills the orders I put in last year.

10. **Report from Mayor:** Tveit apologized to the city council and staff on how he looked today, I came just from work. I did receive a call this week from a woman that said waterfowl hunters were close to her property along the river.

11. **Old Business:** Lazere wanted to thank the staff on the promptness on the digital sign on Poppy Street after the last city council meeting.

Tveit asked Voge how the School Speed Zone study along Hwy 47 was proceeding.

12. **New Business:** Lazere said she would like our rental license fees to be comparable to the surrounding communities. Council asked staff to conduct a survey of the area rental fees. Tveit said I would like to be business friendly. Tveit said keep in mind that this is the first year of the implementation and thereafter it will be lower fees. I do want the council to realize this but I don't want to lose money to do this. Brown said I do not want to get rich off this but I do want to cover our cost. Teicher asked how would you want this to come back to you, in the off week memo or council meeting. The council wanted it to be an agenda item.

Tveit asked how the temporary sign ordinance was proceeding. St. Francis Chamber of Commerce president contacted staff and indicated they had their business council meeting. They will be forwarding their comments to staff, who in turn will submit the comments on to our planner. This discussion is scheduled for the October 15, 2014 Planning Commission meeting.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:47 pm.

Barbara I. Held, City Clerk

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

ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

SEPTEMBER 29, 2014

1. **Call to Order:** EDA Commission president Chris McClish called the EDA meeting to order at 4:30 pm.

2. **Roll Call:** Commission members present were Chris McClish, Brenda Pavelich-Beck and Richard Orpen. Jerry Tveit and Troy Shook excused. Also present were St. Francis Rec Committee members Paul Teicher, Lynda Skogquist, Tracy Hewitt, Mark Bothun, Steve Kane, City Attorney Scott Lepak and City Clerk Barb Held.

3. **Approve Minutes of December 16, 2013:** MOTION BY McCLISH SECOND PAVELICH-BECK TO APPROVE THE AUGUST 4, 2014 ECONOMIC DEVELOPMENT AUTHORITY MINUTES. Motion carried 3-0.

4. **Discussion with the St. Francis Recreation Committee:** Mark Bothun spokesperson for the St. Francis Rec Committee stated their goal is to create some type of recreational facility for community members for the next 50 years. We gathered information from youth and adult community members, churches, and all the different organizations within the area. After information was gathered we interviewed a couple architectural firms and choose HGA Inc. to conduct a space needs analysis. This firm has done a lot of different types of facilities. Bothun stated earlier this year he attended a city council meeting informing them of this new grassroots group that is starting up. Currently the St. Francis Rec Committee applied to be a 501(c)(3) organization but it is not official as of yet. However, we would like to proceed with the initial phase of a space needs analysis study. The approximately cost should be under \$35,000. HGA Inc has it at roughly \$29,350 and an estimated reimbursable expense of \$1,500. We will be asking for donations from the various organizations. The City Council previously stated they may help out potentially with liquor store funds to help this process along. Bothun asked if the EDA would partner with them by collecting the funds until they become a 501(c)(3). Pavelich-Beck asked if the EDA would need to follow the uniform contracting law. City Attorney Lepak stated no, because the architect is a professional service. Bothun stated we currently have 35 people that will meet with the architect for the space needs analysis. Orpen asked if they have land for this facility. Skogquist stated they were informed not to fit the building to the land but see what they want first then look for the land. McClish asked if they were looking for city water and sewer. Bothun yes and would like to have easy access for the whole community. Pavelich-Beck asked so all your ideas will be submitted to the architect. Bothun said there was a wants/needs list from all the different groups already put together and submitted to the architect. McClish stated, so you are looking for the EDA to sign all the agreements for the St. Francis Rec Committee for the time being. Pavelich-Beck asked if the Rec Committee is not approved to be a 501(c)(3) does the money stay with the EDA? So the question is Lepak stated; if the EDA spends \$35,000 and enters into a contract for service, is someone going to pay back the EDA? Kane stated the funding would come from the various organizations. If the council

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

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

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

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

Barbara I. Held, City Clerk



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

October 14, 2014

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

Re: Aztec Street NW Improvements
St. Francis, Minnesota
BMI Project No: R18.107800

Dear Paul:

Enclosed please find three copies of Pay Estimate No. 2 for the above referenced project. The estimate includes all work completed through September 30, 2014. 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
AZTEC STREET NW IMPROVEMENTS
ST. FRANCIS, MINNESOTA
BMI PROJECT NO. R18.107800

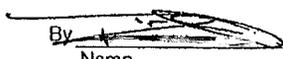
CONTRACTOR
OWNER
ENGINEER

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS.....	\$	215,067.15
TOTAL, COMPLETED WORK TO DATE.....	\$	205,871.90
TOTAL, STORED MATERIALS TO DATE.....		\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED.....		\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS.....	\$	205,871.90
RETAINED PERCENTAGE (5%).....	\$	10,293.59
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS).....	\$	-
NET AMOUNT DUE TO CONTRACTOR TO DATE.....	\$	195,578.31
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES.....	\$	92,581.68
PAY CONTRACTOR AS ESTIMATE NO. 2	\$	102,996.63

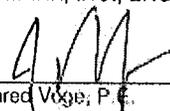
Certificate for Partial Payment

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: North Pine Aggregate, Inc.
14551 Lake Drive
Forest Lake, MN 55025

By  Rich Schmidt Title Project Manager Date 08 Oct 14

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

By  Jared Voigt, P. E. Title City Engineer Date 10/14/14

APPROVED FOR PAYMENT:
Owner: ST. FRANCIS, MINNESOTA

By _____ Title _____ Date _____

PARTIAL PAY ESTIMATE NO.

2

AZTEC STREET NW IMPROVEMENTS
ST. FRANCIS, MINNESOTA
BMT PROJECT NO. R18.107800

WORK COMPLETED THROUGH September 30, 2014

ITEM NO.	DESCRIPTION	UNIT PRICE	ESTIMATED		QUANTITY PREVIOUS ESTIMATE		QUANTITY COMPLETED TO DATE	
			BID QUANTITY	BID AMOUNT	ESTIMATE	ESTIMATE	COMPLETED TO DATE	COMPLETED TO DATE
1	MOBILIZATION	\$ 18,000.00	1	\$ 18,000.00	0.50	\$ 9,000.00	1.00	\$ 18,000.00
2	TRAFFIC CONTROL	\$ 845.00	1	\$ 845.00	1	\$ 422.50	1.00	\$ 845.00
3	REMOVE TREES AND BRUSH	\$ 2,500.00	1	\$ 2,500.00	1	\$ 2,500.00	1	\$ 2,500.00
4	REMOVE BITUMINOUS PAVEMENT	\$ 5.00	405	\$ 2,025.00	975	\$ 4,875.00	975	\$ 4,875.00
5	REMOVE CONCRETE PAVEMENT	\$ 11.50	19	\$ 149.50			11	\$ 126.50
6	REMOVE CONCRETE CURB & GUTTER	\$ 4.30	138	\$ 593.40	41	\$ 176.30	136	\$ 584.80
7	REMOVE STORM SEWER PIPE	\$ 6.50	60	\$ 390.00	60	\$ 390.00	60	\$ 390.00
8	SALVAGE & REINSTALL 12" RC STORM SEWER PIPE	\$ 40.00	72	\$ 2,880.00	72	\$ 2,880.00	72	\$ 2,880.00
9	SALVAGE & REINSTALL 12" RC APRON	\$ 600.00	1	\$ 600.00	1	\$ 600.00	1	\$ 600.00
10	SAW CUT BITUMINOUS PAVEMENT (FULL DEPTH)	\$ 5.50	154	\$ 847.00	93	\$ 511.50	93	\$ 511.50
11	SALVAGE HYDRANT	\$ 450.00	1	\$ 450.00	1	\$ 450.00	1	\$ 450.00
12	SALVAGE GATE VALVE	\$ 450.00	1	\$ 450.00			1	\$ 450.00
13	COMMON EXCAVATION (P)	\$ 10.00	438	\$ 4,380.00	438	\$ 4,380.00	438	\$ 4,380.00
14	SUBGRADE EXCAVATION (EV)	\$ 8.00	125	\$ 1,000.00				
15	COMMON BORROW (CV)	\$ 13.50	1,375	\$ 18,562.50	1,375	\$ 18,562.50	1,375	\$ 18,562.50
16	TOPSOIL BORROW (LV)	\$ 17.50	125	\$ 2,187.50				
17	AGGREGATE BASE, CLASS 5 (STREET) (CV) (P)	\$ 31.00	574	\$ 17,794.00	411	\$ 12,741.00	574	\$ 17,794.00
18	COMMON LABORER	\$ 75.00	16	\$ 1,200.00				
19	1.5 CU YD SHOVEL	\$ 150.00	8.00	\$ 1,200.00				
20	DOZER	\$ 145.00	8.00	\$ 1,160.00				
21	12 CU YD TRUCK	\$ 105.00	8.00	\$ 840.00				
22	3 CU YD FRONT END LOADER	\$ 150.00	8.00	\$ 1,200.00				
23	SKID LOADER	\$ 120.00	205	\$ 24,600.00				
24	BITUMINOUS PATCH - DRIVEWAY	\$ 19.40	22	\$ 428.80				
25	BITUMINOUS PATCH - STREET	\$ 32.25	185	\$ 5,966.25				
26	TYPE SP 12.5 WEARING COURSE MIXTURE (2B)	\$ 77.75	112	\$ 8,708.00				
27	TYPE SP NON WEARING COURSE MIXTURE (2B)	\$ 72.30	246	\$ 17,785.80				
28	BITUMINOUS MATERIAL FOR TACK COAT	\$ 3.50	105	\$ 367.50				
29	CONSTRUCT CONCRETE CURB & GUTTER DESIGN B618	\$ 12.75	112	\$ 1,428.00				
30	CONCRETE VALLEY GUTTER	\$ 52.25	75	\$ 3,918.75				
31	7.0" DRIVEWAY APRON	\$ 54.50	58	\$ 3,161.00				
32	6.0" CONCRETE WALK	\$ 6.30	370	\$ 2,331.00				
33	5.0" CONCRETE WALK	\$ 5.05	2,495	\$ 12,599.75				
34	12" RC APRON	\$ 650.00	2	\$ 1,300.00				
35	15" RC APRON	\$ 675.00	1	\$ 675.00				
36	TRASH GUARD FOR 12" APRON	\$ 340.00	2	\$ 680.00	2	\$ 680.00	2	\$ 680.00
37	12" RC STORM SEWER PIPE, CL V	\$ 395.00	1	\$ 395.00	305	\$ 121,500.00	305	\$ 121,500.00
38	15" RC STORM SEWER PIPE, CL V	\$ 32.00	312	\$ 9,984.00	183	\$ 5,916.00	183	\$ 5,916.00
39	12" PVC STORM SEWER PIPE	\$ 33.70	169	\$ 5,685.30	12	\$ 404.40	12	\$ 404.40
40	CONSTRUCT DRAINAGE STRUCTURE DES H	\$ 42.50	12	\$ 510.00	13.4	\$ 567.00	13.4	\$ 567.00
41	CONSTRUCT DRAINAGE STRUCTURE DES H	\$ 230.00	11.0	\$ 2,530.00	7	\$ 1,610.00	7	\$ 1,610.00
42	CONSTRUCT DRAINAGE STRUCTURE DES H	\$ 315.00	17.4	\$ 5,481.00	1	\$ 1,670.00	1	\$ 1,670.00
43	CONSTRUCT DRAINAGE STRUCTURE DES H	\$ 1,670.00	1	\$ 1,670.00	1	\$ 1,670.00	1	\$ 1,670.00
44	CASTING ASSEMBLY (STORM)	\$ 565.00	8	\$ 4,520.00	1	\$ 190.00	8	\$ 4,520.00
45	12" CONCRETE STORM SEWER PLUG	\$ 190.00	1	\$ 190.00	1	\$ 190.00	1	\$ 190.00
46	CONNECT TO EXISTING STORM MANHOLE	\$ 500.00	1	\$ 500.00	1	\$ 500.00	1	\$ 500.00
47	7.5" BURY HYDRANT	\$ 4,200.00	1	\$ 4,200.00	1	\$ 4,200.00	1	\$ 4,200.00
48	6" GATE VALVE & BOX	\$ 1,350.00	1	\$ 1,350.00	1.0	\$ 1,350.00	1.0	\$ 1,350.00

ITEM NO.	DESCRIPTION	UNIT PRICE	ESTIMATED		QUANTITY PREVIOUS ESTIMATE		QUANTITY COMPLETED TO DATE	
			QUANTITY	BID AMOUNT	QUANTITY	PREVIOUS ESTIMATE	QUANTITY	COMPLETED TO DATE
49	8" WATERMAIN	\$ 47.00	22	\$ 1,034.00	22	\$ 1,034.00	22	\$ 1,034.00
50	CONNECT TO EXISTING WATERMAIN	\$ 850.00	1	\$ 850.00	1	\$ 850.00	1	\$ 850.00
51	CASTING ASSEMBLY (SANITARY)	\$ 300.00	1	\$ 300.00	1	\$ 300.00	1	\$ 300.00
52	ADJUST FRAME & RING CASTING	\$ 675.00	3	\$ 2,025.00	3	\$ 2,025.00	3	\$ 2,025.00
53	TRUNCATED DOWNS	\$ 31.55	36	\$ 1,139.40	36	\$ 1,139.40	36	\$ 1,139.40
54	EROSION AND SEDIMENT CONTROL	\$ 4,475.00	1	\$ 4,475.00	1	\$ 2,237.50	1.00	\$ 4,475.00
55	EROSION CONTROL BLANKET, CATEGORY 0	\$ 3.15	80	\$ 252.00	1	\$ -	80	\$ 252.00
56	SEED & FERTILIZER (MIXTURE 270)	\$ 1,055.00	0.4	\$ 422.00	0.4	\$ -	0.4	\$ 422.00
57	HYDRAULIC SOIL STABILIZER, TYPE B	\$ 2.10	1400	\$ 2,940.00	1400	\$ -	1400	\$ 2,940.00
58	INLET PROTECTION	\$ 180.00	10.0	\$ 1,800.00	11	\$ 1,311.00	11.4	\$ 1,311.00
59	RIPRAP, CL. IV	\$ 115.00	10	\$ 1,150.00	800	\$ 2,080.00	800	\$ 2,080.00
60	SILT FENCE, MACHINE SLICED	\$ 2.50	850	\$ 2,125.00	800	\$ 2,000.00	800	\$ 2,000.00
61	BIOPOLL	\$ 3.15	100	\$ 315.00	1	\$ -	1	\$ 315.00
62	TEMPORARY ROCK CONSTRUCTION ENTRANCE	\$ 1,200.00	1	\$ 1,200.00	1	\$ 1,200.00	1	\$ 1,200.00
63	FURNISH & INSTALL STREET NAME SIGN	\$ 475.00	1	\$ 475.00	1	\$ -	1	\$ 475.00
64	FURNISH & INSTALL SIGN PANELS, TYPE C	\$ 50.00	6.25	\$ 312.50	1	\$ -	1	\$ 50.00
65	SALVAGE SIGN	\$ 250.00	1	\$ 250.00	1	\$ -	1	\$ 250.00
TOTAL =				\$ 215,067.15		\$ 97,454.40		\$ 205,871.90



PAYMENT BATCH AP 10-20-14

AIRGAS NORTH CENTRAL

09/30/2014	9922145820	E 101-43100-217	Other Operating Supplies	SUPPLIES	5.05
09/30/2014	9922145820	E 101-43210-217	Other Operating Supplies	SUPPLIES	5.05
09/30/2014	9922145820	E 101-45200-217	Other Operating Supplies	SUPPLIES	5.05
09/30/2014	9922145820	E 601-49440-217	Other Operating Supplies	SUPPLIES	5.05
09/30/2014	9922145820	E 602-49490-217	Other Operating Supplies	SUPPLIES	5.05
					\$25.25

ALLINA HEALTH

10/03/2014	260290707	E 601-49440-441	Miscellaneous	HEALTH SCREENING	99.25
10/03/2014	260290707	E 602-49490-441	Miscellaneous	HEALTH SCREENING	99.25
					\$198.50

ANOKA COUNTY

07/21/2014	072114	E 101-41400-441	Miscellaneous	NOTARY REGISTRATION	20.00
10/15/2014	101514	E 101-41910-441	Miscellaneous	ROADWAY EASEMENT	46.00
					\$66.00

ANOKA COUNTY TREASURY DEPT.

10/07/2014	B141007W	E 101-42110-321	Telephone	BROADBAND	37.50
10/07/2014	B141007W	E 101-42210-321	Telephone	BROADBAND	37.50
10/07/2014	B141007W	E 101-43100-321	Telephone	BROADBAND	37.50
10/07/2014	B141007W	E 101-45200-321	Telephone	BROADBAND	37.50
10/07/2014	B141007W	E 601-49440-321	Telephone	BROADBAND	37.50
10/07/2014	B141007W	E 602-49490-321	Telephone	BROADBAND	37.50
					\$225.00

ASPEN MILLS

09/25/2014	155073	E 101-42210-437	Uniform Allowance	MCDONOUGH-UNIFORMS	88.45
10/03/2014	155461	E 101-42110-437	Uniform Allowance	COLE UNIFORMS	108.60
10/06/2014	155542	E 101-42210-437	Uniform Allowance	HERBST-UNIFORMS	88.45
					\$285.50

BAUER BUILT INC.

08/11/2014	940024761	E 101-42210-221	Vehicle Repair & Maintenance	TIRES	169.56
					\$169.56

BELLBOY CORPORATION

10/09/2014	45212800	E 609-49751-251	Liquor For Resale	LIQUOR	111.00
					\$111.00

BERNICK COMPANIES, THE

10/06/2014	167651	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	20.00
10/06/2014	167652	E 609-49751-252	Beer For Resale	BEER	382.35
					\$402.35

BGS (BARNA GUZY)

09/30/2014	136327	E 101-41600-312	Criminal Legal Fees	PROSECUTION MISC	4,950.00
09/30/2014	136434	E 101-41600-304	Civil Legal Fees	MUNICIPAL	1,850.00

09/30/2014	136435	E 101-41600-304	Civil Legal Fees	GENERAL LABOR	1,238.78
09/30/2014	136436	E 101-41600-304	Civil Legal Fees	MEADOWS OF ST FRANCIS PUF	1,627.85
09/30/2014	136636	G 803-22119	Esc-Dollar General	DOLLAR GENERAL ESCROW	2,041.00
09/30/2014	136799	E 101-41600-312	Criminal Legal Fees	MISC FORFEITURES	169.00
					\$11,876.63

BROTHERS FIRE PROTECTION CO

09/30/2014	9970	E 101-42110-331	Travel Expenses	ANNUAL MONITORING	50.00
09/30/2014	9970	E 101-43100-311	Contract	ANNUAL MONITORING	50.00
09/30/2014	9970	E 101-45200-311	Contract	ANNUAL MONITORING	50.00
09/30/2014	9970	E 601-49440-331	Travel Expenses	ANNUAL MONITORING	50.00
09/30/2014	9970	E 602-49490-331	Travel Expenses	ANNUAL MONITORING	50.00
					\$250.00

BUREAU OF CRIM APPREHENSION

09/30/2014	230110	E 101-42110-311	Contract	3 MONTHS CJDN	270.00
					\$270.00

CDW GOVERNMENT, INC.

09/24/2014	PQ51991	E 101-42210-237	Small Equipment	PARTS	58.02
					\$58.02

COUNTY MARKET - CITY ACCOUNT

09/09/2014	161	E 101-45200-212	Motor Fuels	FUEL	24.42
09/09/2014	216	E 101-45200-212	Motor Fuels	FUEL	23.89
09/09/2014	286	E 101-45200-212	Motor Fuels	FUEL	24.97
09/09/2014	327	E 101-45200-212	Motor Fuels	FUEL	46.49
09/09/2014	438	E 101-45200-212	Motor Fuels	FUEL	36.60
09/09/2014	483	E 101-45200-212	Motor Fuels	FUEL	48.05
09/09/2014	487	E 101-45200-212	Motor Fuels	FUEL	26.78
09/09/2014	502	E 101-45200-212	Motor Fuels	FUEL	64.87
10/02/2014	224.0914	E 101-42210-212	Motor Fuels	FUEL	155.61
					\$451.68

CRABTREE COMPANIES, INC.

10/07/2014	127484	E 101-42110-311	Contract	SERVICE RENEWAL	340.00
					\$340.00

CRAWFORD EQUIPMENT

10/10/2014	38983	E 101-45200-218	Equipment Repair & Maintenance	REPAIRS	131.04
					\$131.04

CRYSTAL SPRINGS ICE

10/06/2014	115605	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	46.72
					\$46.72

DAHLHEIMER DIST. CO. INC.

08/19/2014	96539	E 609-49751-252	Beer For Resale	BEER	(82.50)
08/19/2014	96539	E 609-49751-252	Beer For Resale	BEER	(20.80)
10/08/2014	98670	E 609-49751-252	Beer For Resale	BEER	2,983.27
10/08/2014	98670	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	256.00
					\$3,135.97

DAY DISTRIBUTING CO.

10/10/2014	773545	E 609-49751-252	Beer For Resale	BEER	1,815.94
					\$1,815.94

DE LAGE LANDEN

10/11/2014	43002375	E 101-42110-200	Office Supplies	POLICE COPIER	237.00
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						\$237.00
DEX MEDIA EAST LLC						
10/06/2014	110097517.1014	E 609-49750-340	Advertising	AD		74.00
						\$74.00
E.H. RENNER						
09/30/2014	140040000	E 601-49440-233	Water Treatment Plant Maint	MAINTENANCE		85.80
						\$85.80
EAGLE GARAGE DOOR CO.						
09/30/2014	3738	E 101-42110-401	Repairs/Maint Buildings	REPAIRS		38.94
09/30/2014	3738	E 101-43100-401	Repairs/Maint Buildings	REPAIRS		38.94
09/30/2014	3738	E 101-45200-401	Repairs/Maint Buildings	REPAIRS		38.94
09/30/2014	3738	E 601-49440-401	Repairs/Maint Buildings	REPAIRS		38.94
09/30/2014	3738	E 602-49490-401	Repairs/Maint Buildings	REPAIRS		38.94
						\$194.70
EMERGENCY APARATUS MAINTENENC						
10/07/2014	76645	E 101-42210-221	Vehicle Repair & Maintenance	ENGINE 1		459.54
10/07/2014	76646	E 101-42210-221	Vehicle Repair & Maintenance	ENGINE 2		447.60
10/07/2014	76647	E 101-42210-221	Vehicle Repair & Maintenance	TANKER 2		448.28
10/07/2014	76984	E 101-42210-221	Vehicle Repair & Maintenance	TANKER 2		185.88
10/07/2014	76985	E 101-42210-221	Vehicle Repair & Maintenance	ENGINE 1		1,401.17
						\$2,942.47
ESS BROTHERS & SONS INC.						
10/07/2014	TT6835	E 101-43100-414	Storm Sewers	SEALANT KITS		3,900.00
						\$3,900.00
F.I.R.E.						
09/30/2014	834	E 101-42210-208	Training and Instruction	TRAINING		2,200.00
						\$2,200.00
FILTRATION SYSTEMS, INC.						
10/09/2014	62490	E 101-42110-401	Repairs/Maint Buildings	FILTERS		201.17
10/09/2014	62490	E 101-43100-401	Repairs/Maint Buildings	FILTERS		201.17
10/09/2014	62490	E 101-45200-401	Repairs/Maint Buildings	FILTERS		201.17
10/09/2014	62490	E 601-49440-401	Repairs/Maint Buildings	FILTERS		201.17
10/09/2014	62490	E 602-49490-401	Repairs/Maint Buildings	FILTERS		201.16
						\$1,005.84
FREEDOM SERVICES, INC.-FD						
10/07/2014	16273	G 101-21706	Flex Account	MONTHLY FUND DEPOSIT NOV :		287.50
						\$287.50
FREEDOM SERVICES, INC-MA						
10/07/2014	16274	E 101-41540-301	Auditing and Acct g Services	MONTHLY ADMIN FEE NOV 2014		79.20
						\$79.20
G&K SERVICES, INC						
09/30/2014	1043814747	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS		3.50
09/30/2014	1043814747	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS		3.50
10/07/2014	1043820079	E 609-49750-219	Rug Maintenance	RUGS		11.23
10/07/2014	1043820080	E 101-41940-219	Rug Maintenance	RUGS		16.96
10/07/2014	1043820081	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS		4.90
10/07/2014	1043820081	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS		4.90
10/14/2014	1043825385	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS		4.20
10/14/2014	1043825385	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS		4.20

\$53.39

GRANITE CITY JOBBING CO.

10/07/2014	832282	E 609-49751-256	Tobacco Products For Resale	TOBACCO	(74.45)
10/07/2014	832294	E 609-49750-210	Operating Supplies	OPERATING	101.49
10/07/2014	832294	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
10/07/2014	832294	E 609-49751-256	Tobacco Products For Resale	TOBACCO	528.82
					<hr/>
					\$560.11

GREAT NORTHERN LANDSCAPES, INC

10/10/2014	10192	E 101-42110-419	Turf/Fertilizer/Weed Control	WINTERIZATION	57.80
10/10/2014	10192	E 101-43100-401	Repairs/Maint Buildings	WINTERIZATION	57.80
10/10/2014	10192	E 101-45200-419	Turf/Fertilizer/Weed Control	WINTERIZATION	57.80
10/10/2014	10192	E 601-49440-419	Turf/Fertilizer/Weed Control	WINTERIZATION	57.80
10/10/2014	10192	E 602-49490-419	Turf/Fertilizer/Weed Control	WINTERIZATION	57.80
10/10/2014	10193	E 601-49440-233	Water Treatment Plant Maint	WINTERIZATION	136.00
10/10/2014	10194	E 101-42210-401	Repairs/Maint Buildings	WINTERIZATION	75.00
10/10/2014	10195	E 101-45200-419	Turf/Fertilizer/Weed Control	WINTERIZATION	136.00
					<hr/>
					\$636.00

INNOVATIVE OFFICE SOLUTIONS, L

10/01/2014	IN0625402	E 101-42110-200	Office Supplies	SUPPLIES	90.92
					<hr/>
					\$90.92

ISANTI COUNTY EQUIPMENT, INC.

10/07/2014	P35848	E 101-45200-218	Equipment Repair & Maintenance	PARTS	54.90
					<hr/>
					\$54.90

ISD #15

05/22/2014	1511	E 101-42110-221	Vehicle Repair & Maintenance	2013 DODGE CHARGER	43.45
05/23/2014	1514	E 101-42110-221	Vehicle Repair & Maintenance	2011 CHEV TAHOE	33.90
06/12/2014	1533	E 101-42110-221	Vehicle Repair & Maintenance	2013 DODGE CHARGER	251.92
06/12/2014	1534	E 101-42110-221	Vehicle Repair & Maintenance	2010 DODGE CHARGER	43.45
07/24/2014	1583	E 101-42110-221	Vehicle Repair & Maintenance	2012 DODGE CHARGER	253.67
08/05/2014	1622	E 101-42110-221	Vehicle Repair & Maintenance	2013 DODGE CHARGER	247.82
09/04/2014	1643	E 101-42110-212	Motor Fuels	2010 DODGE CHARGER	288.08
09/22/2014	1671	E 101-42110-221	Vehicle Repair & Maintenance	2013 DODGE CHARGER	272.52
10/08/2014	1683	E 101-43100-221	Vehicle Repair & Maintenance	2014 DODGE 2500	51.49
10/08/2014	1683	E 101-45200-221	Vehicle Repair & Maintenance	2014 DODGE 2500	51.49
10/08/2014	1684	E 101-42210-221	Vehicle Repair & Maintenance	1998 CHEV TANKER TRUCK	382.27
10/08/2014	1689	E 101-42110-221	Vehicle Repair & Maintenance	2013 CHARGER	338.51
10/09/2014	1690	E 101-42210-221	Vehicle Repair & Maintenance	2002 FORD	132.01
10/15/2014	1695	E 101-42210-221	Vehicle Repair & Maintenance	1990 TANKER	201.41
10/15/2014	1700	E 101-42210-221	Vehicle Repair & Maintenance	1993 ENGINE	343.54
10/15/2014	1701	E 101-42210-221	Vehicle Repair & Maintenance	2000 ENGINE	429.41
10/15/2014	1702	E 101-42210-221	Vehicle Repair & Maintenance	1990 TANKER	36.61
10/15/2014	1703	E 101-43100-221	Vehicle Repair & Maintenance	2006 FORD	245.64
10/15/2014	1703	E 101-45200-221	Vehicle Repair & Maintenance	2006 FORD	245.64
					<hr/>
					\$3,892.83

JJ TAYLOR DISTRIBUTING

10/08/2014	2263588	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
10/08/2014	2263588	E 609-49751-252	Beer For Resale	BEER	440.25
					<hr/>
					\$443.25

JOHNSON BROS WHLSE LIQUOR

09/29/2014	1957779	E 609-49751-251	Liquor For Resale	LIQUOR	900.00
10/08/2014	1966647	E 609-49751-206	Freight and Fuel Charges	FREIGHT	28.88

10/08/2014	1966647	E 609-49751-251	Liquor For Resale	LIQUOR	1,939.29
10/09/2014	1966648	E 609-49751-206	Freight and Fuel Charges	FREIGHT	12.16
10/09/2014	1966648	E 609-49751-253	Wine For Resale	WINE	327.15
					\$3,207.48

LEAGUE OF MN CITIES

09/25/2014	28313	E 101-45200-160	Work Comp Insurance	VOLUNTEER ACCIDENT PLAN	397.00
					\$397.00

MARTIN-MCALLISTER

09/30/2014	9411	E 601-49440-441	Miscellaneous	EVALUATION	275.00
09/30/2014	9411	E 602-49490-441	Miscellaneous	EVALUATION	275.00
					\$550.00

MCDONALD DIST CO.

10/09/2014	131863	E 609-49751-252	Beer For Resale	BEER	3,384.80
10/09/2014	131863	E 609-49751-254	Miscellaneous Merchandise	MISC	34.00
10/09/2014	131863	E 609-49751-255	N/A Products	N/A	92.30
10/10/2014	7007	E 609-49751-252	Beer For Resale	BEER	49.20
					\$3,560.30

MN DEPT OF HEALTH

10/15/2014	101514	E 602-49490-434	Permit Fees	MAINTENANCE PERMIT	50.00
					\$50.00

MN DEPT OF LABOR & INDUSTRY

10/02/2014	ABR01046681	E 601-49440-233	Water Treatment Plant Maint	PRESSURE VESSEL	10.00
					\$10.00

NORTH METRO TREE SERVICE INC.

10/09/2014	100914	E 101-45200-311	Contract	COMMUNITY PARK	375.00
					\$375.00

PHILLIPS WINE & SPIRITS CO.

10/08/2014	2679701	E 609-49751-206	Freight and Fuel Charges	FREIGHT	41.04
10/08/2014	2679701	E 609-49751-251	Liquor For Resale	LIQUOR	1,420.74
10/08/2014	2679702	E 609-49751-206	Freight and Fuel Charges	FREIGHT	28.88
10/08/2014	2679702	E 609-49751-253	Wine For Resale	WINE	1,300.50
					\$2,791.16

PRINTING UNLIMITED

10/03/2014	7246	E 101-42400-200	Office Supplies	SCHREDER BUSINESS CARDS	38.00
					\$38.00

REHLING, JACOB

10/08/2014	100814	E 101-42110-200	Office Supplies	CD'S PURCHASED	16.06
					\$16.06

RICKS PLUMBING, INC

10/08/2014	14353	E 601-49440-259	Water Meters	WALT HILLER RESIDENCE	150.00
					\$150.00

ROSEVILLE, CITY OF

10/01/2014	219289	E 101-41110-310	Computer Consulting Fees	IT SERVICES OCT 2014	192.03
10/01/2014	219289	E 101-41400-310	Computer Consulting Fees	IT SERVICES OCT 2014	640.11
10/01/2014	219289	E 101-42110-310	Computer Consulting Fees	IT SERVICES OCT 2014	864.16
10/01/2014	219289	E 101-42210-310	Computer Consulting Fees	IT SERVICES OCT 2014	160.02
10/01/2014	219289	E 101-43100-310	Computer Consulting Fees	IT SERVICES OCT 2014	160.02
10/01/2014	219289	E 101-45200-310	Computer Consulting Fees	IT SERVICES OCT 2014	160.02

10/01/2014	219289	E 601-49440-310	Computer Consulting Fees	IT SERVICES OCT 2014	160.02
10/01/2014	219289	E 602-49490-310	Computer Consulting Fees	IT SERVICES OCT 2014	160.02
10/01/2014	219289	E 609-49750-310	Computer Consulting Fees	IT SERVICES OCT 2014	192.10
10/01/2014	219332	E 101-41940-321	Telephone	PHONE	63.78
10/01/2014	219332	E 101-42110-321	Telephone	PHONE	63.78
10/01/2014	219332	E 101-42210-321	Telephone	PHONE	63.78
10/01/2014	219332	E 101-43100-321	Telephone	PHONE	63.78
10/01/2014	219332	E 101-45200-321	Telephone	PHONE	63.78
10/01/2014	219332	E 601-49440-321	Telephone	PHONE	63.78
10/01/2014	219332	E 602-49490-321	Telephone	PHONE	63.78
10/01/2014	219332	E 609-49750-321	Telephone	PHONE	63.79
					\$3,198.75

SHI INTERNATIONAL CORP

09/26/2014	B02544444	E 101-41400-580	C-O-L Other Equipment	OFFICE 2013	243.00
					\$243.00

SOUTHERN WINE & SPIRITS OF MN

10/09/2014	1211957	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.00
10/09/2014	1211957	E 609-49751-251	Liquor For Resale	LIQUOR	526.41
					\$531.41

ST. CLOUD FIRE EQUIPMENT CO.

09/30/2014	106758	E 101-42210-217	Other Operating Supplies	SUPPLIES	242.20
					\$242.20

STREICHER S

10/09/2014	11116453	E 101-42110-437	Uniform Allowance	REHLING UNIFORMS	177.91
10/09/2014	11116463	E 101-42110-218	Equipment Repair & Maintenance	REHLING UNIFORMS	17.94
					\$195.85

THE AMERICAN BOTTLING COMPANY

10/06/2014	2449811146	E 609-49751-254	Miscellaneous Merchandise	MISCELLANEOUS	107.46
					\$107.46

THORPE DISTRIBUTING COMPANY

10/10/2014	727394	E 609-49751-252	Beer For Resale	BEER	130.00
					\$130.00

TRUCK UTILITIES, INC.

10/01/2014	274813	E 602-49490-228	Equipment Maintenance	PARTS	138.32
					\$138.32

US DEPT OF EDUCATION

		G 101-21716	Other Deductions	WAGE LEVY 10-09-14	299.90
					\$299.90

VINOCOPIA, INC.

10/03/2014	107952	E 609-49751-206	Freight and Fuel Charges	FREIGHT	16.50
10/03/2014	107952	E 609-49751-251	Liquor For Resale	LIQUOR	1,083.00
					\$1,099.50

WIRTZ BEVERAGE MN

10/09/2014	1080237734	E 609-49751-206	Freight and Fuel Charges	FREIGHT	17.40
10/09/2014	1080237734	E 609-49751-251	Liquor For Resale	LIQUOR	962.16
					\$979.56

ZEP VEHICLE CARE, INC

10/01/2014	9001236588	E 101-42110-221	Vehicle Repair & Maintenance	PARTS	167.13
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10/01/2014	9001236588	E 101-43100-221	Vehicle Repair & Maintenance	PARTS	167.13
10/01/2014	9001236588	E 101-45200-221	Vehicle Repair & Maintenance	PARTS	167.13
10/01/2014	9001236588	E 601-49440-221	Vehicle Repair & Maintenance	PARTS	167.14
10/01/2014	9001236588	E 602-49490-221	Vehicle Repair & Maintenance	PARTS	167.14
10/02/2014	9001239218	E 101-42110-221	Vehicle Repair & Maintenance	PARTS	23.21
10/02/2014	9001239218	E 101-43100-221	Vehicle Repair & Maintenance	PARTS	23.21
10/02/2014	9001239218	E 101-45200-221	Vehicle Repair & Maintenance	PARTS	23.21
10/02/2014	9001239218	E 601-49440-221	Vehicle Repair & Maintenance	PARTS	23.21
10/02/2014	9001239218	E 602-49490-221	Vehicle Repair & Maintenance	PARTS	23.22
10/03/2014	9001241736	E 101-42110-221	Vehicle Repair & Maintenance	PARTS	16.44
10/03/2014	9001241736	E 101-43100-221	Vehicle Repair & Maintenance	PARTS	16.44
10/03/2014	9001241736	E 101-45200-221	Vehicle Repair & Maintenance	PARTS	16.44
10/03/2014	9001241736	E 601-49440-221	Vehicle Repair & Maintenance	PARTS	16.44
10/03/2014	9001241736	E 602-49490-221	Vehicle Repair & Maintenance	PARTS	16.44
					\$1,033.93

ZIEGLER INC.

10/08/2014	SW050225609	E 601-49440-228	Equipment Maintenance	REPAIRS	562.62
10/08/2014	SW050225609	E 602-49490-228	Equipment Maintenance	REPAIRS	562.62
					\$1,125.24

\$57,067.19

FUND SUMMARY

101 GENERAL FUND	\$31,651.70
601 WATER FUND	\$2,152.32
602 SEWER FUND	\$1,958.84
609 MUNICIPAL LIQUOR FUND	\$19,263.33
803 ESCROW	\$2,041.00
Total	57,067.19

CITY OF ST. FRANCIS
10/20/2014

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>

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 09-11-14	16,379.56
PERA	Payroll 09-11-14	12,356.44
ING	Payroll 09-11-14	770.00
ICMA	Payroll 09-11-14	720.00
State Tax	Payroll 09-11-14	3,333.80
MSRS	Payroll 09-11-14	688.60
Federal Tax	Payroll 09-25-14	16,689.09
PERA	Payroll 09-25-14	12,281.10
ING	Payroll 09-25-14	770.00
ICMA	Payroll 09-25-14	720.00
State Tax	Payroll 09-25-14	3,382.96
MSRS	Payroll 09-25-14	678.28
Federal Tax	Payroll 09-16-14	1,003.63
PERA	Payroll 09-16-14	340.17
State Tax	Payroll 09-16-14	114.00
Federal Tax	Payroll 09-25-14	4,411.31
State Tax	Payroll 09-25-14	713.15
MN Dept of Revenue	Sales Tax	19,262.00
Visa	Credit Card Purchases	8,631.29
Village Bank	Fees	88.55
PSN	Fees	139.20
Village Bank	Redo Payroll Transfer	122.70
TOTAL		<u>103,595.83</u>
Total All		<u>103,595.83</u>



PLANNING MEMO

TO: St. Francis City Council
FROM: Nate Sparks
DATE: October 15, 2014
RE: Winter Parking Ordinance Amendment

BACKGROUND

Upon a recent review of the City's Winter Parking Ordinance, it was noted that the restriction of on-street parking after larger snowfalls was somewhat vague. The ordinance requires cars to be removed from the streets if the snow depth exceeds two inches. However, the determination of a two-inch snowfall was not defined.

ORDINANCE REVISION

The following is the draft ordinance revision. Deleted language has a strike-through while added language is underlined.

7-4-3: WINTER PARKING.

A. Generally. Winter Parking Restrictions.

1. During the winter months, commencing on the first day of November of any year, to and including the first day of May of the following year, it is unlawful for any person to stop, park or leave standing a vehicle on any street or highway between the hours of 1:00 AM to 11:00 AM.
2. Vehicles shall also be removed from any street or highway when the snow depth exceeds two (2) inches until that time that the street has been completely plowed. Snow depth shall be determined by one of the following methods:
 1. As reported by the National Weather Service.
 2. As measured and documented by an officer or duly appointed representative of the City.

B. Snow Emergency Declaration. Whenever, in the opinion of the Mayor, an emergency exists in the City because of snow, freezing rain, sleet, ice, snow drives, or other natural phenomena, which create or are likely to create hazardous road conditions impeding or likely to impede, the free movement of fire, health, police emergency or other vehicular traffic, or the safety and welfare of the community, the Mayor may declare an emergency to exist for a seventy- two (72) hour period, or for such shorter period if sooner terminated. Notice of such snow emergency

shall be given by radio, television or press. Said notice shall specify the hour that said emergency commences and there shall be an interval of at least six (6) hours between the first time that such notice is given and the commencement of such emergency.

C. Snow Emergency Routes. The Council shall determine by resolution which streets in the City shall be designated as Snow Emergency Routes, and shall direct that signs indicating that parking is prohibited on such streets during a snow emergency be posted on the streets.

D. Parking During Snow Emergency. During the period of a declared emergency, it is unlawful to park or leave standing any vehicle on any portion of the posted snow emergency streets until they have been cleared. Parking may be resumed on individual streets in this area as soon as the snow has been removed from these streets, ~~except as may be otherwise restricted by City Code provisions~~ except in areas where parking is otherwise prohibited.

VIOLATIONS

The winter parking ordinance currently states that the proper remedy is the removal and impounding of vehicles. The general traffic ordinance states that a remedy may be to charge violators with a petty misdemeanor or misdemeanor. To clarify that the City may use either method to remedy winter parking issues, the following addition to the code is proposed:

7-4-16: VIOLATIONS. Any violation of this section may result in removal and/or impounding of vehicles as set forth in Section 7-4-13, a citation notifying of a violation as set forth in Section 7-1-4, and/or any other procedure permitted in the City Code.

RECOMMENDED ACTION

City Staff recommends approval of the attached ordinance with any modifications that may be desired by the Council.

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

ORDINANCE 200, SECOND SERIES

AN ORDINANCE AMENDING SECTION 7-4 OF THE CITY CODE
REGARDING WINTER PARKING RESTRICTIONS & PARKING VIOLATIONS

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That Section 7-4-3-A shall hereby be amended to read as follows:

A. Winter Parking Restrictions.

1. During the winter months, commencing on the first day of November of any year, to and including the first day of May of the following year, it is unlawful for any person to stop, park or leave standing a vehicle on any street or highway between the hours of 1:00 AM to 11:00 AM.
2. Vehicles shall also be removed from any street or highway when the snow depth exceeds two (2) inches until that time that the street has been completely plowed. Snow depth shall be determined by one of the following methods:
 - a. As reported by the National Weather Service.
 - b. As measured and documented by an officer or other duly appointed representative of the City.

Section 2. Code Amended. That Section 7-4-3-D shall hereby be amended to read as follows:

- D. Parking During Snow Emergency. During the period of a declared emergency, it is unlawful to park or leave standing any vehicle on any portion of the posted snow emergency streets until they have been cleared. Parking may be resumed on individual streets in this area as soon as the snow has been removed from the streets, except in areas where parking is otherwise prohibited.

Section 3. Code Added. That Section 7-4-16 shall hereby be added to read as follows:

7-4-16: VIOLATIONS. Any violation of this section may result in removal and/or impounding of vehicles as set forth in Section 7-4-13, a citation notifying of a violation as set forth in Section 7-1-4, and/or any other procedure permitted in the City Code.

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

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

ATTEST:

APPROVED:

Jerry Tveit, Mayor of St. Francis

Barbara I. Held, City Clerk

(seal)

**TRANSFER OF MASTER DECLARANT RIGHTS
FOR
MASTER MEADOWS OF ST. FRANCIS**

THIS TRANSFER OF MASTER DECLARANT RIGHTS (the "Transfer") is made and entered into as of this _____ day of _____, 20____, by the City of St. Francis, a public body corporate and politic created pursuant to the laws of Minnesota (the "Transferor"), in favor of the Economic Development Authority for the City of St. Francis, a public body corporate and politic created pursuant to the laws of Minnesota (the "Transferee"), located at 23340 Cree Street N.W., St. Francis, MN 55070, for the purpose of transferring all Master Declarant Rights for Master Meadows of St. Francis pertaining to real property legally described as:

Lots 1 through 22, inclusive, Block 1, and Lots 43 through 66, inclusive, Block 1;
Meadows of St. Francis,
Anoka County, Minnesota

(collectively, the "Property"); and

WHEREAS, the Master Declarant Rights arise under the declaration for Master Meadows of St. Francis, dated May 4, 2006, recorded as Document No. 1805012 in the Office of the County Registrar in and for Anoka County, Minnesota (the "Master Declaration"); and

WHEREAS, the initial master declarant transferred all Master Declarant Rights to the Transferor pursuant to that Transfer of Master Declarant Rights dated May 22, 2014, and recorded as Document No. _____.

WHEREAS, pursuant to the Master Declaration and common law authority, Transferor has obtained unconditional authority to exercise certain Master Declarant Rights identified in the Master Declaration or pursuant to common law authority; and

WHEREAS, Transferee has acquired the Property; and

WHEREAS, Transferor is desirous of transferring to Transferee all Master Declarant Rights set forth in the Master Declaration or pursuant to common law, solely as they relate to the Property; and

WHEREAS, Transferee is desirous of obtaining the transfer of all Master Declarant Rights set forth in the Master Declaration or pursuant to common law, solely as they relate to the Property.

NOW, THEREFORE, for good and valuable consideration, Transferor and Transferee herewith voluntarily agree to the transfer of all Master Declarant Rights, all as more fully set forth herein below.

1. Transferor hereby transfers and conveys to Transferee all Master Declarant Rights set forth in the Master Declaration, or pursuant to common law, relating to the Property.
2. Transferee, by signature hereupon, expressly accepts the transfer of Master Declarant Rights relating to the Property as set forth herein.
3. Some or all of the rights transferred by the Transferor to the Transferee pursuant to this document may be voluntarily transferred, temporarily or permanently, by the Transferee by a separate instrument signed by the Transferee and the person or entity receiving the transferred rights, and recorded against the portions of the Property owned by the Transferee or the person or entity receiving the transferred rights and affected by the transfer.

IN WITNESS WHEREOF, Transferor and Transferee have caused this document to be executed as of the day and year first above written.

TRANSFEROR:
The City of St. Francis,
a public body corporate and politic created
pursuant to the laws of Minnesota

By: Jerry Tveit
Its: Mayor

By: Barbara Held
Its: Clerk

STATE OF MINNESOTA)
)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Jerry Tveit, the Mayor, and by Barbara Held, the Clerk, of The City of St. Francis, a public body corporate and politic created pursuant to the laws of Minnesota, on behalf of the public body corporate and politic.

Notary Public

TRANSFeree:
The Economic Development Authority
for the City of St. Francis,
a public body corporate and politic created
pursuant to the laws of Minnesota

By: _____
Its: President

STATE OF MINNESOTA)
)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____, the President of The Economic Development Authority for the City of St. Francis, a public body corporate and politic created pursuant to the laws of Minnesota, on behalf of the public body corporate and politic.

Notary Public

THIS INSTRUMENT DRAFTED BY:
BARNA, GUZY & STEFFEN, LTD.
400 Northtown Financial Plaza
200 Coon Rapids Boulevard
Minneapolis, MN 55433
(763) 780-8500 (TDE)
637518-v1

EXHIBIT A

[this Transfer of Special Declarant Rights shall be recorded against all units within the common interest community legally described below]

Lots 1 through 67, inclusive, Block 1,
MEADOWS OF ST. FRANCIS,
Anoka County, Minnesota.

(Top 3 inches reserved for recording data)

QUIT CLAIM DEED

Business Entity to Business Entity

eCRV number: n/a

DEED TAX DUE: \$1.65

DATE: _____, 20__

FOR VALUABLE CONSIDERATION, the City of St. Francis a public body corporate and politic under the laws of Minnesota ("Grantor"), hereby conveys and quitclaims to the Economic Development Authority for the City of St. Francis a public body corporate and politic under the laws of Minnesota ("Grantee"), real property in Anoka County, Minnesota, legally described as follows:

Lots 1 through 22, inclusive, and Lots 43 through 66, inclusive, Block 1, MEADOWS OF ST. FRANCIS, Anoka County, Minnesota,

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto. This deed conveys after acquired title. The total consideration for this transfer is less than \$500.

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: [...].)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

The City of St. Francis

By: _____

Jerry Tveit

Its: **Mayor**

By: _____

Barbara Held

Its: **Clerk**

State of Minnesota, County of _____

This instrument was acknowledged before me on _____, 20____, by Jerry Tveit as mayor and by Barbara Held as city clerk of The City of St. Francis.

(Stamp)

(signature of notarial officer)

Title (and Rank): _____

My commission expires: _____
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
Barna, Guzy & Steffen, Ltd. (TDE)
200 Coon Rapids Blvd., Suite 400
Minneapolis, MN 55433-5894

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:
The Economic Development Authority for the City of St. Francis
23340 Cree Street N.W.
St. Francis, MN 55070

AGENDA REPORT

TO: Paul Teicher, Acting City Administrator
FROM: Andy Schreder, Building Official
SUBJECT: Rental License Fees
DATE: 10-16-2014

INTRODUCTION

Council directed staff at the October 6th City Council meeting to bring a comparison of Rental Licensing Programs from neighboring municipalities including the fees charged.

BACKGROUND

St Francis Council adopted Ordinance 188 with the effective date of January 18, 2014 which requires owners of rental property in the City to obtain a rental license and conform to details of the program. At the October 6th meeting, 2 property owners raised concerns over the fees charged and made comparison to neighboring cities. I am including a summary of programs from area jurisdictions. It is important to note that an accurate comparison is difficult as the St Francis ordinance is tailored to meet the needs of this city and the amount of time this requirement has been in place.

RECOMMENDATION

Staff has confirmed the Rental License Program is functioning as designed and the fees are not dissimilar with area cities providing similar services

BUDGET IMPACT

none

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Attachments:

1. Comparison sheet

Rental License Comparison Sheet

St Francis Rental License program summary

- A 2 year License registration is \$150.00 per rental unit. This includes single family homes as well as apartment units
- Upon registration a Rental Inspection file is assembled and an inspection is scheduled. This inspection includes the interior and exterior of all buildings, both dwellings and accessory buildings
- Renewals are required after 2 years. Fees are reduced to \$100.00 for single family homes and \$75.00 for multi-family units. This rental license period is again good for 2 years, so the per year cost for rental licensing once the program is underway is \$50.00 for single family homes and \$37.50 for Multi-family

Coon Rapids License Program Summary

- Rental licenses are renewed annually, inspected every 1-4 years
- Crime free multi-housing is a large component of their program
- Single family renewal is \$70.00
- Multi-Family renewal is \$50.00 per building plus \$20.00 per unit
- An accurate comparison is difficult because the programs are different in many ways

Otsego

- Rental licenses are renewed annually, inspections done every 2 years
- Initial registration is \$100.00 plus a \$50.00 inspection fee
- Renewal is \$60.00 plus inspection fee every 2 years
- St Francis fees are lower for both single family and multi-family

Anoka

- Rental licenses are renewed annually, inspections are optional, discretionary
- Fees are \$40.00 per building and \$1.00 per unit
- An accurate inspection is not possible as this is a very different approach to rental licensing

Monticello

- Rental licenses are renewed annually, inspections every 2 years
- Fees are \$45.00 per building plus \$15.00 per unit
- St Francis is similar to this program once established

Ramsey

- Rental licenses are renewed every 2 years with coordinated inspections
- Fees are \$75.00 per license period per unit, identical to St Francis

AGENDA REPORT

TO: Paul Teicher, Acting City Administrator
FROM: Andy Schreder, Building Official
SUBJECT: Building Permit activity update
DATE: 10-16-2014

INTRODUCTION

This is a brief summary of Building Permit activity to date.

BACKGROUND

Building Department staff consists of a Building Official and 1 full time field inspector. Duties include providing permit plan review, issuance and inspections for projects including building, plumbing, heating and on-site septic on commercial and residential properties in the City of St Francis and the City of Nowthen. Staff also conducts code enforcement follow up for resident complaints in the City of St Francis and Nowthen. Rental Dwelling and Vacant property registration activities are enforced in accordance with City Ordinance in St Francis. To date 218 Building Permits have been issued in St Francis and approximately 175 in Nowthen. As of October 16th 15 new home permits were issued in St Francis, that compares with 8 at this time last year.

250 Homes were identified as non-homestead tax status through Anoka County. Of those 100 are rental dwellings, 20 are vacant and another 90 are yet to be classified. Some of the non-homestead properties have been determined to be sold through contract for deed, relative rental or seasonal properties that do not qualify as a Rental property or vacant.

RECOMMENDATION

Continue current structure with the addition of an intern over the next 6 months to assist with expired permits and increased complaints from residents

BUDGET IMPACT

No budget impact will be experienced. The internship is a non-paid position as the student gains experience in a municipal setting and the City benefits from additional help

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Attachments:

1. NONE