

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA

NOVEMBER 21, 2011

ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES)
4115 Ambassador Blvd. NW

4:30 pm: Ground Breaking for the New Public Works/Police Facility (4058 St. Francis Blvd)

6:00 pm: Regular City Council Meeting

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda
4. Consent Agenda
 - a. Approve City Council Minutes – November 7, 2011
 - b. Payment of Claims
5. Meeting Open to the Public
6. Petitions, Requests, Applications
 - a. City Centre PUD Amendment for Sign Plan: Dairy Queen (Resolution 2011-37)
7. Ordinances & Resolutions:
 - a. Ordinance 160, Second Series: Amending the City's Animal and Zoning Ordinances Regarding Dog Kennels and Maximum numbers of Dogs Allowed (Second Reading)
 - b. Resolution 2011-38: Authorizing Summary Publication of Ordinance 160, Second Series Amending the City's animal and Zoning Ordinances Regarding dog Kennels and Maximum Numbers of Dogs Allowed
 - c. Ordinance 161, Second Series: Adding Section 10-17-4-C Regarding Roofing Materials (Second Reading)
 - d. Ordinance 162, Second Series: Fee Schedule (First Reading)
 - e. Ordinance 163, Second Series: Amending the Home Rule Charter Section 7.16 (First Reading)
 - f. Ordinance 164, Second Series: Amending the Home Rule Charter Chapt. 7 Sec. 5.01 Subd 2,3,7 (First Rdg)
 - g. Resolution 2011-39: Resolution Requesting No Change in Fiscal Disparities
8. Reports of Consultants & Staff Members
 - a. Engineer:
 - b. Attorney: Closed Meeting to discuss Labor Negotiation Strategy Pursuant to MN Statute 13D.03
 - c. Staff:
 - Fire Dept.:
 - Public Works:
 - Liquor Store:
 - Police:
 - City Administrator: Budget Discussion
9. Reports from Council Members
10. Report from Mayor
 - a. Per Diem Authorization
11. Old Business
12. New Business
 - a. Efficiency Report Card-Police Department
13. Adjournment

Calendar of Events

Nov 24&25: City Offices closed for the Thanksgiving Day Holiday
Dec 1: City Council Meeting @ ISD# 15 Central Services Center (District Offices) 6:00 pm
Dec 19: City Council Meeting @ ISD# 15 Central Services Center (District Offices) 6:00 pm
Dec 26: City Offices closed for the Christmas Holiday

TO: Mayor & City Council

FROM: Matthew L. Hylan, 
City Administrator

RE: Agenda Memorandum – November 21, 2011 Meeting

Agenda Items:

4. Consent Agenda:

6. Petitions, Requests, Applications:

- a. *City Center PUD Amendment:* Attached is Resolution 2011-37 that approves an amendment for a Sign Plan for the City Centre PUD. The Planning Commission has recommended this approval.

7. Ordinances & Resolutions:

- a. *Ordinance 160, Second Series, Dog Kennels, Second Reading:* Attached is material from City Planner Nate Sparks relating to the Dog Kennel ordinance amendment. The Planning Commission conducted a public hearing and recommends approval of the second reading of this Ordinance 160, SS. A roll call vote is required since this is an ordinance.
- b. *Resolution 2011-38:* This resolution would allow the publication of a summary of Ordinance 160, SS instead of publishing the entire amendment. This is a cost saving factor and the entire ordinance is always at city hall for review.
- c. *Ordinance 161, Second Series, Roofing Materials, Second Reading:* Attached is material from City Planner Nate Sparks relating to the Roofing Materials ordinance amendment. The Planning Commission conducted a public hearing and recommends approval of the second reading of this Ordinance 161, SS. A roll call vote is required since this is an ordinance.
- d. *Ordinance 162, Second Series, Fee Schedule:* Attached is the annual fee schedule required to be approved by Ordinance. Please note all changes from last year are in red. Staff recommends approval of this Ordinance. A roll call vote is required since this is an ordinance.
- e. *Ordinance 163, Second Series, Home Rule Charter:* Attached is a memorandum from Charter Commission Chair Malcolm Beck. Mr. Beck is requesting the City Council reconsider the recommendation the Charter Commission proposed last spring. If Council concurs with Mr. Beck's request to separate the two changes, they are attached as the next two Ordinances. Ordinance 163, SS amends the submission date to the annual Capital Improvement Plan. A roll call vote is required since this is an ordinance.
- f. *Ordinance 164, Second Series, Home Rule Charter:* Attached is Ordinance 164, Second Series, first reading of the Charter Commission recommended changes relating to the establishment of the a primary election (if needed). A roll call vote is required since this is an ordinance.
- g. *Resolution 2011-39: Requesting No Changes in the Fiscal Disparities:* Attached is the Anoka County memorandum showing how Fiscal Disparities if changed could affect St. Francis if changed. If the City of St. Francis did not have Fiscal Disparities our tax rate would go up about 10%.

8. Reports:

- a. **Engineer:**
- b. **City Attorney:** The closed session is requested to determine the labor negotiation strategy since both employee union contracts are expiring at the end of this calendar year.
- c. **Staff:**
 - Fire Dept:**
 - Public Works:**
 - Liquor Store:**
 - Police:**
 - City Administrator:** *Budget Discussion:* I will discuss with Council the potential adjustments to the 2012 Budget based on their previous input. This is in preparation for the December 5, 2011 Truth in Taxation presentation as well as the 2012 Budget adoption on December 19, 2011.

11. Old Business

12. New Business:

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

CITY COUNCIL MINUTES

NOVEMBER 7, 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, Tim Brown, Steve Kane and Chris McClish. Also present were City Attorney Scott Lepak (Barna, Guzy and Steffen), City Planner Nate Sparks (Northwest Associated Consultants.) Police Chief Jeff Harapat, Assistant Public Works Director Eric Peterson, Finance Director Darcy Mulvihill, City Administrator Matt Hysten and City Clerk Barb Held.
3. **Adopt Agenda:** Add 8c. Liquor Store: Hire two Liquor Store Part Time Employees.
MOTION BY SANDOVAL SECOND BROWN TO ADOPT THE NOVEMBER 7, 2011 CITY COUNCIL AGENDA AS AMENDED. Motion carried 5-0.
4. **Consent Agenda:** MOTION BY KANE BROWN SECOND McCLISH TO APPROVE THE NOVEMBER 7, 2011, CITY COUNCIL CONSENT AGENDA-G AS FOLLOWS:
 - a. Approve the City Council Minutes of October 17, 2011.
 - b. Approve the Special City Council Minutes of October 27, 2011
 - c. Receive and File the URRWMO Meeting Minutes of September 13, 2011 and October 27, 2011.
 - d. Receive and File the EDA Minutes of November 1, 2011
 - e. Approve the Final Pay Estimate for the 2011 Seal Coating to Person Bros., Inc. of Hanover MN for \$28,369.85.
 - f. Approve the Final Pay Estimate and Final Compensating Change Order for the 230th Lane NW and Ivywood Street NW Improvement to Kuechle Underground of Kimball MN for \$9,766.19.
 - g. Approve the Payment of Claims for \$262,153.83.Motion carried 5-0.
5. **Meeting Open to the Public:** William Gardner, 5304-238th Avenue NW. was on the website today reading the report regarding dangerous dogs. Any dog can be very dangerous if you come on their property but why wait so long after my wife got bit to take any action. Take a close look at this ordinance. Which dogs causes the most bites, poodles. Animals can be scared and you need to realize that is their nature.
6. **Petitions, Requests, Applications:**
 - a. **Dalzen: Dangerous Dog Declaration-Public Hearing:** Jennifer and Edward Dalzen owner of an English Mastiff (possibly a Presa Canario) named Buddy who is the subject of a dangerous dog declaration, requested a hearing pursuant to Minn. Stat. Sec. 347.541. A police

report was provided to the City Council supporting the declaration. City Attorney read out loud the initial statement of the findings of Fact which noted all the recorded documentation.

Mayor Tveit opened the hearing at 6:14 pm. Jennifer Dalzen showed a picture of Buddy with her grandchild to the City Council. Jennifer also stated Buddy is in the fence or house 24/7. He does not do anything to anyone unless he is provoked or someone comes in our yard. We put up signs by the apartment building stating do not put your hands on the fence. The cable guy came in our house aggressively. I backed up and my dog is very aggressive and protective. Connexus Energy guy never knocked on the door or knock too soft and went into the fenced yard and that is why he got bit. Edward Dalzen said the Connexus guy took off the bolt on the gate to get in. City Attorney passed out a picture of the bite wounds. Edward Dalzen stated even the police officer said he probably didn't need to go to the hospital by ambulance. Daughter in law, Heather Hinkel came up to speak. If provoked he will be aggressive, she said. Jennifer said he (Buddy) never goes out of our yard. What do you expect when someone comes in our yard? Why didn't the electric guy call us and we could have put the dog in the house. The report referencing the child, his mother was holding him and our dogs were outside. The kids that play on the swing set by the apartment complex torment the dogs. The mother said you have beautiful dogs. The kid put his hand down by the fence and the dog pulled the kid's arm into the fence, his jacket was ripped and caused a small scratch. Edward stated you invade our dog's area; yeah they are going to react, just like the other guy said. We provided the little boy's parents with paperwork showing our dogs had their rabies shots.

William Gardner, 5803-238th Avenue NW, asked to see the pictures that were passed out to the council. Gardner said thank you. I agree we need a dangerous dog ordinance. I have seen poodles, Chihuahua's and cats that have given bigger bites. Now that I have seen the pictures, I don't consider this a dangerous dog. If you consider this a dangerous dog, I think anyone that goes to someone's house and has been bitten by any animal could be labeled dangerous. I hope common sense takes place here and put a lot of consideration into this decision. I believe Mr. McClish can understand dogs are territorial. Animals will protect their owners. With no more public comments, Mayor Tveit closed the public hearing at 6:28 pm.

Lepak stated the Council must make a finding of facts and a conclusion on this case. Sandoval asked are there any signs posted dangerous dog. Jennifer said they did have a sign. Sandoval said I realize kids can antagonize dogs. Brown asked why the dogs are not licensed. Jennifer said I work from 9-5 in Minneapolis. I want to get them licensed but I am the only one that has a license to drive. Kane said was there a sign by the gate and was it locked. No there is not a sign by that gate. Edward said I put the sign up in one area by the apartments and the gate had a bolt through it. McClish asked if the City could make arrangements for mailing licenses to them. Hylen said with proper documentation and payment, yes we could. Tveit said maybe some type of different privacy fence should be put up. Jennifer said when they were puppies everyone came over to play with them. Gerald said they are not sure who's fence it is by the apartments. If it is the apartment's fence, it is a poor fence because one of our dogs likes to dig, so I put in more post. Tveit said I do have dogs too. I believe the owners are responsible for their dogs. Gerald said the veterinary paperwork shows they have rabies shots.

Tveit said there were three occasions; little boy, Connexus Energy employee, and the guy from the cable company. The veterinary paperwork states this dog needs to be muzzled when it comes into their clinic. Brown said this is a difficult decision. Lepak said the options tonight are either declare the dog dangerous or not. MOTION BY TVEIT NOT TO DECLARE BUDDY A DANGEROUS DOG. Motion failed for a lack of a second. MOTION BY TVEIT SECOND MCCLISH TO DECLARE THIS DOG “BUDDY” A DANGEROUS DOG. McClish said I do have a dog and you have to take extra steps when a utility company comes there. McClish also said more precautions should be taken such as put them in a kennel. Motion carried 5-0. Lepak said based on your determination you need to determine the finding of facts. Lepak then read the finding of facts aloud. Tveit asked what the process is for the dog owner now. Lepak said there are strict guidelines in the ordinance they need to follow and I believe they need to be done within 14 days. MOTION BY MCCLISH SECOND KANE TO ACCEPT THE FINDING OF FACTS THE CITY ATTORNEY READ A LOUD TO THE CITY COUNCIL. Motion carried 5-0.

b. Delinquent Utilities and Miscellaneous Invoices: This public hearing is for property owners to contest their delinquent utility or miscellaneous invoices that are subject to certification.

Mayor Tveit opened the Public Hearing at 6:55 pm. We have received acknowledgement that Mr. Voytilla is here contesting his proposed assessment. Mr. Voytilla had a leak and work was completed to fix the curb stop. Hylen gave the background of what happened and how it was repaired. Tim Cook, Don Voytilla's attorney handed out a packet to the City Council. This packet was briefly explained by Mr. Cook. The timeline was presented by Mr. Cook along with stating that Classic Construction while trying to fix the water line hit the sewer line. Voytilla was told by a city employee it would cost about \$3,500 and take about four hours. It lasted for twelve hours and over a \$12,000 bill. Should the homeowner pay \$12,000 for a contractor's negligence? Classic broke down the bill and it looks like they did not know how to break down the bill. I am not sure why they (Classis Construction) were called in when their letterhead says concrete and masonry. Classic Construction hitting the sewer line caused the majority of the problem. Classic Construction should be responsible. We are asking for good faith and to come to some resolution. Let's split it three ways. Voytilla said initially he heard the curb stop was shut off and water was still leaking. Hylen stated as per our City Ordinance, it is the responsibility of the homeowner to maintain the curb stop and line from the curb stop into the house. Hylen reported we looked through the file, the two employees that were there reported they could not get the valve off. Keith Komorous 3691-232nd Avenue NW, thought what was done could have been done a lot quicker. I have been in construction all my life that was a joke. Right after the sewer line was taken out, the contractor said looks like this family is going to get a free driveway. Voytilla said he was told by the city employee that the curb stop was shut off and then told different later. Mr. Cook thanked the City Council for their time. Tveit asked what is the next step in the process. Lepak said the Council is to apply unpaid charges to the tax role. On this specific action, there are three different options. Certify the whole amount, say the homeowner is right and not place this amount on the resolution and come to some agreement or third is to pull it off the resolution and take it to civil court. Tveit closed the public hearing at 7:25 pm. McClish asked Hylen how was the sewer line damaged. Hylen then asked Assistant Public Works Director Eric Peterson to explain. Peterson said he was told that the sewer line was

broken when the bank slide in. Tveit said my understanding the water came from the waterline and not the sewer. In the picture, there would not be that much sewer coming into the hole, it was water. Sandoval asked why was this contractor called. Peterson stated they do water/sewer installation. I believe they did the County Market (City Centre) development. McClish would like to see the full assessment charged and Brown agreed. MOTION BY McCLISH SECOND BROWN TO GO WITH THE 26 YEAR ASSESSMENT FOR DON VOYTILLA FOR THE FULL AMOUNT. All three options were explained again. Motion failed. 0-5. MOTION BY SANDOVAL TO GO WITH OPTION THREE. Motion failed for the lack of a second. Mr. Cook said the City still always has the option to back after the contractor. Don't lose sight that the employees said the curb stop was shut off and it wasn't. Tveit said I believe we need to be consistent with the curb stop repairs. If that means we change our policy, I don't know but we need to decide. MOTION BY SANDOVAL SECOND KANE TO ADOPT RESOLUTION 2011-33 A RESOLUTION AUTHORIZING AND DIRECTING CERTIFICATION OF MUNICIPAL UTILITY SERVICES, MAINTENANCE OF PRIVATE PROPERTY AND REPAIR OF LEAK AS A LIEN UPON PREMISES KEEPING EXHIBIT A AND B AS IS AND EXHIBIT C WOULD BE \$4,000 ASSESSMENT FOR ONE YEAR. Kane said I hear two different stories and I am airing on the side of the homeowner. Tveit said I am not opposed to doing this but I want to make sure all of our residents are treated equally. Brown said I would have gone with 50%. Kane said we don't know how a judge is going to rule on this. So, that is why I feel this is the best way. Motion carried 3-2. Tveit and McClish voting nay.

c. Amcon-Public Works/Police Facility: Awarding the remaining Contracts for

Construction: Todd Christopherson of Amcon provided a report that provided a updated Bid Tabulation and updated Project Budget. We previously met with and presented this information to City Council on 10/27/2011 and Council awarded five contracts at that meeting. The bids came in very well and competitive. In addition, Council accepted Alternate A-2 at that meeting and rejected all other alternates.

As shown on the attached Bid Tabulation, there remain a few contracts that are not yet awarded after the 11/7 Council meeting. These contracts and their status are listed below:

- a. C-03 Asphalt Paving to be re-bid as noted above
- b. C-04 Landscaping and Irrigation low bidder has stated they will withdraw bid
- c. C-23 Fabric Covered Structures award on hold pending final County agreement on salt
- d. C-25 Signs No bids received – Amcon will solicit proposals
- e. C-29 Fencing and Gates Value Engineering and possible re-bid

With the Council and EDA approvals anticipated on November 7, we plan to have a preconstruction meeting on November 8 with the Contractors and others. We hope to mobilize and start construction on site on or about November 9 as planned. Amcon is recommending that the City Council take action on Based upon the information included therein, we are recommending that the City Council take action on the following items:

1. Award the following contracts for construction (can be one action item):

- a. C-08 Steel Erection Maxx Steel Erectors
- b. C-09 Windows – Fiberglass Shaw/Stewart Lumber Co
- c. C-10 Carpentry, Gen Const Gopher State Contractors
- d. C-11 Arch. Woodwork, Cabinets, Tops Southern Minnesota Woodcraft

- e. C-12 Flat Roofing McDowell Company
- f. C-13 HM Doors, Hardware Straughan Company
- g. C-14 Overhead Door Overhead Door Company
- h. C-15 Specialty Doors – Detention Stronghold Industries
- i. C-16 Glass and Glazing Heartland Glass
- j. C-17 Drywall Metal Stud Framing M Reinert Drywall
- k. C-18 Flooring (Carpet and VCT) Multiple Concepts Interiors
- l. C-19 Ceramic and Quarry Tile Grazzini Brothers & Company
- m. C-20 Painting and Coatings Steinbrecher Painting
- n. C-21 Acoustic Ceilings Acoustics Associates
- o. C-22 Miscellaneous Specialties (See detailed descriptions and costs attached)
 - a. Bartley Sales
 - b. Construction Supply
 - c. Newline Products
 - d. Mid America Business Systems
 - e. Minncor
- p. C-24 Lockers Olympus Lockers and Storage Products
- q. C-26 Mechanical St. Cloud Refrigeration
- r. C-27 Electrical Electrical Solutions
- s. C-28 Overhead Crane Systems Alltech Engineering Corp
- t. C-30 Low Voltage Systems Brothers Fire Protection
- u. C-31 Window Treatments Custom Expressions

The amount of each contract awarded shall be the total of the base bid plus the bid amounts for the respective contractor for the alternate A-2, which was previously accepted by Council. The contract amounts are shown on the bid tabulation forms.

2. Reject all bids previously received for Contract C-03 and authorize Consultants and Staff to re-bid this contract subject to additional information that will be included with bid documents clarifying specifications for aggregate base and paint for striping.

MOTION BY KANE SECOND SANDOVAL TO AWARD THE 25 CONTRACTS A-U AS PREVIOUSLY NOTED WITH THE BIDS AMOUNT AS SHOWN ON THE BID TABULATION. Motion carried 5-0.

MOTION BY BROWN SECOND McCLISH TO REJECT ALL BIDS PREVIOUSLY RECEIVED FOR CONTRACT C-03. Motion carried 5-0.

MOTION BY SANDOVAL SECOND AUTHORIZE CONSULTANTS AND STAFF TO RE-BID THIS CONTRACT SUBJECT TO ADDITIONAL INFORMATION THAT WILL BE INCLUDED WITH BID DOCUMENTS CLARIFYING SPECIFICATIONS FOR AGGREGATE BASE AND PAINT FOR STRIPING. Motion carried 5-0.

d. Hirsch: Minor Subdivision/Variance: The Hirsch and Welsh Families have made an application for a Minor Subdivision and Variance to adjust the lot line between their properties

located at 633 237th Ave NW and 655 237th Ave NW. The variance is required because both properties are below the minimum lot sizes in the A-2, Rural Estate Agriculture Zoning District. The Planning Commission held a public hearing on October 19, 2011 and recommended approval of the request. MOTION BY BROWN SECOND SANDOVAL TO ADOPT RESOLUTION 2011-34 A RESOLUTION APPROVING A MINOR SUBDIVISION WITH A VARIANCE FOR A LOT LINE ADJUSTMENT BETWEEN THE PROPERTIES AT 633-237th AND 655-237th AVENUE NW. Motion carried 5-0.

e. Public Works/Public Safety Facility: Conditional Use Permit for Outdoor Storage in I-1 Light Industrial District: The City of St. Francis has made an application for a Conditional Use Permit to allow for outdoor storage in the I-1, Light Industrial District. This will allow for the police impound lot and then accessory outdoor storage for the Public Works Department. The Planning Commission found that the proposed outdoor storage was consistent with the CUP Review Criteria and recommended approval after holding a public hearing on October 19, 2011. MOTION BY KANE SECOND BROWN A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE CITY OF ST. FRANCIS FOR ACCESSORY OUTDOOR STORAGE IN THE I-1 DISTRICT ON LOT 1, BLOCK 1 SOUTH HIGHWAY 47 INDUSTRIAL PARK 2ND ADDITION. Motion carried 5-0.

7. **Ordinances & Resolution:**

a. Resolution 2011-36: Establishing a Joint Fire Services Study Group: The City needs to identify representatives. Tveit stated that he and Mr. Hylan have been in this study group since the beginning. Hylan stated in regards a fire representative is should be kept blank and will be filled in the near future. MOTION BY SANDOVAL SECOND BROW TO ADOPT RESOLUTION 2011-36 A RESOLUTION ESTABLISHING A JOINT FIRE SERVICES STUDY GROUP NAMING MAYOR TVEIT AND CITY ADMINISTRATOR AND A REPRESENTATIVE FROM THE FIRE DEPARTMENT TO BE NAMED LATER. Motion carried 5-0.

b. Ordinance 160, Second Series – Amending the City’s Animal and Zoning Ordinances Regarding Dog Kennels and Maximum numbers of Dogs Allowed (First Reading): Planner Nate Sparks prepared a report stating the City has recently received citizen complaints regarding illegal dog kennels. While handling the complaints it was noticed that there might be a gap between the private kennel and commercial kennel standards. At the June, July, and October Planning Commission meetings, the Commissioners reviewed other area ordinances and researched the issues. The Commission recommends making the standards for private kennels similar to commercial kennels, as a high number of dogs on a single property impacts neighboring properties regardless of the purpose behind the dogs being there. The change requires the Animal Ordinance, definition of kennel in the Zoning Ordinance, and the District Standards for the A-1, A-2, and A-3 Districts all be amended. No changes are proposed to the kennel license section in Chapter 6 of the City Code, at this time. The Planning Commission recommended approval of this ordinance amendment after holding a public hearing on October 19, 2011. A draft copy of the proposed changes were provided in the planner’s memorandum. MOTION BY KANE SECOND McCLISH TO APPROVE THE FIRST READING OF ORDINANCE 160, SECOND SERIES AMENDING THE CITY’S ANIMAL AND ZONING ORDINANCES REGARDING DOG KENNELS AND MAXIMUM

NUMBERS OF DOGS ALLOWED. Tveit asked how was the number of dogs determined. Kane said we did look at other cities. Tveit asked what about 4 in the urban and 5 in the rural. Kane said the planner and the planning commission has put a lot of time into reviewing the ordinance. Roll Call: Ayes: McClish, Kane, Sandoval, Brown and Tveit.
Nays: None.

c. Ordinance 161, Second Series – Adding Section 10-17-4-C Regarding Roofing Materials (First Reading): Planner Nate Sparks reported the Zoning Ordinance currently has detailed information about building materials but is somewhat more vague about visible roofing materials. As part of ongoing maintenance of the code, it was recommended that some general standards be considered. Proposed is an ordinance amendment that would add a general section about exposed roof materials after the building materials section. The Planning Commission held a public hearing on October 19, 2011 and recommended approval of the ordinance amendment. A draft copy of the proposed changes were provided in the planner's memorandum. MOTION BY BROWN SECOND KANE TO APPROVE THE FIRST READING OF ORDINANCE 161, SECOND SERIES ADDING SECTION 10-17-4-C REGARDING ROOFING MATERIAL. Roll Call: Ayes: Sandoval, Kane, Brown, McClish and Tveit. Nays: None.

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

a. **Engineer:**

b. **Attorney:**

c. **Staff: Fire Department:**

Public Works: Hockey/Free Skating Rink Report: Hysten briefed the City Council on Public Works Director, Paul Teicher report regarding modifying the Pilot Project for the rinks. This new project should reduce the operation and maintenance cost, provide a better quality of ice than last year and continue to manage overtime while maintaining the highest quality standard for snow and ice remove on our City streets. The private contractor last year faced many challenges with the temperatures fluctuating as much as they did making it difficult to flood the rink, the vandalism that destroyed the ice in the middle of the season, and the 5th snowiest season on record. This season we have a local youth athletic organization that would like to manage the warming house, provide rink attendants, care for the rinks/facility, and provide snow removal for the facility for a fee. They would also like to provide snack vending with a small portion of the proceeds coming back to the City to cover any additional cost we may incur. Our staff will work with the organization to flood and maintain the ice. Recommendation would be to pay the local youth organization approximately \$4,000, which is less than we paid the private contractor last year and it would be like a fundraiser for them. We hope to see some savings but it may be offset because we may pay more overtime to maintain snow and ice removal on our City streets due to the fact we will be flooding rinks. MOTION BY TVEIT SECOND SANDOVAL ALLOW STAFF TO MOVE FORWARD WITH THE AGREEMENT/PILOT PROJECT BETWEEN THE CITY AND A LOCAL YOUTH ATHLETIC ORGANIZATION. Kane thinks this is a good idea and good solution. Budget wise we probably should cut it but there are so many kids that use it. Tveit agreed with Kane and thinks it would be a travesty to not offer this. Brown agrees it is a good thing to have but if we have to start cutting services, it would be something like this. Motion carried 5-0.

Liquor Store: Hiring Part Time Liquor Store Applicants: Last week the Liquor Store Manager and Assistant Liquor Manager interviewed twelve candidates for the part time clerk

position. Kim Sweets and Sandy Dahlgren were recommended for the position. MOTION BY SANDOVAL SECOND McCLISH TO HIRE KIM SWEETS AND SANDY DAHLGREN AS PART TIME LIQUOR STORE CLERKS. Motion carried 5-0.

Police Dept:

City Administrator Report: There will be a press release going out on our Joint Fire Study Group.

Local Government Officials Meeting: The next meeting is scheduled for Wednesday, November 30, 2011 at Harvest Grill Restaurant at Bunker Hills in Coon Rapids.

Joint 2011 League of MN Cities (LMC)/Metro Cities Regional Meeting: This regional meeting is scheduled for 1:00 pm, November 17, 2011 in Eagan. Please let Barb Held know if you will be able to attend.

9. **Reports from Council Members:** None.

10. **Report from Mayor:** Thanked Brown for attending the Joint Fire Study Group in my absence. Also, I would like to thank McClish for his leadership on the EDA.

11. **Old Business:** McClish stated I am not sure if you are aware that last week at the intersection of Hwy 47 and Pederson Drive there was a pedestrian accident. Chief Harapat gave a brief report on the accident. The pedestrian was on a bike. The reason I brought up, is because of the number of calls I received about this accident. Best solution would be to install stop light to slow the traffic down. Tveit said Bradford and the little town of Dalbo have a speed limit that is lower than ours is. McClish I think we should lobby MnDOT again. Hysten said Representative Daudt would be at the Local Government Officials Meeting; maybe we should approach him there. Kane feels going down to the Capital is a better solution. McClish stated the group that contacted him also contacted different businesses, the school and the media.

12. **New Business:**

a. Park Commission Agenda Item: Authorization for Release of Park Dedication Funds for Equipment: The public works staff has identified some new equipment they would like to install at a few of the parks and warming house to increase resident safety and make the use of the parks more pleasurable experience. The items for consideration are; Warming House flooring (\$5,257.00), Kiosks at Community and Seelye Brook Parks (\$2,612.00), Bike Racks at Community, Seelye Brook and Hidden Ponds Parks (\$2,100.00), Picnic Tables (5) for the area parks (\$3,532.35), Bleachers with a hitch and wheel kit to allow it to be transported were needed (\$12,000.00), and Lights along the path between 229th Avenue NW and Community Park along Hwy 47 and additional lighting in Community Park (\$9,955.00). Earlier this summer the Lions Club of St. Francis generously donated \$1,400.00 to the City to put towards our parks. Staff is recommending the funds to put towards the warming house flooring. The intent is to order the equipment with spring installation except for the flooring. Staff would like to order this immediately and have installed before the skating season begins. Kane in regards to the items listed the flooring in the warming house and the lights I see as needed but not necessarily the other items. Kane said there is not any new money coming into the Park Dedication fund. Tveit asked if we could talk to the metal class at the high school to build bike racks. Kane said I am not sure if they have pipe-bending equipment. Tveit check with the local schools to see what they

could make out of this list of equipment. MOTION BY KANE SECOND McCLISH AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO PURCHASE THE ITEMS; WARMING HOUSE FLOORING AND LIGHTS WITH FUNDING COMING FROM THE PARK DEDICATION FUND AND THE \$1,400 DONATION FROM THE ST. FRANCIS LIONS CLUB. Kane said he could talk to the high school instructor. Motion carried 5-0.

a. **Efficiency Report Card-Public Works:** Updated the City Council on the partnership with ISD #15 regarding vehicle/equipment maintenance and how well it is working. Last Tuesday Public works Director Paul Teicher and I met with Bar None instructors and introduced our selves. We are looking at a working relationship with them.

Tveit said he would like to bring up that there are some spots along Fox Street on the curve by City Hall that are very dark. Please have staff look into the cost for additional lighting in that area.

13. **Adjournment:** The City Council adjourned the meeting at 8:43 pm.

Barbara I. Held, City Clerk



PAYMENT BATCH AP 11-21-11

3D SPECIALTIES INC.					
11/01/2011	437677	E 101-43100-226	Sign Repair Materials	TELESPAR	1,673.95
					<u>\$1,673.95</u>

AIRGAS NORTH CENTRAL					
10/31/2011	105901727	E 101-43100-217	Other Operating Supplies	METAL CUTTING/TORCH GAS	4.08
10/31/2011	105901727	E 101-43210-217	Other Operating Supplies	METAL CUTTING/TORCH GAS	4.08
10/31/2011	105901727	E 101-45200-217	Other Operating Supplies	METAL CUTTING/TORCH GAS	4.08
10/31/2011	105901727	E 601-49440-217	Other Operating Supplies	METAL CUTTING/TORCH GAS	4.08
10/31/2011	105901727	E 602-49490-217	Other Operating Supplies	METAL CUTTING/TORCH GAS	4.07
					<u>\$20.39</u>

AMCON					
10/31/2011	CM-234.05	E 402-41940-520	C-O-L Building & Structures	CONSTRUCTION MGT SERVICE	8,904.57
					<u>\$8,904.57</u>

AMERIPRIDE LINEN & APPAREL SER					
11/03/2011	1000990517	E 101-41940-219	Rug Maintenance	MAT	48.74
11/10/2011	1000997228	E 609-49750-219	Rug Maintenance	RUGS	46.23
					<u>\$94.97</u>

ANOKA COUNTY					
11/07/2011		E 101-42110-311	Contract	SHARED COSTS	332.45
					<u>\$332.45</u>

ASPEN MILLS					
10/21/2011	113860	E 101-42110-437	Uniform Allowance	CHIEF	126.65
10/26/2011	114367	E 101-42110-437	Uniform Allowance	PATCH-ROCKER	238.00
11/04/2011	114342	E 101-42110-437	Uniform Allowance	UNIFORMS-ALLEN	375.90
					<u>\$740.55</u>

BERNICK COMPANIES, THE					
11/04/2011	96936	E 609-49751-252	Beer For Resale	BEER	253.00
					<u>\$253.00</u>

BGS (BARNA GUZY)					
10/31/2011	89395	E 101-41600-312	Criminal Legal Fees	MISC FORFEITURES	65.00
10/31/2011	89396	E 101-41600-312	Criminal Legal Fees	FROSLIE VEHICLE	65.00
10/31/2011	89397	E 101-41600-312	Criminal Legal Fees	KARKINEN FORFEITURE	104.00
10/31/2011	89398	E 101-41600-312	Criminal Legal Fees	KIRBY LEE HANSON FORFEITL	877.50
10/31/2011	89545	E 101-43100-441	Miscellaneous	HWY 47 AUTO PARTS, INC	1,196.00
					<u>\$2,307.50</u>

BOLTON & MENK, INC.					
10/20/2011	0142898	E 101-43100-303	Engineering Fees	GIS	456.00
10/20/2011	0142902	G 602-16500	Construction in Progress	AMBASSADOR TRUNK UTILITY	1,985.00

10/20/2011	0142907	E 226-45100-303	Engineering Fees	PEDERSON PATH DESIGN	2,147.50
10/20/2011	0142908	E 101-43100-303	Engineering Fees	RIVER CROSSING STUDY	770.00
10/20/2011	0142909	E 101-41910-303	Engineering Fees	2011 GEN ENGINEERING	110.00
10/20/2011	0142909	E 101-43100-303	Engineering Fees	2011 GEN ENGINEERING	650.00
10/20/2011	0142909	E 601-49440-303	Engineering Fees	2011 GEN ENGINEERING	1,943.75
10/20/2011	0142909	E 602-49490-303	Engineering Fees	2011 GEN ENGINEERING	1,027.60
10/20/2011	0142910	E 101-43100-303	Engineering Fees	2011 STATE AID	330.00
10/20/2011	0142911	E 402-41940-520	C-O-L Building & Structures	PUBLIC SERVICES FACILTITY	33,058.75
10/20/2011	0142912	E 101-43100-303	Engineering Fees	RUM RIVER BLUFFS	165.00
					\$42,643.60

CENTURY LINK

11/07/2011	1049.1111	E 601-49440-321	Telephone	SERVICE 11/7 - 12/6	162.48
					\$162.48

CHISAGO LAKES DISTRIBUTING CO.

11/07/2011	458703	E 609-49751-252	Beer For Resale	BEER	519.00
					\$519.00

COCA COLA REFRESHMENTS

11/08/2011	0188091025	E 609-49751-254	Miscellaneous Merchandise	MISC	246.60
					\$246.60

COURIER, THE

11/03/2011	37386	E 101-41910-351	Legal Notices Publishing	PLANNING	64.00
11/03/2011	37386	E 101-43210-439	Recycling Days	RECYCLING	89.00
11/03/2011	37386	E 609-49750-340	Advertising	VETERANS AD	30.00
					\$183.00

CRYSTAL SPRINGS ICE

11/01/2011	112942	E 609-49751-254	Miscellaneous Merchandise	ICE	94.40
11/10/2011	25521	E 609-49751-254	Miscellaneous Merchandise	ICE	81.70
					\$176.10

DAHLHEIMER DIST. CO. INC.

11/02/2011	1004946	E 609-49751-252	Beer For Resale	BEER	10,498.00
11/09/2011	1004983	E 609-49751-252	Beer For Resale	BEER	5,467.65
11/09/2011	1004983	E 609-49751-254	Miscellaneous Merchandise	MISC	42.00
11/09/2011	1004983	E 609-49751-255	N/A Products	N/A	15.50
					\$16,023.15

DAY DISTRIBUTING CO.

11/11/2011	626085	E 609-49751-252	Beer For Resale	BEER	2,397.30
					\$2,397.30

DE LAGE LANDEN

11/06/2011	11510303	E 101-41400-240	Office Equip	RICOH 11/1 - 11/30	367.44
					\$367.44

DEX MEDIA EAST LLC

11/05/2011	110097517.1111	E 609-49750-340	Advertising	ADVERTISING 11/1 - 11/30	64.05
					\$64.05

DONALD SALVERDA & ASSOCIATES

11/03/2011	P-1108-12C	E 101-41400-208	Training and Instruction	BOOKS-EFFECTIVE MGE PROGI	63.94
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					\$63.94
E CYCLING SOLUTIONS					
10/18/2011	1011377	E 101-43210-439	Recycling Days	RECYCLING DAYS	92.00
					\$92.00
ECM PUBLISHERS, INC.					
11/04/2011	IQ001791264	E 101-41400-351	Legal Notices Publishing	NOTICE OF PUBLIC HEARING/N/	35.88
11/04/2011	IQ001791265	E 101-41400-351	Legal Notices Publishing	NOTICE OF PUBLIC HEARING/N/	41.00
					\$76.88
ENVENTIS					
11/01/2011	737705.1111	E 101-41940-321	Telephone	CHARGES THROUGH 11/30/11	219.78
11/01/2011	737705.1111	E 101-42110-321	Telephone	CHARGES THROUGH 11/30/11	256.42
11/01/2011	737705.1111	E 101-42210-321	Telephone	CHARGES THROUGH 11/30/11	36.63
11/01/2011	737705.1111	E 101-43100-321	Telephone	CHARGES THROUGH 11/30/11	36.63
11/01/2011	737705.1111	E 101-45200-321	Telephone	CHARGES THROUGH 11/30/11	36.63
11/01/2011	737705.1111	E 601-49440-321	Telephone	CHARGES THROUGH 11/30/11	36.63
11/01/2011	737705.1111	E 602-49490-321	Telephone	CHARGES THROUGH 11/30/11	36.63
11/01/2011	737705.1111	E 609-49750-321	Telephone	CHARGES THROUGH 11/30/11	73.26
					\$732.61
FREEDOM SERVICES, INC.-FD					
11/07/2011	17401	G 101-21706	Flex Account	MONTHLY PREMIUM	692.06
11/07/2011	17401	G 101-21708	Health Premium	MONTHLY PREMIUM	2,191.88
					\$2,883.94
FREEDOM SERVICES, INC-MA					
11/07/2011	17402	E 101-41540-301	Auditing and Acct'g Services	DEC ADMIN FEE	105.20
					\$105.20
G&K SERVICES, INC					
10/21/2011	1043830848	E 601-49440-402	Janitorial Service	MATS	86.11
					\$86.11
GE CAPITAL INFORMATION					
11/06/2011	56444820	E 101-42110-218	Equipment Repair & Maintenance	COPIER	249.82
					\$249.82
GRANITE CITY JOBBING CO.					
11/01/2011	700752	E 609-49751-206	Freight and Fuel Charges	TOBACCO	4.25
11/01/2011	700752	E 609-49751-256	Tobacco Products For Resale	TOBACCO	694.04
11/08/2011	701449	E 609-49751-206	Freight and Fuel Charges	MISC	4.25
11/08/2011	701449	E 609-49751-254	Miscellaneous Merchandise	MISC	94.56
11/08/2011	701485	E 609-49750-210	Operating Supplies	OPERATING	78.48
11/08/2011	701485	E 609-49751-206	Freight and Fuel Charges	OPERATING, TOBACCO, MISC	1.76
11/08/2011	701485	E 609-49751-254	Miscellaneous Merchandise	MISC	46.03
11/08/2011	701485	E 609-49751-256	Tobacco Products For Resale	TOBACCO	372.75
11/08/2011	701485	G 101-20810	Sales Tax Payable	SALES TAX	(0.39)
					\$1,295.73
HYLEN, MATT					
11/09/2011	110911	E 101-41400-331	Travel Expenses	MILEAGE	88.36
					\$88.36
INNOVATIVE OFFICE SOLUTIONS, L					

11/07/2011	WO-10871577-1	E 101-45000-217	Other Operating Supplies	SUPPLIES	13.62
					<u>\$13.62</u>

ISANTI COUNTY EQUIPMENT, INC.

10/27/2011	3056464	E 602-49490-228	Equipment Maintenance	JD-TINES	146.21
11/08/2011	32842	E 601-49440-237	Small Equipment	BLOWER, SPOUT	1,852.68
11/08/2011	32842	E 602-49490-237	Small Equipment	BLOWER, SPOUT	1,852.67
					<u>\$3,851.56</u>

JOHNSON BROS WHLSE LIQUOR

11/02/2011	1167776	E 609-49751-206	Freight and Fuel Charges	LIQUOR	8.82
11/02/2011	1167776	E 609-49751-251	Liquor For Resale	LIQUOR	741.05
11/02/2011	1167777	E 609-49751-206	Freight and Fuel Charges	WINE	47.04
11/02/2011	1167777	E 609-49751-253	Wine For Resale	WINE	1,760.70
11/03/2011	515297	E 609-49751-206	Freight and Fuel Charges	CREDIT	(2.94)
11/03/2011	515297	E 609-49751-253	Wine For Resale	CREDIT	(101.30)
11/09/2011	1172404	E 609-49751-206	Freight and Fuel Charges	LIQUOR	5.88
11/09/2011	1172404	E 609-49751-251	Liquor For Resale	LIQUOR	467.38
11/09/2011	1172405	E 609-49751-206	Freight and Fuel Charges	WINE	17.64
11/09/2011	1172405	E 609-49751-253	Wine For Resale	WINE	525.95
11/09/2011	11725406	E 609-49751-206	Freight and Fuel Charges	WINE	7.35
11/09/2011	11725406	E 609-49751-253	Wine For Resale	WINE	104.95
11/10/2011	516144	E 609-49751-206	Freight and Fuel Charges	CREDIT	(1.47)
11/10/2011	516144	E 609-49751-251	Liquor For Resale	CREDIT	(122.40)
					<u>\$3,458.65</u>

JRS APPLIANCE

11/01/2011	777006	E 101-43210-439	Recycling Days	CITY RECYCLING DAYS	580.00
					<u>\$580.00</u>

KRIS ENGINEERING, INC.

11/10/2011	20180	E 101-43100-408	Ice& Snow Removal	CARBIDE INSERT	3,887.28
					<u>\$3,887.28</u>

LAW ENFORCEMENT TARGETS

08/22/2011	172547-IN	E 101-42110-208	Training and Instruction	TARGETS	55.55
					<u>\$55.55</u>

LEAGUE OF MN CITIES

11/10/2011	155606	E 101-41400-208	Training and Instruction	2011 REGIONAL MEETINGS	40.00
					<u>\$40.00</u>

LMC INSURANCE TRUST

11/07/2011	C0008383	E 602-49490-360	Insurance	SEWER LINE BACKED UP	500.00
					<u>\$500.00</u>

MCDONALD DIST CO.

11/03/2011	286535	E 609-49751-255	N/A Products	N/A	95.25
11/03/2011	286536	E 609-49751-206	Freight and Fuel Charges	BEER	3.00
11/03/2011	286536	E 609-49751-252	Beer For Resale	BEER	4,947.60
11/10/2011	287064	E 609-49751-254	Miscellaneous Merchandise	MISC	34.00
11/10/2011	287065	E 609-49751-206	Freight and Fuel Charges	BEER	3.00
11/10/2011	287065	E 609-49751-252	Beer For Resale	BEER	6,698.65
					<u>\$11,781.50</u>

METRO WEST INSPECTIONS SERVICE

11/10/2011	111011	E 101-42400-311	Contract	INSPECTIONS	2,231.17
					<u>\$2,231.17</u>

MY ALARM CENTER

11/01/2011	00510961	E 609-49750-445	Security	MONITORING 11/1 - 11/30	55.58
					<u>\$55.58</u>

NELSON ELECTRIC MOTOR REPAIR

11/03/2011	5515	E 602-49451-229	Project Repair & Maintenance	RIVER SHORES LIFT STATION	400.00
					<u>\$400.00</u>

OLSEN COMPANIES

11/03/2011	662006	E 101-43100-217	Other Operating Supplies	LINK 1/4" - 5/16"	29.94
					<u>\$29.94</u>

PACE ANALYTICAL SERVICES

09/27/2011	VM119423	E 602-49490-313	Sample Testing	CHEMICALS	90.00
11/08/2011	VM120972	E 602-49490-313	Sample Testing	CHEMICALS	122.50
11/11/2011	VM121234	E 601-49440-313	Sample Testing	CHEMICALS	120.00
					<u>\$332.50</u>

PHILLIPS WINE & SPIRITS CO.

11/02/2011	2148743	E 609-49751-206	Freight and Fuel Charges	LIQUOR	47.04
11/02/2011	2148743	E 609-49751-251	Liquor For Resale	LIQUOR	2,160.94
11/02/2011	2148744	E 609-49751-206	Freight and Fuel Charges	WINE	10.29
11/02/2011	2148744	E 609-49751-253	Wine For Resale	WINE	330.60
11/09/2011	2152023	E 609-49751-206	Freight and Fuel Charges	LIQUOR	16.17
11/09/2011	2152023	E 609-49751-251	Liquor For Resale	LIQUOR	572.51
11/09/2011	2152024	E 609-49751-206	Freight and Fuel Charges	WINE	58.80
11/09/2011	2152024	E 609-49751-253	Wine For Resale	WINE	2,547.50
					<u>\$5,743.85</u>

PRINTING UNLIMITED

11/11/2011	6061	E 101-42110-200	Office Supplies	CARDS-GENNARO, SNOWMOBII	39.54
					<u>\$39.54</u>

PROFESSIONAL DESIGN GROUP INC

10/31/2011	4061	E 402-41940-520	C-O-L Building & Structures	PRO SERVICES 10/1 - 10/31	23,597.02
					<u>\$23,597.02</u>

QUALITY WINE & SPIRITS

11/09/2011	534277-00	E 609-49751-206	Freight and Fuel Charges	LIQUOR, WINE	34.50
11/09/2011	534277-00	E 609-49751-251	Liquor For Resale	LIQUOR	396.40
11/09/2011	534277-00	E 609-49751-253	Wine For Resale	WINE	612.01
					<u>\$1,042.91</u>

ROBS SMALL ENGINE REPAIR

10/24/2011	597407	E 101-42210-218	Equipment Repair & Maintenance	HONDA GENERATOR ENGINE 2	128.00
					<u>\$128.00</u>

SOUTHERN WINE & SPIRITS OF MN

11/02/2011	1618413	E 609-49751-206	Freight and Fuel Charges	LIQUOR WINE	20.52
11/02/2011	1618413	E 609-49751-251	Liquor For Resale	LIQUOR	616.00
11/02/2011	1618413	E 609-49751-253	Wine For Resale	WINE	490.25
11/09/2011	1632992	E 609-49751-206	Freight and Fuel Charges	LIQUOR	12.81

11/09/2011	1632992	E 609-49751-251	Liquor For Resale	LIQUOR	1,903.70
					<u>\$3,043.28</u>

ST. FRANCIS TRUE VALUE HARDWAR

09/30/2011	18188	E 101-45200-217	Other Operating Supplies	SUPPLIES	15.39
09/30/2011	18190	E 602-49490-217	Other Operating Supplies	SUPPLIES	5.06
09/30/2011	18217	E 602-49490-217	Other Operating Supplies	SUPPLIES	9.64
09/30/2011	19121	E 602-49490-217	Other Operating Supplies	SUPPLIES	41.61
09/30/2011	19122	E 602-49490-217	Other Operating Supplies	SUPPLIES	3.21
09/30/2011	19262	E 601-49440-217	Other Operating Supplies	SUPPLIES	17.25
09/30/2011	19308	E 602-49490-217	Other Operating Supplies	SUPPLIES	6.08
09/30/2011	19337	E 101-43100-217	Other Operating Supplies	SUPPLIES	30.44
09/30/2011	19338	E 602-49490-217	Other Operating Supplies	SUPPLIES	6.08
10/06/2011	19180	E 101-42110-217	Other Operating Supplies	KEYS	6.07
10/10/2011	18153	E 101-42210-217	Other Operating Supplies	SUPPLIES	21.35
10/10/2011	18171	E 101-42210-217	Other Operating Supplies	SUPPLIES	5.75
					<u>\$167.93</u>

STAPLES

10/18/2011	110786441	E 101-42110-200	Office Supplies	SUPPLIES	143.98
11/03/2011	111029397	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	180.57
					<u>\$324.55</u>

TELECID (TWIN CITIES EMEDIA)

11/01/2011	20041042	E 101-42110-217	Other Operating Supplies	INSIGNIA 2.0 COMPUTER SPEAK	21.41
					<u>\$21.41</u>

THORPE DISTRIBUTING COMPANY

11/04/2011	662942	E 609-49751-252	Beer For Resale	BEER	97.00
					<u>\$97.00</u>

TRI COUNTY ASSOCIATION

08/24/2011		E 101-42110-433	Dues and Subscriptions	DUES 2011	50.00
					<u>\$50.00</u>

TURFMASTERS

11/08/2011	1751	E 101-45200-419	Turf/Fertilizer/Weed Control	FERTILIZER/WEED CONTROL	2,481.02
					<u>\$2,481.02</u>

TVEIT, JERRY

		E 101-41110-331	Travel Expenses	MILEAGE-ROCHESTER JUNE	120.46
					<u>\$120.46</u>

VERIZON WIRELESS

11/01/2011	2651910957	E 101-43100-321	Telephone	SERVICE 10/3 - 11/02	51.27
11/01/2011	2651910957	E 101-45200-321	Telephone	SERVICE 10/3 - 11/02	51.26
11/01/2011	2651910957	E 601-49440-321	Telephone	SERVICE 10/3 - 11/02	51.28
11/01/2011	2651910957	E 602-49490-321	Telephone	SERVICE 10/3 - 11/02	51.28
					<u>\$205.09</u>

WIRTZ BEVERAGE MN

10/31/2011	653785	E 609-49751-206	Freight and Fuel Charges	LIQUOR, WINE, MISC	198.65
10/31/2011	653785	E 609-49751-251	Liquor For Resale	LIQUOR	12,840.38
10/31/2011	653785	E 609-49751-253	Wine For Resale	WINE	923.35
10/31/2011	653785	E 609-49751-254	Miscellaneous Merchandise	MISC	59.11

11/03/2011	653174	E 609-49751-206	Freight and Fuel Charges	LIQUOR	1.45
11/03/2011	653174	E 609-49751-251	Liquor For Resale	LIQUOR	121.50
11/09/2011	846608	E 609-49751-251	Liquor For Resale	CREDIT	(50.50)
11/09/2011	846643	E 609-49751-253	Wine For Resale	CREDIT	(92.00)
11/09/2011	846644	E 609-49751-253	Wine For Resale	CREDIT	(56.00)
11/09/2011	846645	E 609-49751-253	Wine For Resale	CREDIT	(32.00)
11/10/2011	658465	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.45
11/10/2011	658777	E 609-49751-206	Freight and Fuel Charges	LIQUOR, WINE	18.85
11/10/2011	658777	E 609-49751-251	Liquor For Resale	LIQUOR	1,496.30
11/10/2011	658777	E 609-49751-253	Wine For Resale	WINE	111.92
					\$15,542.46

FUND SUMMARY

\$162,606.56

101 GENERAL FUND	\$22,446.78
226 PEDERSON PATH FUND	\$2,147.50
402 CAPITAL EQUIPMENT	\$65,560.34
601 WATER FUND	\$4,274.26
602 SEWER FUND	\$6,287.64
609 MUNICIPAL LIQUOR FUND	\$61,890.04
Total	162,606.56

CITY OF ST. FRANCIS
11/21/2011

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>
11/10/11	U.S. Treasurer	Federal Payroll Tax	14,808.44
11/10/11	P.E.R.A.	P.E.R.A.	11,936.44
11/10/11	ING	Deferred Comp	770.00
11/10/11	ICMA	Deferred Comp	790.00
11/10/11	MN State Treasurer	State Payroll Tax	3,404.96
11/14/11	MN Dept of Revenue	Sales Tax	16,224.00
	TOTAL		<u>47,933.84</u>



MEMORANDUM

TO: St. Francis City Council
Matt Hylen, City Administrator

FROM: Nate Sparks

DATE: November 16, 2011

MEETING DATE: November 21, 2011

RE: City Centre PUD Amendment – Signs

CITY FILE: SP-11-01

NAC FILE: 281.02 – 11.03

BACKGROUND

The property owners of the commercial portion of the City Centre Planned Unit Development have made an application for a PUD Amendment in order to change the signage plan for the development. The change would allow for an additional free standing sign to be placed on the premises and to allow for a portion of one sign to have a reader board.

ORIGINAL SIGNAGE PLAN

The original signage plan in effect allowed for five total free standing signs along Highway 47. Each sign was allowed to be a multi-tenant pylon sign. This signage plan was originally approved in 2001. The total square footage of free standing signage allowed for the development was 800 square feet or 160 per sign.

The sign locations were general and conceptual on the original approval. Signs #1 and #2 were the County Market and McDonald's signs respectively. Sign #3 is the City Center sign and Sign #4 is the multi-tenant sign located at the south side of the northern strip mall building that has the Billy's and Anytime Fitness signs on the top.

Sign #5 ended up being the Anoka County Credit Union sign. Since the Credit Union ended up being a more stand-alone entity, the sign was not a multi-tenant sign and was smaller, only about 30 square feet, than the other signs.



AMENDED SIGNAGE PLAN

Sign #5 could also have been placed at the northern end of the northern strip center. Since the Credit Union sign is smaller, the applicant would like to utilize the remaining signage allotment in the alternate Sign #5 location. This will not change any of the inherent traits of the Planned Unit Development.

Also, the applicant is seeking to add an electronic portion to Sign #1. This is acceptable provided the electronic portion does not have animation nor is greater than 40 square feet in area.

PUD SIGN STANDARDS

For the PUD, free standing signs are approved to be up to 160 square feet in area and 25 feet high. To be consistent with the PUD, this proposed additional sign (Sign #6) cannot exceed 130 square feet in area. The applicant's materials suggest the sign under consideration is only about 106 square feet in area and 20 feet tall.

PUD REVIEW

The Planning Commission shall consider possible effects of the proposed PUD amendment. Its judgment shall be based upon, but not limited to, the following factors:

- A. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official City Comprehensive Plan.
- B. The proposed use is or will be compatible with present and future land uses of the area.
- C. The proposed use conforms with all performance standards contained in this Ordinance.
- D. The proposed use can be accommodated with existing public services and will not overburden the City's service capacity.
- E. Traffic generation by the proposed use is within capabilities of streets serving the property.

RECOMMENDATION

The Planning Commission reviewed the application and held a public hearing on November 16, 2011. The Planning Commission found that the additional free standing sign (Sign #6) and the electronic portion of Sign #1 are consistent with the review criteria and the original intent of the PUD, and recommended approval of the PUD Amendment, with the following conditions:

1. Sign #6 shall meet the same front yard setback as the other signs.
2. The electronic portion of Sign #1 shall not be animated nor shall be greater than 70 square feet in area.



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4800 Olson Memorial Highway, Suite 202, Golden Valley, MN 55422
Telephone: 763.231.2555 Facsimile: 763.231.2561 planners@nacplanning.com

3. No additional electronic signage may be added to the other free standing signs.

Attachments:

Current Sign Photos
Proposed Sign (Sign #6)
Original Sign Plan
Amended Sign Plan

CC Scott Lepak, City Attorney
Jared Voge, City Engineer

Bob King
St Francis Realty LLC
23122 St. Francis Blvd
St Francis, MN 55070



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4800 Olson Memorial Highway, Suite 202, Golden Valley, MN 55422
Telephone: 763.231.2555 Facsimile: 763.231.2561 planners@nacplanning.com

Current Signs #1 - #4:



Sign #1



Sign #2

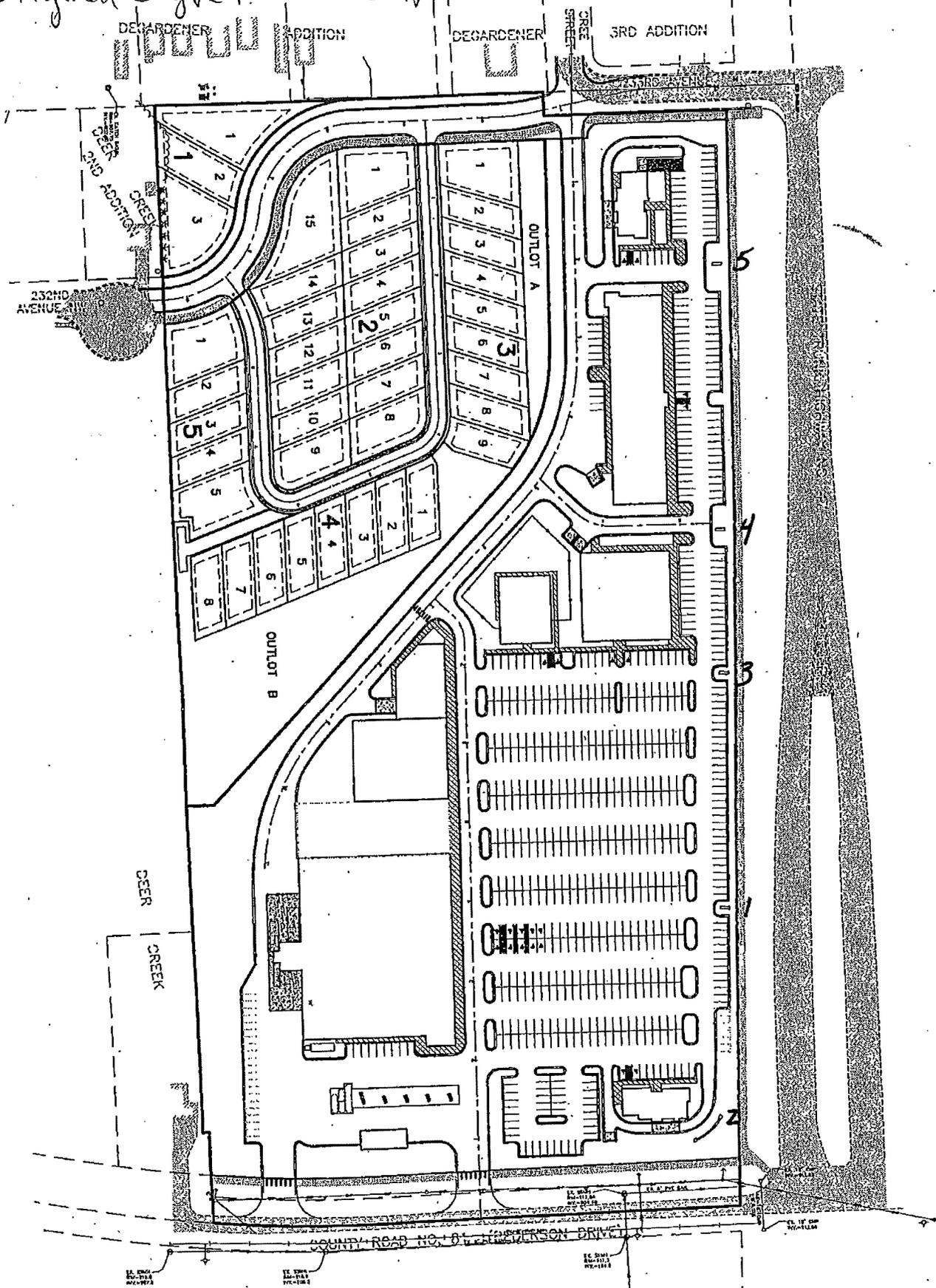


Sign #3

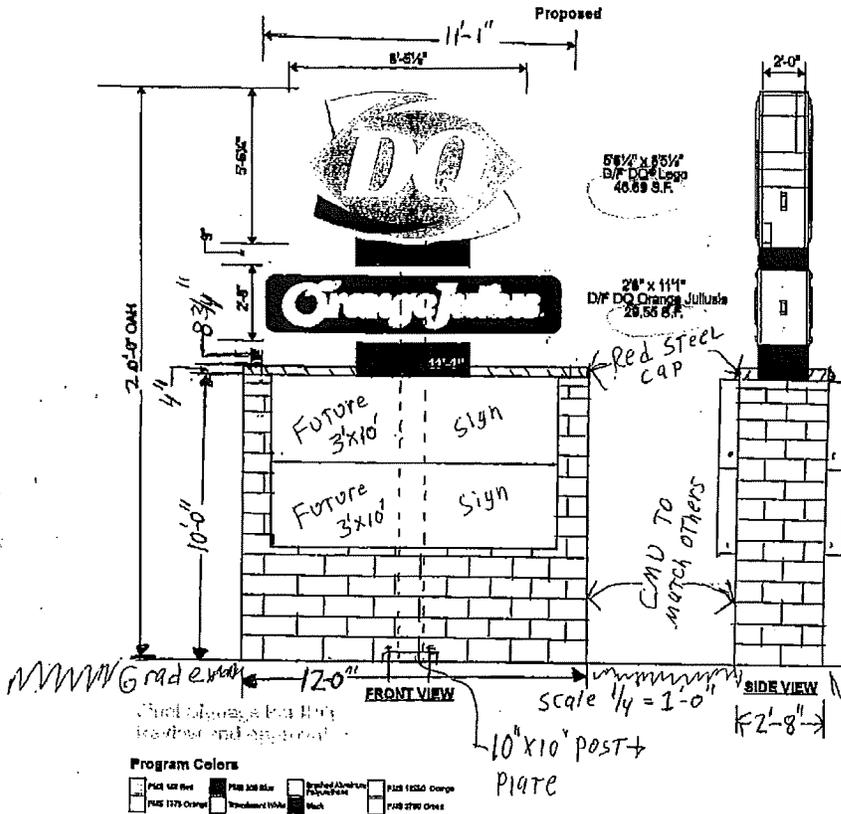


Sign #4

Original Sign Plan - City Center Pk



Pylon Elevation View



Project Information		
Client	International Dairy Queen	
Location	23212 Saint Francis Blvd NW Ste 1300 Saint Francis, MN	
File	DQ 42201 - Saint Francis, MN	
Size	Sheet	Project Manager
House	SB	AKR
Date / Description		
09/18/11	Issue Date	

Client Review Status	
Allen Industries, Inc. requires that an "Approved" drawing be obtained from the client prior to any production, rental or production release request.	
<input type="checkbox"/> Approved	<input type="checkbox"/> Approved as Noted
<input type="checkbox"/> Revised & Resubmit	
Date	By
Notes	

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Allen Industries
 Corporate Identity Programs
 Architectural Signage Division
 4100 Sheraton Court, Greensboro, NC 27410
 Phone 833-294-2007 Fax 336-294-4335
 "Because Image Is Everything"

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

RESOLUTION 2011-37

**A RESOLUTION APPROVING A PLANNED UNIT DEVELOPMENT AMENDMENT
FOR THE CITY CENTRE PUD TO AMEND THE SIGNAGE PLAN**

WHEREAS, the City of St. Francis received a request from St. Francis Realty LLC (“the Applicant”) for a Planned Unit Development Amendment to amend the signage plan for the commercial portion of the City Centre PUD; and

WHEREAS, the legal description of the subject site (“the Property”) is:

Lots 1, 6, and 7 of Block 1, St. Francis City Centre and Lots 1 through 4, St. Francis City Centre 2nd Addition

WHEREAS, the Applicant is seeking to add an additional free standing sign location in the signage plan identified on the sign plan as “Sign #6” and create a community electronic sign to be placed on one free standing sign identified on the sign plan as “Sign #1”; and

WHEREAS, the proposed amendment will not increase the total amount of free standing signage on the Property; and

WHEREAS, the signage plan is consistent with the spirit and intent of the original Planned Unit Development; and

WHEREAS, the St. Francis Planning Commission held a duly noticed public hearing and reviewed the request during the November 16, 2011 meeting; and

WHEREAS, the St. Francis City Council reviewed the request and the Planning Commission recommendation approving the request and set forth the following findings of fact:

1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official City Comprehensive Plan.
2. The proposed use is or will be compatible with present and future land uses of the area.
3. The proposed use conforms with all performance standards contained in this Ordinance.
4. The proposed use can be accommodated with existing public services and will not overburden the City’s service capacity.
5. Traffic generation by the proposed use is within capabilities of streets serving the property.

NOW, THEREFORE, BE IT RESOLVED that the City of St. Francis hereby approves the Planned Unit Development Amendment request to add an additional free standing sign and an electronic sign on an existing free standing sign subject to the following conditions:

1. Sign #6 shall not exceed 130 square feet in area.
2. Sign #6 shall meet the same setbacks and height limits as the other signs in the PUD.
3. The electronic portion of Sign #1 shall not exceed 70 square feet in area.
4. No additional electronic signage shall be allowed on any other free standing signs.
5. All fees must be paid.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 21ST DAY OF NOVEMBER, 2011.

APPROVED

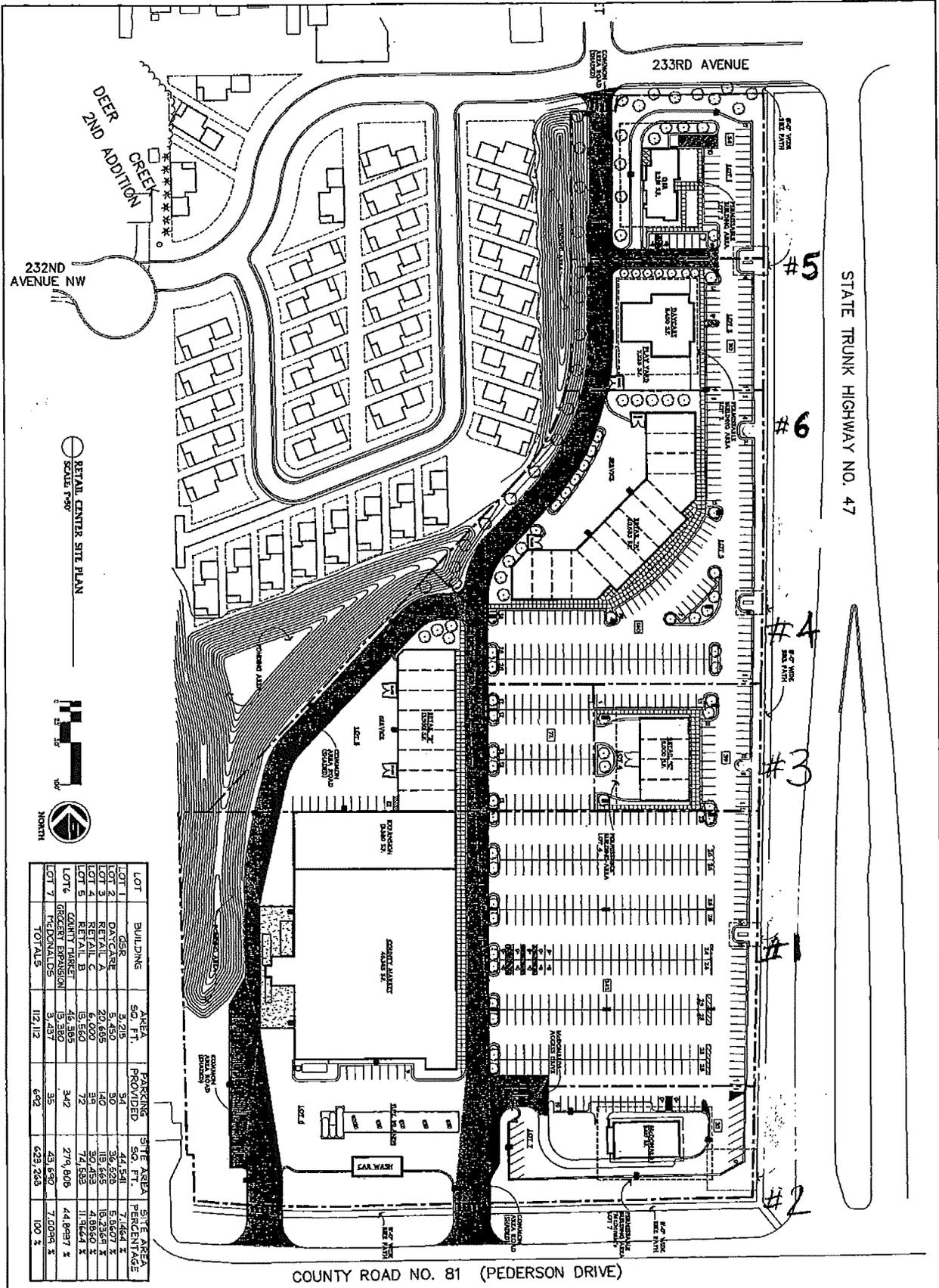
Jerry Tveit
Mayor of St. Francis

Attest:

Barbara I. Held
City Clerk

Attachments:
Amended Signage Plan

Amended Sign Plan - City Center PUD



RETAIL CENTER SITE PLAN
SCALE 1"=80'



LOT	BUILDING	AREA SQ. FT.	PARKING PROVIDED	SITE AREA SQ. FT.	SITE AREA PERCENTAGE
LOT 1	GSR	3,215	34	44,541	7.1644 %
LOT 2	DAVYCAR	5,450	30	35,625	5.8607 %
LOT 3	DAVYCAR	20,695	140	113,665	18.2364 %
LOT 4	RETAIL A	6,000	32	30,453	4.8860 %
LOT 5	RETAIL B	12,560	72	74,585	11.8884 %
LOT 6	CONV. ALIEN	13,380	342	279,806	44.8937 %
LOT 7	RECREATION	3,437	35	43,630	7.0094 %
TOTALS		112,112	692	623,268	100 %

BKVV GROUP
Architecture
Interior Design
Engineering

Boorman Kross Vogel Group Inc.
222 North Secor
Minneapolis, MN
Telephone: 612.3
Facsimile: 612.3
www.bkvvgroup.com

DEVELOPER:
CHRISTENSON CC
KINGS COUNTY MN

PROJECT TITLE:
ST. FRANCIS
CENTRE
ST. FRANCIS, MINN

SHEET TITLE:
PRELIMINA
SITE PLAN
EXHIBIT "1"

CERTIFICATION:
I hereby certify that the data, a true and correct copy of the same, was prepared and verified by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Minnesota.

NEG FOR CONSTRUCT

REVISIONS:

NO.	DATE	BY	DESCRIPTION
1			ISSUED FOR PERMIT
2			REVISIONS
3			REVISIONS
4			REVISIONS

DATE: DECEMBER 10, 2001
DRAWN BY: [Name]
CHECKED BY: [Name]
DESIGNED BY: [Name]
SCALE: AS SHOWN
SHEET NUMBER: [Number]

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PLANNING REPORT

TO: St. Francis City Council
Matt Hysten, City Administrator

FROM: Nate Sparks

MEETING DATE: November 7, 2011

DATE: November 2, 2011

RE: Ordinance Amendment – Dog Kennels

BACKGROUND

The City has recently received citizen complaints regarding illegal dog kennels. While handling the complaints it was noticed that there may be a gap between the private kennel and commercial kennel standards. At the June, July, and October Planning Commission meetings, the Commissioners reviewed other area ordinances and researched the issues. The Commission recommends making the standards for private kennels similar to commercial kennels, as a high number of dogs on a single property impacts neighboring properties regardless of the purpose behind the dogs being there. The change requires the Animal Ordinance, definition of kennel in the Zoning Ordinance, and the District Standards for the A-1, A-2, and A-3 Districts all be amended. No changes are proposed to the kennel license section in Chapter 6 of the City Code, at this time.

DRAFT ORDINANCE AMENDMENTS

The following is the draft ordinance in review form. In the review document a strikethrough means a deletion and italicized text means an addition:

Ordinance Section #1

Section 8-3-1 currently addresses that a license is required for dogs and states the number of dogs allowed on a property. The proposed ordinance splits this into two sections. The first is the licensing requirement, which remains unchanged. The second is the number of dogs allowed per property. In urban areas and on rural parcels less than 5 acres in size, the ordinance is unchanged. For the rural parcels greater than 5 acres in size, there is currently a provision allowing for a kennel license and then an unlimited number of dogs. The Planning Commission recommends changing this to limit the number of dogs at 4 and then to exceed 4 and Interim Use or Conditional Use Permit is required along with a kennel license.

Section 8-3-1:

C. ~~License Required and Number of Dogs Restricted. It is unlawful for the owner of any dog, six (6) months of age or more, to fail to obtain a license therefore from the City. All dogs kept, harbored, or maintained in the City of St. Francis shall be licensed and registered. Applications for licenses shall be made to the City Clerk upon forms provided by the Clerk. Said application shall require the owner, among the other information required by the City Clerk, to supply the name, age, predominant breed, sex, color and markings of each dog sought to be licensed. In addition, when the applicant or owner has been convicted of a violation to Section 8-3-1.L of this Code relative to the dog sought to be licensed, the application shall require proof of public liability insurance as set forth in Section 8-3-1.S of this Code. Upon submission of the application and a certificate of evidencing compliance with the terms and provisions of the license fee, the City Clerk shall issue a license, which license shall be effective until the next 31st day of December of the following year. The number of dogs permitted shall not exceed three (3) dogs over the age of three (3) months per dwelling unit. Properties located within the Urban Service area of the City shall be limited to a maximum of two dogs housed outside the principal structure. Provided, that this Subdivision shall not apply to a kennel licensed under the City Code. (Ord 17, SS, 5-3-1993; Ord 92, SS, 6-19-2005~~

License Required and Number of Dogs Restricted.

1. Licenses. It is unlawful for the owner of any dog, six (6) months of age or more, to fail to obtain a license therefore from the City. All dogs kept, harbored, or maintained in the City of St. Francis shall be licensed and registered. Applications for licenses shall be made to the City Clerk upon forms provided by the Clerk. Said application shall require the owner, among the other information required by the City Clerk, to supply the name, age, predominant breed, sex, color and markings of each dog sought to be licensed. In addition, when the applicant or owner has been convicted of a violation to Section 8-3-1.L of this Code relative to the dog sought to be licensed, the application shall require proof of public liability insurance as set forth in Section 8-3-1.S of this Code. Upon submission of the application and a certificate of evidencing compliance with the terms and provisions of the license fee, the City Clerk shall issue a license, which license shall be effective until the next 31st day of December of the following year.

2. Number of Dogs Allowed.

a. The number of dogs permitted shall not exceed three (3) dogs over the age of three (3) months per dwelling unit in the urban service area and on rural parcels less than 5 acres in size. Properties located within the Urban Service area of the City shall be limited to a maximum of two dogs housed outside the principal structure.

b. *On parcels 5 acres or more in size in the rural service area, the number of dogs permitted shall not exceed four (4) dogs over the age of three (3) months per dwelling unit unless in receipt of an Interim Use Permit for a Kennel in the A-1, A-2, or A-3 Districts of the Zoning Ordinance. In no instance shall the number of dogs exceed 15 with the IUP.*

Ordinance Section #2

The current definition in the zoning ordinance regarding kennels deals with commercial kennels only. This ordinance section changes this to include all kennels.

Section 10-2-2:

KENNEL, COMMERCIAL: Any structure or premises on which *more than* four (4) dogs ~~up to fifteen (15) dogs~~ over six (6) months of age are ~~commercially kept for sale, breeding, boarding, breeding, or exhibited, housed, bred, boarded, or exhibited,~~ except hospitals, clinics, and other premises operated by a licensed veterinarian exclusively for the care and treatment of animals.

Ordinance Section #3

In the districts where the IUP or CUP for kennels is allowed, the ordinance currently lumps kennels in with horse stables. This section proposed to split these two uses and create a separate set of standards for kennels based on the changes discussed in Ordinance Section #1.

Sections 10-51-4, 10-52-4, and 10-53-5:

(These sections are the A-1 and A-2 Conditional Uses and A-3 Interim Uses respectively.)

The purpose is to modify commercial horse stables and commercial kennels into only commercial horse stables:

Commercial horse stables ~~and commercial kennels~~ provided that:

1. The provisions of Chapter 6 of this Ordinance and Section 8-3 of the City Code are considered and determined to be satisfied.
2. The use is located on an arterial or collector road.
3. The use is accessory to a residential use.
4. All standards pertaining to Chapter 21 of this Ordinance are met.

Then add kennels as a separate use in the Interim Uses of all three districts:

Kennels provided that:

1. *The provisions of Chapter 7, Interim Use Permits, of this Ordinance and Section 8-3, Animals, of the City Code are met.*
2. *Any breeding, boarding, exhibiting, or other such commercial activity shall require the site to be located on a collector or arterial roadway, have sufficient off-street parking supplied, provide adequate fencing and/or screening to adjacent uses, and be in compliance with Chapter 21 of this ordinance regarding Home Occupations.*
3. *The kennel shall be accessory to a residential use.*
4. *The subject site shall be a minimum of 5 acres in size.*
5. *The property owner shall be in receipt of a kennel license as required in Section 6-7 of the City Code.*
6. *No more than fifteen (15) dogs over the age of six (6) months shall be kept on the site at any time.*

PLANNING COMMISSION RECOMMENDATION

The Planning Commission recommended approval of this ordinance amendment after holding a public hearing on October 19, 2011.

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

ORDINANCE 160, SECOND SERIES

**AN ORDINANCE AMENDING THE CITY'S ANIMAL AND ZONING ORDINANCES
REGARDING DOG KENNELS AND MAXIMUM NUMBERS OF DOGS ALLOWED**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That Section 8-3-1-C shall hereby be amended to read as follows:

C. License Required and Number of Dogs Restricted.

1. Licenses. It is unlawful for the owner of any dog, six (6) months of age or more, to fail to obtain a license therefore from the City. All dogs kept, harbored, or maintained in the City of St. Francis shall be licensed and registered. Applications for licenses shall be made to the City Clerk upon forms provided by the Clerk. Said application shall require the owner, among the other information required by the City Clerk, to supply the name, age, predominant breed, sex, color and markings of each dog sought to be licensed. In addition, when the applicant or owner has been convicted of a violation to Section 8-3-1.L of this Code relative to the dog sought to be licensed, the application shall require proof of public liability insurance as set forth in Section 8-3-1.S of this Code. Upon submission of the application and a certificate of evidencing compliance with the terms and provisions of the license fee, the City Clerk shall issue a license, which license shall be effective until the next 31st day of December of the following year.

2. Number of Dogs Allowed.

a. The number of dogs permitted shall not exceed three (3) dogs over the age of three (3) months per dwelling unit in the urban service area and on rural parcels less than 5 acres in size. Properties located within the Urban Service area of the City shall be limited to a maximum of two dogs housed outside the principal structure.

b. On parcels 5 acres or more in size in the rural service area, the number of dogs permitted shall not exceed four (4) dogs over the age of three (3) months per dwelling unit unless in receipt of an Interim Use Permit for a Kennel in the A-1, A-2, or A-3 Districts of the Zoning Ordinance. In no instance shall the number of dogs exceed 15 with the IUP.

Section 2. Code Amended. That the definition of Kennel, Commercial found in Section 10-2-2 of the Zoning Ordinance is hereby amended to read as follows:

KENNEL: Any structure or premises on which more than four (4) dogs over six (6) months of age are housed, bred, boarded, or exhibited, except hospitals, clinics, and other premises operated by a licensed veterinarian exclusively for the care and treatment of animals.

Section 3. Code Amended. That Sections 10-51-4-C and 10-52-4-E shall hereby be amended to read as follows:

Commercial horse stables provided that:

1. The provisions of Chapter 6, Conditional Use Permits, of this Ordinance and Section 8-3, Animals, of the City Code are considered and determined to be satisfied.
2. The use is located on an arterial or collector road.
3. The use is accessory to a residential use.
4. All standards pertaining to Chapter 21 of this Ordinance are met.

Section 4. Code Amended. That Section 10-53-5-B is hereby amended to read as follows:

Commercial horse stables provided that:

1. The provisions of Chapter 7, Interim Use Permits, of this Ordinance and Section 8-3, Animals, of the City Code are considered and determined to be satisfied.
2. The use is located on an arterial or collector road.
3. The use is accessory to a residential use.
4. All standards pertaining to Chapter 21 of this Ordinance are met.

Section 5. Code Amended. That Sections 10-51-5-E, 10-52-5-D, and 10-53-5-I are hereby added to read as follows:

Kennels provided that:

1. The provisions of Chapter 7, Interim Use Permits, of this Ordinance and Section 8-3, Animals, of the City Code are met.
2. Any breeding, boarding, exhibiting, or other such commercial activity shall require the site to be located on a collector or arterial roadway, have sufficient off-street parking supplied, provide adequate fencing and/or screening to adjacent uses, and be in compliance with Chapter 21 of this ordinance regarding Home Occupations.
3. The kennel shall be accessory to a residential use.
4. The subject site shall be a minimum of 5 acres in size.
5. The property owner shall be in receipt of a kennel license as required in Section 6-7 of the City Code.
6. No more than fifteen (15) dogs over the age of six (6) months shall be kept on the site at any time.

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 NOVEMBER, 2011.

APPROVED:

Jerry Tveit
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk

(seal)

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

RESOLUTION 2010-38

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 160,
SECOND SERIES AMENDING THE CITY'S ANIMAL AND ZONING ORDINANCES
REGARDING DOG KENNELS AND MAXIMUM NUMBERS OF DOGS ALLOWED**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, Subd. 4, the City Council has determined that publication of the title and summary of Ordinance 160, Second Series will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance 160, Second Series is approved for publication:

**CITY OF ST. FRANCIS, MINNESOTA
ORDINANCE 160, SECOND SERIES**

Section 8-3-1 of the City Code is amended to allow for one additional dog to four total on parcels 5 acres or more in size without requiring a kennel license. Any property seeking to have more than four dogs must be greater than 5 acres in size and in receipt of an Interim Use Permit as regulated in the Zoning Ordinance. This ordinance will be in effect 30 days from publication.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 21st DAY OF NOVEMBER, 2011.

APPROVED

Jerry Tveit
Mayor of St. Francis

Attest:

Barbara I. Held
City Clerk



PLANNING REPORT

TO: St. Francis City Council
Matt Hylan, City Administrator

FROM: Nate Sparks

MEETING DATE: November 7, 2011

DATE: November 2, 2011

RE: Ordinance Amendment – Roof Materials

BACKGROUND

The Zoning Ordinance currently has detailed information about building materials but is somewhat more vague about visible roofing materials. As part of ongoing maintenance of the code, it is recommended that some general standards be considered.

DRAFT ORDINANCE AMENDMENT

Proposed is an ordinance amendment that would add a general section about exposed roof materials after the building materials section:

Sec. 10-17-4:

- C. Commercial, Industrial, Institutional, and Multi-Family Roofs.
 - 1. All exposed roof materials shall be similar to or an architectural equivalent of commercial grade asphalt or fiberglass shingles, wood shingles, tile shingles, finished metal standing seam, or better.
 - 2. Pitched roofs shall be constructed with at least a one (1) foot over hang around the perimeter of the structure.
 - 3. Roofing materials and standards for two-family dwellings and townhomes shall meet the standards for single family homes as stated in Section 10-17-8-C.
 - 4. Cloth, canvas, plastic sheets, tarps, and similar materials are not allowed as roofing materials except for greenhouses, agricultural uses, and public uses for the purposes of protecting outdoor storage materials necessary for public safety such as salt and sand.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission held a public hearing on October 19, 2011 and recommended approval of the ordinance amendment.

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

ORDINANCE 161, SECOND SERIES

AN ORDINANCE ADDING SECTION 10-17-4-C
REGARDING ROOFING MATERIALS

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That Section 10-17-4-C, Second Series shall hereby be added to read as follows:

- C. Commercial, Industrial, Institutional, and Multi-Family Roofs.
1. All exposed roof materials shall be similar to or an architectural equivalent of commercial grade asphalt or fiberglass shingles, wood shingles, tile shingles, finished metal standing seam, or better.
 2. Pitched roofs shall be constructed with at least a one (1) foot over hang around the perimeter of the structure.
 3. Roofing materials and standards for two-family dwellings and townhomes shall meet the standards for single family homes as stated in Section 10-17-8-C.
 4. Cloth, canvas, plastic sheets, tarps, and similar materials are not allowed as roofing materials except for greenhouses, agricultural uses, and public uses for the purposes of protecting outdoor storage materials necessary for public safety such as salt and sand.

Section 2. 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 NOVEMBER, 2011.

APPROVED:

Jerry Tveit
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk

(seal)

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

ORDINANCE 162, SECOND SERIES

AN ORDINANCE AMENDING SECTION 6-1-6. ENTITLED "FIXING LICENSE FEES"

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Adopted. That Section 6-1-6 entitled "Fixing License Fees" shall hereby be amended to read as follows:

SECTION 6-1-6. FIXING LICENSE FEES.

Subd. 1. Except as otherwise herein provided, all fees for license, late fee penalties, and investigation of applicants under this Chapter shall be fixed and determined by the Council, adopted by ordinance and uniformly enforced. Such license fees may, from time-to-time, be amended by Council by ordinance. A copy of the ordinance setting forth currently effective license fees shall be kept on file in the office of the City Clerk, and open to inspection during regular business hours. For the purpose of fixing such fees, the Council may subdivide and categorize licenses under a specific license requirement, provided, that any such subdivision or categorization shall be included in the ordinance authorized by this Section.

Subd. 2. Exhibit A. "Fee Schedule".

Section 2. 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 DECEMBER, 2011.

APPROVED:

Jerry Tveit
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk



2012 MASTER FEE SCHEDULE

EXHIBIT A for Ordinance 162, Second Series, Subd. 2

ANIMAL IMPOUND FEES

1st Offense	\$50
2nd Offense	\$85
3rd Offense	\$125
Boarding Fee	\$20/day

ANIMAL LICENSE

Dog License (May-April)	\$5/(1-2 year vaccinations) \$7/(3 year vaccinations)
Kennel	
First 10 dogs	\$75/year \$100/year
Each Additional dog	\$1/year \$10/year

AMUSEMENT & RECREATION

Amusement Machine	\$15/location + \$15/machine
Dance	
Annual	\$100/year
Per Event	\$10/event

BUSINESS & SERVICE LICENSE

Investigation Fee	\$25
Adult Use	\$2,000/year
Fireworks (per City Ordinance)	\$50/year
Pawnbroker	\$1,000/year
Refuse Hauler	\$150/year + \$25/truck
Sauna/Massage Parlor	\$200/year
Taxicab Driver License Fee	\$150/year
Taxicab Operator License Fee	\$150/year
Towing/Impound	\$150/year
Transient Merchant/Peddler	
Week	\$50
Month	\$150
Year	\$300

LIQUOR LICENSE

3.2% Malt – Off Sale	\$50/year
3.2% Malt – Off Sale – Special Event	\$25/event
3.2% Malt – On Sale	\$200/year
Club License	\$200/year
Wine License	\$200/year
Intoxicating Liquor – On Sale	\$4,000/year
Intoxicating Liquor – Sunday Sales	\$200/year
Investigation Fee	
Single Application	\$200
Partnership	\$300
Corporation	\$400

TOBACCO LICENSE

\$150/YEAR

STREET DISRUPTION

Road Right of Way - Registration	\$35 + \$2,000 escrow
Road Right of Way - Permit Application	\$150 + Consultant Fees
Street Opening	\$50 + Bond or Deposit & Consultant Fees
Street Culvert	\$25

DOCUMENT SERVICES

Accident, Police & Fire Reports	1-3 pages free; 4 pages \$1; \$.25 per page after 4
Copies	\$.25 per page copied
Certificate of Survey	\$2
City Council Agenda & Minutes (mailed)	
Resident	\$25/year
Non-Resident	\$25/year + postage
Planning/Park Comm Agenda & Minutes (mailed)	
Resident	\$12/year
Non-Resident	\$12/year + postage

GENERAL & MISCELLANEOUS

Lockouts	\$25
Mileage Reimbursement for Personal Vehicle	Current IRS Rate
Notary	\$2/document
Public Nuisance Violation Admin Fee (assessable)	\$75/occurrence
Certify delinquent invoices (except utilities)	Lesser of 10% of delinquency or \$75
Certify delinquent utilities	10% of delinquency
Fire Department charges	See Ordinance 138
Returned Checks	\$30/check
Snowmobile permit	0- \$15.00
Special Assessment Administrative Fee	\$100
Special Assessment Search	\$20/each

EQUIPMENT AND STAFF USE

1 Ton Truck w/Plow	\$55/hour
Belos w/Attachment	\$55/hour
Crane Truck	\$45/hour
Electric Generator	\$60/hour
Grader	\$90/hour
Kubota/Attachments Mower	\$50/hour
Pick Up Truck	\$40/hour
Single Axle Truck	\$65/hour
Single Axle Truck w/Plow	\$85/hour
Skid Steer w/Attachments	\$60/hour
Tractor w/loader or Attachments	\$60/hour
Hourly equipment rates DO NOT include the cost of the operator.	
Staff Time	2 x's Step 8 of their Pay Grade

COUNCIL/COMMISSION PAY

City Council Per Diems per day	\$35/4 hours or less; \$70/more than 4 hours
Special City Council Meetings	
Council Retreats/Work Sessions	
League of MN Cities functions	Prior approval required
Labor negotiations	Prior approval required
Employee interviews	Prior approval required
Mayor only:	Mayor may appoint council member to fulfill his obligations and approve attendance.
School/County Liaison	
MN Mayor's Assn. functions	
Speaking Engagements at other Civic Organizations	
Closing of Property Acquisition	
Planning Commission	
Chairman	\$20/meeting – paid annually
Member	\$15/meeting – paid annually
Park Commission	
Chairman	\$20/meeting – paid annually
Member	\$15/meeting – paid annually

PARKS AND RECREATION

	Resident	Non-Resident
Concession	\$25	\$50
Ball Park Usage – Outside Organization	100/ per night for season	200/per night for season
Clean Up Deposit	\$50 – refundable	\$75 – refundable
Key Replacement	\$50	\$50
Football Field	\$25/each	\$27/each
Football Youth Program	\$43/week/team	
Gazebo Rental	\$50	\$100
Rink Rental for Reserved Time	\$25/hour	\$50/hour
Shelter	\$25	\$50
Soccer	\$34/week/team	
Soccer Field	\$25/each	\$27/each
Warming House	\$50	\$100

St. Francis City Council has the authority to charge an annual fee of \$100 for Non-Profits.

St. Francis City Council has the authority to waive any fees for Non-Profits.

COMMUNITY CENTER

Resident	\$30/event
Non-Resident	\$55/event
Damage Deposit	\$100
Late Key Return	\$25 if not returned within two business days of event
City Purposes	Free
City Benefit	Fees will be waived for these uses unless the Council specifically determines that the fees should be imposed.
St. Francis Lions/Lioness	
St. Francis Senior Citizens Group	
St. Francis Area Jaycees	
St. Francis Youth Assn. (4-H, Scouts, Hockey, etc.)	
St. Francis Ambassador Program	
St. Francis Area Chamber of Commerce	
Other Governmental Agencies	
Local Church organizations	
Local Business/Non-Profit Organizations	Donations will be accepted for Use of Facility unless Council specifically determines that the fees should be imposed.
Priority for use in event of conflict	Based on earliest request if more than one applicant of the same class seeks conflicting dates.
City of St. Francis	
Non-Profit located within City limits	
Residents (individuals or groups)	
Non-Profit located outside City limits	
Non-Residents (individuals or groups)	

DIVISION AND USE OF PROPERTY	Fee	Escrow
Administrative Subdivision	\$200	\$250
Annexation	\$250	\$300
Appeal	\$200	\$250
Comprehensive Plan Amendment	\$450	\$650
Conditional Use Permit	\$350	\$650
Driveway Permit	\$50	\$200 (May be waived by Staff)
Environmental Review	\$350	\$650
Excavation/Fill Permit (Admin)	\$100	\$250
Excavation/Fill Permit (IUP)	\$350	\$650
Home Occupation (IUP)	\$350	\$650
Interim Use	\$350	\$650
Minor Subdivision	\$350	\$400
Ordinance Amendment	\$350	\$650
Planned Unit Development	\$350	\$650
Sign Permit Zoning Review (Admin)	\$75	
Sign Permit Zoning Review (Full)	\$250	\$350
Sign Permit Zoning Review (Temporary)	\$25	
Rezoning	\$350	\$650
Site & Building Plan Review (Admin)	\$100	\$250
Site & Building Plan review (Reg)	\$350	\$450
Street/Utility Easement Vacation	\$350	\$650
Subdivision		
Sketch Plan	\$300	\$500
Preliminary Plat (Rural)	\$400	\$400 + \$125/lot
Preliminary Plat (Urban)	\$400	\$425 + \$175/lot
Final Plat	\$350	\$650
Wetland Replacement Plan Review w/Plat	\$350	\$650
Wetland Replacement Plan and Excavation	\$350	\$650
Variance Application	\$350	\$650
Park Dedication	\$2,500/lot	
TIF Application	\$2,500	\$2,500
Landscaping Escrow Administration Fee	\$100	

Applicants are responsible for all costs incurred by the City for consultant fees.

BUILDING PERMITS

Building Demolition	\$50 + \$.50 state surcharge	*(see below)
Building Demolition - Commercial	By Valuation	
Fence	\$40.00	
Fireplace	\$75 + 50 state surcharge	*(see below)
Fuel Tank Removal	\$50 + \$.50 state surcharge	*(see below)
Engineers Grading Review of Building Permit	\$100	
Hot Water Heater	\$15 + \$.50 state surcharge	*(see below)
HVAC	\$50/unit + \$.50 state surcharge	*(see below)
Irrigation	\$50 back flow preventer + \$	
Mobile Home Setup	By Valuation	
On-Site Septic		
Standard Trench	\$250	
Innovation Mound	\$250	
Soil Verification	\$100	
Plumbing	\$5/opening w/\$50 minimum charge	*(see below)
Pools	\$75 + state surcharge	*(see below)
	Letter must be submitted annually stating that the above ground pool will be placed in the same location each year as per the initial site plan.	
	By Valuation	
Pools - Inground		
Roofing		
Residential	\$75 + \$.50 state surcharge	*(see below)
Commercial	By Valuation + plan review + state surcharge	*(see below)
Siding		
Residential	\$75 + \$.50 state surcharge	*(see below)
Commercial	By Valuation + plan review	*(see below)
Signs	By Valuation + plan review + state surcharge	
Windows	\$50 + \$.50 state surcharge	*(see below)
Permit Card Replacements	\$30	
Commercial Buildings (Plbg, Mech, Fire Alarm, Etc.)	By Valuation + plan review + state surcharge	
	Anything not listed above will be based on valuation + plan review + state surcharge.	
	Permit Extension – ½ Permit Fee and Building Inspector makes determination.	
	Refunds – City retains Plan Check Fee	

* Any fixed Surcharge Tax from July, 1 2010 through June 30, 2013 with a fixed rate of \$0.50 was increase by the State of MN to be \$5.00

ESCROW DEPOSITS

Urban	
Curb Box & Meter	\$1,500
Final Grading	\$500 - \$1,000
Litter/Debris Cleanup	\$100 - \$300
2" Caliper Tree (new)	\$300
Sod	\$2,000
Seeding/Sprinkler	\$2,000
3" Black Dirt	\$500
Erosion Control in Place	\$300
Street Cleaned	\$200
Driveway Installed	\$1,500
Rural	
Final Grading	\$500 - \$1,000
Litter/Debris Cleanup	\$100 - \$300
2" Caliper Tree (new)	\$300
Sod/Seeding	\$300 - \$2,000
Erosion Control in Place	\$300
Culvert	\$1,500
Driveway Installed	\$1,500

UTILITY FEES

Access Charge	
Sewer Equivalent Connection Charge	\$4,200
Water Equivalent Connection Charge	\$3,000
Tapping & Connection Permits	
Tapping & Water Connection	\$125
Tapping & Sewer Connection	\$125
Water Connection	\$50
Sewer Connection	\$50
Meter Deposit	
¾"	Cost
1" and larger	Cost + 10%
Water Shut Off (7:00 am to 3:30 pm)	\$35
Water Reconnect (7:00 am to 3:30 pm)	\$35
*The disconnect and reconnect fee for water shall be waived if a resident leaves for 2 consecutive months during the time from October to March. This is to promote the idea of shutting off these snowbird residences to reduce the chance for freeze ups and bursting of pipes.	
Meter Repair (not removal or installation)	Time & material w/ \$50 minimum
Curbsstop Locate	
Summer	\$25 minimum
Winter	\$50 minimum
Curbsstop Driveway Cover	\$70
Curbsstop Repair	Time & material w/ \$50 minimum
Curbsstop Box	Cost
Hydrant & Gate Valve Repair	Time & material w/ \$50 minimum
Hydrant Meter Deposit	\$800
Non-response to Tagging Notice	\$250 per month until resolved
Un-Metered Use of City Water	\$200

WATER RATES

Monthly Base Fee	\$12.28 (includes \$.53 for State Test Fee)
Charge per 1,000 Gallons Used per Equivalent Connection	
0-14,999	\$4.05/equivalent connection
15,000-29,999	\$4.25/equivalent connection
30,000-44,999	\$4.95/equivalent connection
>=45,000	\$5.95/equivalent connection
Bulk Water	
System Access Charge	\$50
Charge per 1,000 Gallons Used	\$4

SEWER RATES

Monthly Base Fee	\$12
Charge per 1,000 Gallons Used	\$4.55/equivalent connection
Sewer Users Only	Sewer Base Rate + 6,000 Gallons @ Water Rate

Summer Sewer usage calculation for May-October will be based on the average usage from the January, February and March readings of the same year with a minimum billing of 3,000 gallons but not to exceed the water usage for the month.

Memorandum

TO: Mayor Tveit and City Council Members

FROM: Malcolm Beck, Chair, St. Francis Charter Commission
Malcolm P Beck

DATE: November 16, 2011

RE: Charter Commission Recommendations

Early spring 2011, the St. Francis Charter Commission made some recommendations to the City Council to update the City Charter. This past summer, the City Council addressed these unanimous recommendations through an appropriate Ordinance of the City. Per the Charter; any updates that only need City Council approval require a unanimous vote by the City Council. Unfortunately, this Ordinance was defeated 4 votes for and one against.

As I prepare for the upcoming year and the next Charter Commission meeting, I would appreciate it should the City Council RECONSIDER the recommendations of the Charter Commission. I continue to see the benefit to all of our citizens for these Charter amendments. The Charter Commission as a whole could continue their efforts to work cooperatively with the City Council to make St. Francis better.

I would suggest the City Council “separate” the changes to assure independent consideration on each of our recommended topics. The two items were Section 7.16: Capital Improvement Program and Chapter 5 Subdivision 7: Primary Elections. I have discussed my language suggestions with the City Administrator and City Clerk.

Thank you for reconsidering the proposed changes to our City Charter. If you have any questions or concerns about my recommendation, please do not hesitate to contact me at (763) 441-2784.

ORDINANCE 163, 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).

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:

Barbara I. Held, City Clerk

Jerry Tveit, Mayor

ORDINANCE 164, 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:

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.

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

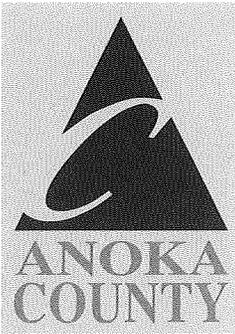
PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS
_____ DAY OF _____, _____.

APPROVED:

ATTEST:

Barbara I. Held, City Clerk

Jerry Tveit, Mayor



COUNTY OF ANOKA

OFFICE OF GOVERNMENTAL SERVICES DIVISION

GOVERNMENT CENTER
2100 3RD AVENUE STE 700 • ANOKA, MN 55303-5024
(763) 323-5700

November 2, 2011

KATHY TINGELSTAD
Intergovernmental Relations
Direct 763-323-5745
Cell 763-286-7293

Matt - **Request for Your Organization to Pass a Resolution of Support**

To: Cities and School Districts in Anoka County

Growth in economic development is an important goal for all communities. With that in mind, the Metro Areas' Fiscal Disparities tax sharing system is making progress towards its objective. However, there may be an effort to dismantle this important program – which was established under the leadership of former Anoka Representative Charles R. Weaver.

If the Fiscal Disparities Program was eliminated, most homeowner and business property tax statements in the Anoka County area would see an average increase of 10% (on the combined city/school/county taxes). This would result in more disparity in the Metro area! (See the sample box below for your area. If there is more than one school district in your city, then only the largest school district is listed.*)

To show leadership on this issue, Anoka County passed the attached resolution at the October 25 county board meeting. We are asking for your help to support a similar resolution by presenting it at your upcoming city council or school board meeting – so it can be ready for the January Legislative Session.

Once your resolution is approved at your city council or school board meeting, please email a copy to me at kathy.tingelstad@co.anoka.mn.us so we can communicate a united message to Legislators for the upcoming Legislative Session.

If you have any questions, please call me at 763-286-7293.

<u>Without Fiscal Disparities – Appx. Total Tax Increase</u> on a \$200,000 residential homestead for 2011:	
Your city of <u>St. Francis</u> :	\$ <u>207</u>
*Your School District # <u>15</u> :	\$ <u>120</u>
Anoka County:	\$ <u>36</u>
Approximate Total Per Sample Household:	\$ <u>363</u>

Sincerely,

Kathy Tingelstad
Intergovernmental Relations

Thanks, in advance!

KT:tp

Enclosure

we want to keep Fiscal Disparities, as it is now...

cc: Anoka County Commissioner Robyn West, Intergovernmental & Community Relations Chair
Rhonda Sivarajah, Chair, Anoka County Board of Commissioners

BOARD OF COUNTY COMMISSIONERS

Anoka County, Minnesota

DATE: October 25, 2011

RESOLUTION #2011-128

OFFERED BY COMMISSIONER: West

**RESOLUTION REQUESTING
NO CHANGE IN FISCAL DISPARITIES**

WHEREAS, the State of Minnesota adopted Minnesota Statute Section 473F – a system designed to share tax resources in the metropolitan area known as fiscal disparities; and,

WHEREAS, the idea of tax-base sharing is to narrow the gap between communities with a strong and growing commercial-industrial tax base and communities with small or stagnated commercial-industrial tax base. To lessen the difference between these “haves” and “have-nots,” the law requires that 40 percent of new commercial-industrial tax base be put back into the metropolitan pool and apportioned back to communities according to their population and overall tax base; and,

WHEREAS, tax base sharing makes sense because communities in the Twin Cities area are interdependent parts of a single economic entity. One city might provide a family with a place to live, another a place to work, another a place to attend school, another a place to shop, another a place to generate electricity to light their home, and another location to handle waste products; and,

WHEREAS, the Minnesota fiscal disparities tax sharing system is working and is making progress towards its objective; and,

WHEREAS, tax base sharing results in spreading the benefits of regional centers and facilities to communities that do not have them but whose taxpayers support them, either through sales or income taxes. Further, fiscal disparities helps promote orderly growth in the entire metropolitan area; and,

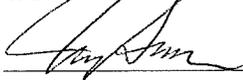
WHEREAS, fiscal disparities is an integral part of the metropolitan area’s property tax system, and is a fundamental benefit to the entire metropolitan area because it recognizes that communities are an interdependent economic unit – as shown by the recent formulation of the economic development organization called “Greater MSP”:

NOW, THEREFORE, BE IT RESOLVED that Anoka County respectfully requests the Governor and the Minnesota Legislature to support continuation of the current Fiscal Disparities Law.

STATE OF MINNESOTA)
COUNTY OF ANOKA) ss

I, Jerry Soma, County Administrator, Anoka County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Anoka County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on October 25, 2011, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 25th day of October 2011.



JERRY SOMA
COUNTY ADMINISTRATOR

	<u>YES</u>	<u>NO</u>
DISTRICT #1 – LOOK	Absent	
DISTRICT #2 – WESTERBERG	X	
DISTRICT #3 – WEST	X	
DISTRICT #4 – KORDIAK	X	
DISTRICT #5 – LEDOUX	Absent	
DISTRICT #6 – SIVARAJAH	X	
DISTRICT #7 – ERHART	X	

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

RESOLUTION 2011-39

**RESOLUTION REQUESTING
NO CHANGE IN FISCAL DISPARITIES.**

WHEREAS, the State of Minnesota adopted Minnesota Statute 473F – a system designed to share tax resources in the metropolitan area known as fiscal disparities; and,

WHEREAS, the idea of tax-base sharing is to narrow the gap between communities with a strong and growing commercial-industrial tax base and communities with small or stagnated commercial-industrial tax base. To lessen the difference between these “haves” and “have nots,” the law requires that 40 percent of new commercial-industrial tax base be put back into the metropolitan pool and apportioned back to communities according to their population and overall tax base; and,

WHEREAS, tax base sharing makes sense because communities in the Twin Cities area are interdependent parts of a single economic entity. One city might provide a family with a place to live, another a place to work, another a place to attend school, another a place to shop, another a place to generate electricity to light their home, and another location to handle waste products; and,

WHEREAS, the Minnesota fiscal disparities tax sharing system is working and is making progress towards its objective; and,

WHEREAS, tax base sharing results in spreading the benefits of regional centers and facilities to communities that do not have them but whose taxpayers support them, either through sales or income taxes. Further, fiscal disparities helps promote orderly growth in the entire metropolitan area; and,

WHEREAS, fiscal disparities is an integral part of the metropolitan area’s property tax system, and is a fundamental benefit to the entire metropolitan area because it recognizes that communities are an interdependent economic unit – as shown by the recent formulation of the economic development organization called “Greater MSP”:

NOW, THEREFORE, BE IT RESOLVED that the City of St. Francis respectfully requests the Governor and the Minnesota Legislature to support continuation of the current Fiscal Disparities Law.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 7th DAY OF NOVEMBER, 2011.

APPROVED

Attest:

Jerry Tveit, Mayor

Barbara I. Held, City Clerk

PER DIEM REIMBURSEMENT REQUEST March - Oct 2011

Name: Jerry Tveit

<u>Date</u>	<u>Event/Function</u>	<u>Amount</u>
<u>6-Apr-11</u>	<u>Mtg. with City of Ramsey (fire dept)</u>	<u>\$ 35.00</u>
<u>27-Apr-11</u>	<u>Charter Comm. Mtg</u>	<u>\$ 35.00</u>
<u>4-May-11</u>	<u>Mtg with Oak Grove (fire dept)</u>	<u>\$ 35.00</u>
<u>22-Sep-11</u>	<u>Mtg in Ramsey (fire dept)</u>	<u>\$ 35.00</u>
<u>5-Oct-11</u>	<u>Mtg in Ramsey (fire dept)</u>	<u>\$ 35.00</u>
Total		<u>\$ 175.00</u>

I certify that the above listed amounts have not previously
been paid.

Signature