

CITY OF ST. FRANCIS  
CITY COUNCIL AGENDA  
April 18, 2011  
ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)  
4115 Ambassador Blvd. NW

5:30 pm Board of Review – Anoka County Assessor's will be present regarding Property Values  
6:00 pm Regular City Council Meeting

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
  - a. City Council Minutes- April 4, 2011
  - b. Accept Aaron Simonson's Letter of Resignation as a Fire Fighter
  - c. Accept Mark Sorenson's Letter of Resignation as Assistant Fire Chief
  - d. Massage Therapy License Application-Absolute Tranquility @ Johnson Chiropractic
  - e. Payment of Claims
5. Meeting Open to the Public
6. Petitions, Requests, Applications
  - a. Rachel Horn: Outreach Coordinator for Congresswoman Michele Bachmann
  - b. Northern Anoka County River Crossing Study Presentation
  - c. Northland Securities: Discussion on Financing Options for Council Consideration regarding the Public Works/Police Facility
  - d. Public Hearing on Charter Commission Amendments: TABLED
7. Ordinances & Resolutions:
  - a.
8. Reports of Consultants & Staff Members
  - a. Engineer: 2011 Seal Coating Improvements  
Pederson Path Improvement – Resolution 2011-10
  - b. Attorney:
  - c. Staff:  
Fire Dept:  
Public Works: Dust Control Report  
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 Events

Apr. 16<sup>th</sup>: St. Francis Community and Business Expo @ SFHS 10 am – 3 pm  
Apr. 18<sup>th</sup>: Board of Review @ ISD# 15 Central Services Center (District Offices) 5:30 pm  
Apr. 18<sup>th</sup>: City Council Meeting @ ISD# 15 Central Services Center (District Offices) 6:00 pm  
Apr. 20<sup>th</sup>: ~~Planning Comm. Meeting @ ISD# 15 Central Services Center (District Offices) 7:00 pm – CANCELLED~~  
Apr. 24<sup>th</sup>: Easter Sunday  
May 2<sup>nd</sup>: City Council Meeting @ ISD# 15 Central Services Center (District Offices) 6:00 pm  
May 7<sup>th</sup>: Pet Clinic @ SF Fire Station 9-12 Noon  
May 7<sup>th</sup>: Recycling Day @ SF Middle/Elementary Schools 8 am – 12 Noon  
May 16<sup>th</sup>: City Council Meeting @ ISD# 15 Central Services Center (District Offices) 6:00 pm  
May 18<sup>th</sup>: Planning Commission Meeting @ ISD# 15 Central Services Center (District Offices) 7:00 pm

TO: Mayor & City Council

FROM: Matthew L. Hylen,  
City Administrator



RE: Agenda Memorandum – April 18, 2011 Meeting

**Agenda Items:**

**4. Consent Agenda:**

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

- a. Rachel Horn: Rachel Horn is Congresswoman Michele Bachmann's Outreach Coordinator and will make a short presentation.
- b. Northern Anoka County River Crossing Study Presentation: Representatives from this study group will go over survey findings with the Council.
- c. Northland Securities: Attached is information from our financial advisor George Eilertson, Northland Securities regarding options of financing for our future public works building and possibly public safety facility.
- d. Public Hearing on Charter Commission Amendments: TABLED. The Charter Commission Chair requested this be tabled due to questions some the commission members had on an amendment. This will be brought back at a future council meeting.

**7. Ordinances & Resolutions:**

**8. Reports:**

- a. **Engineer:** *2011 Seal Coating:* Attached is a memorandum and map from City Engineer Jared Voge relating to the 2011 Seal Coating project.  
*Pederson Path Improvements:* Attached is Resolution 2011-10 which approves the Plans and Specifications and Orders Advertisement For Bids of the Pederson Path Improvement Project.

**b. City Attorney:**

**c. Staff:**

**Fire Dept:**

**Public Works:** *2011 Dust Control:* Attached is a memorandum outlining the recommendation for 2011 Dust Control.

**Liquor Store:**

**Police:**

**City Administrator:**

**11. Old Business**

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

CITY COUNCIL MINUTES

APRIL 4, 2011

1. **Call to Order/Pledge of Allegiance:** The regular City Council Meeting was called to order by Mayor Jerry Tveit at 6:00 pm.
2. **Roll Call:** Present were Mayor Jerry Tveit, Council members, LeRoy Schaffer, Steve Kane and Chris McClish. Jeff Sandoval absent. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk, Inc.) Police Investigator Todd Schwieger, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, City Administrator Matt Hysten, and City Clerk Barb Held.
3. **Adopt Agenda:** Move 6a and 6b to before Meeting Open to the Public due to their need to attend another City Council meeting this evening at Spring Lake Park. MOTION BY KANE SECOND McCLISH TO ADOPT THE APRIL 4, 2011 CITY COUNCIL AGENDA. Motion carried 4-0.
4. **Consent Agenda:** MOTION BY McCLISH SECOND KANE TO APPROVE THE APRIL 4, 2011 CITY COUNCIL CONSENT AGENDA A AND B AS FOLLOWS:
  - a. Approve the City Council Minutes of March 21, 2011.
  - b. Approve the Payment of Claims for \$190,908.94.Motion carried 4-0.
5. **Meeting Open to the Public: Moved to right after 6 a and 6 b.**
6. **Petitions, Requests, Applications:**
  - a. **Anoka County Attorney's Office: Presentation on the Public Safety Records/Information System Project:** Tony Palumbo, Anoka County Attorney introduced himself to the City Council. Mr. Palumbo stated he is here this evening as the Chair of the Anoka County Joint Law Enforcement Council. Anoka County is looking at a shared Public Data Shared System. This would allow a joint shared program of data between police, fire, county emergency management staff, the county sheriff, jail and the prosecutor's office in Anoka County. A short video was shown on how the program could benefit all the jurisdictions. Don Abbott, Police Chief of Fridley, gave some examples on the current records system on how each agency re-enters the same information. The chance of errors the way we are reporting is very high. An integrated data system also could help fire and police departments work across city boundaries. We will be going to legislation asking for bonding authority. We are here this evening asking for your consideration of support. Schaffer asked how much. Tveit said I think I can answer that the current bond is over 10 million dollars and that was for the 800-megahertz radio system and is set to expire in 2012. The cost to residents for this is approximately seven dollars per year on their tax statement. With the Records System they are looking at approximately 3 to 4 million so the annual tax would be significantly lower.

MOTION BY KANE SECOND McCLISH TO ADOPT RESOLUTION 2011-06 A RESOLUTION SUPPORTING THE EXPANSION OF THE PUBLIC SAFETY RECORDS/INFORMATION SYSTEM PROJECT. Motion carried 3-0. Schaffer abstained.

b. **Anoka County Requesting Support of Federal Funding for CSAH 24:** Jack Corkle, of the Anoka County Highway Department was before the City Council asking for Support to apply for Federal Funding for CSAH 24 also known as Bridge Street. Schaffer asked is this a shared project with the feds. Ms. Corkle said yes this is a Federal Funding Application. If the project receives grant approval, federal money would pay for 80 percent of it and 20 percent would need to be paid between the county and the city. Kane had concerns about the roundabouts. Ms. Corkle explained how the new roundabouts are a better design. We will continue review the designs. Schaffer asked about the funding and how much is it going to cost. Corkle stated she did not have the cost. Tveit said what I believe Anoka County is looking at right now is they are asking for support for the Federal application. MOTION BY KANE SECOND McCLISH TO ADOPT RESOLUTION 2011-07 A RESOLUTION SUPPORTING ANOKA COUNTY FEDERAL FUNDING APPLICATION FOR CSAH 24. Motion carried 4-0.

5. **Meeting opened to the Public:** LeRoy Schaffer, 4526-234<sup>th</sup> Avenue NW, stepped down from the council bench because there are a couple things he wanted to discuss. Schaffer said rumor has it I might be censured again. Schaffer referenced articles about him and his personal life. Tveit asked Mr. Schaffer what does this have to do with City business. Mr. Schaffer kept discussing the recent article about him in the Star Tribune and the Anoka County Union. Lepak said the meeting open to the public is for citizens to address the city council on City business. What relevance does this have to do with City business? Schaffer asked about getting a police report. Schaffer then referenced the newspaper article again. Schaffer went on to talk about the public works building and the bonding. Schaffer talked about his bids he gathered on building pole barns for the public works and police departments. Tveit stated Mr. Schaffer you have the opportunity in the meeting to discuss matters like this under your report.

Marilyn LaPointe, Guardian Angels in Zimmerman, said Roy (LeRoy Schaffer) you brought me here for a particular reason. Schaffer said, may I say something. LaPointe said please do because I am a nervous wreck right now. Schaffer said she is here about my social life. LaPointe stated I have known Roy Schaffer for six years. He has supported me in many different ways. I am not sure why women will not take a rose from him. I don't know what to say other than to say you young men will be seniors someday. Tveit said this does not seem to be relevant to city business either. Tveit said no one on the city council has said anything here on Mr. Schaffer's social life other than Mr. Schaffer himself. My concern is city business. LaPointe said aren't you concerned with your image of the City and what other people think. Tveit asked do you have anything for City business. LaPointe said no but I have learned a lot by observing here.

Tim Brown, 5268 Ambassador Blvd., thanked the City Council for striving to bring in new businesses to town and regards to Councilmember Schaffer, shame on you.

Jeff Nelson, 4533-234<sup>th</sup> Lane, this has nothing to do with City business but was asked by a friend to come up here to put in some words for him. I have counseled LeRoy on certain errors of his ways. Better part of it, he has my support.

7. **Ordinances & Resolution:**

a. **Ordinance 153, Second Series: Amending Section 10-19 of the Zoning Ordinance regarding Disability Parking, Driveway Standards and Proof of Parking (Second Reading):** MOTION BY KANE SECOND McCLISH TO APPROVE THE SECOND READING AMENDING SECTION 10-19 OF THE ZONING ORDINANCE REGARDING DISABILITY PARKING, DRIVEWAY STANDARDS AND PROOF OF PARKING. Roll Call Aye: Schaffer, Kane, McClish and Tveit. Nays: None.

b. **Resolution 2011-08: Establishing Municipal State Aid Highways:** The City is requesting Pederson Drive from Hwy 47 to Ambassador Blvd. NW (CSAH 28) be considered as a Municipal State Aid Highway. MOTION BY KANE SECOND McCLISH TO ADOPT RESOLUTION 2011-08 A RESOLUTION ESTABLISHING MUNICIPAL STATE AID HIGHWAYS. Schaffer asked what do we gain by doing this. Voge said by designating Pederson Drive as a Municipal State Highway the City will benefit in State Aid funding. Motion carried 4-0.

c. **Resolution 2011-09: Calling for a Public Hearing on the Intention to Issue General Obligation Capital Improvement Bonds and the Proposal to Adopt the Capital Improvement Plan:** Tveit apologized for not mentioning this earlier in the meeting but he would like to table this item. Tveit stated a week or so ago another option came up. I would like to have at least have a couple weeks to investigate this option of a used building. MOTION BY TVEIT SECOND SCHAFFER TO TABLE RESOLUTION 2011-09 TO ALLOW STAFF TO INVESTIGATE THIS BUILDING OPTION. Motion carried 4-0.

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

a. **Engineer:**

b. **Attorney:**

c. **Staff: Fire Department:** No report.

**Public Works:**

**Liquor Store:** No report.

**Police Dept:** No report.

**City Administrator Report:** Just today, a resident called in that out on Nacre Street a sinkhole was discovered. The road is temporarily closed; all emergency agencies have been notified.

Metro Cities Annual meeting will be held April 14<sup>th</sup> in St. Paul.

Last week I attended the School Board meeting regarding the Pederson Drive Path.

9. **Reports from Council Members:** Schaffer reported he was the only one that attended the Local Government Official Meeting. Schaffer gave a report of the meeting.

Kane reported that a week ago Thursday, Mr. Hysten and I attended a joint legislative meeting that was attended by cities, counties, townships and school districts. We were able to attend sessions on joint cooperation and also meet with our two State Legislators.

10. **Report from Mayor:** There is an open house tomorrow evening, April 5<sup>th</sup> on the Northern Anoka County River Crossing, at the St. Francis Elementary School.

Remind everyone that the St. Francis Business Expo is coming up Saturday, April 16<sup>th</sup> at the St. Francis High School. It is important that we support our local businesses.

**11. Old Business:**

a. **Revolving Loan Fund Policy:** A draft Revolving Loan Policy was provided for the Council's review again. Tveit said unfortunately, Sandoval is not here because he had asked for additional information of where the monies in the past were used. A memorandum from Anoka County outlined the monies the City has received in the past from the Anoka County HRA. MOTION BY TVEIT SECOND KANE ESTABLISHING A REVOLVING LOAN PROGRAM POLICY AND AUTHORIZE STAFF TO PROCEED WITH THE PROGRAM . Schaffer said he is worried that the money will not be used the right way, I am a little skeptical. There is an element of risk. I don't think \$50,000 will make that must difference to a business. We may get these shoestring businesses like the tattoo shops and dog cleaning shops, they are very questionable if they will make it then we have an empty storefront. Tveit said I disagree with Mr. Schaffer in this current business market, it doesn't matter how small or large the business is that comes in. We support both. Also, that is why we are going with Central Minnesota Development Company to handle the paperwork. That way we have a third party reviewing the documents. I believe this will minimize the risk. Obviously, a storefront with a business in it is better than an empty one and I think we can all agree on that. Kane agrees with Tveit. Kane said he thinks this will be a good program. If we can help someone come here, it will only help St. Francis. McClish feels this is a great program. It encourages businesses to look at our City. Kane said just a clarification these funds that we would be using are from the Anoka County HRA. Motion carried 3-1. Schaffer voting nay.

**12. New Business:**

a. **Efficiency Report Card-Report from Brimeyer Fursman, LLC on the City Council/Management Team Retreat:** Tveit gave a brief presentation on the Workshop/Retreat that the City Council and Management Team attended. The Recap of the Retreat is on our website if anyone wants to read the whole document.

Schaffer made a motion to instruct City Administrator to look at the feasibility of pole barns for the public works, one heated and one cold storage. Motion failed for a lack of the second. Schaffer made a motion to instruct City Administrator to use the garages at the police department for office space. Motion failed for a lack for the second. Tveit said you have a packet on the pole barns, did you ever give the City Administrator one to review. Tveit asked Hylen if he received one and Hylen said no he did not. Tveit reminded Schaffer again that all documents need to be given to City Hall to be distributed.

**13. Adjournment:** The City Council meeting adjourned at 7:27 pm.

AS of 4-7-11 I will STEP DOWN  
from asst chief to Black Helmet Due to  
STRESS and Burn out I feel honored to  
SERVE 17 years as an officer for  
ST Francis Fire DEPT. I Look forward  
Being in the TRENCH'S with my Fellow  
Firefighters until Retiring time

Signed

Mark Sorenson

4-7-11

Date: Fri, Mar 18, 2011 6:42 pm  
Subject: Resignation  
To: "Buddy Vangelof"

To: Chief Buddy Vangelof

It has become very apparent over the past weeks that I have not been able to meet what is expected of me as a firefighter for SFFD. It is because of this that I ask you to consider this my resignation as of today. I feel it is in the best interest of not only my self but SFFD. It is my hope that you can find someone to fill my spot that can meet and exceed your expectations. I thank you and have enjoyed my time on the department. My pager and uniform was placed in my locker prior to this letter being sent.

Best regards

Aaron Simonson



**MASSAGE THERAPY LICENSE APPLICATION**

January 1, 2011 to December 31, 2012

BUSINESS NAME absolute Tranquility  
STREET ADDRESS 23624 St. Francis Blvd, suite # 1 St Francis, MN  
MAILING ADDRESS 10283 256<sup>th</sup> Ave NW Zimmerman, MN 55070  
APPLICANTS NAME Mary Kay Steinka 55398  
APPLICANTS DOB: \_\_\_\_\_  
BUSINESS PHONE 612-221-4180 HOME PHONE \_\_\_\_\_

Please provide the following documentation with your application.

- ✓ • A medical certificate from a physician duly licensed to practice medicine in the State of Minnesota stating the applicant has no communicable disease.
- ✓ • A diploma or certificate, of graduation from a school approved by the American Massage Therapist Association or similar reputable massage association; or;
- ✓ • A diploma or certificate, of graduation from a school which is either accredited by a recognized education accrediting association or agency, or a licensed by the State or local government agency having jurisdiction over the school.
- ✓ • Proof of a minimum of 100 hours successfully completed course work in the following areas:

same thing?

will start with "by appointment"

- ✓ a. The theory and practice of massage, including, but not limited to, Swedish, Esalen, Shiatsu, and or Foot Reflexology techniques; and,
- b. Anatomy, including, but not limited to, skeletal and muscular structure and organ replacement; and, ✓
- c. Hygiene. ✓
- \$200.00 annual application fee

By signing below you are authorizing the City of St. Francis to verify any criminal or court records.

3/15/11  
Date

Mary Stankovic  
Signature

\*\*\*\*\*

For City Use Only

Date application received: \_\_\_\_\_

All required documents received: YES \_\_\_\_\_ NO \_\_\_\_\_

Receipt #: \_\_\_\_\_

License #: \_\_\_\_\_

Date of Council approval: \_\_\_\_\_

## SECTION 10

### MASSAGE THERAPIST LICENSE

#### SECTION:

- 6-10-1: Definitions
- 6-10-2: License Required
- 6-10-3: Licensing Requirements
- 6-10-4: Restrictions and Regulations

**6-10-1: DEFINITIONS.** As used in this Section, the following words and terms shall have the meanings stated:

- A. "Massage therapy" means the practice of rubbing, stroking, kneading, tamping, or rolling of the body with the hands, for the exclusive purposes of relaxation, physical fitness, or beautification, and for no other purpose, by a person not licensed as a medical doctor, chiropractor, osteopath, podiatrist, licensed nurse, physical therapist, athletic director and trainer, or beautician and barber who confine their treatments to the scalp, face and neck.
- B. "Massage therapist" means a person who, for compensation, practices massage.

**6-10-2: LICENSE REQUIRED.** It is unlawful for any person to practice massage therapy without a license therefore from the City.

#### **6-10-3: LICENSING REQUIREMENTS.**

- A. License Application. All applications for a license to practice as a massage therapist shall be accompanied by a medical certificate from a physician duly licensed to practice medicine in the State of Minnesota stating that the applicant has no communicable disease. All initial applications shall be accompanied by a non-returnable investigation fee. All initial applications shall also be accompanied by front and side view photographs. Applications shall contain such other information as the Council may, from time to time, require. All applicants shall be at least eighteen (18) years of age.
- B. Educational Requirements.
  - 1. Each applicant for a massage therapist license shall furnish the application proof of the following:

- a. A diploma or certificate of graduation from a school approved by the American Massage Therapist Association or similar reputable massage association; or,
  - b. A diploma or certificate, of graduation from a school which is either accredited by a recognized education accrediting association or agency, or is licensed by the State or local government agency having jurisdiction over the school.
2. Each applicant shall also furnish proof at the time of application of a minimum of 100 hours successfully completed course work in the following areas:
- a. The theory and practice of massage, including, but not limited to, Swedish, Esalen, Shiatsu, and or Foot Reflexology techniques; and,
  - b. Anatomy, including, but not limited to, skeletal and muscular structure and organ placement; and,
  - c. Hygiene.

**6-10-4: RESTRICTIONS AND REGULATIONS.**

- A. Whenever a massage is given it shall be required by the massage therapist that the person who is receiving the massage shall have his/her buttocks, anus and genitals covered with an appropriate non-transparent covering.
- B. Any massage therapists performing any massages shall at all times have their anus, buttocks, breasts and genitals covered with a non-transparent material.
- C. All massage therapist licenses shall comply with any and all amendments to this Section. Failure to do so shall be grounds for revocation of any license.

(Ord 54, SS, 7-20-1998)



PAYMENT BATCH AP 04-18-11

**ACE SOLID WASTE, INC.**

04/01/2011	8378206	E 101-42110-384	Refuse/Garbage Disposal	APRIL 2011	14.17
04/01/2011	8378206	E 101-42210-384	Refuse/Garbage Disposal	APRIL 2011	14.17
04/01/2011	8378206	E 101-43100-384	Refuse/Garbage Disposal	APRIL 2011	40.90
04/01/2011	8378206	E 101-43210-384	Refuse/Garbage Disposal	APRIL 2011	35.04
04/01/2011	8378206	E 101-45200-384	Refuse/Garbage Disposal	APRIL 2011	40.89
04/01/2011	8378206	E 601-49440-384	Refuse/Garbage Disposal	APRIL 2011	62.25
04/01/2011	8378206	E 602-49490-384	Refuse/Garbage Disposal	APRIL 2011	62.24
04/01/2011	8378206	E 609-49750-384	Refuse/Garbage Disposal	APRIL 2011	130.96
					\$400.62

**ADVANCED AUTOMOTIVE CARE, INC.**

03/01/2011	31166	E 101-42110-221	Vehicle Repair & Maintenance	08 CHARGER	74.85
03/01/2011	31177	E 101-42110-221	Vehicle Repair & Maintenance	08 CHARGER	530.01
03/30/2011	31393	E 101-42110-218	Equipment Repair & Maintenance	09 DODGE CHARGER	99.95
					\$704.81

**AIRGAS NORTH CENTRAL**

03/31/2011	105028917	E 101-43100-217	Other Operating Supplies	METAL CUTTING/TORCH GAS	4.08
03/31/2011	105028917	E 101-43210-217	Other Operating Supplies	METAL CUTTING/TORCH GAS	4.08
03/31/2011	105028917	E 101-45200-217	Other Operating Supplies	METAL CUTTING/TORCH GAS	4.08
03/31/2011	105028917	E 601-49440-217	Other Operating Supplies	METAL CUTTING/TORCH GAS	4.08
03/31/2011	105028917	E 602-49490-217	Other Operating Supplies	METAL CUTTING/TORCH GAS	4.07
					\$20.39

**AMERIPRIDE LINEN & APPAREL SER**

03/31/2011	1000797919	E 609-49750-219	Rug Maintenance	RUG MAINTENANCE	46.23
04/07/2011	1000804579	E 101-41940-219	Rug Maintenance	RUG MAINT	48.74
					\$94.97

**ANOKA COUNTY**

03/31/2000	033111	E 101-41110-208	Training and Instruction	LOCAL OFFICIALS MEETING	25.00
					\$25.00

**ANOKA COUNTY CENTRAL COMM.**

		E 101-42110-321	Telephone	JAN, FEB, MAR MOBILE DIGITAL	180.00
03/01/2011	2011-153	E 101-42210-311	Contract	ANNUAL RADIO FEE	312.00
03/02/2011	2011-178	E 101-42210-311	Contract	ANNUAL SERVICE CONTRACT	1,008.36
					\$1,500.36

**ANOKA COUNTY PROPERTY RECORDS**

		E 101-41910-441	Miscellaneous	RECORD PETITIONS AND WAIVI	336.00
		E 101-41910-441	Miscellaneous	RECORD PERMANENT TRAIL	48.00
					\$384.00

**ANOKA COUNTY TREASURY DEPT.**

02/23/2011	207991	E 101-43100-408	Ice& Snow Removal	SALT	6,004.59
02/23/2011	207991	G 101-20800	Due to Other Governments	SALT	15,542.21
					\$21,546.80

<b>AVCAM</b>					
		E 101-42110-433	Dues and Subscriptions	SCHWIEGER MEMBERSHIP	30.00
					\$30.00

<b>BGS (BARNA GUZY)</b>					
03/31/2011	81127	E 101-41600-312	Criminal Legal Fees	MISC FORFEITURES	169.00
03/31/2011	81128	E 101-41600-312	Criminal Legal Fees	PETER VEHICLE	26.00
03/31/2011	81129	E 101-41600-312	Criminal Legal Fees	FROSLIE VEHICLE	26.00
03/31/2011	81130	E 101-41600-312	Criminal Legal Fees	KARKINEN FORFEITURE	39.00
03/31/2011	81426	E 101-41600-304	Civil Legal Fees	MUNICIPAL	1,800.00
03/31/2011	81427	E 101-41600-304	Civil Legal Fees	GENERAL LABOR	52.00
03/31/2011	81442	E 101-41600-312	Criminal Legal Fees	PROSECUTION/MISC	4,864.00
					\$6,976.00

<b>BIRCHWOOD CONSTRUCTION</b>					
01/27/2011	21796	E 609-49750-401	Repairs/Maint Buildings	REAR DOOR REPAIR	900.00
02/02/2011	21797	E 609-49750-401	Repairs/Maint Buildings	HANDICAP BUTTON WALL REPA	150.00
04/08/2011	213	E 101-43100-401	Repairs/Maint Buildings	QUOTE 21801 & 21798	936.25
04/08/2011	213	E 101-45200-401	Repairs/Maint Buildings	QUOTE 21801 & 21798	936.25
04/08/2011	213	E 601-49440-401	Repairs/Maint Buildings	QUOTE 21801 & 21798	936.25
04/08/2011	213	E 602-49490-401	Repairs/Maint Buildings	QUOTE 21801 & 21798	936.25
					\$4,795.00

<b>BRIMEYER FURSMAN, LLC</b>					
04/05/2011	158	E 101-41110-208	Training and Instruction	CITY COUNCIL & MGT TEAM WC	2,000.00
					\$2,000.00

<b>CITY OF MINNEAPOLIS</b>					
03/28/2011	400413001818	E 101-42110-311	Contract	ANNUAL QC ACCESS FEE	204.00
					\$204.00

<b>CLASSIC CONSTRUCTION</b>					
04/11/2011	12558	E 101-43100-407	Gravel Repair & Maint	CULVERT REPAIR	3,339.33
					\$3,339.33

<b>COCA COLA REFRESHMENTS</b>					
03/29/2011	0168094515	E 609-49751-254	Miscellaneous Merchandise		187.20
					\$187.20

<b>COURIER, THE</b>					
04/07/2011	33976	E 101-43210-439	Recycling Days	RECYCLING	379.00
04/07/2011	33976	E 230-49990-441	Miscellaneous	PIONEER DAYS	96.00
					\$475.00

<b>CRYSTAL SPRINGS ICE</b>					
03/31/2011	51838C	E 609-49751-251	Liquor For Resale		(2.61)
					\$(2.61)

<b>DAHLHEIMER DIST. CO. INC.</b>					
04/06/2011	43806	E 609-49751-252	Beer For Resale		6,064.05
04/06/2011	43806	E 609-49751-254	Miscellaneous Merchandise		178.00
04/06/2011	43806	E 609-49751-255	N/A Products		15.50

						\$6,257.55
<b>DAY DISTRIBUTING CO.</b>						
04/01/2011	594763	E 609-49751-252	Beer For Resale			1,302.95
						\$1,302.95
<b>DEPT OF EMPLOYMENT AND</b>						
04/08/2011	7051751	E 101-41400-441	Miscellaneous	UNEMPLOYMENT BENEFITS		7,609.91
						\$7,609.91
<b>DEPT OF PUBLIC SAFETY</b>						
03/28/2011	P07MD00215001I	E 101-42110-311	Contract	CJDN CHARGES		270.00
						\$270.00
<b>DEX MEDIA EAST LLC</b>						
04/23/2011	110097517.0411	E 609-49750-340	Advertising			56.56
						\$56.56
<b>EAGLE GARAGE DOOR CO.</b>						
01/07/2011	3069	E 101-42210-401	Repairs/Maint Buildings	REPAIR OVERHEAD GARAGE DOOR		212.00
						\$212.00
<b>ECM PUBLISHERS, INC.</b>						
04/01/2011	IQ001783328	E 101-41400-351	Legal Notices Publishing	LEGAL PUBLIC HEARING		41.00
04/08/2011	IQ001783592	E 101-45200-352	General Notices and Pub Info	LAWN CARE REQUEST		30.75
04/08/2011	IQ001783593	E 101-41400-351	Legal Notices Publishing	ORDINANCE 153 PUBLISH		194.75
04/08/2011	IQ001783706	E 101-41400-351	Legal Notices Publishing	BOARD OF EQUALIZATION		51.25
						\$317.75
<b>ELITE SANITATION</b>						
04/08/2011	19790	E 101-45200-402	Janitorial Service	PORTABLE TOILET		148.45
						\$148.45
<b>ENVENTIS</b>						
04/01/2011	737705.0411	E 101-41940-321	Telephone	MARCH 2011		218.34
04/01/2011	737705.0411	E 101-42110-321	Telephone	MARCH 2011		255.87
04/01/2011	737705.0411	E 101-42210-321	Telephone	MARCH 2011		36.58
04/01/2011	737705.0411	E 101-43100-321	Telephone	MARCH 2011		36.18
04/01/2011	737705.0411	E 101-45200-321	Telephone	MARCH 2011		36.18
04/01/2011	737705.0411	E 601-49440-321	Telephone	MARCH 2011		36.21
04/01/2011	737705.0411	E 602-49490-321	Telephone	MARCH 2011		36.21
04/01/2011	737705.0411	E 609-49750-321	Telephone	MARCH 2011		72.42
						\$727.99
<b>EXTREME BEVERAGE</b>						
04/01/2011	W-346130	E 609-49751-254	Miscellaneous Merchandise			313.00
						\$313.00
<b>FERGUSON WATERWORKS</b>						
03/28/2011	S01295794.002	E 601-49440-229	Project Repair & Maintenance	MAIN VALVE		951.64
						\$951.64
<b>G&amp;K SERVICES, INC</b>						
04/08/2011	104369146	E 601-49440-402	Janitorial Service	MATS		85.09
						\$85.09
<b>GE CAPITAL INFORMATION</b>						

E 101-42110-218	Equipment Repair & Maintenance	COPIER	249.82
			<hr/>
			\$249.82

**GERDIN AUTO SERVICE, INC.**

04/06/2011	56631	E 208-42110-436	Towing Charges	TOW HANSON CAR	147.49
					<hr/>
					\$147.49

**GHP ENTERPRISES, INC.**

04/01/2011	14711	E 101-41940-402	Janitorial Service	City Hall cleaning	165.66
04/01/2011	14711	E 101-42110-402	Janitorial Service	PD cleaning	190.23
04/01/2011	14711	E 601-49440-402	Janitorial Service	Water Plant	68.40
04/01/2011	14711	E 602-49490-402	Janitorial Service	West Shop	68.40
					<hr/>
					\$492.69

**GOPHER STATE ONE-CALL, INC.**

02/11/2011	4948	E 101-43100-433	Dues and Subscriptions	ANNUAL ASSESMENT FOR STA1	25.00
02/11/2011	4948	E 101-45200-433	Dues and Subscriptions	ANNUAL ASSESMENT FOR STA1	25.00
02/11/2011	4948	E 601-49440-433	Dues and Subscriptions	ANNUAL ASSESMENT FOR STA1	25.00
02/11/2011	4948	E 602-49490-433	Dues and Subscriptions	ANNUAL ASSESMENT FOR STA1	25.00
04/01/2011	040111	E 601-49440-442	Gopher State	EMAIL TICKETS	7.98
04/01/2011	040111	E 602-49490-442	Gopher State	EMAIL TICKETS	7.97
					<hr/>
					\$115.95

**GRANITE CITY JOBBING CO.**

03/29/2011	676573	E 609-49751-206	Freight and Fuel Charges		4.25
03/29/2011	676573	E 609-49751-254	Miscellaneous Merchandise		30.77
03/29/2011	676573	E 609-49751-256	Tobacco Products For Resale		544.02
04/05/2011	677418	E 609-49750-210	Operating Supplies		14.95
04/05/2011	677418	E 609-49751-206	Freight and Fuel Charges		4.25
04/05/2011	677418	E 609-49751-254	Miscellaneous Merchandise		23.16
04/05/2011	677418	E 609-49751-256	Tobacco Products For Resale		573.90
04/05/2011	677418	G 101-20810	Sales Tax Payable		(0.39)
					<hr/>
					\$1,194.91

**GRIEGO, EDWIN**

04/05/2011	040511	E 101-42210-208	Training and Instruction	BUDDY'S EMT PAYMENT	70.00
					<hr/>
					\$70.00

**INNOVATIVE OFFICE SOLUTIONS, L**

04/08/2011	WO-10552530-1	E 101-43100-200	Office Supplies	SUPPLIES	21.47
04/08/2011	WO-10552530-1	E 101-45200-200	Office Supplies	SUPPLIES	21.47
04/08/2011	WO-10552530-1	E 601-49440-200	Office Supplies	SUPPLIES	21.47
04/08/2011	WO-10552530-1	E 602-49490-200	Office Supplies	SUPPLIES	21.46
					<hr/>
					\$85.87

**ISD #15**

03/31/2011	144	E 601-49440-221	Vehicle Repair & Maintenance	SHOP SUPPLIES	24.13
03/31/2011	144	E 602-49490-221	Vehicle Repair & Maintenance	SHOP SUPPLIES	24.12
03/31/2011	145	E 101-43100-221	Vehicle Repair & Maintenance	SHOPUPPLIES	120.08
03/31/2011	145	E 101-43210-221	Vehicle Repair & Maintenance	SHOPUPPLIES	120.08
03/31/2011	145	E 101-45200-221	Vehicle Repair & Maintenance	SHOPUPPLIES	120.09
04/05/2011	157	E 101-42210-218	Equipment Repair & Maintenance	FIRE STATION GENSET	178.08
04/06/2011	173	E 601-49440-221	Vehicle Repair & Maintenance	2002 FORD PICKUP F250	18.08
04/06/2011	173	E 602-49490-221	Vehicle Repair & Maintenance	2002 FORD PICKUP F250	18.08

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\$622.74

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**JOHNSON BROS WHLSE LIQUOR**

04/06/2011	1031781	E 609-49751-206	Freight and Fuel Charges		5.88
04/06/2011	1031781	E 609-49751-251	Liquor For Resale		345.99
04/06/2011	1031782	E 609-49751-206	Freight and Fuel Charges		24.99
04/06/2011	1031782	E 609-49751-253	Wine For Resale		1,325.55
					<hr/>
					\$1,702.41

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**JOHNSTON FARGO CULVERT, INC.**

04/06/2011	169971	E 101-43100-407	Gravel Repair & Maint	MATERIAL FOR WORK DONE BY	699.07
					<hr/>
					\$699.07

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**KRACKER JACKS DRUMLINE**

		E 230-49990-441	Miscellaneous	PIONEER DAYS	400.00
					<hr/>
					\$400.00

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**KRUGER DIVERSIFIED INC**

03/04/2011	49665	E 602-49490-228	Equipment Maintenance	BLOWER #3	770.15
					<hr/>
					\$770.15

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**LEAGUE OF MN CITIES**

03/28/2011	150469	E 101-41110-208	Training and Instruction	2011 JOINT LEGISLATIVE CONF	80.00
03/28/2011	150469	E 101-41400-208	Training and Instruction	2011 JOINT LEGISLATIVE CONF	80.00
04/13/2011	150921	E 101-41110-208	Training and Instruction	MN MAYORS ANNUAL CONFERE	120.00
					<hr/>
					\$280.00

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**MANAGEMENT INFORMATION SOLUTIO**

03/27/2011	1663	E 609-49750-228	Equipment Maintenance	EQUIPMENT REPAIR	555.75
					<hr/>
					\$555.75

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**MCCLISH, CHRISTOPHER**

		E 101-41110-331	Travel Expenses	MILEAGE	21.42
					<hr/>
					\$21.42

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**MCDONALD DIST CO.**

03/10/2011	266747	E 609-49751-252	Beer For Resale	CREDIT	(2,000.00)
04/07/2011	269126	E 609-49751-252	Beer For Resale		8,532.63
04/07/2011	269127	E 609-49751-255	N/A Products		75.75
					<hr/>
					\$6,608.38

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**MEGA CUSTOM MANUFACTURING**

04/06/2011	040611	E 101-43100-218	Equipment Repair & Maintenance	REPLACES CHECK #60979	100.00
					<hr/>
					\$100.00

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**METRO CITIES - AMM**

	68	E 101-41400-433	Dues and Subscriptions	Annual membership	2,985.00
					<hr/>
					\$2,985.00

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**METRO WEST INSPECTIONS SERVICE**

04/11/2011	041011	E 101-42400-311	Contract	Inspection services	1,688.01
					<hr/>
					\$1,688.01

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**MN MUNICIPAL BEVERAGE ASSN.**

04/05/2011	040611	E 609-49750-208	Training and Instruction	MMBA CONFERENCE	345.00
					<hr/>
					\$345.00

**MN MUNICIPAL UTILITIES ASSOC.**

04/01/2011	37205	E 101-41400-311	Contract		416.88
04/01/2011	37205	E 101-42110-311	Contract		416.88
04/01/2011	37205	E 101-42210-311	Contract		416.88
04/01/2011	37205	E 101-43100-311	Contract		625.31
04/01/2011	37205	E 101-45200-311	Contract		625.31
04/01/2011	37205	E 601-49440-311	Contract		625.31
04/01/2011	37205	E 602-49490-311	Contract		625.31
04/01/2011	37205	E 609-49750-311	Contract		416.87
					\$4,168.75

**MORRIES BUFFALO FORD/MERCURY**

03/21/2011	83751	E 101-43100-221	Vehicle Repair & Maintenance	SEAL	4.29
03/28/2011	83819	E 101-45200-221	Vehicle Repair & Maintenance	SEAL	4.29
					\$8.58

**M-R SIGN COMPANY, INC.**

03/30/2011	165873	E 101-43100-226	Sign Repair Materials	WEIGHT LIMIT	568.36
					\$568.36

**NORTH ANOKA PLUMBING**

04/05/2011	6864	E 101-42210-401	Repairs/Maint Buildings	INSTALLED PRZ AS PROPOSED	485.00
					\$485.00

**NORTHWEST ASSOC. CONSULTANTS**

04/04/2011	19705	E 101-41910-311	Contract	2011 TECH ASSIST-CITY PROJE	7,073.54
04/04/2011	19706	E 101-41910-311	Contract	2011 TECH ASSIST - MEETINGS	400.00
04/04/2011	19707	E 101-41910-311	Contract	2011 TECH ASSIST-PRIVATE PR	118.50
					\$7,592.04

**OLSON POWER AND EQUIPMENT, INC**

03/15/2011	68341	E 101-45200-218	Equipment Repair & Maintenance	KUBOTA ZD331	739.75
03/15/2011	68343	E 101-43100-218	Equipment Repair & Maintenance	INSTALL NEW RIMS	492.17
03/15/2011	68343	E 101-45200-218	Equipment Repair & Maintenance	INSTALL NEW RIMS	492.18
					\$1,724.10

**OPUS 21**

04/06/2011	110343	E 601-49440-382	Utility Billing	MARCH 2011 BILLINGS	1,389.99
04/06/2011	110343	E 602-49490-382	Utility Billing	MARCH 2011 BILLINGS	1,389.98
					\$2,779.97

**OREILLY AUTO PARTS**

		E 101-43100-221	Vehicle Repair & Maintenance	BALANCE DUE	407.94
	561581	E 101-42210-217	Other Operating Supplies	ABSORBENT	23.42
03/21/2011	1539-456457	E 101-43100-221	Vehicle Repair & Maintenance	PARTS	37.97
03/21/2011	1539-456457	E 101-43210-221	Vehicle Repair & Maintenance	PARTS	37.97
03/21/2011	1539-456457	E 101-45200-221	Vehicle Repair & Maintenance	PARTS	37.97
03/25/2011	1539-457201	E 101-43100-221	Vehicle Repair & Maintenance	OARTS	37.97
03/25/2011	1539-457201	E 101-43210-221	Vehicle Repair & Maintenance	OARTS	37.97
03/25/2011	1539-457201	E 101-45200-221	Vehicle Repair & Maintenance	OARTS	37.97
					\$659.18

**PHILLIPS WINE & SPIRITS CO.**

03/31/2011	3456544	E 609-49751-206	Freight and Fuel Charges		(1.47)
03/31/2011	3456544	E 609-49751-251	Liquor For Resale		(71.00)

04/06/2011	2051466	E 609-49751-206	Freight and Fuel Charges		24.99
04/06/2011	2051466	E 609-49751-251	Liquor For Resale		1,022.00
04/06/2011	2051467	E 609-49751-206	Freight and Fuel Charges		2.94
04/06/2011	2051467	E 609-49751-253	Wine For Resale		44.00
04/06/2011	2051468	E 609-49751-206	Freight and Fuel Charges		1.47
04/06/2011	2051468	E 609-49751-254	Miscellaneous Merchandise		33.99
04/07/2011	3457026	E 609-49751-206	Freight and Fuel Charges	CREDIT	(5.88)
04/07/2011	3457026	E 609-49751-251	Liquor For Resale	CREDIT	(399.60)
					<hr/>
					\$651.44

**PONDS GOLF COURSE, THE**

04/12/2011	041211	E 609-49750-340	Advertising	2011 SPONSORSHIP	100.00
					<hr/>
					\$100.00

**PREMIUM WATERS, INC.**

03/31/2011	453056-03-11	E 101-42110-311	Contract	WATER	19.24
					<hr/>
					\$19.24

**PRINTING UNLIMITED**

04/12/2011	5807	E 101-43210-439	Recycling Days	2011 RECYCLING NEWSLETTER	468.65
					<hr/>
					\$468.65

**Q3 CONTRACTING**

03/31/2011	TMN0048806	E 101-43100-414	Storm Sewers	SIGNS	210.92
					<hr/>
					\$210.92

**QUALITY WINE & SPIRITS**

04/06/2011	441225-00	E 609-49751-206	Freight and Fuel Charges		27.60
04/06/2011	441225-00	E 609-49751-251	Liquor For Resale		793.80
					<hr/>
					\$821.40

**QUILL CORPORATION**

03/31/2011	3389602	E 101-41400-200	Office Supplies	SUPPLIES	52.24
					<hr/>
					\$52.24

**QWEST**

04/01/2011	612E018624.411	E 101-41940-321	Telephone	PHONE	90.44
04/01/2011	612E018624.411	E 101-42110-321	Telephone	PHONE	75.37
04/01/2011	612E018624.411	E 101-42210-321	Telephone	PHONE	75.37
04/01/2011	612E018624.411	E 101-43100-321	Telephone	PHONE	15.07
04/01/2011	612E018624.411	E 101-45200-321	Telephone	PHONE	15.07
04/01/2011	612E018624.411	E 601-49440-321	Telephone	PHONE	15.07
04/01/2011	612E018624.411	E 602-49490-321	Telephone	PHONE	15.07
04/07/2011	7637531049.411	E 601-49440-321	Telephone	PHONE	162.25
					<hr/>
					\$463.71

**RJM DISTRIBUTING INC.**

04/06/2011	12374	E 609-49751-252	Beer For Resale		387.45
					<hr/>
					\$387.45

**SCHARBER & SONS**

03/29/2011	1068146	E 101-43100-408	Ice& Snow Removal	BELOS CUTTING EDGES	918.70
					<hr/>
					\$918.70

**SEELYE PLASTICS**

03/31/2011	SI+0050264	E 601-49440-233	Water Treatment Plant Maint	WATERPLANT	181.76
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04/11/2011	SI0051302	E 601-49440-233	Water Treatment Plant Maint	PARTS	1,365.60
					<u>\$1,547.36</u>

**SOUTHERN WINE & SPIRITS OF MN**

04/06/2011	1494642	E 609-49751-206	Freight and Fuel Charges		11.00
04/06/2011	1494642	E 609-49751-251	Liquor For Resale		134.95
04/06/2011	1494642	E 609-49751-253	Wine For Resale		440.00
04/06/2011	1494642	E 609-49751-254	Miscellaneous Merchandise		182.45
					<u>\$768.40</u>

**ST. FRANCIS - PETTY CASH**

04/12/2011	041211	E 101-41400-322	Postage	REIMB PETTY CASH	46.56
04/12/2011	041211	E 101-42700-438	Gopher Bounty	REIMB PETTY CASH ACCT	81.00
					<u>\$127.56</u>

**ST. FRANCIS FIRE RELIEF ASSN.**

03/14/2011	022044	E 101-42210-124	Fire Pension Contributions	FIREFIGHTER RELIEF ASSOC	2,000.00
					<u>\$2,000.00</u>

**ST. FRANCIS TRUE VALUE HARDWAR**

03/04/2011	16499	E 101-45200-217	Other Operating Supplies	SUPPLIES	18.25
03/08/2011	16524	E 601-49440-233	Water Treatment Plant Maint	WATER PLANT	15.20
03/09/2011	16537	E 101-43100-217	Other Operating Supplies	SUPPLIES	30.45
03/14/2011	16570	E 601-49440-401	Repairs/Maint Buildings	WELL HOUSE	38.57
03/15/2011	16578	E 601-49440-217	Other Operating Supplies	HYDRANT SIGNS	55.05
03/16/2011	16590	E 601-49440-217	Other Operating Supplies	WATER TOWER	32.49
03/17/2011	16598	E 601-49440-217	Other Operating Supplies	WATER TOWER	13.19
03/17/2011	16599	E 601-49440-217	Other Operating Supplies	SUPPLIES	8.12
03/17/2011	16600	E 601-49440-217	Other Operating Supplies	SUPPLIES	16.37
03/21/2011	16233	E 101-43100-217	Other Operating Supplies	SUPPLIES	30.63
03/21/2011	16234	E 601-49440-217	Other Operating Supplies	LOAD OUT	3.04
03/29/2011	16355	E 601-49440-217	Other Operating Supplies	SUPPLIES	10.13
03/29/2011	16356	E 602-49490-217	Other Operating Supplies	SUPPLIES	13.19
03/30/2011	16367	E 602-49490-217	Other Operating Supplies	SUPPLIES	54.39
03/30/2011	16368	E 602-49490-217	Other Operating Supplies	SUPPLIES	10.14
03/31/2011	16382	E 601-49440-217	Other Operating Supplies	SUPPLIES	15.44
					<u>\$364.65</u>

**TELECIDE (TWIN CITIES EMEDIA)**

04/05/2011	20040927	E 101-42110-217	Other Operating Supplies	CABLE AND SPEAKERS	32.54
					<u>\$32.54</u>

**THE AMERICAN BOTTLING COMPANY**

04/01/2011	2449906465	E 609-49751-254	Miscellaneous Merchandise		88.50
					<u>\$88.50</u>

**TOTAL CONTROL SYSTEMS, INC.**

03/31/2011	5534	E 101-43100-200	Office Supplies	DELL LAPTOP COMPUTERS	614.13
03/31/2011	5534	E 101-45200-200	Office Supplies	DELL LAPTOP COMPUTERS	614.13
03/31/2011	5534	E 601-49440-200	Office Supplies	DELL LAPTOP COMPUTERS	614.14
03/31/2011	5534	E 601-49440-233	Water Treatment Plant Maint	DELL LAPTOP COMPUTERS	2,456.54
03/31/2011	5534	E 602-49490-200	Office Supplies	DELL LAPTOP COMPUTERS	614.14
					<u>\$4,913.08</u>

**TWIN CITIES FLAG SOURCE, INC**

04/11/2011	15976	E 101-41940-401	Repairs/Maint Buildings	FLAGS	215.89
					<u>215.89</u>

**VERIZON WIRELESS**

04/02/2011	2552780889	E 101-41940-321	Telephone	PHONE BILL	116.64
04/02/2011	2552780889	E 101-42110-321	Telephone	PHONE BILL	570.58
04/02/2011	2552780889	E 101-43100-321	Telephone	PHONE BILL	107.26
04/02/2011	2552780889	E 101-45200-321	Telephone	PHONE BILL	107.25
04/02/2011	2552780889	E 601-49440-321	Telephone	PHONE BILL	86.90
04/02/2011	2552780889	E 602-49490-321	Telephone	PHONE BILL	86.90
					<u>\$1,075.53</u>

**VISI**

04/07/2011	70670.411	E 101-42110-321	Telephone	EMAIL	100.00
					<u>\$100.00</u>

**WATER LABORATORIES INC.**

04/04/2011	2220	E 602-49490-313	Sample Testing	TESTING	314.50
					<u>\$314.50</u>

**WIRTZ BEVERAGE MN**

03/31/2011	551850	E 609-49751-206	Freight and Fuel Charges		33.35
03/31/2011	551850	E 609-49751-251	Liquor For Resale		1,773.60
04/07/2011	554442	E 609-49751-206	Freight and Fuel Charges		15.95
04/07/2011	554442	E 609-49751-251	Liquor For Resale		636.82
04/07/2011	554442	E 609-49751-254	Miscellaneous Merchandise		92.49
					<u>\$2,552.21</u>

\$116,248.37

FUND SUMMARY

101 GENERAL FUND	\$75,554.20
208 POLICE FORFEITURE	\$147.49
230 PIONEER DAYS	\$496.00
601 WATER FUND	\$9,345.74
602 SEWER FUND	\$5,097.57
609 MUNICIPAL LIQUOR FUND	\$25,607.37
Total	<u>116,248.37</u>

CITY OF ST. FRANCIS  
4/4/2011

Checks cut since last Council Meeting

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

Disbursements via Debits to Checking account

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
04/14/11	U.S. Treasurer	Federal Payroll Tax	14,565.04
04/14/11	P.E.R.A.	P.E.R.A	11,793.91
04/14/11	ING	Deferred Comp	770.00
04/14/11	ICMA	Deferred Comp	790.00
04/14/11	MN State Treasurer	State Payroll Tax	3,268.26
04/14/11	MN Dept of Revenue	Sales Tax	13,526.00
	TOTAL		<u>44,713.21</u>

# NORTHLAND SECURITIES

April 14, 2011

Honorable Jerry Tveit and Members of the City Council  
Mr. Matthew Hysten, Administrator  
City of St. Francis  
23340 Cree St. NW  
St. Francis, MN 55070-9390

Re: Financing Options for Public Works / Public Safety Facility

Dear Mayor Tveit, Council Members and Mr. Hysten:

The City is reviewing the possible construction of a new public works / public safety facility. As per City Staff, the cost of the project is estimated at \$9.5 million. Following are the two most common options which cities utilize to finance this type of project:

- Lease Purchase Revenue Bonds - the City has the authority pursuant to Minnesota Statutes, Section 465.71 to construct the facilities pursuant to a lease with option to purchase agreement. The City must have the right to terminate the lease purchase agreement at the end of any fiscal year during its term. Unless terminated at the end of any fiscal year the lease is payable from any revenues available to the City. Under current law, if the City wants the ability to levy taxes outside of levy limits to make the lease payments, the bonds must be issued by the Economic Development Authority (EDA). The EDA has the authority to issue revenue bonds payable solely from lease payments to be made by the City pursuant to the lease purchase agreement entered into between the EDA and the City. Under current law, a financing of this type does not require a referendum. In addition, because the project cost will exceed \$1.0 million, the entire lease purchase bond-financing amount counts against the City's statutory debt limit.
- General Obligation Capital Improvement Plan Bonds – The 2003 Minnesota Legislature enacted into law a program that allows home rule and statutory cities to establish a capital improvement program and issue bonds for certain capital improvements – including public lands, buildings or other improvements for the purpose of a City Hall, public safety facility and public works facility without an election. These bonds would be subject to the City's debt limit. In addition, there are other limitations and procedural requirements involved:
  - 1) Under current law, the maximum annual principal and interest on the bonds may not exceed 0.16% of the taxable market value in the City. The City of St. Francis's 2010 taxable market value is  $\$517,621,700 \times 0.16\% = \$828,194$ . This

provision will allow for a bond issue of approximately \$10.5 million based upon an issue maturing over 20 years at 4.00%.

- 2) A capital improvement plan must be developed and approved by the City after a public hearing. The capital improvement plan must cover various cost, needs and revenue considerations as outlined in Minnesota Statute 475.521 subdivision 3.
- 3) No voter referendum is required, however the bonds are subject to a reverse referendum if the City receives a petition calling for a vote on the issuance of the bonds. The petition must be signed by voters equal to 5% of the votes cast in the City's last general election within 30 days after the public hearing.

**Statutory Debt Limit** – If the bond issuance exceeds \$1 million, both of the financing options outlined in this letter would be applicable to the City's statutory debt limit. The statutory debt limit is 3.00% of a cities taxable market value (TMV). The City of St. Francis's 2010 TMV is \$517,621,700 x 3.00% = \$15,528,651 (approx. \$15.5 million). The City does not have any existing debt that counts towards the debt limit.

**Preliminary Cost Comparison** – A lease revenue bond for city hall improvements will currently yield approximately .25% - .40% higher interest rates than a general obligation bond for the same project because of the increased risk due to possible non – appropriation and a lower credit rating (typically one notch lower). The spread would be greater for an asset that is less essential. Following is an estimated cost comparison for a 20-year and 30-year bond issue.

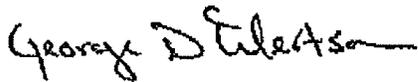
**City of St. Francis, Minnesota  
Public Works / Public Safety Facility**

	<b>20-Year Bond Options</b>		<b>30-Year Bond Options</b>	
	<b>G.O. Capital Improvement Plan Bonds</b>	<b>EDA Lease Revenue Bonds</b>	<b>G.O. Capital Improvement Plan Bonds</b>	<b>EDA Lease Revenue Bonds</b>
Bond Amount	\$ 9,680,000	\$ 9,695,000	\$ 9,695,000	\$ 9,710,000
Net Proceeds for Public Works	\$ 6,500,000	\$ 6,500,000	\$ 6,500,000	\$ 6,500,000
Net Proceeds for Public Safety	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Bond term	20 years	20 years	30 years / 29 princ.	30 years / 29 princ.
Avg. Interest Rate	3.68%	4.09%	4.28%	4.72%
Total Net Debt Service	\$ 14,036,052	\$ 14,589,220	\$ 17,308,857	\$ 18,268,691
Avg. Annual Debt Service	\$ 701,803	\$ 729,461	\$ 596,857	\$ 629,955
105% Statutory Annual Debt Service	\$ 736,893	\$ 765,934	\$ 626,700	\$ 661,453
Debt Service paid by utility rates (34%)	\$ 250,544	\$ 260,418	\$ 213,078	\$ 224,894
Debt Service paid by taxes (66%)	\$ 486,349	\$ 505,516	\$ 413,622	\$ 436,559
<b>Tax Impact Information</b>				
Net Tax Capacity (pay 2010)	\$ 6,674,749	\$ 6,674,749	\$ 6,674,749	\$ 6,674,749
Estimated Net Tax Rate Increase	7.2864%	7.5736%	6.1968%	6.5405%
<b>Residential Homestead Market Value of Property</b>				
75,000	\$ 54.65	\$ 56.80	\$ 46.48	\$ 49.05
100,000	\$ 72.86	\$ 75.74	\$ 61.97	\$ 65.40
150,000	\$ 109.30	\$ 113.60	\$ 92.95	\$ 98.11
200,000	\$ 145.73	\$ 151.47	\$ 123.94	\$ 130.81
250,000	\$ 182.16	\$ 189.34	\$ 154.92	\$ 163.51
300,000	\$ 218.59	\$ 227.21	\$ 185.90	\$ 196.21
350,000	\$ 255.02	\$ 265.07	\$ 216.89	\$ 228.92
400,000	\$ 291.46	\$ 302.94	\$ 247.87	\$ 261.62
450,000	\$ 327.89	\$ 340.81	\$ 278.86	\$ 294.32
500,000	\$ 364.32	\$ 378.68	\$ 309.84	\$ 327.02
600,000	\$ 455.40	\$ 473.35	\$ 387.30	\$ 408.78
700,000	\$ 546.48	\$ 568.02	\$ 464.76	\$ 490.53

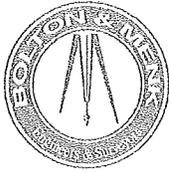
Please let me know if you have any questions. Feel free to contact me at 612-851-5906.

Sincerely,

NORTHLAND SECURITIES INC.



George D. Eilertson  
Sr. Vice President



# 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

## MEMORANDUM

**Date:** April 18, 2011  
**To:** Honorable Mayor Tveit and Members of the City Council  
City of St. Francis  
**From:**  Jared Voge, P.E.  
City Engineer  
**Subject:** 2011 Sealcoating  
St. Francis, Minnesota  
BMI Project No: R13.103321

---

### INTRODUCTION:

Final plans and specifications have been prepared for the 2010 Sealcoating Improvements. Figures illustrating the areas within the City to be crack filled and sealcoated have been enclosed for your information.

### BACKGROUND:

The City Council and Public Works staff have been proactively completing street maintenance within the community. Such maintenance practices as sealcoating will extend the useful life of streets within the City and reduce long term maintenance costs.

### RECOMMENDATION:

We recommend that the City Council authorize advertisement for the 2011 Sealcoating Improvements by passing a motion.

### BUDGET IMPACT:

The proposed improvements will be funded through the City's Street budget. These improvements are included in the 2011 budget.

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

JAV/jd

Enclosure

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# CITY OF ST. FRANCIS 2011 SEAL COATING MAP

ANOKA COUNTY, MINNESOTA  
April, 2011



**OSBORN & MENK, INC.**  
Consulting Engineers & Surveyors

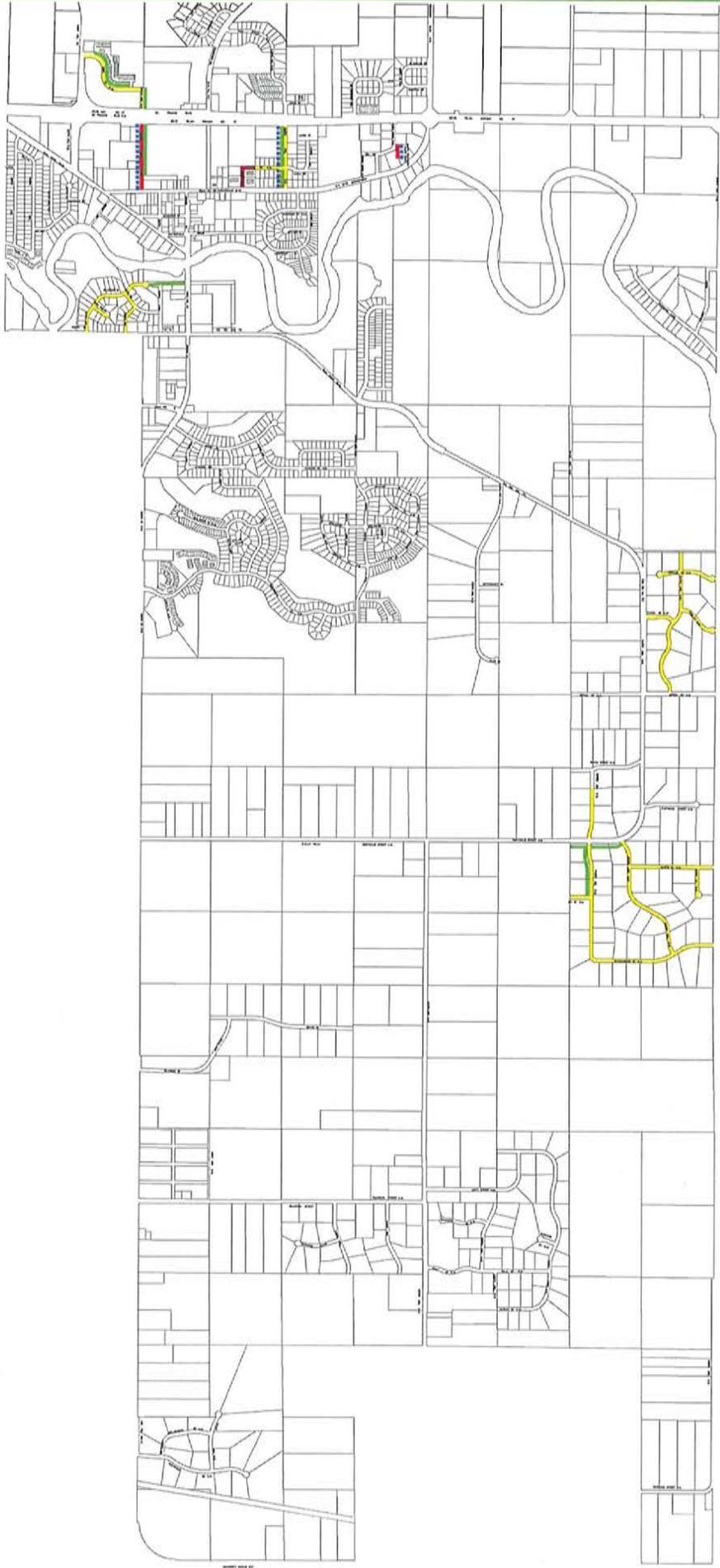
City of  
**St. Francis**

- INDEX**
- 2011 SEAL COAT
  - 2011 ROUTE/SEAL & SEAL COAT
  - 2011 CRACK FILL (TRAIL)
  - 2011 STRIPING AREA



FIGURE WEST





# CITY OF ST. FRANCIS 2011 SEAL COATING MAP

ANOKA COUNTY, MINNESOTA  
APRIL, 2011



**BOLTON & MENK, INC.**  
Consulting Engineers & Surveyors

City of  
**St. Francis**

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FIGURE: EAST



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## MEMORANDUM

**Date:** April 13, 2011  
**To:** Honorable Mayor Tveit and Members of the City Council  
City of St. Francis  
**From:**  Jared Voge, P.E.  
City Engineer  
**Subject:** Pederson Path Improvements  
St. Francis, Minnesota  
BMI Project No: R13.102003

---

Plans and specifications have been prepared for the Pederson Path Improvements project. If Council desires to proceed with the project, we recommend the following schedule.

- |                                             |                                                |
|---------------------------------------------|------------------------------------------------|
| 1. Council Approve Plans and Specifications | April 18, 2011                                 |
| 2. Advertise for Bids                       | May 3, 2011, May 10, 2011, and<br>May 17, 2011 |
| 3. Open Bids                                | May 31, 2011 at 11:00 a.m.                     |
| 4. Award Contract:                          | June 6, 2011                                   |
| 5. Start Construction                       | June 2011                                      |
| 6. Final Completion                         | September 2011                                 |

If the Council agrees, we recommend that the council approve the plans and specifications for the Pederson Path Improvements project contingent on approval from the Minnesota Department of Transportation, and authorize bidding by adopting the enclosed resolution.

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

JAV/nh

Enclosure

DESIGNING FOR A BETTER TOMORROW

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

HELD: April 18, 2011

Pursuant to due call and notice thereof, a regular meeting of the City Council of City St. Francis, Minnesota, was duly called and held in the ISD #15 District Office in said City on the 18<sup>th</sup> day of April, 2011, at 6:00 o'clock p.m.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING PLANS AND  
SPECIFICATIONS AND ORDERING ADVERTISEMENT  
FOR BIDS  
CITY OF ST. FRANCIS,  
MINNESOTA RESOLUTION 2011-10**

WHEREAS, pursuant to a resolution passed by the council on April 5, 2010, the City Engineer (consulting engineer retained for the purpose) has prepared plans and specifications for the construction of Pederson Path Improvements and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made apart hereof, are hereby approved
2. The City Clerk shall prepare the cause to be inserted in the official paper and in the Finance & Commerce publication an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall state that the bids will be received by the Clerk until 11:00 a.m. on May 31, 2011, at which time they will be publicly opened in the St. Francis Community Center of the City Hall by the City Clerk and Engineer, will then be tabulated, and will be considered by the Council at 6:00 p.m. on June 6, 2011, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given the opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, or certified check payable to the Clerk for five (5) percent of the amount of such bid.

\_\_\_\_\_  
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 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 relates to a resolution approving plans and specifications and ordering advertisement for bids on Pederson Path Improvements for said City.

WITNESS my hand and the seal of the said City this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
City Clerk

(SEAL)



## AGENDA REPORT

**TO:** City Administrator  
**FROM:** Public Works Director  
**SUBJECT:** 2011 Dust Control  
**DATE:** 4-13-2011

**INTRODUCTION:** Applying dust control to our high traffic volume gravel roads has been successful. Last year we did experience a large amount of rain after the chemical was applied but the overall effect was still positive. These areas of gravel roads held up very well and required little or no grading over the summer months. This saves the City significant money.

**BACKGROUND:** In the past, the City has offered its residents the opportunity to have the gravel road in front of their property treated with dust control chemical. The resident would meet with someone from the City, we would mark off the area to be treated, measure, calculate cost, send bill, receive payment, authorize contractor to perform work and we would travel with contractor to make sure everybody got what they paid for. This takes up a lot of staff time and is inefficient.

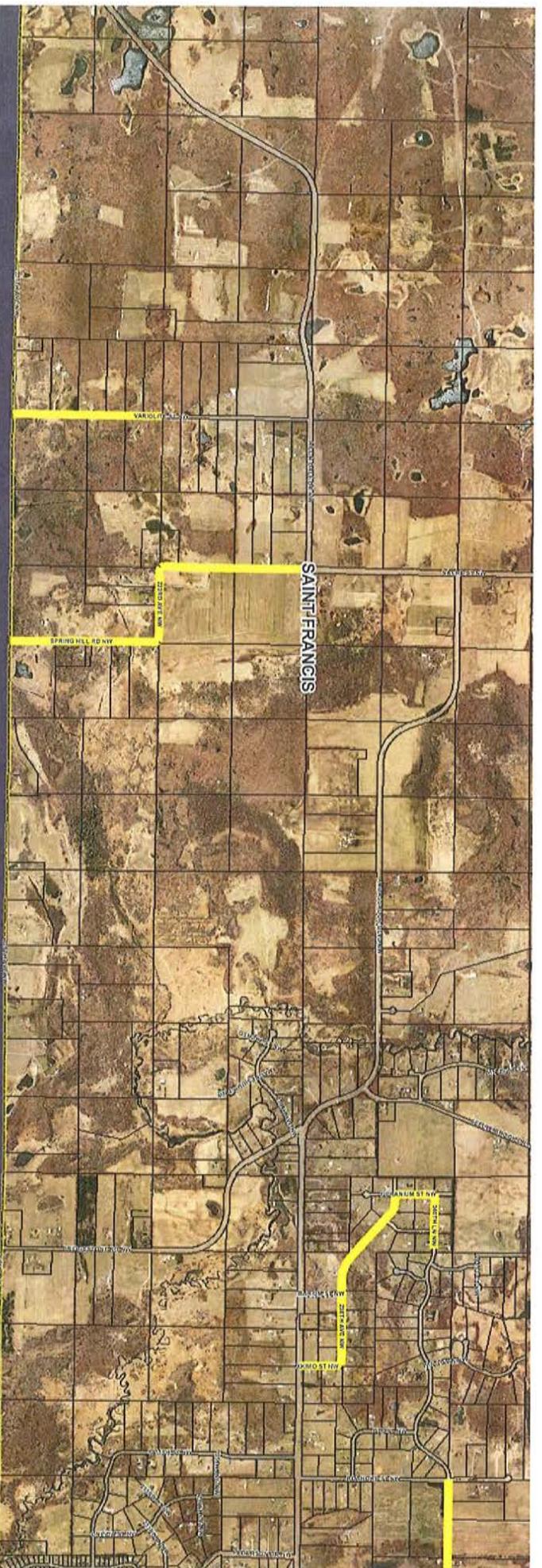
**RECOMMENDATION:** Motion to apply dust control chemical to the approximately 5 miles of high traffic volume roads as identified by the attached map. Note: The City will provide the residents the phone number to the contractor selected and authorized by the City to perform the chemical application so they can make arrangements with the contractor and take advantage of the City pricing.

**BUDGET IMPACT:** We do have the funds for dust control in our routine operation and maintenance budget. This will be a time saver for City Staff.

S:\FORMS\AGENDA REPORT.doc

Attachments:

1. Map



BURNS TOWNSHIP

OAK GROVE



SAINT FRANCIS COUNTY

BETHEL

EAST BETHEL