

CITY OF ST. FRANCIS  
CITY COUNCIL AGENDA  
JUNE 6, 2011  
ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)  
4115 Ambassador Blvd. NW

6:00 pm

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
  - a. City Council Minutes- May 16, 2011
  - b. Receive and File the March 22, 2011, April 27, 2011 and May 3, 2011 Charter Commission Minutes
  - c. Bobcat Buyback Program
  - d. Renaissance Fireworks Application for June 17, 2011 to July 5, 2011 in City Centre Parking Lot
  - e. Payment of Claims
5. Meeting Open to the Public
6. Petitions, Requests, Applications
  - a. Charter Commission Amendments: Public Hearing
  - b. St. Francis Lions Club
  - c. Professional Design Group Presentation
7. Ordinances & Resolutions:
  - a. Ordinance 154, Second Series: Amending the City Charter (First Reading)
  - b. Ordinance 155, Second Series: Amending Section 2-5-2 City Clerk/Treasurer, Various Sections of the City Code and Adding Section 2-5-9 Finance
  - c. Resolution 2011-13: Support for the City County School District Collaboration Project
8. Reports of Consultants & Staff Members
  - a. Engineer:
    - 2011 Seal Coating Bid Results
    - Safe Route to School Grant Application-Resolution 2011-14
    - Pederson Path Update
  - b. Attorney:
  - c. Staff:
    - 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
  - a. Efficiency Report Card: Public Works
13. Adjournment

Calendar of Events

June 6th: City Council Meeting @ ISD# 15 Central Services Center (District Offices) 6:00 pm  
June 10th: SFHS Graduation  
June 10-12th: Pioneer Days  
June 11th: St. Francis Motorcycle Run-All proceeds benefit the Pederson Path Project  
June 15<sup>th</sup>: Planning Commission Meeting @ ISD #15 Central Services Center 7:00 pm  
June 20<sup>th</sup>: City Council Meeting @ ISD# 15 Central Services Center (District Offices) 6:00 pm

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

CITY COUNCIL MINUTES

MAY 16, 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, Jeff Sandoval, LeRoy Schaffer, and Chris McClish. Steve Kane Excused. Also present were City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk, Inc.) Police Chief Jeff Harapat, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, City Administrator Matt Hysten, and City Clerk Barb Held.
3. **Adopt Agenda:** MOTION BY SANDOVAL SECOND McCLISH TO ADOPT THE MAY 16, 2011 CITY COUNCIL AGENDA. Tveit asked that item 6a. be moved up before 5 due to the fact that Mr. Berg has another meeting. Motion carried 4-0.
4. **Consent Agenda:** Schaffer asked that item be moved from the Consent agenda. Tveit stated we will move this to 6b. MOTION BY McCLISH SECOND SANDOVAL TO APPROVE THE MAY 16, 2011 CITY COUNCIL CONSENT AGENDA A –B and D-F AS FOLLOWS:
  - a. Approve the City Council Minutes of May 2, 2011.
  - b. Receive and File the May 3, 2011 Draft Minutes to the Upper Rum River Watershed Management Organization.
  - c. ~~Authorize the out of State Travel for Brigit Kelley on a Grant received for Fire Fighter Training expenses.~~
  - d. Approve the 3.2 Malt Liquor Permit for the Lions Clubs during Pioneer Days June 11-12<sup>th</sup>.
  - e. Waive the Warming House Rental Fee for High School Group Fundraiser who will be traveling to the Rainforest this summer.
  - f. Approve the Payment of Claims for \$187,968.45.Motion carried 4-0.
6. **Petitions, Requests, Applications:**
  - a. **Abdo, Eick and Meyers: 2010 Annual Audit Report:** Mr. Andy Berg a representative from Abdo, Eick and Meyers gave an overview of the 2010 Annual Audit Report. MOTION BY SANDOVAL SECOND McCLISH TO ACCEPT THE 2010 ANNUAL AUDIT REPORT. Motion carried 4-0.
4. **c. Authorize the out of State Travel for Brigit Kelley on a Grant received for Fire Fighter Training expenses.** Schaffer asked if there was any conduct related issues that would warrant not attending this training. Tveit indicated that any information in this area may be confidential. Lepak said any personnel matter would be disconnected from this firefighter being

able to attend this training. Hylen said the fire fighter applied for this grant by submitting an essay and was awarded the grant. Another firefighter applied but did not receive the grant.  
**MOTION BY SANDOVAL SECOND McCLISH ALLOWING BRIGIT KELLEY TO ATTEND THE OUT OF STATE TRAVEL WITH FUNDS RECEIVED FROM THE GRANT.**  
Motion carried 3-1. Schaffer voting nay

5. **Meeting Open to the Public:** Jeff Titus, 4324-230<sup>th</sup> Avenue NW; I have reviewed the budget on-line and commend the city council for staying under budget. Another item is that I have a friend that lives on Riverbank Lane and that road needs some serious repair, be grading or whatever.

Motions are important. On the motion at the April 18 2011 meeting, he read the motion. Choose your words carefully. Maybe your intent was not to go out for the 9.5 million but it was not clear in your motion. Maybe you should restate your motion to make it clearer. Then Titus referenced Resolution 2011-12 presented at the May 2, 2011 meeting.

Before money is spent, you need to justify. Last winter because of workload, you chose to contract out the warming house, and now you are looking at contract out cleaning of the liquor store and mowing the parks. Then I see 9-12 vehicles parked at the public works building during the day. Maybe the supervisor should look at their workload. Maybe scheduling them more efficiently could be looked at. Higher more temporary workers during the summer for the mowing.

Last item of discussion is regarding the discussion on a policy for “Meeting Open to the Public”. Do you have any questions or comments for me?

Tveit said I did watch the video of the meeting later on. I believe we should let the public speak.

Schaffer asked Titus do you think the Council is being proactive enough. Titus said back when he was on the council we had liaisons. I knew what was going because I would be appointed to the different departments each year.

Ruth Titus, 4324-230<sup>th</sup> Avenue NW; chose not to speak at this time.

Roland Willis, 23073 Eidelweiss Street NW; Couple things is I would like to thank you for video taping the meetings. I would like to thank Mr. Sandoval for working on the cleaning cost issue. I did some rough numbers on the cleaning. Roughly about a \$20,000 position for a cleaning person versus a cleaning company for about \$24,000. What about the employees doing their own cleaning? In regards to lawn care, as I see it cost about \$142 an acre to maintain. If you hire a part timer, would probably be around \$118 at \$10.00 per hour. I agree that it is a good thing to look at options. In regards to the buildings; Mr. Willis referenced Isanti government complex and cost. If the mayor is for public hearings why not have them. Also why use that land for a public works facility, I feel it would have more value for retail. Mr. Willis said do you know what kind of control an EDA committee has? An EDA does not have many checks and balances. We have agencies at the state level that are putting regulations on the cities. I thank

you for the time. I do want to see the City grow. I would be willing to be on the economic committee. Tveit stated we do get hit with a large number of unfunded mandates from the State. I am not sure we can snub are nose to them. Tveit said maybe it is something we can talk to our representatives about.

Schaffer said do you believe we should have a public open hearing. Willis yes we are not just talking about \$20,000 here. Tveit said we will have a public hearing when we know the cost. We don't have any numbers yet. Willis said put a number out there; put your neck out there. Schaffer said do you think this should be a referendum. Willis said I would like a say when you are spending that kind of money.

Sandoval said we had to come up with a number to use as an example. Could it be less, I hope it is. I don't think anyone wants the 9.5 million.

Clair Schuster, 22968 Navajo Street NW, requesting the council to consider an open meeting when there is an actual amount, so people have a voice. Raising taxes is not always the answer. There are a lot of foreclosures out there.

Tim Brown, 5268 Ambassador Blvd.; I read a couple of our local papers and discouraged of the misinformation out there. Brown said instead of accepting the outcome of democracy in action and the American way, you choose to do your usual behavior. Brown went on to say your job (Schaffer) is to accept the outcome of a majority vote and work to make it happen in the most economical and efficient way possible. Don't stand there and cry throwing sticks and stones and try to promote failure to a concept or project.

Ruth Titus, 4324-230<sup>th</sup> Avenue NW, asked if she could speak now. I too appreciate all your efforts. That includes all of you even Mr. Schaffer. With the information that is, being sent out by Mr. Schaffer has probably made me more aware of what is going on. I agree with Clair when you have to keep in mind all the foreclosures. I am asking you the council to be fiscally responsible. Jeff has been out of a job for 28 months, I hope we do not lose our house too. Please be responsible.

**7. Ordinances & Resolution:**

a.

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

a. **Engineer: Ambassador Blvd. Trunk Utility Improvements Project Update:** Voge reported that the contractor is currently completing work associated with the lift station. Such work includes concrete finishing and painting, lift station piping installation, and site grading. The electrician is also wiring the lift station control panel and generator. During the following weeks, the Contractor will also install additional culverts along Ambassador Blvd. to eliminate the standing water within the ditches. Anoka County will provide the culvert material. Turf restoration and bituminous pavement replacement at driveway and trail locations will also be completed during the following weeks.

**b. Attorney: Economic Development Authority:** Lepak reported that as the last council meeting the council directed staff to look into the potential formation of an Economic Development Authority (EDA). A memorandum from the City Attorney outlined of what an EDA is and how it operates. If you want to proceed, you would need to call for a public hearing by adopting the attached resolution. The public hearing would be held at the June 20, 2011 City Council meeting. MOTION BY SCHAFFER SECOND SANDOVAL TO ADOPT RESOLUTION 2011-12 A RESOLUTION CALLING FOR A PUBLIC HEARING TO CONSIDER WHETHER THE CITY SHOULD PASS AN ENABLING RESOLUTION ESTABLISHING AN ECONOMIC DEVELOPMENT AUTHORITY. Motion carried 4-0.

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

**Public Works:**

**Liquor Store:** No report.

**Police Dept:** No report.

**City Administrator Report: Contract for Interim Fire Chief Services with the City of Ramsey:** City Administrator Hysten reported on the memorandum he provided to the City Council. It has been reviewed by the City of Ramsey and St. Francis' attorneys. Tveit said I did have the opportunity to meet the Fire Chief, Dean Kapler. Sandoval asked what has been the reaction of our firefighters. Hysten reported that our fire fighters do respect Chief Kapler. Chief Kapler is well respected in Anoka County. Chief Kapler has scheduled to have a meeting with each fire fighter starting today. Sandoval said have you heard any negative comments from our fire fighters. Hysten said no. Tveit said I have not heard any negative either. Is there a cost to this? Tveit stated the salary would be \$2,000 per month. MOTION BY TVEIT SECOND McCLISH FOR THE MAYOR AND CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT FOR INTERIM FIRE CHIEF SERVICES BETWEEN THE CITY OF ST. FRANCIS AND THE CITY OF RAMSEY. Sandoval asked what about after six months. Hysten said this agreement is to help us transition. Sandoval said we are setting a precedent when we are paying this person \$2,000. McClish said we have had two fire chiefs in a short period of time, I think it will be a great idea. Tveit said we are taking in a seasoned chief to develop our current fire fighters. Sandoval concerned they are just meeting today. My frustration is \$2,000 a month. Maybe we should have paid our previous chiefs more. Tveit said our assistant chief has also resigned. Sandoval said he is not against trying this; it is just the precedents I believe we are setting. Hysten stated Chief Kapler has met with the fire department at their general meeting in May along with the officer meeting. Motion carried 3-0. Schaffer abstained.

**Discussion on Construction Manager versus General Contractor:** A diagram was provided about the two different ways the City could use in constructing a building. General direction was to have staff research more into a Construction Manager and bring back some proposals. Schaffer asked what about an architect. Hysten said the council already hired an architect.

**Miscellaneous:** Last week I attended a meeting on the River Crossing Project and the Bridge Street extension. We did talk about how to get more information out to the public. I have heard from some public that businesses are going to be upset about improvements along Bridge Street. We have been talking about four years on the Bridge Study the project may not even happen until 2016-2017. There is and has been a lot of planning going on.

9. **Reports from Council Members:** Sandoval reported that the Public Works Director Paul Teicher attended a SHIP meeting about healthy living. Talked about paths, policies and procedures. Sandoval said I do stay involved with the departments. We do stay involved. We try not to interrupt the public while they are talking, that is your time. Our city is not the only area that is being hurt financially.

Schaffer reported he is a representative of the URRWMO along with Lan Tornes and read the draft minutes. The other thing I want to talk about is the literature I have given out is information I received from the City, a contractor, etc. I have been trying to be as accurate as possible. Before you contest integrity look at yourself.

10. **Report from Mayor:**

First I just want to report is we do utilize part timers during the summer. I have been contacted by the city of Oak Grove about a fire district. I said that is something maybe the council can take a look at. We are trying to be as fiscally responsible as possible. Tveit said I am a conservative. Maybe doesn't sound like it when we talk about different purchases but we are trying to protect the City's assets. I would encourage our council members and residents to view the videos on are website. We are doing the best we can. This was evident at the workshop we had. We are trying to get the communication out. We are trying to put out the right and correct information. There has been advertisements in the paper as of late. One resident stated it motivated her. However, I do believe there is misguiding information given to our citizens. It goes against what we talked about in our work session to get the correct information out there and work together. It frustrates me. I would encourage again to look at the videos to see what we have.

**a. Discussion on a Policy for "Meeting Open to the Public" section of the agenda:**

Tveit stated I asked that this be put on the agenda. I would like to ask the council what about before the meeting starts have the city clerk tell me how many people signed up. That would give us an idea if we need to limit the public speaking time. Sandoval said I see limiting the speaking time for the public necessary to keep order. Just make sure they are all given the same time. McClish said if we have one hundred people make sure we limit. People do have the right to speak. Schaffer said I want an hour for the public to speak. Tveit asked the City Attorney in your experiences in other cities what have you seen. Lepak stated there are different approaches. The cities that televise the public forums seem to go longer. There is zero requirements that there is a meeting open to the public even on the agenda. You already have in your City Code that you can limit the speaking time in the meeting. Tveit said so it is not good to have a two-way interaction. Lepak stated correct, plus once the meeting open to the public is done you should not take public input. Tveit said what about give people five minutes and if more than five people speak limit them. How do I let people speak and be fair? Sandoval said that is your discretion that is your call. The rest of the council agreed it should be left up to the mayor.

11. **Old Business:** None.

12. **New Business:**

**a. Efficiency Report Card-Police Department:** Currently working on the school contract. Officer Steiger is our training officer so more training can be done in house.

One other area that is being looked into is developing a Crime Free Rental Housing Program.

13. **Adjournment:** The City Council meeting adjourned at 8:34 pm.

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Barbara I. Held, City Clerk

TO: Mayor & City Council

FROM: Matthew L. Hylen,  
City Administrator 

RE: Agenda Memorandum – June 6, 2011 Meeting

**Agenda Items:**

**4. Consent Agenda:**

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

- a. Charter Commission Public Hearing: Mayor Tveit will declare the Public Hearing open and Charter Commission Chair Malcolm Beck will give a short overview of the changes the Commission is recommending. Following the overview, Mayor Tveit can entertain questions/concerns from the citizens relating to these changes. Next, after the citizens have spoken, the public hearing would be declared closed. Action on the attached Ordinance 154, Second Series will occur later on the agenda.
- b. Professional Design Group: Representatives from our Architect firm designing the public works and police facility will be in attendance to give an update to the progress which has occurred this spring. They will present some drawings on the layout of the area and specifically the building.

**7. Ordinances & Resolutions:**

- a. Ordinance 154, Second Series: Attached is Ordinance 154, Second Series (first reading) relating to the proposed St. Francis City Charter amendments. A motion would be in order to approve the first reading of this Ordinance with a roll call vote to follow.
- b. Ordinance 155, Second Series: Attached is Ordinance 155, Second Series (first reading) relating the Charter Commission recommendations to amend the City Code to reflect the changes to the old position of City Clerk/Treasurer which is now City Clerk and Finance Director. The last page of City Attorney Lepak's letter to the Charter Commission outlines the reasoning.
- c. Resolution 2011-13: Attached is Resolution 2011-13 which identifies support for the City, County, School District Collaboration Project which has been meeting for approximately one year.

**8. Reports:**

- a. **Engineer:** *2011 Seal Coating Bid Results:* Attached is a memorandum from City Engineer Jared Voge giving a summary of the 2011 seal coating project. A motion would be in order to accept the bids. The second motion would be in order to award the 2011 Seal Coating Improvements to Pearson Brothers of Hanover, MN.  
*2011 Safe Routes to School:* Attached is a memorandum from City Engineer Jared Voge outlining the grant application for the 2011 Safe Routes to School. A motion would be in order to adopt the attached Safe

Routes to School Resolution 2011-14 and authorization for city staff to proceed with the Safe Routes to School Application.

**b. City Attorney:**

**c. Staff:**

**Fire Dept:**

**Public Works:**

**Liquor Store:**

**Police:**

**City Administrator:**

## **11. Old Business**

CITY OF ST. FRANCIS  
ST. FRANCIS, MN

CHARTER COMMISSION MINUTES

MARCH 22, 2011

1. Call to Order: Chair Malcolm Beck called the Charter Commission to order at 6:30 pm.
2. Roll Call: Members present were Malcolm Beck, Gary Zimmerman, Steve Kane, Tim Brown. Excused were Randy Dressen and Rebecca Thull. Absent were Tim Vogt. Also present were Mayor Jerry Tveit, City Administrator Matt Hylan and City Clerk Barb Held.
3. Approve Minutes – February 22, 2011: Motion by Kane second Brown to approve the February 22, 2011 Charter Commission Minutes. Motion carried unanimously.
4. Amendment Discussion: Discussion was held on Section 4.06 and adding a Primary if warranted. Motion by Kane second Brown approving the amendments and recommend them to the City Council. Motion carried unanimously.
5. Adjournment: Motion by Zimmerman second Brown to adjourn the Charter Commission meeting at 6:59 pm.



Barbara I. Held  
City Clerk

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

CHARTER COMMISSION MINUTES

APRIL 27, 2011

1. Call to Order: Chair Malcolm Beck called the Charter Commission to order at 5:30 pm.
2. Roll Call: Members present Malcolm Beck, Randy Dressen, Rebecca Thull, Tim Brown, Gary Zimmerman. Excused Steve Kane and Absent Tim Vogt. Also present Mayor Jerry Tveit, City Administrator Matt Hylan, City Attorney Scott Lepak and City Clerk Barb Held.
3. Approve Minutes of March 22, 2011: Motion by Brown second Dressen to approve the March 22, 2011 Charter Commission Minutes.
4. Review Proposed Changes/Amendments to the Charter: Discussion was held on the changes from the last meeting. Due to the fact a couple commission members were missing and wanted a clarification on the recommended change of 4.06 it was agreed upon to rescind the motion made. Being Commission member Kane was not present that action could not take place so another meeting was set for May 3, 2011. The Charter Commission as a group unanimously is recommending two Charter amendment. The first would be to amend Section 7.16 of the Charter and that is to change the submission date of the Capital Improvement Plan (CIP) from June 1 to July 1 to help with the budgeting process. Also the Commission is recommending incorporating primary elections into the election process amending Chapter 5 by adding Subdivision 7. This would be effective for the 2012 elections. Another recommendation to the City Council is to amend the City Code by changing the references from City Clerk/Treasurer to City Clerk throughout and incorporating the Finance Department in Chapter 2. The reasoning is this is how the City is currently operating.
5. Adjournment: Motion by Dressen second Brown to adjourn the Charter Commission meeting at 6:07 pm. Motion carried unanimously.



Barbara I. Held  
City Clerk

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

CHARTER COMMISSION MINUTES

MAY 3, 2011

1. Call to Order: The Charter Commission Meeting was called to order by Chair Malcolm Beck at 5:00 pm.
2. Roll Call: Members present were Malcolm Beck, Randy Dressen, Steve Kane, Rebecca Thull, Gary Zimmerman and Tim Brown. Tim Vogt absent. Also present, Mayor Jerry Tveit, City Attorney Scott Lepak, City Administrator Matt Hulen and City Clerk Barb Held.
3. Reconsideration of March 22, 2011 proposed Charter Amendments. Motion by Kane, Second Brown to rescind the March 22, 2011 proposed Charter Amendments. Beck asked for any discussion. The March 22, 2011 proposed Charter Amendments included a provision requiring removal of employee on a 4.5 vote rather than by majority vote as currently in existence. The consensus is that the Council authority should not be limited in this manner. Motion carried 6-0.
4. Consideration of April 29, 2011 Proposed Charter Amendments: Motion by Kane, Second Brown to approve the April 29, 2011 proposed Charter Amendments as stated in the memorandum by the City Attorney. Motion carried 6-0.
5. Adjournment: Motion by Dressen, Second Zimmerman to adjourn at 5:04 pm. Motion carried 5-1. Brown voting nay.

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Barbara I. Held  
City Clerk

## AGENDA REPORT

**TO:** City Administrator  
**FROM:** Public Works Director   
**SUBJECT:** Routine Bobcat Buyback  
**DATE:** 6-6-11

### INTRODUCTION

Our year is up; it is time to trade for a new Bobcat Skid Loader.

### BACKGROUND

Each year since the original purchase of the Bobcat, the City has purchased a replacement machine on the Guaranteed Buyback Program offered through a local Bobcat dealer. For approximately \$1,610 the City will get a new identically equipped machine with a new warranty. This is a substantial savings compared to repairs/maintenance and replacement costs that would be required over the machine's life.

### RECOMMENDATION

Authorize the trade of our old Bobcat Skid Loader for a new Bobcat Skid Loader for \$1610.00 from Crawford's Equipment.

### BUDGET IMPACT

None, this is in our Budget.

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Attachments:

1. Crawford's quote.



**Product Quotation**

Quotation Number: CMS-14584  
Date: 2011-05-11

<b>Customer Name/Address:</b> CITY OF ST FRANCIS 23340 CREE STREET ST FRANCIS, MN 55070	<b>Bobcat Dealer</b> Brian Crawford's Equipment, 4853 HIGHWAY 95 NW CAMBRIDGE MN 55008 Phone: (763) 689-1794 Fax: (763) 689-3028	<b>Contract Holder/Manufacturer</b> Bobcat Company PO Box 6000 West Fargo, ND 58078 Phone: 701-241-8719 Fax: 701-280-7860 Contact: Crystal Stram Crystal.stram@doosan.com
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**Description**

**S185 Bobcat Skid-Steer Loader**

61 HP Turbo Interim Tier IV Diesel Engine  
Auxiliary Hydraulics: Variable Flow  
Backup Alarm  
Bob-Tach  
Bobcat Interlock Control System (BICS)  
Controls: Bobcat Standard  
Engine/Hydraulic Systems Shutdown  
Glow Plugs (Automatically Activated)  
Horn  
Instrumentation: Engine Temp, Fuel, Hourmeter Gauges and Warning Lights  
Lift Arm Support  
Warranty: 12 Months, Unlimited Hours

Part No	Qty	Price Ea.	Total
M0009	1	\$20,856.28	\$20,856.28

Lift Path: Vertical  
Lights, Front & Rear  
Operator Cab  

- Includes: Adjustable Cushion Seat, Dome Light, Electrical Power Port, Interior Cab Foam, Top & Rear Windows, Parking Brake, Seat Bar, Seat Belt
- Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471
- Falling Object Protective Structure (FOPS) meets SAE-J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts)

 Tires: 10-16.5, 8 PR, Bobcat Standard Duty  
Spark Arrestor Muffler

**A91 Option Package**

Cab enclosure with Heat and AC  
High Flow Hydraulics  
Two-Speed Travel  
Sound Reduction  
Hydraulic Bucket Positioning  
Cab Accessory Harness

M0009-P01-A91	1	\$5,371.32	\$5,371.32
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Power Bobtach  
Deluxe Instrument Panel  
Keyless Start  
Suspension Seat with 3-Point Belt  
Engine Block Heater  
Attachment Control Kit

68" Low Profile Bucket	6731418	1	\$614.72	\$614.72
--- Bolt-On Cutting Edge, 68"	6718006	1	\$286.64	\$286.64

<b>Total of Items Quoted</b>				<b>\$27,128.96</b>
<b>Trade-in</b>	<b>Trade-in of Loader</b>			<b>(\$25,628.96)</b>
<b>Quote Total - US dollars (MN State Tax will apply)</b>				<b>\$1,500.00</b>

\*Prices per the Minnesota Contract# 442996. Contract Period: 04-26-10 thru 7-31-11  
 \*Must be a Coop Member to purchase off contract  
 \*Terms Net 30 Days. Credit cards accepted.  
 \*FOB Destination within the 48 Contiguous States.  
 \*Delivery: 90 days from ARO.  
 \*State Sales Taxes apply.  
 \*TID# 38-0425350  
**\*ORDERS MUST BE PLACED WITH: Clark Equipment Company dba Bobcat Company, Govt Sales, PO Box 6000, West Fargo, ND 58078.**

ORDER ACCEPTED BY:

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATED

\_\_\_\_\_  
PRINT NAME AND TITLE

\_\_\_\_\_  
PURCHASE ORDER #



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

**LICENSE APPLICATION FOR MANUFACTURE, STORAGE, DISPLAY OR SALE OF CONSUMER FIREWORKS**

**APPLICANT**

First Name <i>MARK</i>		Middle Name <i>Andrew</i>	Last Name <i>Lazarovic</i>		
Date of Birth	Driver License Number	Home Address <i>1607 Lowry Ave NE</i>		City <i>Mpls</i>	State Zip <i>MN 55418</i>
Home Phone	Cell Phone <i>6</i>	Pager		Business Phone <i>218-744-4th</i>	
<b>List address(es) &amp; phone numbers where applicant can be reached if different than above:</b>					
Address			Address		
Phone			Phone		

**List most recent locations where applicant has conducted business:**

*Coon Rapids, Chaska, Medina, Apple Valley, Brooklyn Park, Eden Prairie, Lakewood, Roseville, Savage, Columbia Heights*

Has applicant been convicted within the last three (3) years of any felony, misdemeanor, or gross misdemeanor for any state or federal statute (other than traffic offenses). If yes, explain: *No*

**BUSINESS THAT WILL MANUFACTURE/STORE/DISPLAY/SELL CONSUMER FOREWORKS**

Name of Business <i>Renaissance Fireworks Inc</i>		Address <i>1607 Lowry Ave NE</i>	City <i>Mpls</i>	State	Zip <i>55418</i>
Phone Number <i>218-744-4th</i>	Fax Number <i>888-511-7344</i>	Email Address <i>MARK@renaissancefireworks.com</i>		Zoning	
List kind of business to be conducted; general description of merchandise to be sold or service to be provided: <i>Retail Sale of MN Safe &amp; Sane fireworks</i> <span style="float: right;"><i>See Attached</i></span>					
Duration of business operation: <i>June 17th 2011 - July 5th 2011</i>					

**OTHER BUSINESSES**

List all other business(es) owned or managed by the applicant in the City of St. Francis (if more than two, please attach separate sheet)

Business Name	Address	City	State	Zip	phone
Business Name	Address	City	State	Zip	phone

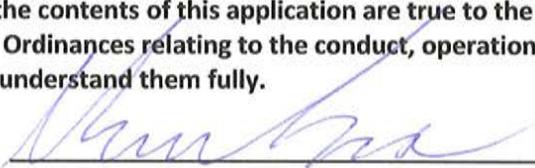
**ACKNOWLEDGEMENT**

Applicant understands those persons manufacturing, storing, displaying or selling consumer fireworks must be at least eighteen (18) years of age:	
<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/> No	
Applicant understands what constitutes legal consumer fireworks and which fireworks are illegal:	
<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/> No	

**APPLICANT TO SUPPLY WITH APPLICATION**

<input type="checkbox"/> Attach a signed letter of written permission from property owner of the building/property that sales are to take place to this application.
<input type="checkbox"/> Attach an 8 ½ X 11 in. floor plan designating the area for manufacturing, storage, display or sales.
<input type="checkbox"/> Attach a list documenting the name, weight and quantity of consumer fireworks within the building and accompanying material safety data sheets.
<input type="checkbox"/> Fireworks samples for testing purpose _____ gross pounds (call fire marshall per Barb Held)
<input type="checkbox"/> Attach Material Safety Data Sheets
<input type="checkbox"/> Certificate of Insurance
<input type="checkbox"/> Application fee
Incomplete applications will not be accepted.

**APPLICANT TO READ AND SIGN**

<b>The applicant and all Associates are required to strictly comply with City Ordinance and applicable State and Federal laws.</b>	
<b>Failure to comply with Federal, State and Local Laws are punishable as a misdemeanor punishable by fines up to seven hundred dollars (\$700) and/or ninety (90) days in jail.</b>	
<b>I hereby certify that the contents of this application are true to the best of my knowledge. I further state that I have read all relevant City Ordinances relating to the conduct, operation, and practice of this business within the City of St. Francis and that I understand them fully.</b>	
<b>Applicant Signature:</b> 	<b>Date:</b> <u>5-10-11</u>

**ADMINISTRATIVE INFORMATION (City Clerk Use Only)**

<b>Date Application Received:</b>	<b>Application Received by:</b>	<b>Operating Dates for License:</b>

Building has been inspected and meets current uniform building codes.

\_\_\_\_\_  
Building Official

Building has been inspected and meets current uniform fire codes.

\_\_\_\_\_  
Fire Marshall

Building has approved automatic sprinkler system.

Building does not have an approved automatic sprinkler system.

Copy of photo identification received.

Background check completed.

City Council Approved.

**APPROVED BY** \_\_\_\_\_

**DATE:** \_\_\_\_\_

# Renaissance Fireworks Inc.

## TEMPORARY LEASE AGREEMENT

THIS FIREWORKS STAND AND LEASE AGREEMENT is made between

**Property Owner** (herein referred to as the "Landlord"), whose address is:

Landlord: King's Group	Phone Number: 763-712-8191
Address: 23122 St Francis Blvd St Francis Mn 55379	Contact: Steve Wotrang Jeff- Store Manager
Federal Tax ID or SSN:	Check Payable:

### Site Information

Property Name: County Market	Phone Number: 763-712-8191
Address: 23122 St Francis Blvd St Francis, MN 55070	Contact: Steve Wotrang

and

**Renaissance Fireworks, Inc.** (hereinafter referred to as the "Tenant"), whose address is: 1607 Lowry Ave. NE, Minneapolis, MN 55418.

LEASE OF PROPERTY. Landlord leases to Tenant the property described above at the location shown on attached EXHIBIT A, which exhibit is made a part hereof. The property is to be used for the purposes of housing a temporary sales facility from which the sale of state-legal 1.4G (Class C) consumer fireworks and novelty items will be conducted in accordance with applicable law. Landlord specifically gives permission to the Tenant to locate a temporary stand, kiosk or tent on the property, which stand, kiosk or tent will be the vehicle from which the products will be sold.

TERM. The term is for the period June 17 2011 through July, 18, 2011. Tenant may begin setting up and continue taking down for 7 days before and after the term dates.

RENT. Tenant agrees to pay rent to the Landlord in the aggregate amount of TWO THOUSAND DOLLARS (\$2,000.00), plus 10% of gross sales over TWENTY THOUSAND DOLLARS (\$20,000.00) for the property named above under site information, which amount shall be paid on or before July 22, 2011.

TENANT'S PROPERTY. All of Tenant's personal property shall be on the leased property at Tenant's sole risk.

OPERATORS. The Landlord acknowledges that the Tenant sometimes sublets the sale of the fireworks to independent operators. Landlord approves of all such arrangements, provided that the Tenant is not relieved from any obligations hereunder.

INSURANCE. Tenant shall provide general liability insurance covering the Tenant's use and occupation of

the properties, including, without limitation, product liability, bodily injury, personal injury and property damage, on an occurrence basis, with coverage in the aggregate amount of ONE MILLION DOLLARS (\$1,000,000.00). The insurance shall name the Landlord as an additional insured under Tenant's insurance policy "as Landlord's interest may appear." Prior to occupancy, Tenant shall deliver a Certificate of Insurance to Landlord evidencing the insurance required hereunder.

INDEMNITY. Tenant shall indemnify and hold the Landlord harmless from any claims in connection with any injury or damage caused to any person or property arising out of Tenant's use or occupancy of the properties.

SURRENDER OF PROPERTIES & RIGHTS. Tenant agrees to surrender possession of the property to the Landlord upon termination of this agreement in as good condition and repair as the same shall be on the date Tenant first occupies the properties under this lease agreement -- ORDINARY WEAR AND TEAR EXCEPTED. The Tenant shall make any and all repairs necessary to restore any portion of the property where such restoration is necessitated by the Tenant's use of the property.

CHANGE IN LAW. In the event that the sale of consumer fireworks is prohibited for any portion of the term by any level of judicial, legislative or executive law, order, rule or regulation, this lease shall, upon notice from the Tenant to the Landlord, terminate, whereupon any advanced rental payment shall be returned to the Tenant on a pro rata (number of days of term occupied) basis and the Tenant shall be relieved from any further liability hereunder.

PERMITTING. This agreement is contingent upon Tenant securing all required local and state licenses and permits to sell 1.4g (Class C) consumer fireworks on the leases premises. If Tenant is unable to secure such license and permits this lease agreement will become null and void.

PROPERTY. If the property is inaccessible or unusable due to construction or the like, then this lease is subject to revision.

ENTIRE AGREEMENT. This lease agreement and any incorporated exhibits or attachments contain all of the agreements between the parties and cannot be modified in any manner other than by an agreement signed by the parties with the same formalities attendant to the execution of this lease agreement. Each agreement, term and provision of this lease agreement shall be construed to be a promise, covenant and condition.

PROVISIONS BINDING. The agreements herein shall be binding upon and inure to the benefit of the heirs, executors, administrators, personal representatives, successors and assigns of the parties.

IN WITNESS WHEREOF, the Landlord and Tenant have executed this lease agreement, each party acknowledging receipt of an executed copy hereof.

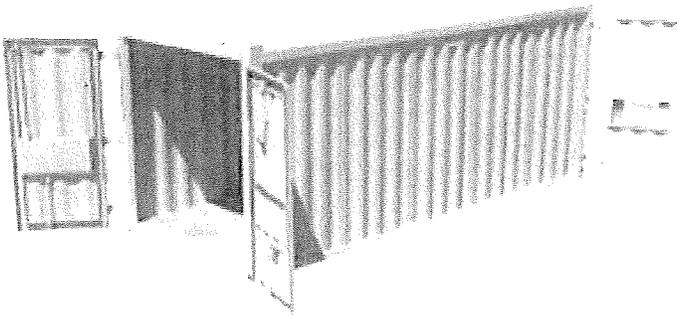
St. Francis/Renaissance  
Name of Landlord Entity - "Landlord"  
By: [Signature]  
Name: Steve Wodman  
Title:   
Date: 8/29/11

RENAISSANCE FIREWORKS, INC. - "Tenant"  
By: [Signature]  
Name: Mark Lazarchic  
Title: President  
Date: 5-9-11

EXHIBIT A







8' x 8' x 20'

Storage Units

[REDACTED]

[REDACTED]

City Cargo & Storage

651-686-7221

PAYMENT BATCH AP 06-06-11

**AA BEST PEST SERVICES**

06/01/2011	3837	E 101-41940-401	Repairs/Maint Buildings	PEST CONTROL	80.16
06/01/2011	3837	E 101-42110-401	Repairs/Maint Buildings	PEST CONTROL	61.45
06/01/2011	3837	E 101-42210-401	Repairs/Maint Buildings	PEST CONTROL	61.45
06/01/2011	3837	E 101-45200-401	Repairs/Maint Buildings	PEST CONTROL	53.44
06/01/2011	3837	E 602-49490-401	Repairs/Maint Buildings	PEST CONTROL	69.47
06/01/2011	3837	E 609-49750-401	Repairs/Maint Buildings	PEST CONTROL	53.44
					\$379.41

**AMERIPRIDE LINEN & APPAREL SER**

05/12/2011	1000836546	E 609-49750-219	Rug Maintenance		46.23
05/19/2011	1000842775	E 101-41940-219	Rug Maintenance	MATS	48.74
					\$94.97

**ANOKA COUNTY TREASURY DEPT.**

05/12/2011	209770	E 101-41910-318	Economic Development	PICTOMETRY COST	972.76
					\$972.76

**ASSURANT EMPLOYEE BENEFITS**

05/19/2011	5447229.0611	E 101-41400-130	Employer Paid Insurance	EMPLOYEES BENEFITS JUNE 2C	101.84
05/19/2011	5447229.0611	E 101-41500-130	Employer Paid Insurance	EMPLOYEES BENEFITS JUNE 2C	36.71
05/19/2011	5447229.0611	E 101-42110-130	Employer Paid Insurance	EMPLOYEES BENEFITS JUNE 2C	409.70
05/19/2011	5447229.0611	E 101-43100-130	Employer Paid Insurance	EMPLOYEES BENEFITS JUNE 2C	58.84
05/19/2011	5447229.0611	E 101-43210-130	Employer Paid Insurance	EMPLOYEES BENEFITS JUNE 2C	13.08
05/19/2011	5447229.0611	E 101-45200-130	Employer Paid Insurance	EMPLOYEES BENEFITS JUNE 2C	58.84
05/19/2011	5447229.0611	E 601-49440-130	Employer Paid Insurance	EMPLOYEES BENEFITS JUNE 2C	65.82
05/19/2011	5447229.0611	E 602-49490-130	Employer Paid Insurance	EMPLOYEES BENEFITS JUNE 2C	65.81
05/19/2011	5447229.0611	E 609-49750-130	Employer Paid Insurance	EMPLOYEES BENEFITS JUNE 2C	66.04
					\$876.68

**BELLBOY CORPORATION**

05/16/2011	85200200	E 609-49750-210	Operating Supplies		105.00
05/16/2011	85200200	E 609-49751-206	Freight and Fuel Charges		6.31
05/17/2011	58348600	E 609-49751-206	Freight and Fuel Charges		24.80
05/17/2011	58348600	E 609-49751-251	Liquor For Resale		2,449.50
					\$2,585.61

**BERNICK COMPANIES, THE**

		E 609-49751-252	Beer For Resale		110.00
05/20/2011	34841	E 609-49751-255	N/A Products		20.50
					\$130.50

**BIRCHWOOD CONSTRUCTION**

04/27/2011	21811	E 101-43100-401	Repairs/Maint Buildings	BATHROOM DRYER VENTING	75.00
04/27/2011	21811	E 101-45200-401	Repairs/Maint Buildings	BATHROOM DRYER VENTING	75.00

04/27/2011	21811	E 601-49440-401	Repairs/Maint Buildings	BATHROOM DRYER VENTING	75.00
04/27/2011	21811	E 602-49490-401	Repairs/Maint Buildings	BATHROOM DRYER VENTING	75.00
					\$300.00

**BOLTON & MENK, INC.**

04/29/2011	0139209	E 507-00000-303	Engineering Fees	230TH/IVYWOOD IMPROVEMEN	247.50
04/29/2011	0139210	G 602-16500	Construction in Progress	AMBASSADOR TRUCK UTILITY II	4,705.00
04/29/2011	0139211	E 226-45100-303	Engineering Fees	PEDERSON PATH DESIGN	15,777.50
04/29/2011	0139212	E 101-43100-303	Engineering Fees	RIVER CROSSING STUDY	1,045.00
04/29/2011	0139213	E 101-43100-303	Engineering Fees	TH 47/PEDERSON DR INTERSEC	120.00
04/29/2011	0139214	E 602-49490-303	Engineering Fees	WWTF CHEMICAL FEED STRUC	1,247.50
04/29/2011	0139215	E 101-41910-303	Engineering Fees	2011 GEN ENGINERRING	850.00
04/29/2011	0139215	E 101-43100-303	Engineering Fees	2011 GEN ENGINERRING	1,030.00
04/29/2011	0139215	E 101-45200-303	Engineering Fees	2011 GEN ENGINERRING	55.00
04/29/2011	0139215	E 601-49440-303	Engineering Fees	2011 GEN ENGINERRING	434.75
04/29/2011	0139215	E 602-49490-303	Engineering Fees	2011 GEN ENGINERRING	659.00
04/29/2011	0139216	E 101-43100-303	Engineering Fees	2011 STATE AID	2,342.50
04/29/2011	0139217	E 101-43100-303	Engineering Fees	2011 SEAL COATING	1,540.00
04/29/2011	0139218	G 803-22044	Esc-Rum River Bluffs	RUM RIVER BLUFFS	225.00
					\$30,278.75

**CENTERPOINT ENERGY**

05/16/2011	3883465-1.0511	E 101-41940-383	Gas Utilities	CITY HALL	17.17
05/16/2011	5939160-7.0511	E 101-43100-383	Gas Utilities	PUBLICS WORKS	63.99
05/16/2011	5939160-7.0511	E 101-45200-383	Gas Utilities	PUBLICS WORKS	64.00
05/16/2011	5944643-5.0511	E 609-49750-383	Gas Utilities	LIQUOR	68.08
05/16/2011	5945449-6.0511	E 101-42110-383	Gas Utilities	BRIDGE STREET	122.86
05/16/2011	5945449-6.0511	E 101-42210-383	Gas Utilities	BRIDGE STREET	286.67
05/16/2011	5963820-5.0511	E 101-45200-383	Gas Utilities	WARMING HOUSE	36.50
05/16/2011	6002544-2.0500	E 601-49440-383	Gas Utilities	PUBLIC WORKS	20.13
05/16/2011	6002544-2.0500	E 602-49490-383	Gas Utilities	PUBLIC WORKS	20.13
05/16/2011	6002548=3.0511	E 602-49490-383	Gas Utilities	WWTP	84.95
05/16/2011	6886468-5.0511	E 101-41940-383	Gas Utilities	CITY HALL	13.47
05/16/2011	6886472-7.0511	E 101-41940-383	Gas Utilities	CITY HALL	17.17
05/16/2011	6886475-0.0511	E 101-41940-383	Gas Utilities	CITY HALL	22.10
05/16/2011	7900331-5.0511	E 601-49440-383	Gas Utilities	WATER	555.49
05/16/2011	8928680-1.0511	E 101-43100-383	Gas Utilities	PUBLIC WORKS	45.35
05/16/2011	8928680-1.0511	E 101-45200-383	Gas Utilities	PUBLIC WORKS	45.35
					\$1,483.41

**CENTERPOINT ENERGY RISK MGMT**

05/17/2011	CNP2011039247	E 601-49440-383	Gas Utilities	DAMAGE 22552 ZEA ST	264.32
					\$264.32

**CHISAGO LAKES DISTRIBUTING CO.**

05/23/2011	446202	E 609-49751-252	Beer For Resale		287.00
05/23/2011	446203	E 609-49751-254	Miscellaneous Merchandise		20.50
					\$307.50

**COCA COLA REFRESHMENTS**

05/16/2011	0168098111	E 609-49751-254	Miscellaneous Merchandise		505.20
					\$505.20

**COLONIAL INSURANCE**

05/25/2011	7129661-0605592	G 101-21710	Other Deductions	JUNE INSURANCE	269.76
					<hr/>
					\$269.76

**CONNEXUS ENERGY**

05/21/2011	178511.0511	E 609-49750-381	Electric Utilities	LIQUOR STORE	822.42
05/21/2011	178586.0511	E 101-43100-381	Electric Utilities	3518 BRIDGE ST	57.85
05/21/2011	178586.0511	E 101-45200-381	Electric Utilities	3518 BRIDGE ST	57.85
05/21/2011	178832.0511	E 601-49440-381	Electric Utilities	PUBLIC WORKS BUILDING	137.04
05/21/2011	178832.0511	E 602-49490-381	Electric Utilities	PUBLIC WORKS BUILDING	137.04
05/21/2011	178833.0511	E 101-43100-381	Electric Utilities	4058 ST FRANCIS BLVD	23.01
05/21/2011	237580.0511	E 101-42110-381	Electric Utilities	AMBASSADOR SIREN	5.34
05/21/2011	237584.0511	E 101-42110-381	Electric Utilities	WOODBINE SIREN	5.34
05/21/2011	242519.0511	E 101-42110-381	Electric Utilities	POLICE/FIRE	143.91
05/21/2011	242519.0511	E 101-42210-381	Electric Utilities	POLICE/FIRE	335.80
05/21/2011	298392.0511	E 101-41940-381	Electric Utilities	CITY HALL	254.69
05/21/2011	298393.0511	E 602-49451-381	Electric Utilities	LIFT STATIONS	5,625.90
05/21/2011	298394.0511	E 101-45200-381	Electric Utilities	PARKS	222.80
05/21/2011	298395.0511	E 601-49440-380	Electric-System	WATER	3,134.47
05/21/2011	298396.0511	E 101-43100-386	Street Lighting	STREET LIGHTS	3,404.11
05/21/2011	301895.0511	E 101-41940-381	Electric Utilities	22825 ST FRANCIS BLVD SIGN	65.41
					<hr/>
					\$14,432.98

**CONSTRUCTION & GENERAL**

05/23/2011	052311	G 101-21707	Union Dues	MAINT UNION DUES - JUNE 2011	216.00
					<hr/>
					\$216.00

**CORPORATE CONNECTION**

05/06/2011	3639	E 101-43100-417	Uniform Clothing & PPE	SAFETY GLASSES WORK GEAR	109.12
05/06/2011	3639	E 101-43210-417	Uniform Clothing & PPE	SAFETY GLASSES WORK GEAR	109.12
05/06/2011	3639	E 101-45200-417	Uniform Clothing & PPE	SAFETY GLASSES WORK GEAR	109.12
05/06/2011	3639	E 601-49440-417	Uniform Clothing & PPE	SAFETY GLASSES WORK GEAR	109.13
05/06/2011	3639	E 602-49490-217	Other Operating Supplies	SAFETY GLASSES WORK GEAR	109.13
					<hr/>
					\$545.62

**CRYSTAL SPRINGS ICE**

05/17/2011	23308	E 609-49751-254	Miscellaneous Merchandise		124.40
05/24/2011	23351	E 609-49751-254	Miscellaneous Merchandise		118.30
					<hr/>
					\$242.70

**DAHLHEIMER DIST. CO. INC.**

05/18/2011	48785	E 609-49751-252	Beer For Resale		4,116.10
05/18/2011	48785	E 609-49751-254	Miscellaneous Merchandise		444.00
05/18/2011	48785	E 609-49751-255	N/A Products		15.50
05/25/2011	49708	E 609-49751-252	Beer For Resale		16,288.00
05/25/2011	49708	E 609-49751-254	Miscellaneous Merchandise		178.00
05/25/2011	49708	E 609-49751-255	N/A Products		15.50
					<hr/>
					\$21,057.10

**DAY DISTRIBUTING CO.**

05/13/2011	600685	E 609-49751-252	Beer For Resale		2,060.45
05/13/2011	600685	E 609-49751-255	N/A Products		19.20
					<hr/>
					\$2,079.65

**DE LAGE LANDEN**

05/08/2011	9557020	E 101-41400-240	Office Equip	RICOH	366.58
					<u>366.58</u>

**DELTA DENTAL**

05/15/2011	4623284	G 101-21710	Other Deductions	06/01/11 - 06/30/11	215.73
					<u>\$215.73</u>

**E CYCLING SOLUTIONS**

05/09/2011	0511319	E 101-43210-439	Recycling Days	ELECTRONIC ITEMS 5/07/11	468.50
					<u>\$468.50</u>

**ECM PUBLISHERS, INC.**

05/11/2011	IP000790000	E 609-49750-340	Advertising	GRAD PAGE	125.00
05/13/2011	IQ001784951	E 101-41400-351	Legal Notices Publishing	LEGAL NOTICE PUBLIC HEARIN	35.88
05/18/2011	IP000790638	E 609-49750-340	Advertising	SPECIAL GRAD PAGE	125.00
05/25/2011	IP00791299	E 230-49990-441	Miscellaneous	PIONEER DAYS ADS	56.25
05/28/2011	IC00333239	E 230-49990-441	Miscellaneous	AD-PIONEER DAYS	49.50
05/29/2011	IF00751295	E 230-49990-441	Miscellaneous	AD-PIONEER DAYS	51.53
					<u>\$443.16</u>

**ELITE SANITATION**

05/16/2011	19845	E 101-45200-402	Janitorial Service	PORTABLE TOILET	90.84
05/28/2011	19883	E 101-45200-402	Janitorial Service	TOILET RENTAL	541.91
					<u>\$632.75</u>

**FERGUSON WATERWORKS**

05/11/2011	S01302547.002	E 601-49440-259	Water Meters	SL METER GAS	1,798.18
05/18/2011	S01303735.001	E 601-49440-229	Project Repair & Maintenance	HYD EXT KIT	1,269.04
					<u>\$3,067.22</u>

**G&K SERVICES, INC**

04/01/2011	1043692395	E 101-43100-402	Janitorial Service	TOWELS	11.32
04/01/2011	1043692395	E 101-45200-402	Janitorial Service	TOWELS	11.32
04/01/2011	1043692395	E 601-49440-402	Janitorial Service	TOWELS	11.32
04/01/2011	1043692395	E 602-49490-402	Janitorial Service	TOWELS	11.33
04/29/2011	1043711315	E 101-45200-402	Janitorial Service	TOWELS	45.29
05/13/2011	1043720781	E 101-45200-402	Janitorial Service	SHOP TOWELS	75.82
05/27/2011	1043730287	E 101-43100-402	Janitorial Service	SHOP TOWELS	47.60
					<u>\$214.00</u>

**GOPHER STATE ONE-CALL**

06/01/2011	13824	E 601-49440-442	Gopher State	MAY 2011 TICKETS	37.70
06/01/2011	13824	E 602-49490-442	Gopher State	MAY 2011 TICKETS	37.70
					<u>\$75.40</u>

**GRAINGER, INC.**

05/18/2011	9541056439	E 101-41940-401	Repairs/Maint Buildings	TOILET SEAT - EXIT SIGN	27.66
05/18/2011	9541056439	E 601-49440-401	Repairs/Maint Buildings	TOILET SEAT - EXIT SIGN	79.26
					<u>\$106.92</u>

**GRANITE CITY JOBBING CO.**

05/17/2011	681966	E 609-49750-210	Operating Supplies		82.20
05/17/2011	681966	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
05/17/2011	681966	E 609-49751-254	Miscellaneous Merchandise		10.68

05/17/2011	681966	E 609-49751-256	Tobacco Products For Resale		561.16
05/17/2011	681966	G 101-20810	Sales Tax Payable		(0.78)
05/24/2011	682726	E 609-49751-206	Freight and Fuel Charges		4.25
05/24/2011	682726	E 609-49751-254	Miscellaneous Merchandise		46.17
05/24/2011	682726	E 609-49751-256	Tobacco Products For Resale		623.49
					\$1,331.42

**HAWKINS, INC.**

05/11/2011	3221686	E 602-49490-216	Chemicals and Chem Products	CHLORIDE	2,916.20
05/17/2011	3223434	E 601-49440-216	Chemicals and Chem Products	LPC-31	535.22
					\$3,451.42

**JJ TAYLOR DISTRIBUTING**

05/18/2011	1538602	E 609-49751-206	Freight and Fuel Charges		3.00
05/18/2011	1538602	E 609-49751-252	Beer For Resale		162.95
					\$165.95

**JOHNSON BROS WHLSE LIQUOR**

05/13/2011	497043	E 609-49751-251	Liquor For Resale		(2.98)
05/13/2011	497044	E 609-49751-251	Liquor For Resale		(15.67)
05/13/2011	497045	E 609-49751-251	Liquor For Resale		(10.00)
05/13/2011	497046	E 609-49751-253	Wine For Resale		(25.63)
05/13/2011	497047	E 609-49751-251	Liquor For Resale		(31.58)
05/13/2011	497048	E 609-49751-206	Freight and Fuel Charges		(1.47)
05/13/2011	497048	E 609-49751-253	Wine For Resale		(70.34)
05/18/2011	1058501	E 609-49751-206	Freight and Fuel Charges		20.83
05/18/2011	1058501	E 609-49751-251	Liquor For Resale		1,343.38
05/18/2011	1058502	E 609-49751-206	Freight and Fuel Charges		26.46
05/18/2011	1058502	E 609-49751-253	Wine For Resale		757.05
05/25/2011	1063068	E 609-49751-206	Freight and Fuel Charges		230.06
05/25/2011	1063068	E 609-49751-251	Liquor For Resale		15,127.68
05/25/2011	1063069	E 609-49751-206	Freight and Fuel Charges		14.70
05/25/2011	1063069	E 609-49751-253	Wine For Resale		398.25
05/25/2011	498062	E 609-49751-251	Liquor For Resale	CREDIT	(11.14)
05/27/2011	498225	E 609-49751-206	Freight and Fuel Charges	CREDIT	(1.47)
05/27/2011	498225	E 609-49751-253	Wine For Resale	CREDIT	(30.30)
					\$17,717.83

**KIMS KLEANING**

05/30/2011	1785	E 101-41940-402	Janitorial Service	CLEANING	240.48
05/30/2011	1786	E 101-45000-402	Janitorial Service	CLEANING	53.44
05/30/2011	1787	E 602-49490-402	Janitorial Service	CLEANING	160.32
05/30/2011	1788	E 601-49440-402	Janitorial Service	CLEANING	160.32
05/30/2011	1789	E 101-42110-402	Janitorial Service	CLEANING	400.80
05/30/2011	1790	E 101-42210-402	Janitorial Service	CLEANING	128.26
05/30/2011	1791	E 101-45200-402	Janitorial Service	CLEANING	53.44
					\$1,197.06

**LAW ENFORCEMENT LABOR SVCS.**

05/23/2011	052311	G 101-21707	Union Dues	POLICE UNION DUES JUNE 2011	323.82
					\$323.82

**LEHNE'S SERVICE, INC.**

05/26/2011	13992	E 101-43210-439	Recycling Days	RECYCLING	330.50
					<u>330.50</u>
<b>LMC INSURANCE TRUST</b>					
05/11/2011	11066293	E 101-43100-360	Insurance	ANTHONY SCHMID	500.00
					<u>500.00</u>
<b>MCDONALD DIST CO.</b>					
05/12/2011	272022	E 609-49751-206	Freight and Fuel Charges		3.00
05/12/2011	272022	E 609-49751-252	Beer For Resale		9,489.65
05/17/2011	272380	E 609-49751-252	Beer For Resale		1,540.50
05/19/2011	272645	E 609-49751-206	Freight and Fuel Charges		3.00
05/19/2011	272645	E 609-49751-252	Beer For Resale		6,304.40
					<u>\$17,340.55</u>
<b>MCFOA</b>					
05/10/2011	051011	E 101-41400-208	Training and Instruction	MCFOA MEMBERSHIP FEE	35.00
					<u>35.00</u>
<b>MED-COMPASS, INC.</b>					
04/25/2011	17591	E 101-41940-441	Miscellaneous	HEARING TESTS	70.30
04/25/2011	17591	E 101-42110-441	Miscellaneous	HEARING TESTS	70.30
04/25/2011	17591	E 101-43100-208	Training and Instruction	HEARING TESTS	58.60
04/25/2011	17591	E 101-45200-208	Training and Instruction	HEARING TESTS	58.60
04/25/2011	17591	E 601-49440-208	Training and Instruction	HEARING TESTS	58.60
04/25/2011	17591	E 602-49490-208	Training and Instruction	HEARING TESTS	58.60
04/25/2011	17592	E 601-49440-208	Training and Instruction	EXAM + TESTING	280.00
05/09/2011	17649	E 601-49440-208	Training and Instruction	QUANTITIVE TESTING	82.50
					<u>\$737.50</u>
<b>METRO FIRE</b>					
05/25/2011	41151	E 602-49490-217	Other Operating Supplies	HOSES	611.67
					<u>\$611.67</u>
<b>METRO SALES, INC.</b>					
05/12/2011	408645	E 101-41400-240	Office Equip	COPIER 02/14/11 - 05/11/11	547.55
05/12/2011	408645	E 101-42110-200	Office Supplies	COPIER 02/14/11 - 05/11/11	7.82
05/12/2011	408645	E 101-43100-200	Office Supplies	COPIER 02/14/11 - 05/11/11	10.30
05/12/2011	408645	E 101-45200-200	Office Supplies	COPIER 02/14/11 - 05/11/11	10.30
05/12/2011	408645	E 601-49440-200	Office Supplies	COPIER 02/14/11 - 05/11/11	8.05
05/12/2011	408645	E 602-49490-200	Office Supplies	COPIER 02/14/11 - 05/11/11	8.04
05/12/2011	408645	E 609-49750-200	Office Supplies	COPIER 02/14/11 - 05/11/11	2.50
					<u>\$594.56</u>
<b>MINNESOTA CITY/COUNTY MGT ASSO</b>					
05/01/2011	053111	E 101-41400-433	Dues and Subscriptions	DUES 05/01/11 - 04/30/11	126.62
					<u>\$126.62</u>
<b>MN NCPERS LIFE INSURANCE</b>					
05/20/2011	7334611	G 101-21710	Other Deductions	JUNE INSURANCE	48.00
					<u>\$48.00</u>
<b>MORRIES BUFFALO FORD/MERCURY</b>					
04/04/2011	83933	E 101-43100-221	Vehicle Repair & Maintenance	SEAL	4.28
04/04/2011	83933	E 101-45200-221	Vehicle Repair & Maintenance	SEAL	4.29

					\$8.57
<b>MOST DEPENDABLE FOUNTAINS, INC</b>					
05/23/2011	22198	E 101-45200-229	Project Repair & Maintenance	HOSE-STRAINER-TEE	161.00
					\$161.00
<b>MY ALARM CENTER</b>					
05/01/2011	62658	E 609-49750-445	Security	MONITORING 5/1/11 - 5/31/11	13.42
					\$13.42
<b>NORTH ANOKA PLUMBING</b>					
05/12/2011	6963	E 101-45200-401	Repairs/Maint Buildings	CONCESSION STAND	115.75
05/24/2011	7005	E 101-42210-401	Repairs/Maint Buildings	SEVEN RPZ TESTS	99.28
05/24/2011	7005	E 601-49440-401	Repairs/Maint Buildings	SEVEN RPZ TESTS	496.44
05/24/2011	7005	E 602-49490-401	Repairs/Maint Buildings	SEVEN RPZ TESTS	99.28
					\$810.75
<b>NORTH METRO TREE SERVICE INC.</b>					
05/21/2011	052111	E 101-43210-439	Recycling Days	TREWORK	1,976.65
05/21/2011	052111	E 101-45200-311	Contract	TREWORK	9,445.62
					\$11,422.27
<b>NORTH SUBURBAN REG MUTUAL AID</b>					
04/23/2011	37	E 101-42210-433	Dues and Subscriptions	MEMBERSHIP	150.00
					\$150.00
<b>NORTHWEST ASSOC. CONSULTANTS</b>					
06/01/2011	19793	E 101-41910-311	Contract	MAY 2011 TECHNICAL ASST	4,250.65
					\$4,250.65
<b>OLSON POWER AND EQUIPMENT, INC</b>					
05/12/2011	70008	E 101-45200-218	Equipment Repair & Maintenance	BAFFLE RUBBER, FLAN BOLT	81.43
					\$81.43
<b>PAUSTIS &amp; SONS</b>					
05/16/2011	8304922-IN	E 609-49751-206	Freight and Fuel Charges		5.25
05/16/2011	8304922-IN	E 609-49751-253	Wine For Resale		377.94
05/20/2011	8305655-CM	E 609-49751-253	Wine For Resale		(22.49)
					\$360.70
<b>PHILLIPS WINE &amp; SPIRITS CO.</b>					
05/12/2011	3459121	E 609-49751-206	Freight and Fuel Charges		(1.47)
05/12/2011	3459121	E 609-49751-253	Wine For Resale		(80.00)
05/18/2011	2070547	E 609-49751-206	Freight and Fuel Charges		7.60
05/18/2011	2070547	E 609-49751-251	Liquor For Resale		585.99
05/18/2011	2070548	E 609-49751-206	Freight and Fuel Charges		13.23
05/18/2011	2070548	E 609-49751-253	Wine For Resale		643.50
05/25/2011	2073785	E 609-49751-206	Freight and Fuel Charges		4.41
05/25/2011	2073785	E 609-49751-251	Liquor For Resale		354.99
05/25/2011	2073786	E 609-49751-206	Freight and Fuel Charges		1.47
05/25/2011	2073786	E 609-49751-253	Wine For Resale		80.00
05/25/2011	2073787	E 609-49751-206	Freight and Fuel Charges		1.47
05/25/2011	2073787	E 609-49751-255	N/A Products		56.00
					\$1,667.19
<b>PINNACLE ENGINEERING, INC.</b>					

04/30/2011	36643	E 602-49490-313	Sample Testing	APRIL SAMPLING EVENT	647.62
					<u>\$647.62</u>
<b>POSTMASTER - ST. FRANCIS</b>					
06/02/2011		E 101-41400-322	Postage	POSTAGE NEWSLETTER	574.82
					<u>\$574.82</u>
<b>PRINTING UNLIMITED</b>					
05/10/2011	5834	E 101-41400-200	Office Supplies	LETTERHEAD	59.00
05/10/2011	5834	E 101-42110-200	Office Supplies	LETTERHEAD	19.67
05/10/2011	5834	E 101-42210-200	Office Supplies	LETTERHEAD	19.67
05/10/2011	5834	E 101-43100-200	Office Supplies	LETTERHEAD	19.66
05/10/2011	5834	E 101-45200-200	Office Supplies	LETTERHEAD	19.66
05/10/2011	5834	E 601-49440-200	Office Supplies	LETTERHEAD	19.66
05/10/2011	5834	E 602-49490-200	Office Supplies	LETTERHEAD	19.67
05/10/2011	5834	E 609-49750-200	Office Supplies	LETTERHEAD	19.66
05/20/2011	5857	E 101-41110-441	Miscellaneous	BUSINESS CARDS J. TVEIT	22.44
					<u>\$219.09</u>
<b>Q3 CONTRACTING</b>					
04/30/2011	049678	E 101-43100-406	Asphalt Repair & Maint	ROAD SUBJECT TO FLOODING	121.84
					<u>\$121.84</u>
<b>QUALITY WINE &amp; SPIRITS</b>					
05/18/2011	459420-00	E 609-49751-206	Freight and Fuel Charges		34.50
05/18/2011	459420-00	E 609-49751-251	Liquor For Resale		1,297.40
05/18/2011	459420-00	E 609-49751-253	Wine For Resale		209.00
05/24/2011	461074-00	E 609-49751-251	Liquor For Resale	CREDIT	(37.04)
05/25/2011	462356-00	E 609-49751-206	Freight and Fuel Charges		9.20
05/25/2011	462356-00	E 609-49751-251	Liquor For Resale		350.25
					<u>\$1,863.31</u>
<b>QUILL CORPORATION</b>					
05/12/2011	4250201	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	19.19
05/16/2011	4301496	E 101-41400-200	Office Supplies	SOAP	16.15
05/23/2011	4443162	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	157.82
05/25/2011	4503232	E 230-49990-441	Miscellaneous	COVERS	32.87
					<u>\$226.03</u>
<b>QWEST</b>					
05/07/2011	1049.0411	E 601-49440-321	Telephone	MONTHLY SERVICE 5/7 - 6/6	162.16
					<u>\$162.16</u>
<b>RJM DISTRIBUTING INC.</b>					
05/17/2011	12832	E 609-49751-252	Beer For Resale		387.45
					<u>\$387.45</u>
<b>SCHARBER &amp; SONS</b>					
05/25/2011	1073491	E 101-45200-218	Equipment Repair & Maintenance	BELT FOR BELOS	55.58
					<u>\$55.58</u>
<b>SKINNER, MARLINE</b>					
05/27/2011	052711	E 101-42700-311	Contract	CONTRACT	500.00
					<u>\$500.00</u>
<b>SOUTHERN WINE &amp; SPIRITS OF MN</b>					

05/25/2011	1494752	E 609-49751-206	Freight and Fuel Charges		2.50
05/25/2011	1494752	E 609-49751-253	Wine For Resale		128.00
					<hr/>
					\$130.50

**ST. FRANCIS TRUE VALUE HARDWAR**

04/01/2011	16256	E 602-49490-217	Other Operating Supplies	SUPPLIES	8.53
04/04/2011	16602	E 601-49440-233	Water Treatment Plant Maint	SUPPLIES	2.02
04/05/2011	16396	E 601-49440-217	Other Operating Supplies	SUPPLIES	12.16
04/06/2011	16619	E 601-49440-217	Other Operating Supplies	HYDRANT LOCK PAINT	12.16
04/12/2011	16671	E 601-49440-217	Other Operating Supplies	WATER TOWER	11.14
04/13/2011	16693	E 601-49440-233	Water Treatment Plant Maint	WATER PLANT	62.84
04/14/2011	16699	E 101-45200-217	Other Operating Supplies	PUBLIC WORKS	1.19
04/14/2011	16754	E 101-43100-217	Other Operating Supplies	SUPPLIES	65.08
04/19/2011	16787	E 101-43100-401	Repairs/Maint Buildings	SHOP	6.73
04/19/2011	16787	E 101-45200-401	Repairs/Maint Buildings	SHOP	6.73
04/19/2011	16787	E 601-49440-401	Repairs/Maint Buildings	SHOP	6.72
04/19/2011	16787	E 602-49490-401	Repairs/Maint Buildings	SHOP	6.72
04/20/2011	16712	E 101-43100-217	Other Operating Supplies	SUPPLIES	15.20
04/20/2011	16712	E 101-45200-217	Other Operating Supplies	SUPPLIES	15.20
04/21/2011	16794	E 101-43100-217	Other Operating Supplies	SUPPLIES	5.64
04/21/2011	16796	E 101-43100-217	Other Operating Supplies	SUPPLIES	10.14
04/22/2011	16725	E 101-45200-217	Other Operating Supplies	BENCHES	50.57
04/22/2011	16732	E 602-49490-217	Other Operating Supplies	BOOM TRUCK	8.10
04/28/2011	16816	E 101-45200-217	Other Operating Supplies	PARKS	10.09
04/29/2011	16825	E 101-45200-217	Other Operating Supplies	PARKS	24.30
04/29/2011	16826	E 602-49490-217	Other Operating Supplies	METRO TEL	32.45
					<hr/>
					\$373.71

**THE AMERICAN BOTTLING COMPANY**

05/13/2011	24499066984	E 609-49751-254	Miscellaneous Merchandise		127.68
					<hr/>
					\$127.68

**THOMPSON, DAN**

05/24/2011	052411	R 225-34730	Park Rental Fees	REFUND COMM PARK RENTAL F	25.00
					<hr/>
					\$25.00

**TOTAL CONTROL SYSTEMS, INC.**

05/23/2011	5584	E 601-49440-233	Water Treatment Plant Maint	WATER LOADOUT VAVLE	399.13
05/24/2011	5590	E 602-49451-229	Project Repair & Maintenance	BRIDGE ST SLS	2,381.41
					<hr/>
					\$2,780.54

**U S CABLE**

05/31/2011	052511	E 101-41940-321	Telephone	JUNE 2011	69.95
05/31/2011	052511	E 601-49440-321	Telephone	JUNE 2011	34.97
05/31/2011	052511	E 601-49440-321	Telephone	JUNE 2011	69.95
05/31/2011	052511	E 601-49440-321	Telephone	JUNE 2011	69.95
05/31/2011	052511	E 602-49490-321	Telephone	JUNE 2011	34.98
05/31/2011	052511	E 609-49750-321	Telephone	JUNE 2011	69.95
					<hr/>
					\$349.75

**UTILITY TRUCK SERVICES**

05/23/2011	0031833	E 602-49490-221	Vehicle Repair & Maintenance	ANNUAL TESTING	318.00
					<hr/>
					\$318.00

**VINOCOPIA, INC.**

05/20/2011	0039613-IN	E 609-49751-206	Freight and Fuel Charges		18.00
05/20/2011	0039613-IN	E 609-49751-251	Liquor For Resale		315.00
05/20/2011	0039613-IN	E 609-49751-253	Wine For Resale		440.00
					\$773.00

**WATER LABORATORIES INC.**

05/11/2011	11E-149	E 601-49440-313	Sample Testing	TEST	85.00
					\$85.00

**WIRTZ BEVERAGE MN**

05/19/2011	574530	E 609-49751-206	Freight and Fuel Charges		4.35
05/19/2011	574530	E 609-49751-251	Liquor For Resale		320.28
05/19/2011	575019	E 609-49751-206	Freight and Fuel Charges		13.05
05/19/2011	575019	E 609-49751-251	Liquor For Resale		1,026.83
05/19/2011	575019	E 609-49751-253	Wine For Resale		147.90
05/19/2011	575019	E 609-49751-254	Miscellaneous Merchandise		33.38
05/26/2011	577761	E 609-49751-206	Freight and Fuel Charges		1.45
05/26/2011	577761	E 609-49751-251	Liquor For Resale		134.96
05/26/2011	578244	E 609-49751-206	Freight and Fuel Charges		5.80
05/26/2011	578244	E 609-49751-251	Liquor For Resale		492.26
05/26/2011	578244	E 609-49751-253	Wine For Resale		47.95
					\$2,228.21

\$158,000.35FUND SUMMARY

101 GENERAL FUND	\$38,400.44
225 PARK FUND	\$25.00
226 PEDERSON PATH FUND	\$15,777.50
230 PIONEER DAYS	\$190.15
507 IVYWOOD ST & 230TH LANE	\$247.50
601 WATER FUND	\$10,560.64
602 SEWER FUND	\$20,159.55
609 MUNICIPAL LIQUOR FUND	\$72,414.57
803 ESCROW	\$225.00
Total	158,000.35

CITY OF ST. FRANCIS  
6/6/2011

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>
05/17/11	U.S. Treasurer	Federal Payroll Tax	1,053.12
05/17/11	MN State Treasurer	State Payroll Tax	104.60
05/14/11	MN Dept of Revenue	Sales Tax	15,659.00
05/26/11	U.S. Treasurer	Federal Payroll Tax	15,308.68
05/26/11	P.E.R.A.	P.E.R.A.	12,040.18
05/26/11	ING	Deferred Comp	770.00
05/26/11	ICMA	Deferred Comp	790.00
05/26/11	MN State Treasurer	State Payroll Tax	3,471.92
	TOTAL		<u>49,197.50</u>

CITY OF ST. FRANCIS  
PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN that the St. Francis City Council will be conducting a Public Hearing on June 6, 2011 at 6:00 pm or shortly thereafter. The Public Hearing will be conducted at the Independent School District #15 Offices located at 4115 Ambassador Blvd. St. Francis, MN 55070.

The purpose of the Public Hearing is to consider the proposed amendments to the current City Charter.

All interested parties are encouraged to attend the Public Hearing. Verbal and written testimony regarding the request will be accepted during the Hearing. A copy of the proposed amendments to the City Charter may be obtained by contacting the City of St. Francis, 23340 Cree St. NW 55070 or by calling 763-753-2630.

Barbara I. Held  
City Clerk

RICHARD A. MERRILL  
DARRELL A. JENSEN  
JEFFREY S. JOHNSON  
RUSSELL H. CROWDER  
JON P. ERICKSON  
THOMAS P. MALONE  
MICHAEL F. HURLEY  
DOUGLAS G. SAUTER  
HERMAN L. TALLE  
CHARLES M. SEYKORA  
DANIEL D. GANTER, JR.  
BEVERLY K. DODGE  
JAMES D. HOEFT  
\*JOAN M. QUADE  
\*JOHN T. BUCHMAN

\* Also Licensed in Wisconsin

# BGS

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ELIZABETH A. SCHADING  
WILLIAM F. HUEFNER  
BRADLEY A. KLETSCHER  
DOUGLAS J. DEHN  
KRISTI R. RILEY  
WILLIAM D. SIEGEL  
TIMOTHY D. ERB  
KAREN K. KURTH  
ANGELA M. SAMEC  
SUSAN E. SHEELY  
ADRIEL B. VILLARREAL  
KIP R. PETERSON  
THOMAS J. KETTLESON  
KRISTIN N. BLENKUSH  
TAMMY J. SCHEMMELE  
SUSAN E. TEGT

## MEMORANDUM

TO: St. Francis Charter Commission, City Administrator  
FROM: Scott Lepak, City Attorney  
RE: Draft of Language Changes recommended by Charter Commission  
DATED: April 29, 2011

At the April 27, 2011 Charter Commission Meeting, the Charter Commission asked me to draft the changes to the Charter discussed by the Commission along with its recommendations for changing the City Code:

### Charter language:

The language changes proposed by the Charter Commission are as follows:

1. Section 7.16. The Charter Commission would like to change the submission date of the capital improvement plan (CIP) from June 1 to July 1 to better fit budgeting processes. This is accomplished by the following:

**Section 7.16. Capital Improvement Program.** The Council shall direct the preparation and submission to it of a recommended five year capital improvement program no later than ~~June~~ July first (1<sup>st</sup>) of each year. The capital improvement program shall include a list of all capital improvements proposed to be undertaken during the next five (5) fiscal years, with appropriate supporting information as to the necessity for such improvements; cost estimates, method of financing and recommended time schedules for each such improvement; and the estimated annual cost of operating and maintaining the facilities to be constructed or acquired. This information shall be revised and extended each year for capital improvements still pending or in process. The Council shall hold a Public Hearing on the capital improvement program and adopt it with or without amendment no later than August fifteenth (15<sup>th</sup>).

2. Chapter 5. The Charter Commission is seeking to incorporate primary elections into the election process. In order to meet the statutory requirements of this change, the City Council will be required to act on this language by ordinance or resolution, no later than April 15 in the year when the election is to be held. See Minnesota Statute Sec. 205.065. It is anticipated that this will be effective for the 2012 elections. Pursuant to Minnesota Statute Sec. 205.065, subd. 4, a primary election may or may not occur depending upon the number of candidates that have

filed as a candidate for the particular office at issue and thus flexibility allowing for operation at a primary or a general election is needed. Other changes to the Charter regarding when the affidavit of candidacy is required to be filed must also be modified if a primary election is adopted. Minnesota Statute Sec. 205.13, subd. 1a.

Section 5.01. Amend the language as follows:

Subdivision 2. Filing and Nomination. Not more than twelve (12) nor less than ten (10) weeks before the date of the primary election, an individual who is eligible and desires to have his name placed on the official ballot as a candidate for an office to be voted for at the primary election or general election, depending upon the number of candidates that actually file for each office, shall file his affidavit of candidacy with the City Clerk. The City Clerk shall also accept an application signed by not less than five (5) voters and filed on behalf of an eligible person whom they desire to be a candidate, if service of a copy of the application has been made on the candidate and proof of service is endorsed on the application being filed. Upon receipt of a filing fee in the amount of five dollars (\$5.00) the City Clerk shall place the name of the candidate on the official ballot without partisan designation.

Subdivision 3. Notice. At least two (2) weeks before the first day to file affidavits or applications of candidacy, and at least two (2) weeks prior to each primary election, general election, and special election, the City Clerk shall publish and post in the Clerk's office a notice thereof.

Subdivision 7. Primary Elections. Primary elections shall be held on the same date as prescribed by the Minnesota Statutes, which establishes the statewide primary election date. The primary election shall be for the selection of two nominees for each elective office at the regular municipal election, unless two nominees or fewer file for each elective office. In the event two nominees or fewer file for an elective office, the names of such nominees shall be placed on the municipal general election ballot as the nominee for that office and no primary election shall be held for such elective office.

Code Recommendations

The Charter Commission also recommends that the City Code be amended to change the references from City Clerk/Treasurer to City Clerk throughout the City Code and incorporate the Finance Department in Chapter 2, Section 5 Section 4.02. This change is intended to recognize that this is how the City is currently operating and how it has been set up and operating in practice for a number of years.

**2-5-2: CITY CLERK/TREASURER.**

- A. Pursuant to the authority granted by Laws the Department of City Clerk is hereby recognized as currently in existence and continued. 1961, Chapter 230, the offices of Clerk and Treasurer in the City of St. Francis, Anoka County, Minnesota, and hereby combined in the office of the Clerk/Treasurer.
- B. Beginning with the year in which this ordinance becomes effective and each year thereafter, there shall be an audit of the City's financial affairs by the Public Examiner or a Public Accountant in accordance with minimum auditing procedures prescribed by the Public Examiner.
- C. ~~This ordinance is effective at the expiration of the term of the incumbent treasurer or when an earlier vacancy occurs.~~

...

**2-5-9: FINANCE.** A Finance Department is hereby recognized as currently in existence and continued. This Department shall perform the duties of City Treasurer as established in Statute. The Head of the Finance Department shall be the Finance Director.

528826\_1

ORDINANCE 154, SECOND SERIES

CITY OF ST. FRANCIS  
ANOKA COUNTY  
STATE OF MINNESOTA

AN ORDINANCE AMENDING AND RESTATING THE CITY OF ST. FRANCIS HOME RULE  
CHARTER.

THE CITY OF ST. FRANCIS ORDAINS:

The language changes proposed by the Charter Commission are as follows:

1. Section 7.16. The Charter Commission would like to change the submission date of the capital improvement plan (CIP) from June 1 to July 1 to better fit budgeting processes. This is accomplished by the following:

Section 7.16. Capital Improvement Program. The Council shall direct the preparation and submission to it of a recommended five year capital improvement program no later than ~~June~~ July first (1st ) of each year. The capital improvement program shall include a list of all capital improvements proposed to be undertaken during the next five (5) fiscal years, with appropriate supporting information as to the necessity for such improvements; cost estimates, method of financing and recommended time schedules for each such improvement; and the estimated annual cost of operating and maintaining the facilities to be constructed or acquired. This information shall be revised and extended each year for capital improvements still pending or in process. The Council shall hold a Public Hearing on the capital improvement program and adopt it with or without amendment no later than August fifteenth (15th).

2. Chapter 5. The Charter Commission is seeking to incorporate primary elections into the election process. In order to meet the statutory requirements of this change, the City Council will be required to act on this language by ordinance or resolution, no later than April 15 in the year when the election is to be held. See Minnesota Statute Sec. 205.065. It is anticipated that this will be effective for the 2012 elections. Pursuant to Minnesota Statute Sec. 205.065, subd. 4, a primary election may or may not occur depending upon the number of candidates that have filed as a candidate for the particular office at issue and thus flexibility allowing for operation at a primary or a general election is needed. Other changes to the Charter regarding when the affidavit of candidacy is required to be filed must also be modified if a primary election is adopted. Minnesota Statute Sec. 205.13, subd. 1a.

Section 5.01. Amend the language as follows:

Subdivision 2. Filing and Nomination. Not more than twelve (12) nor less than ten (10) weeks before the date of the primary election, an individual who is eligible and desires to have his name placed on the official ballot as a candidate for an office to be voted for at the primary election or general election, depending upon the number of candidates that actually file for each office, shall file his affidavit of candidacy with the City Clerk. The City Clerk shall also accept an application signed by not less than five (5) voters and filed on behalf of an eligible person whom they desire to be a candidate, if service of a copy of the application has been made on the candidate and proof of service is endorsed on the application being filed. Upon receipt of a filing fee in the amount of five dollars (\$5.00) the City Clerk shall place the name of the candidate on the official ballot without partisan designation.

Subdivision 3. Notice. At least two (2) weeks before the first day to file affidavits or applications of candidacy, and at least two (2) weeks prior to each primary election, general election, and special election, the City Clerk shall publish and post in the Clerk's office a notice thereof.

Subdivision 7. Primary Elections. Primary elections shall be held on the same date as prescribed by the Minnesota Statutes, which establishes the statewide primary election date. The primary election shall be for the selection of two nominees for each elective office at the regular municipal election, unless two nominees or fewer file for each elective office. In the event two nominees or fewer file for an elective office, the names of such nominees shall be placed on the municipal general election ballot as the nominee for that office and no primary election shall be held for such elective office.

Section 2. Effective Date.

This Ordinance shall take effect ninety (90) days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_.

APPROVED:

ATTEST;

\_\_\_\_\_  
Jerry Tveit, Mayor of St. Francis

\_\_\_\_\_  
Barbara I. Held, City Clerk

CITY OF ST. FRANCIS  
ST. FRANCIS MN  
ANOKA COUNTY

ORDINANCE 155, SECOND SERIES

AN ORDINANCE AMENDING SECTION 2-5-2 - CITY CLERK/TREASURER,  
VARIOUS SECTIONS OF THE CITY CODE AND ADDING SECTION 2-5-9 -  
FINANCE

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That Section 2-5-2 entitled "CITY CLERK/TREASURER" shall hereby be amended to read as follows:

**2-5-2: CITY CLERK/TREASURER.**

- A. Pursuant to the authority granted by Laws of the State of Minnesota, the Department of City Clerk is hereby recognized as currently in existence and continued. 1961, Chapter 230, the offices of Clerk and Treasurer in the City of St. Francis, Anoka County, Minnesota, and hereby combined in the office of the Clerk/Treasurer.
- B. Beginning with the year in which this ordinance becomes effective and each year thereafter, there shall be an audit of the City's financial affairs by the Public Examiner or a Public Accountant in accordance with minimum auditing procedures prescribed by the Public Examiner.
- C. ~~This ordinance is effective at the expiration of the term of the incumbent treasurer or when an earlier vacancy occurs.~~

Section 2. Code Amended. That all existing references to "City Clerk/Treasurer" in the St. Francis City Code remove the reference to "/Treasurer" and that the title be amended to "City Clerk".

Section 3. Code Adopted. That Section 2-5-9 entitled "FINANCE" shall hereby be enacted to read as follows:

**2-5-9: FINANCE.** A Finance Department is hereby recognized as currently in existence and continued. This Department shall perform the duties of City Treasurer as established in Statute. The Head of the Finance Department shall be the Finance Director.

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

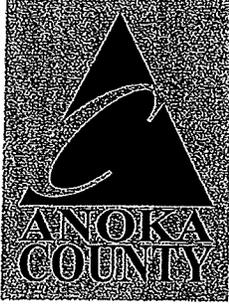
PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS  
\_\_\_\_ DAY OF \_\_\_\_\_, 2011.

APPROVED:

\_\_\_\_\_  
Jerry Tveit  
Mayor of St. Francis

ATTEST:

\_\_\_\_\_  
Barbara I. Held  
City Clerk

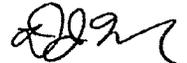


# COUNTY OF ANOKA

## OFFICE OF COUNTY ADMINISTRATION

GOVERNMENT CENTER  
2100 3RD AVENUE STE 700 • ANOKA, MN 55303-5024  
(763) 323-5742

May 17, 2011

**MEMO TO:** Robyn West, Chair Intergovernmental Committee  
**FROM:** David J. Minke, Project Manager   
**SUBJECT:** Resolution of Support for the City, County, School District Collaboration Project

### Background

"Innovation", "redesign", "process improvement" and "collaboration" are words we have heard with increasing frequency. As local government officials you are faced with fewer and fewer options for quality service delivery in a time of decreasing fiscal capacity.

Chief Administrative Officers across Anoka County have been leading the way on better relations for improved collaboration and service delivery. For over a year they have been involved in a collaborative effort with their peers from other local units of government in Anoka County.

This collaboration project was discussed at the Local Government Officials Meeting in January and March 2011. One of the outcomes from the March meeting was to have each unit of government adopt a resolution supporting the process and directing staff to continue to work on the project. The most important ingredient to any successful collaboration project is leadership. Formal adoption of a resolution is one way that the County Board can display leadership and empower staff to generate ideas and solutions by working with neighboring jurisdictions.

Attached are two resolutions. The first is a resolution for Anoka County to consider, that commits the county's support for the project. Also attached is a model resolution for distribution to the various units of government in the county for their consideration. The model resolution provides optional language for the local units of government to consider.

An invitation was sent to all the units of government seeking input for the proposed resolution. Three city administrators, along with county staff, volunteered to help write the attached draft resolutions.

### Requested Action

Review and recommend the attached resolution to the full board for approval. After approval it will be distributed to all of the local units of government for them to consider a similar resolution.

## PROPOSED COUNTY RESOLUTION

Resolution # 2011-1008

### RESOLUTION SUPPORTING THE COOPERATION AND COLLABORATION OF LOCAL GOVERNMENTS IN ANOKA COUNTY AND PROMOTING THE GREATER EFFICIENCY IN THE USE OF PUBLIC RESOURCES

WHEREAS, the county, cities, and school districts in Anoka County have been meeting to explore and improve the cooperation and collaboration between the local units of government; and,

WHEREAS, the local units of government in Anoka County have a history of working together to reduce costs and provide efficient services; and,

WHEREAS, the economic, social, and civic environments continue to change requiring local units of government to develop new methods of service delivery; and,

WHEREAS, the changes in the roles and working relationships of elected officials, staff, and constituents, the evolution of the services to be delivered, and the degree and accountability of authority require vision-driven leadership; and,

WHEREAS, we must lead through an uncertain financial future, unstable economic conditions, undesirable financial trends, unfamiliar budget practices, changing organizational models, worried employees, and a concerned population:

NOW, THEREFORE, BE IT RESOLVED that (insert name of jurisdiction) embraces the concept of cooperation and collaboration to promote greater efficiency in the use of public resources and is committed to exploring opportunities.

BE IT FURTHER RESOLVED that Anoka County supports the efforts of the City, County, and School Collaboration Project and endorses the five principal focus areas:

1. Trust and Information Sharing: Establishing an environment of trust among the cities, county, and school districts, and developing better working relationships and providing more cost-effective public services.
2. Service Sharing: Facilitating efficient and cost-effective sharing of services, facilities, and other resources.
3. Fiber and Technology: Maximizing the use of fiber and shared technology to support public services.
4. Economic Development: Promoting a business-friendly environment that expands and retains a dynamic range of business and industry within our communities.
5. Citizen Communication: Developing effective, consistent, and ongoing communication networks with citizens, businesses, and other stakeholders.

BE IT FURTHER RESOLVED that the County Administrator shall lead and direct staff to work with other units of government to implement this project and keep the County Board of Commissioners informed and engaged in the process.

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

**RESOLUTION 2011-13**

**A RESOLUTION OF THE CITY OF ST. FRANCIS SUPPORTING THE CONCEPT OF  
COOPERATION AND COLLABORATION TO PROMOTING GREATER EFFICIENCY  
IN THE USE OF PUBLIC RESOURCES**

WHEREAS, the county, cities, and school districts in Anoka County have been meeting to explore and improve the cooperation and collaboration between the local units of government; and,

WHEREAS, the local units of government in Anoka County have a history of working together to reduce costs and provide efficient services; and,

WHEREAS, the economic, social, and civic environments continue to change requiring local units of government to develop new methods of service delivery; and,

WHEREAS, the changes in the roles and working relationships of elected officials, staff, and constituents, the evolution of the services to be delivered, and the degree and accountability of authority require vision-driven leadership; and,

WHEREAS, we must lead through an uncertain financial future, unstable economic conditions, undesirable financial trends, unfamiliar budget practices, changing organizational models, worried employees, and a concerned population:

NOW, THEREFORE, BE IT RESOLVED that (insert name of jurisdiction) embraces the concept of cooperation and collaboration to promote greater efficiency in the use of public resources and is committed to exploring opportunities.

BE IT FURTHER RESOLVED that (insert name of jurisdiction) support the efforts of the City, County, and School Collaboration Project and endorse the five principal focus areas:

1. Trust and Information Sharing: Establishing an environment of trust among the cities, county, and school districts, and developing better working relationships and providing more cost-effective public services.
2. Service Sharing: Facilitating efficient and cost-effective sharing of services, facilities, and other resources.
3. Fiber and Technology: Maximizing the use of fiber and shared technology to support public services.
4. Economic Development: Promoting a business-friendly environment that expands and retains a dynamic range of business and industry within our communities.
5. Citizen Communication: Developing effective, consistent, and ongoing communication networks with citizens, businesses, and other stakeholders.

(Suggested Optional paragraphs to consider)

BE IT FURTHER RESOLVED that the chief administrative officer shall lead and direct staff to work with other units of government to implement this project and keep the (insert name of elected body) informed and engaged in the process.

BE IT FURTHER RESOLVED THAT Staff of (insert city/county /school district name) at all levels are encouraged and directed to work with their and counterparts in other governmental units to identify opportunities for cooperation and consolidation and recommend these opportunities to their supervisors.

BE IT FURTHER RESOLVED THAT The managers and supervisors of this (city/county/school district) are hereby authorized to test opportunities for cooperation and consolidation of services and implement them where practical.

APPROVED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6<sup>th</sup> DAY OF JUNE, 2011.

APPROVED:

ATTEST:

\_\_\_\_\_  
Jerry Tveit, Mayor

\_\_\_\_\_  
Barbara I. Held, City Clerk

# Anoka County City, County, & School Collaboration Project

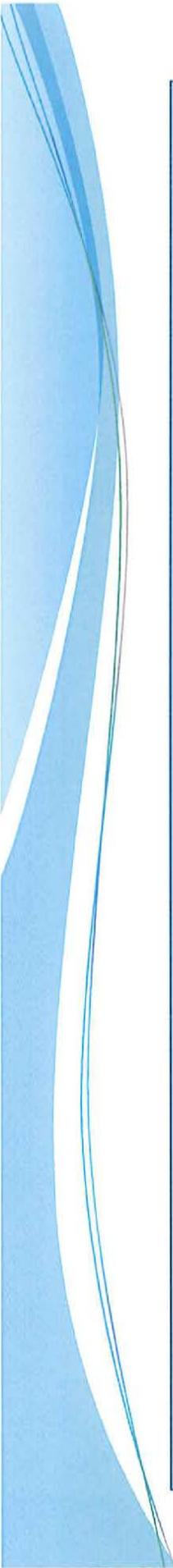
Anoka County Board of Commissioners

May 24, 2011



# Project Background

- Administrators, managers and superintendents meetings
- Identify current collaborations
- Identify impediments to collaboration
- Develop 5 focus topics
  - Trust and information sharing
  - Service sharing
  - Fiber and technology
  - Economic development
  - Citizen communication



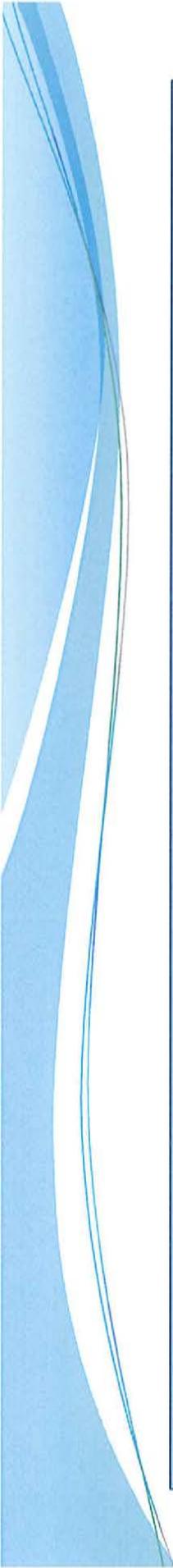
## Project Background (cont.)

- Local government officials meetings
  - Update elected leaders
  - Generate interest and support
  - Spur conversations among the elected officials



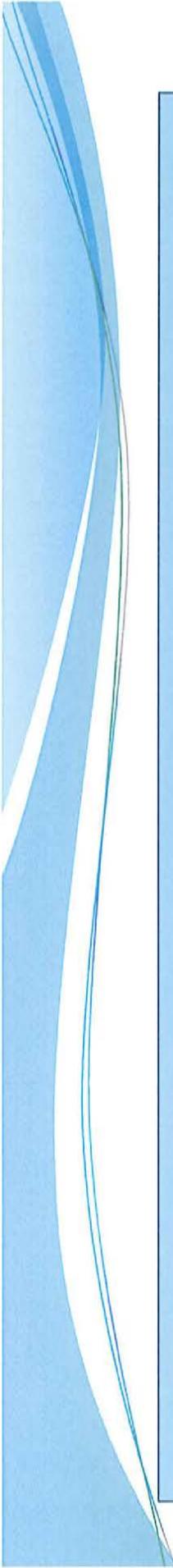
# Continuing Efforts

- Bush Foundation
- Focus topics
- Engage department-level staff
  - Elections
  - Fiber and technology



# Next Steps

- Resolution of support
- Direction to appointed officials
- Commitment of elected leaders
- Develop project champions



## Five “Discovery Skills” that Distinguish the Most Creative Executives

- **Associating**
  - Successfully connecting seemingly unrelated ideas.
- **Questioning**
  - Constantly ask questions that challenge common wisdom; ask why..., why not..., what if...
- **Observing**
  - Scrutinize common phenomena, particularly the behavior of potential customers.
- **Experimenting**
  - Try out new ideas and approaches.
- **Networking**
  - Find and test ideas through a network of diverse individuals.

Source: Jeffrey H. Dyer, Hal B. Gregersen, & Clayton M. Christensen, —The Innovator’s DNA, Harvard Business Review(December, 2009).

# Questions





# 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:** June 1, 2011  
**To:** Honorable Mayor Tveit and Members of the City Council  
City of St. Francis  
**From:** Jared Voge, P.E.  
City Engineer  
**Subject:** 2011 Seal Coating Improvements  
St. Francis, Minnesota  
BMI Project No: R13.103321

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On Thursday May 19, 2011 two bids were received on the above referenced project, they have been summarized in the table below:

Contractor	Bid Price
Pearson Bros., Inc. 11079 Lamont Avenue NE Hanover, MN 55341	\$132,019.00
Allied Blacktop Company 10503 89 <sup>th</sup> Avenue N Maple Grove, MN 55369	\$138,266.50

We have reviewed the bids and recommend that the City Council accept the bids and award the 2011 Seal Coating Improvements to Pearson Bros. of Hanover, MN.

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

JAV/jo



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### MEMORANDUM

To: Honorable Mayor Tveit  
Members of the City Council  
City of St. Francis

Date: May 31, 2011

From: *JAV* Jared Voge, P.E.  
City Engineer

Subject: 2011 Safe Routes to School  
St. Francis, Minnesota  
BMI Project No. R13.103553

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#### Introduction

The Minnesota Department of Transportation is currently soliciting Safe Routes to School applications for 2012-2013 projects. \$4,200,000 is available statewide. Applications are due January 15, 2012. The planning, design, and construction of proposed projects are eligible for funding with no local match required. However, the applicant must fund all project costs and will be reimbursed upon completion.

#### Background

The City of St. Francis will be constructing the Pederson Path Improvements along Pederson Drive during the 2011 construction season. Safety of school children crossing Trunk Highway 47 near Pederson Drive has been a concern of the St. Francis City Council and the St. Francis School District for a number of years. Due to these long standing concerns, City staff is seeking Council approval to proceed with a Safe Routes to School Grant Application. The application will consist of the installation of dynamic speed signs similar to those installed in other locations around the City, along TH 47 near the Pederson Drive intersection. The application will also include the installation of school speed zone signs to alert motorists of the school speed zone. Although the school speed zone has not been approved, we will be working with the Minnesota Department of Transportation for the establishment of a school speed zone. A resolution for the proposed Safe Routes to School application has been enclosed for your review and consideration.

#### Recommendation

A motion to adopt the enclosed Safe Routes to School Resolution and authorization for City staff to proceed with the Safe Routes to School Application.

#### Budget Impact

The anticipated cost associated with the Safe Routes to School Grant Application will not exceed \$3500. The costs associated with the dynamic speed signs and other signage associated with the Safe Routes to School application is unknown at this time.

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

JAV/jd  
Enclosure

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

**RESOLUTION 2011-14**

**AUTHORIZE SAFE ROUTES TO SCHOOL INFRASTRUCTURE GRANT  
APPLICATION TO THE MINNESOTA DEPARTMENT OF TRANSPORTATION**

**WHEREAS**, the St. Francis Elementary and Intermediate Schools are located along the east side of Minnesota Trunk Highway (TH) 47 in the City of St. Francis; and

**WHEREAS**, students living on the west side of TH 47 must cross the highway to access the elementary and intermediate schools when walking and/or biking to school; and

**WHEREAS**, TH 47 is a four-lane divided highway with a speed limit of 55 mph through the entire length of the City of St. Francis, including that section adjacent to the elementary and intermediate school properties; and

**WHEREAS**, travel speeds at/above the posted speed limit along TH 47 near the schools when children are present are a safety concern for the school district, city and parents of children walking and biking to school across TH 47 in this area; and

**WHEREAS**, there is not currently a posted school speed zone along TH 47 to slow traffic when children are present; and

**WHEREAS**, an estimated \$4,200,000 has been authorized for Minnesota's Safe Routes to School Program in the Federal Transportation bill, SAFETEA-LU, to improve conditions and quality of bicycling and walking to school; and

**WHEREAS**, the State of Minnesota Department of Transportation (Mn/DOT) is accepting grant applications for authorized funds; and

**WHEREAS**, the City of St. Francis has identified and supports the need to provide safe walking and bicycling routes for students to the local schools; and

**WHEREAS**, the proposed improvements identified in the City of St. Francis' Safe Routes to School Grant Program will work towards increasing safety for students to walk or bicycle to school; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of St. Francis as follows:

1. The City Council hereby supports the application to Mn/DOT for a Safe Routes to School Grant Application to establish driver speed feedback signs

and a school speed zone to slow traffic when children are present near the elementary and intermediate school properties on TH 47 between approximately 229<sup>th</sup> Avenue and Pederson Drive.

APPROVED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6<sup>th</sup> DAY OF JUNE, 2011.

APPROVED:

\_\_\_\_\_  
Mayor Jerry Tveit

**ATTEST:**

\_\_\_\_\_  
Barbara Held, City Clerk



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## Consulting Engineers & Surveyors

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### MEMORANDUM

**Date:** June 2, 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

---

We are currently working with the Minnesota Department of Transportation on the plan approval and project authorization processes associated with the project. The plans have been approved by MnDOT and have been presented to the Federal Highway Administration (FHWA) for authorization. We anticipate that authorization for the project will be granted the week of June 6, 2011. Provided the plans are authorized the week of June 6, 2011, a potential bid date of July 7, 2011 at 11:00 a.m. has been identified.

As a result of the Federal Funding associated with the project, the Federal Plan Development process is required to be followed. The Federal process is significantly different than the process for a standard City initiated project with City funding only. During the Federal Project process, the Federal Highway Administration and MnDOT dictate the project schedule. For example, preliminary plans were submitted to MnDOT for review and comment and routed to various divisions within MnDOT such as maintenance, permits, traffic, and right-of-way, etc. The standard MnDOT review timeline is approximately 4 weeks. The Minnesota Department of Transportation has been very good to work with through this process and turned the first review around in approximately 3 weeks. Subsequent review periods have ranged from one to two weeks in duration.

Given the anticipated bid date of July 7, 2011, bids are expected to be presented to Council for consideration of Award of Contract on July 18, 2011. Construction will begin in August, 2011.

If you have any questions, please call.

JAV/jd

*DESIGNING FOR A BETTER TOMORROW*

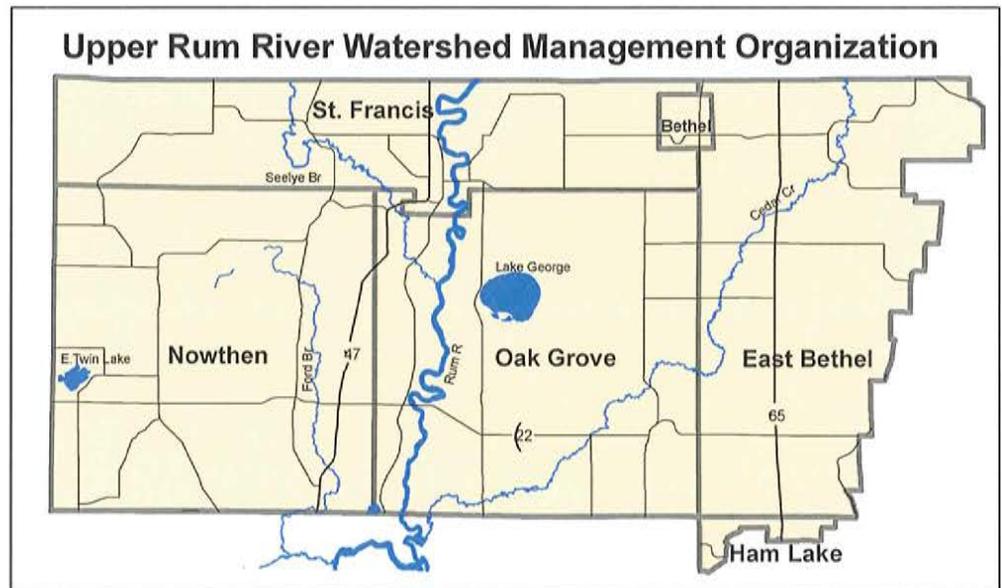
H:\STFR\R13102003\Word\Mayor\_Council Bid Schedule.mmo.doc

Bolton & Menk is an equal opportunity employer.

# Local Government Helping Landowners Clean up Lakes, Streams, and the Rum River

Assistance, Grants offered

While state agencies like the DNR and Pollution Control Agencies do play a major role in managing our lakes and rivers, there is a lesser known local government agency that plays a role. The Upper Rum River Watershed Management Organization (URRWMO) is a special purpose unit of government formed



jointly by the Cities of Bethel, East Bethel, Ham Lake, Nowthen, Oak Grove, and St. Francis. Made up of local officials, it serves as the most local level of government that is working to manage water quality in area lakes and rivers. Work includes monitoring, water quality improvement projects, and public outreach.

## Grants to Residents for Water Quality

Water quality is, in many ways, the result of our activities on the land. What we do in our own yards impacts our lakes and streams. For waterfront properties the connection is obvious. But properties draining through curb-and-gutter stormwater systems, wetlands, or creeks have an impact too. The URRWMO, and its partner agency the Anoka Conservation District, offer friendly advice to homeowners on landscaping that will be beautiful and good for our lakes and streams. To encourage landscaping for water quality, grants are offered. The most common grant-funded project types are lakeshore restorations, rain gardens, and erosion correction.

Lakeshore restorations are buffers of native wildflowers and grasses that replace turf grass at the water's edge. Turf grass does a very poor job of holding the shoreline and filtering pollutants. The native plants stabilize the shoreline, preventing the loss of additional land. They also do a great job of filtering yard runoff before it goes into the lake. Given that the shore is so important for wildlife, it makes sense to use native

plants along much of the shoreline. Most lakeshore projects still leave traditional access to the water for boating, swimming, and fishing.

Rain gardens also filter runoff, but work differently. They are small basins. Usually, they are dry gardens. When it rains, water is directed into the garden, and it fills. The water soaks into the ground within 48 hours, a process that does a great job removing pollutants. An ideal place for a rain garden is next to the street's curb, just uphill from a storm drain. Anything that flows into a storm drain generally ends up in a river, wetland, or lake.

For people who live on a stream or river, bank erosion can be a serious issue. On one hand, it is a loss of property and unsightly. On the other hand, it is adding sediment to the river that hurts water quality. Some erosion occurs naturally, but more significant erosion demands attention. The Anoka Conservation District and URRWMO assist homeowners with correcting this streambank erosion.

The URRWMO competitive grants can cover 50-70% of materials for a project. The landowner is responsible for the remainder, plus the labor. Advice and design assistance is available through the Anoka Conservation District. A competitive grant application process is open as long as funds are available. More information and application materials are available at [www.anokaswcd.org/fin\\_assist/acd\\_wq\\_share.htm](http://www.anokaswcd.org/fin_assist/acd_wq_share.htm) or contact Jamie Schurbon at 763-434-2030 ext. 12.

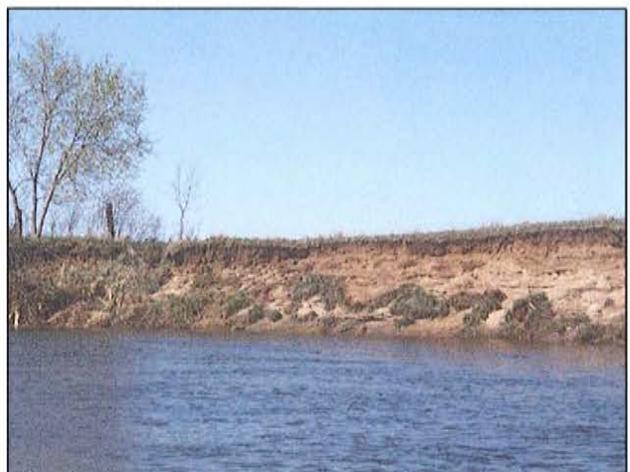
To learn more about these types of projects, see the brochures at [http://www.anokaswcd.org/acd/tech\\_assist/brochures/brochures.htm](http://www.anokaswcd.org/acd/tech_assist/brochures/brochures.htm)



**A lakeshore restoration with native plants.**



**A rain garden during a rain storm.**



**Bank erosion along the Rum River.**

## **URRWMO Meetings and Contacts**

More information about the URRWMO can be found on their website at [www.AnokaNaturalResources.com/urrwmo](http://www.AnokaNaturalResources.com/urrwmo). Citizens are welcome and encouraged to attend URRWMO meetings. Remaining 2011 meetings are July 5, September 6, and November 1 at 7:00 p.m. at the Oak Grove City Hall (south entrance).