



## CITY COUNCIL REGULAR MEETING

St. Francis Area Schools District Office, 4115 Ambassador Blvd. NW

**Monday, September 18, 2023 at 6:00 PM**

---

### AGENDA

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**2. ROLL CALL**

**3. APPROVAL OF AGENDA**

**4. CONSENT AGENDA**

A. City Council Minutes - September 5, 2023

B. 2023 Municipal Waste Prevention and Recycling Grant

C. Voting Operations, Technology, & Election Resources (VOTER) Account

D. Payment of Claims

**5. MEETING OPEN TO THE PUBLIC**

**6. SPECIAL BUSINESS**

**7. PUBLIC HEARING**

A. AutoZone Comprehensive Plan Amendment, Rezoning, Site Plan, Easement Vacation

*Resolution 2023-50 Approving a Comprehensive Plan Amendment for Lot 1 Block 1 Crown 2nd Addition from Business Park/Light Industrial to Commercial and authorizing submission of the amendment to the metropolitan council for review*

*Ordinance 322 Approving rezoning of Lot 1 Block 1 Crown 2nd Addition from BPK to B2 - First Reading*

*Resolution 2023-51 Approving a site plan for Lot 1 Block 1 Crown 2nd Addition*

*Resolution 2023-52 Vacating the ingress and egress easement over Lot 1 Block 1 Crown 2nd Addition*

**8. OLD BUSINESS**

A. Serenity at Seelye Brook Rezoning – 2nd Reading

*Ordinance 312 approving rezoning land located north of Bridgestone Road NW and South of Seelye Brook from A-2 to RR - Second Reading*

*Resolution 2023-53 authorizing the summary publication of ordinance 312. second series rezoning land located north of Bridgestone Road NW and South of Seelye Brook from A-2 to RR*

B. Turtle Ponds 6th Addition Rezoning (PUD Amendment) – 2nd Reading

*Ordinance 321 amending the Turtle Run Planned Unit Development - Second Reading*

*Resolution 2023-54 authorizing the summary publication of ordinance 321 amending the Turtle Run Planned Unit Development*

## **9. NEW BUSINESS**

### **A. Adjust the Tax Levy for Bonded Indebtedness**

*Resolution 2023-55 adjusting the debt service tax levy for 2024*

### **B. Resolution Providing for the Preliminary Approval of a Proposed 2024 Tax Levy and Setting the Budget Public Hearing Date**

*Resolution 2023-56 providing preliminary approval of a proposed 2024 tax levy and setting budget public hearing date*

### **C. Dellwood River Park Riverbank Stabilization Project**

*Resolution 2023-57 accepting bids and awarding contract for the Dellwood River Park Riverbank stabilization project*

### **D. Schedule Interviews and Work Session**

## **10. MEETING OPEN TO THE PUBLIC**

## **11. REPORTS**

### **A. Fire Department Monthly Report - August**

## **12. COUNCIL MEMBER REPORTS**

## **13. UPCOMING EVENTS**

September 16 - Recycle Event - Public Works 8:00 am - 12:00 pm

September 18 - City Council Meeting - 6:00 pm

September 19 - Special Meeting - Councilmember Interviews - 5:00 pm

September 20 - Planning Commission Meeting - 7:00 pm

## **14. ADJOURNMENT**

CITY OF ST. FRANCIS  
CITY COUNCIL AGENDA

St. Francis Area Schools District Office 4115 Ambassador Blvd. NW

September 5, 2023

6:00 p.m.

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

The regular City Council meeting was called to order at 6:00 p.m. by Mayor Joe Muehlbauer.

2. **ROLL CALL**

Members Present: Mayor Joe Muehlbauer, Councilmembers Robert Bauer, and Sarah Udvig.

Also present: City Administrator Kate Thunstrom, Deputy City Administrator/City Clerk Jenni Wida, Community Development Director Colette Baumgardner, Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), Public Works Director Paul Carpenter, Fire Chief Dave Schmidt, Finance Director Darcy Mulvihill, City Engineer Craig Jochum (Hakanson Associates, Inc.), Police Chief Todd Schwieger

3. **APPROVAL OF AGENDA**

MOTION BY: BAUER SECOND: UDVIG APPROVING THE REGULAR CITY COUNCIL AGENDA.

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

4. **CONSENT AGENDA**

A. City Council Minutes - August 21, 2023

B. LESO 1033 Program

C. Northrop Grumman Stormwater Agreement

D. Northrop Grumman IUP Extension

*Resolution 2023-45 extending the Interim Use Permit approval for site grading on the Richard D. Schroeder Advanced Ammunition Range*

E. Rivers Edge 7th Addition Final Plat Submittal Extension

*Resolution 2023-46 extending the final plat submittal deadline for the 7th addition of Rivers Edge for one year to October 3, 2024*

F. Snow and Ice Control Policy Update

G. Rental License Approvals

H. Payment of Claims

MOTION BY: UDVIG SECOND: BAUER APPROVING THE REGULAR CITY

**COUNCIL CONSENT AGENDA.**

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

**5. MEETING OPEN TO THE PUBLIC**

Mayor Muehlbauer asked City Clerk Wida if they had anyone wanting to speak. She said they did not.

**6. SPECIAL BUSINESS – NONE****7. PUBLIC HEARINGS – NONE****8. OLD BUSINESS – NONE****9. NEW BUSINESS****A. St. Francis Area Schools Referendum Election**

Superintendent of St. Francis Area Schools Karsten Andersen reviewed the referendum to fund the operations of the school district that will be a part of the November 7 Special Election. He reviewed the questions that will be on the ballot and the request to the public. He discussed the polling places for the Special Election and stated that residents can look up their polling place online.

Mayor Muehlbauer asked why St. Francis gets less funding per pupil than other cities. Mr. Anderson explained that this is largely due to the fact that St. Francis Schools do not have an operating levy currently.

Bauer stated that he would like to see this kind of referendum on the ballot during a regular election for transparency and voter turnout reasons. Mr. Anderson explained that they want to do this with the utmost transparency and encouraged residents to find the information concerning the referendum online.

**B. Serenity at Seelye Brook Preliminary Plat & Lot Width Variance**

Resolution 2023-47 approving a variance to allow reduced lot widths for lots 2 and 3 of the Serenity at Seelye Brook development with conditions and findings presented by Staff

Resolution 2023-48 approving the preliminary plat for the Serenity at Seelye Brook development with conditions and findings as presented by Staff

Rita Trapp with HKGi reviewed the Staff report in regard to the preliminary plat and lot width variance requests for the Serenity at Seelye Brook development.



Bauer shared concerns with the lots being less than five acres and that the property owners may come back and request a variance due to the smaller lot size. Community Development Director Baumgardner explained that it had become too complicated to get each lot to five acres due to the wetland and added that this has been rezoned so all lots meet the zoning requirements.

MOTION BY: UDVIG SECOND: BAUER APPROVING RESOLUTION 2023-47 APPROVING A VARIANCE TO ALLOW REDUCED LOT WIDTHS FOR LOTS 2 AND 3 OF THE SERENITY AT SEELYE BROOK DEVELOPMENT WITH CONDITIONS AND FINDINGS AS PRESENTED BY STAFF.

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

MOTION BY: BAUER SECOND: UDVIG APPROVING RESOLUTION 2023-48 APPROVING A PRELIMINARY PLAT FOR THE SERENITY AT SEELYE BROOK DEVELOPMENT WITH CONDITIONS AND FINDINGS AS PRESENTED BY STAFF.

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

#### C. City Hall / Fire Station Contract Change Order

City Administrator Thunstrom reviewed the Staff report concerning a change order for the new City Hall Fire Station to allow all materials to be tax-exempt which could save around \$300,000 on the project.

MOTION BY: BAUER SECOND: UDVIG APPROVING THE CONTRACT CHANGE ORDER AND AUTHORIZING CITY STAFF TO EXECUTE ALL RELATED DOCUMENTS REGARDING THIS APPROVAL, SUBJECT TO CITY ATTORNEY AS TO FORM.

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

#### **10. MEETING OPEN TO THE PUBLIC – NONE**

#### **11. REPORTS – NONE**

#### **12. COUNCIL MEMBER REPORTS**

The Council shared the recent meetings and events they attended.

**13. UPCOMING EVENTS**

September 7-9 - City Wide Garage Sales

September 16 - Recycle Event - Public Works 8:00 am - 12:00 pm

September 18 - City Council Meeting - 6:00 pm

September 19 - Special Meeting - Councilmember Interviews - 5:00 pm

**14. ADJOURNMENT**

MOTION BY: UDVIG SECOND: BAUER TO ADJOURN THE MEETING.

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

There being no further business, Mayor Muehlbauer adjourned the regular City Council at 6:26 p.m.

---

Jennifer Wida, City Clerk



## CITY COUNCIL AGENDA REPORT

---

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Paul Carpenter, Public Works Director  
**SUBJECT:** 2023 Municipal Waste Prevention and Recycling Grant  
**DATE:** September 18, 2023

---

### **OVERVIEW:**

Staff applied for the Anoka County Municipal Waste Prevention and Recycling Grant and was awarded \$20,500.00 to purchase an enclosed trailer to be used for the pick up and storage of appliances before the first recycling event. Staff also wanted the trailer for additional uses, so it will be designed to accommodate promotional activities for the city recycle program at events such as National Night Out.

### **ACTION TO BE CONSIDERED:**

Council to accept the 2023 Municipal Waste Prevention and Recycling Grant in the amount of \$20,500.

### **BUDGET IMPLICATION:**

None

### **Attachments:**

- Award Letter



**Anoka County**  
**HUMAN SERVICES DIVISION**  
Public Health & Environmental Services

September 1, 2023

Tom Koep  
City of St. Francis  
4058 St. Francis Blvd. NW  
St. Francis, MN 55070

Mr. Koep,

We're pleased to inform you that the City of St. Francis has been awarded a 2023 Waste Prevention and Recycling Grant in the amount of \$20,500.00 for a trailer to store and transport appliances to be reused or recycled. Work related to this project must be completed and project invoices dated no later than December 31, 2023. Grant funds will be reimbursed upon project completion and receipt of invoice payment documentation for work related to the project. For all communications related to this grant, please reference contract number: C0010271.

Congratulations to you and the City of St. Francis. Anoka County looks forward to continued support of the City of St. Francis waste abatement programs.

Best Regards,

Jill Curran  
Supervisor, Recycling and Resource Solution  
Anoka County



## CITY COUNCIL AGENDA REPORT

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Jenni Wida, City Clerk  
**SUBJECT:** Voting Operations, Technology, & Election Resources (VOTER) Account  
**DATE:** September 18, 2023

### **OVERVIEW:**

In the 2023 session, the legislation approved a dedicated stream of state funding for county and municipal election administration called the VOTER account. The portion of funding that is allocated to Anoka County and the City of St. Francis is \$733.18. This amount will be distributed to the county annually until the law is amended by legislature.

The VOTER Account funds must be used for purposes directly related to election administration. Included is a VOTER Account agreement between Isanti County and the City of St. Francis. The intent of this agreement states the municipality agrees to allow the county to keep the funds, but acknowledges that a portion of the funds is for the municipality's expense. Examples the county would utilize the funds are for printing and publications, postage, cybersecurity, etc.

### **ACTION TO BE CONSIDERED:**

Motion to approve the State of Minnesota Voting Operations, Technology & Election Resources (VOTER) Account County-Municipality Agreement.

#### **Attachments:**

- State of Minnesota Voting Operations, Technology & Election Resources (VOTER) Account County-Municipality Agreement

STATE OF MINNESOTA  
VOTING OPERATIONS, TECHNOLOGY & ELECTION RESOURCES (VOTER) ACCOUNT  
COUNTY – MUNICIPALITY AGREEMENT

This Agreement (hereinafter “Agreement”) is made between Anoka County ("County"),  
and City of St. Francis (“Municipality”).

Recitals

- 1. Under Minnesota Laws 2023, Chapter 62, Article 4, section 6, the Voting Operations, Technology, and Election Resources (VOTER) Account was established requiring the Office of the Secretary of State, hereinafter the OSS, to distribute funds to each county as prescribed.
- 2. Total allocation to County for St. Francis is approximately \$733.18 annually.
- 3. Upon receipt of funds, County and Municipality must agree on a distribution plan for allocating funds from the account which must be used for expenditures directly related to election administration.
- 4. County is responsible for elections within its county and Municipality operates polling places within its jurisdiction.

Agreement

- 1. *Effectiveness of Agreement*
  - 1.1. *Effective date.* August 30, 2023, or the date all required signatures have been affixed to the agreement by County and Municipality, whichever is later.
  - 1.2. *Annual Renewal.* This agreement shall remain in effect and renew annually until such time that the County or the Municipality notifies the other party in writing of its desire to terminate the Agreement. The termination will be effective December 31 of the year of notice, for the following year’s allocation.
  - 1.3. *Application of terms.* Municipality agrees to be subject to the obligations applicable to County in the Agreement set forth in said agreement.
- 2. *Allocation of VOTER Account Funds*
  - 2.1. *Allocation determination.* The Municipality agrees to receive no direct allocation under this agreement. The Municipality’s default allocation amount as provided by the OSS will instead be retained by the County for qualifying expenditures of the County and the Municipality as referenced in this Agreement.
  - 2.2. *Allocation methodology.* The County will utilize the provided OSS default allocation as a consistent and equitable distribution of VOTER account funds for qualifying expenditures for all municipalities.
  - 2.3. *Maximum available amount.* Based on the OSS default allocation, Municipality is allocated no more than \$xx for qualifying expenditures described in the Agreement and in accordance with all federal and state laws authorizing these expenditures.
- 3. *Use and Maintenance of VOTER Account Funds*
  - 3.1. *Municipality authorization.* Municipality agrees to authorize County to expend the allocated amount for authorized purposes on behalf of Municipality.
  - 3.2. *Segregation of funds.* County must segregate all funds in an election funding account.
  - 3.3. *Maintenance of funds.* County must maintain the funds in the segregated account until spent for any authorized purposes described in the Agreement.

- 3.4. **Authorized purposes.** County may use the funds provided under the Agreement for expenditures directly related to election administration as defined in Minnesota Statutes section 5.305.
- 3.5. **Reporting requirements.** County agrees to provide any required information to OSS to meet reporting requirements outlined in statute for all funds expended for each calendar year by December 31 annually.

4. **Authorized Representatives**

County’s Authorized Representative is:

Name  
County Auditor  
Address  
Phone  
email

Municipality’s Authorized Representative is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

If either Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended, parties must notify each other of the change.

5. **Signatures and Certification**

*County and Municipality certify that the appropriate person(s) have executed the Agreement on behalf of County and Municipality as required by applicable resolutions or ordinances.*

**COUNTY**

By: \_\_\_\_\_  
Signed: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**MUNICIPALITY**

Jurisdiction: \_\_\_\_\_  
By: \_\_\_\_\_  
Signed: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



## CITY COUNCIL AGENDA REPORT

---

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Darcy Mulvihill, Finance Director  
Natalie Santillo, Accounting Tech/Deputy Clerk  
**SUBJECT:** Payment of Claims  
**DATE:** September 18, 2023

---

**OVERVIEW:**

Attached are the bills received since the last council meeting. Total checks to be written are \$155,303.59 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Debt service payments –N/A

Direct Transfers from June-\$247,118.12

Direct Transfers from July-\$371,725.18

Direct Transfer from August-\$1,486,524.79

Credit Card Payment- \$12,560.71

Manual Checks-N/A

**ACTION TO BE CONSIDERED:**

Approved under consent agenda to allow the Finance Director to draft checks or ACH withdrawals for the attached bill list. Please note additional bills may be handed out at the council meeting.

**BUDGET IMPLICATION:**

City bills

Attachments:

- 09-18-2023 Packet List-\$155,303.59
- 09-18-2023 ACH Payments-June-\$247,118.12
- 09-18-2023 ACH Payments-July-\$371,725.18
- 09-18-2023 ACH Payments-August-\$1,486,524.79
- 09-18-2023 Credit Card-\$12,560.71



## CITY OF ST FRANCIS

09/13/23 11:55 AM

Agenda Item # 4D.

Page 1

## \*Claim Register©

AP 09-18-2023

September 2023

**Claim Type**

Claim#	19627	ASPEN EQUIPMENT CO			
Cash Payment	E 402-43100-585	Crane Truck	CRANE TRUCK		\$26,024.00
	Invoice 186689				
Cash Payment	E 402-43100-588	Miscellaneous Equipment	CRANE TRUCK		\$47,385.00
	Invoice 186689				
Transaction Date	9/13/2023	CASH	10100	<b>Total</b>	\$73,409.00

**Claim Type**

Claim#	19632	BERNICK COMPANIES, THE			
Cash Payment	E 609-49751-252	Beer	BEER		\$481.80
	Invoice 10124549				
Cash Payment	E 609-49751-255	N/A Products	NON-ALCOHOLIC PRODUCTS		\$28.70
	Invoice 10124549				
Transaction Date	9/13/2023	Due 9/13/2023	CASH	10100	<b>Total</b> \$510.50

**Claim Type**

Claim#	19629	BREAKTHRU BEVERAGE			
Cash Payment	E 609-49751-206	Freight	FREIGHT		-\$1.45
	Invoice 410508714				
Cash Payment	E 609-49751-206	Freight	FREIGHT		-\$1.45
	Invoice 410061553				
Cash Payment	E 609-49751-206	Freight	FREIGHT		-\$1.45
	Invoice 410709226				
Cash Payment	E 609-49751-206	Freight	FREIGHT		\$21.75
	Invoice 112027518				
Cash Payment	E 609-49751-206	Freight	FREIGHT		\$40.60
	Invoice 110595614				
Cash Payment	E 609-49751-251	Liquor	LIQUOR		\$955.98
	Invoice 112027518				
Cash Payment	E 609-49751-251	Liquor	LIQUOR		\$3,158.95
	Invoice 110595614				
Cash Payment	E 609-49751-254	Miscellaneous Merchandis	MISC		-\$18.06
	Invoice 410709226				
Cash Payment	E 609-49751-254	Miscellaneous Merchandis	MISC		-\$45.51
	Invoice 410061553				
Cash Payment	E 609-49751-251	Liquor	LIQUOR		-\$144.00
	Invoice 410508714				
Cash Payment	E 609-49751-253	Wine	WINE		\$176.00
	Invoice 112027518				
Cash Payment	E 609-49751-254	Miscellaneous Merchandis	MISC		\$152.38
	Invoice 112027518				
Transaction Date	9/13/2023	Due 9/13/2023	CASH	10100	<b>Total</b> \$4,293.74

**Claim Type**

Claim#	19639	CRYSTAL SPRINGS ICE			
Cash Payment	E 609-49751-206	Freight	FREIGHT		\$4.00
	Invoice 1004830				
Cash Payment	E 609-49751-254	Miscellaneous Merchandis	MISC		\$206.60
	Invoice 1004830				
Transaction Date	9/13/2023	CASH	10100	<b>Total</b>	\$210.60

**Claim Type**

Claim#	19638	DAHLHEIMER DIST. CO. INC.			
--------	-------	---------------------------	--	--	--

## CITY OF ST FRANCIS

09/13/23 11:55 AM

Agenda Item # 4D.

Page 2

## \*Claim Register©

AP 09-18-2023

September 2023

Cash Payment	E 609-49751-252	Beer	BEER		\$16,857.03
	Invoice 1998934				
Cash Payment	E 609-49751-255	N/A Products	NON-ALCOHOLIC PRODUCTS		\$25.60
	Invoice 1998934				
Transaction Date	9/13/2023	CASH	10100	<b>Total</b>	\$16,882.63
<b>Claim Type</b>					
Claim#	19618	ECM PUBLISHERS, INC.			
Cash Payment	E 101-41400-351	Legal Notices Publishing	SEPT 18 PH - CROWN 2ND ADD		\$53.75
	Invoice 963219				
Cash Payment	E 101-41400-351	Legal Notices Publishing	COUNCILMEMBER VACANCY		\$150.48
	Invoice 963218				
Transaction Date	9/7/2023	CASH	10100	<b>Total</b>	\$204.23
<b>Claim Type</b>					
Claim#	19617	GOPHER STATE ONE-CALL			
Cash Payment	E 602-49490-442	Gopher State	IT TICKETS		\$50.62
	Invoice 3080763				
Cash Payment	E 601-49440-442	Gopher State	IT TICKETS		\$50.63
	Invoice 3080763				
Transaction Date	9/7/2023	CASH	10100	<b>Total</b>	\$101.25
<b>Claim Type</b>					
Claim#	19636	HAWKINS, INC.			
Cash Payment	E 601-49440-216	Chemicals	CHEMICALS		\$6,380.19
	Invoice 6573378				
Cash Payment	E 602-49490-216	Chemicals	CHEMICALS		\$10,471.25
	Invoice 6573377				
Transaction Date	9/13/2023	CASH	10100	<b>Total</b>	\$16,851.44
<b>Claim Type</b>					
Claim#	19635	HUHTA, TROY			
Cash Payment	G 803-22000	Deposits	DRIVEWAY ESCROW REFUND		\$2,000.00
	Invoice .09132023				
Transaction Date	9/13/2023	CASH	10100	<b>Total</b>	\$2,000.00
<b>Claim Type</b>					
Claim#	19634	JOHNSON BROS WHLSE LIQUOR			
Cash Payment	E 609-49751-206	Freight	FREIGHT		\$9.10
	Invoice 2378038				
Cash Payment	E 609-49751-206	Freight	FREIGHT		\$43.68
	Invoice 2378039				
Cash Payment	E 609-49751-253	Wine	WINE		\$1,400.65
	Invoice 2378039				
Cash Payment	E 609-49751-251	Liquor	LIQUOR		\$847.00
	Invoice 2378038				
Transaction Date	9/13/2023	CASH	10100	<b>Total</b>	\$2,300.43
<b>Claim Type</b>					
Claim#	19645	MCDONALD DIST CO.			
Cash Payment	E 609-49751-251	Liquor	LIQUOR		\$231.54
	Invoice 707578				
Cash Payment	E 609-49751-252	Beer	BEER		\$3,595.10
	Invoice 707579				
Cash Payment	E 609-49751-252	Beer	BEER		-\$188.30
	Invoice 707650				

## CITY OF ST FRANCIS

## \*Claim Register©

AP 09-18-2023

September 2023

Cash Payment	E 609-49751-255	N/A Products	NON-ALCOHOLIC PRODUCTS		-\$106.00
	Invoice 707650				
Cash Payment	E 609-49751-255	N/A Products	NON-ALCOHOLIC PRODUCTS		\$149.50
	Invoice 707579				
Transaction Date	9/13/2023	CASH	10100	<b>Total</b>	<b>\$3,681.84</b>

**Claim Type**Claim# 19616 *METRO INET*

Cash Payment	E 101-41110-310	Computer Consulting Fees MONTHLY IT SERVICES			\$539.92
	Invoice 1490				
Cash Payment	E 101-41400-310	Computer Consulting Fees MONTHLY IT SERVICES			\$1,889.72
	Invoice 1490				
Cash Payment	E 101-41910-310	Computer Consulting Fees MONTHLY IT SERVICES			\$269.96
	Invoice 1490				
Cash Payment	E 101-42110-310	Computer Consulting Fees MONTHLY IT SERVICES			\$6,614.02
	Invoice 1490				
Cash Payment	E 101-42210-310	Computer Consulting Fees MONTHLY IT SERVICES			\$1,214.82
	Invoice 1490				
Cash Payment	E 101-42400-310	Computer Consulting Fees MONTHLY IT SERVICES			\$539.92
	Invoice 1490				
Cash Payment	E 101-43100-310	Computer Consulting Fees MONTHLY IT SERVICES			\$539.92
	Invoice 1490				
Cash Payment	E 101-45200-310	Computer Consulting Fees MONTHLY IT SERVICES			\$539.92
	Invoice 1490				
Cash Payment	E 601-49440-310	Computer Consulting Fees MONTHLY IT SERVICES			\$539.92
	Invoice 1490				
Cash Payment	E 602-49490-310	Computer Consulting Fees MONTHLY IT SERVICES			\$539.92
	Invoice 1490				
Cash Payment	E 609-49750-310	Computer Consulting Fees MONTHLY IT SERVICES			\$269.96
	Invoice 1490				
Transaction Date	9/7/2023	CASH	10100	<b>Total</b>	<b>\$13,498.00</b>

**Claim Type**Claim# 19625 *METRO SALES, INC.*

Cash Payment	E 101-45200-200	Office Supplies	COPIES		\$99.88
	Invoice INV2355677				
Cash Payment	E 101-43100-200	Office Supplies	COPIES		\$99.88
	Invoice INV2355677				
Cash Payment	E 601-49440-200	Office Supplies	COPIES		\$99.87
	Invoice INV2355677				
Cash Payment	E 602-49490-200	Office Supplies	COPIES		\$99.87
	Invoice INV2355677				
Transaction Date	9/7/2023	CASH	10100	<b>Total</b>	<b>\$399.50</b>

**Claim Type**Claim# 19642 *PB ELECTRONICS, INC*

Cash Payment	E 101-42110-218	Equipment Maintenance	PCB MAINTENANCE		\$386.50
	Invoice 144116				
Transaction Date	9/13/2023	CASH	10100	<b>Total</b>	<b>\$386.50</b>

**Claim Type**Claim# 19641 *PHILLIPS WINE & SPIRITS CO.*

Cash Payment	E 609-49751-206	Freight	FREIGHT		\$46.41
	Invoice 6654119				

## CITY OF ST FRANCIS

09/13/23 11:55 AM

Agenda Item # 4D.

Page 4

## \*Claim Register©

AP 09-18-2023

September 2023

Cash Payment	E 609-49751-206	Freight	FREIGHT		\$27.30
	Invoice 6654120				
Cash Payment	E 609-49751-251	Liquor	LIQUOR		\$2,528.80
	Invoice 6654119				
Cash Payment	E 609-49751-253	Wine	WINE		\$721.30
	Invoice 6654120				
Transaction Date	9/13/2023	CASH	10100	Total	\$3,323.81
<b>Claim Type</b>					
Claim#	19623	QUILL CORPORATION			
Cash Payment	E 101-41400-200	Office Supplies	OFFICE SUPPLIES		\$10.99
	Invoice 34219759				
Cash Payment	E 101-41910-200	Office Supplies	OFFICE SUPPLIES		\$17.38
	Invoice 34183270				
Transaction Date	9/7/2023	CASH	10100	Total	\$28.37
<b>Claim Type</b>					
Claim#	19622	RMB ENVIRONMENTAL LAB			
Cash Payment	E 602-49490-313	Sample Testing	ALL WEEKS COOLER 2		\$194.93
	Invoice B010439				
Cash Payment	E 602-49490-313	Sample Testing	DATA MANAGEMENT FEE		\$196.02
	Invoice B010483				
Cash Payment	E 602-49490-313	Sample Testing	WEEKS 2-4 COOLER 1		\$247.20
	Invoice B010406				
Transaction Date	9/7/2023	CASH	10100	Total	\$638.15
<b>Claim Type</b>					
Claim#	19651	SOUTHERN GLAZERS OF MN			
Cash Payment	E 609-49751-206	Freight	FREIGHT		\$24.32
	Invoice 2387844				
Cash Payment	E 609-49751-251	Liquor	LIQUOR		\$1,723.53
	Invoice 2387844				
Transaction Date	9/13/2023	Due 9/13/2023	CASH	10100	Total \$1,747.85
<b>Claim Type</b>					
Claim#	19650	SPOT ON			
Cash Payment	E 101-45200-319	Events	PW EVENT		\$88.00
	Invoice 2023121				
Transaction Date	9/13/2023	Due 9/13/2023	CASH	10100	Total \$88.00
<b>Claim Type</b>					
Claim#	19648	SUMMIT FIRE			
Cash Payment	E 609-49750-401	Buildings Maintenance	ANNUAL INSPECTIONS		\$27.00
	Invoice 150033928				
Cash Payment	E 602-49490-401	Buildings Maintenance	ANNUAL INSPECTIONS		\$1,614.50
	Invoice 150033931				
Cash Payment	E 101-41940-402	Janitorial Service	ANNUAL INSPECTIONS		\$45.00
	Invoice 150033925				
Transaction Date	9/13/2023	Due 9/13/2023	CASH	10100	Total \$1,686.50
<b>Claim Type</b>					
Claim#	19646	THE AMERICAN BOTTLING COMPA			
Cash Payment	E 609-49751-254	Miscellaneous Merchandis	MISC		\$197.50
	Invoice 3562334139				
Transaction Date	9/13/2023	CASH	10100	Total	\$197.50

## CITY OF ST FRANCIS

09/13/23 11:55 AM

Agenda Item # 4D.

Page 5

## \*Claim Register©

AP 09-18-2023

September 2023

**Claim Type**

Claim#	19615	THE CINCINNATI INSURANCE	Ck# 082331	9/7/2023	
Cash Payment	E 404-41400-589	City Hall/Fire Station	RISK INSURANCE - CITY HALL/FIRE STATION		\$12,541.00
Invoice 1000691220-2023					
Transaction Date	9/7/2023	CASH	10100	<b>Total</b>	\$12,541.00

**Claim Type**

Claim#	19621	TIMESAVER OFF SITE SEC. INC			
Cash Payment	E 101-41400-311	Contract	08/16/23	PLANNING COMMISSION MINUTES	\$159.00
Invoice M28518					
Cash Payment	E 101-41400-311	Contract	08/21/23	CITY COUNTIL MINUTES	\$163.75
Invoice M28518					
Transaction Date	9/7/2023	Due 9/7/2023	CASH	10100	<b>Total</b> \$322.75

Pre-Written Checks	\$12,541.00
Checks to be Generated by the Computer	\$142,762.59
<b>Total</b>	<b>\$155,303.59</b>

## CITY OF ST FRANCIS

07/06/23 9:43 AM

Page 1

## Payments

Current Period: June 2023

<b>Payments Batch P-WIRE-JUNE 2023</b>		\$247,118.12		
Refer	18648 HEALTH PARTNERS	<u>Ck# 002766E 6/30/2023</u>		
Cash Payment	G 101-21708 Health Premium	HEALTH INSURANCE		\$34,219.00
Invoice				
Transaction Date	6/1/2023	CASH	10100	<b>Total</b> \$34,219.00
Refer	18649 SPOT ON-LIQUOR CC	<u>Ck# 002767E 6/30/2023</u>		
Cash Payment	E 609-49751-207 Credit Card	CREDIT CARD FEE		\$5,378.27
Invoice				
Transaction Date	6/2/2023	CASH	10100	<b>Total</b> \$5,378.27
Refer	18650 SUN LIFE FINANCIAL	<u>Ck# 002768E 6/30/2023</u>		
Cash Payment	E 101-41400-130 Employer Paid Insuranc	JUNE INSURANCE		\$226.91
Invoice				
Cash Payment	E 101-41500-130 Employer Paid Insuranc	JUNE INSURANCE		\$148.58
Invoice				
Cash Payment	E 101-41910-130 Employer Paid Insuranc	JUNE INSURANCE		\$152.50
Invoice				
Cash Payment	E 101-42110-130 Employer Paid Insuranc	JUNE INSURANCE		\$929.30
Invoice				
Cash Payment	E 101-42210-130 Employer Paid Insuranc	JUNE INSURANCE		\$81.67
Invoice				
Cash Payment	E 101-42400-130 Employer Paid Insuranc	JUNE INSURANCE		\$78.91
Invoice				
Cash Payment	E 101-43100-130 Employer Paid Insuranc	JUNE INSURANCE		\$246.55
Invoice				
Cash Payment	E 101-43210-130 Employer Paid Insuranc	JUNE INSURANCE		\$54.79
Invoice				
Cash Payment	E 101-45200-130 Employer Paid Insuranc	JUNE INSURANCE		\$246.55
Invoice				
Cash Payment	E 601-49440-130 Employer Paid Insuranc	JUNE INSURANCE		\$110.60
Invoice				
Cash Payment	E 602-49490-130 Employer Paid Insuranc	JUNE INSURANCE		\$110.60
Invoice				
Cash Payment	E 609-49750-130 Employer Paid Insuranc	JUNE INSURANCE		\$205.25
Invoice				
Transaction Date	6/2/2023	CASH	10100	<b>Total</b> \$2,592.21
Refer	18651 ACE SOLID WASTE, INC.	<u>Ck# 002769E 6/30/2023</u>		
Cash Payment	E 101-43210-384 Garbage Disposal	GARBAGE		\$82.45
Invoice				
Cash Payment	E 101-42210-384 Garbage Disposal	GARBAGE		\$122.03
Invoice				
Cash Payment	E 609-49750-384 Garbage Disposal	GARBAGE		\$303.82
Invoice				
Cash Payment	E 601-49440-384 Garbage Disposal	GARBAGE		\$96.94
Invoice				
Cash Payment	E 602-49490-384 Garbage Disposal	GARBAGE		\$96.93
Invoice				
Cash Payment	E 101-43210-384 Garbage Disposal	GARBAGE		\$130.91
Invoice				

## CITY OF ST FRANCIS

07/06/23 9:43 AM

Page 2

## Payments

Current Period: June 2023

Cash Payment	E 101-43100-384	Garbage Disposal	GARBAGE	\$41.05
Invoice				
Cash Payment	E 101-45200-384	Garbage Disposal	GARBAGE	\$41.07
Invoice				
Cash Payment	E 601-49440-384	Garbage Disposal	GARBAGE	\$41.07
Invoice				
Cash Payment	E 602-49490-384	Garbage Disposal	GARBAGE	\$41.07
Invoice				
Cash Payment	E 101-42110-384	Garbage Disposal	GARBAGE	\$164.27
Invoice				
Cash Payment	E 101-43100-384	Garbage Disposal	GARBAGE	\$223.38
Invoice				
Cash Payment	E 101-45200-384	Garbage Disposal	GARBAGE	\$223.38
Invoice				
Transaction Date	6/2/2023	CASH	10100	<b>Total</b> \$1,608.37
Refer	18652 CITY HIVE	Ck# 002770E 6/30/2023		
Cash Payment	E 609-49750-340	Advertising	ADVERTISING	\$53.35
Invoice				
Transaction Date	6/2/2023	CASH	10100	<b>Total</b> \$53.35
Refer	18653 SPOT ON-LIQUOR CC	Ck# 002771E 6/30/2023		
Cash Payment	E 609-49751-207	Credit Card	CREDIT CARD FEE	\$25.00
Invoice				
Transaction Date	6/5/2023	CASH	10100	<b>Total</b> \$25.00
Refer	18654 WEX CARD	Ck# 002772E 6/30/2023		
Cash Payment	E 101-42400-212	Motor Fuels	FUEL	\$112.79
Invoice				
Cash Payment	E 101-42210-212	Motor Fuels	FUEL	\$622.57
Invoice				
Cash Payment	E 101-42110-212	Motor Fuels	FUEL	\$3,728.84
Invoice				
Cash Payment	E 101-43100-212	Motor Fuels	FUEL	\$373.87
Invoice				
Cash Payment	E 601-49440-212	Motor Fuels	FUEL	\$395.84
Invoice				
Cash Payment	E 602-49490-212	Motor Fuels	FUEL	\$395.85
Invoice				
Cash Payment	R 101-36200	Miscellaneous Revenues	REBATE	-\$20.92
Invoice				
Transaction Date	6/6/2023	CASH	10100	<b>Total</b> \$5,608.84
Refer	18655 DELTA DENTAL	Ck# 002773E 6/30/2023		
Cash Payment	G 101-21711	Dental Insurance	PREMIUM	\$2,103.74
Invoice				
Transaction Date	6/6/2023	CASH	10100	<b>Total</b> \$2,103.74
Refer	18656 CINTAS	Ck# 002774E 6/30/2023		
Cash Payment	E 601-49440-311	Contract	WATER PLANT RUGS	\$23.66
Invoice				

## CITY OF ST FRANCIS

07/06/23 9:43 AM

Page 3

## Payments

Current Period: June 2023

Cash Payment Invoice	E 101-41940-219 Rug Maintenance	CITY HALL RUGS		\$15.78
Cash Payment Invoice	E 609-49750-219 Rug Maintenance	LIQUOR STORE RUGS		\$26.28
Cash Payment Invoice	E 609-49750-219 Rug Maintenance	LIQUOR STORE RUGS		\$26.28
Cash Payment Invoice	E 601-49440-417 Uniforms & PPE	UNIFORMS		\$23.28
Cash Payment Invoice	E 602-49490-417 Uniforms & PPE	UNIFORMS		\$23.27
Cash Payment Invoice	E 101-45200-402 Janitorial Service	RUGS & SUPPLIES		\$6.63
Cash Payment Invoice	E 101-43100-402 Janitorial Service	RUGS & SUPPLIES		\$6.63
Cash Payment Invoice	E 601-49440-402 Janitorial Service	RUGS & SUPPLIES		\$6.63
Cash Payment Invoice	E 602-49490-402 Janitorial Service	RUGS & SUPPLIES		\$6.63
Cash Payment Invoice	E 101-42110-402 Janitorial Service	RUGS & SUPPLIES		\$26.55
Transaction Date	6/7/2023	CASH	10100	<b>Total</b> \$191.62
Refer	18657 FWT	Ck# 002775E 6/30/2023		
Cash Payment Invoice	G 101-21703 FICA Tax Withholding	PAYROLL 06-08-2023		\$9,496.22
Cash Payment Invoice	G 101-21709 Medicare	PAYROLL 06-08-2023		\$3,722.76
Cash Payment Invoice	G 101-21701 Federal Withholding	PAYROLL 06-08-2023		\$12,730.49
Transaction Date	6/7/2023	CASH	10100	<b>Total</b> \$25,949.47
Refer	18658 PERA	Ck# 002776E 6/30/2023		
Cash Payment Invoice	G 101-21704 PERA	PAYROLL 06-08-2023		\$26,341.81
Transaction Date	6/8/2023	CASH	10100	<b>Total</b> \$26,341.81
Refer	18659 VOYA	Ck# 002777E 6/30/2023		
Cash Payment Invoice	G 101-21710 Deferred Comp	PAYROLL 06-08-2023		\$1,840.00
Transaction Date	6/8/2023	CASH	10100	<b>Total</b> \$1,840.00
Refer	18660 MISSION SQUARE	Ck# 002778E 6/30/2023		
Cash Payment Invoice	G 101-21710 Deferred Comp	PAYROLL 06-08-2023		\$489.17
Transaction Date	6/8/2023	CASH	10100	<b>Total</b> \$489.17
Refer	18661 SWT	Ck# 002779E 6/30/2023		
Cash Payment Invoice	G 101-21702 State Withholding	PAYROLL 06-08-2023		\$5,652.85
Transaction Date	6/8/2023	CASH	10100	<b>Total</b> \$5,652.85
Refer	18662 MN STATE RETIREMENT SYSTEM	Ck# 002780E 6/30/2023		



CITY OF ST FRANCIS

Payments

07/06/23 9:43 AM

Page 4

Current Period: June 2023

Cash Payment	G 101-21714	Health Care Savings	PAYROLL 06-08-2023		\$722.59
Invoice					
Transaction Date	6/8/2023	CASH	10100	Total	\$722.59
Refer	18663	HSA CONTRIBUTION	Ck# 002781E	6/30/2023	
Cash Payment	G 101-21714	Health Care Savings	PAYROLL 06-08-2023		\$1,205.90
Invoice					
Transaction Date	6/8/2023	CASH	10100	Total	\$1,205.90
Refer	18664	MN DEPT OF REVENUE	Ck# 002782E	6/30/2023	
Cash Payment	G 101-21716	Other Deductions	PAYROLL 06-08-2023		\$250.00
Invoice					
Transaction Date	6/8/2023	CASH	10100	Total	\$250.00
Refer	18665	SPOT ON-LIQUOR CC	Ck# 002783E	6/30/2023	
Cash Payment	E 609-49751-207	Credit Card	CREDIT CARD FEE		\$1,037.85
Invoice					
Transaction Date	6/8/2023	CASH	10100	Total	\$1,037.85
Refer	18676	U S BANK EQUIPMENT FINANCE	Ck# 002784E	6/30/2023	
Cash Payment	E 101-41400-240	Office Equip	COPIER LEASE		\$206.87
Invoice					
Cash Payment	E 101-43100-240	Office Equip	COPIER LEASE		\$206.87
Invoice					
Cash Payment	E 101-43210-240	Office Equip	COPIER LEASE		\$206.87
Invoice					
Cash Payment	E 101-45200-240	Office Equip	COPIER LEASE		\$206.87
Invoice					
Cash Payment	E 601-49440-240	Office Equip	COPIER LEASE		\$206.87
Invoice					
Cash Payment	E 602-49490-240	Office Equip	COPIER LEASE		\$206.65
Invoice					
Transaction Date	6/8/2023	CASH	10100	Total	\$1,241.00
Refer	18677	COLONIAL INSURANCE	Ck# 002785E	6/30/2023	
Cash Payment	G 101-21712	Colonial Insurance	PREMIUM		\$396.46
Invoice					
Transaction Date	6/8/2023	CASH	10100	Total	\$396.46
Refer	18835	CENTERPOINT ENERGY	Ck# 002786E	6/30/2023	
Cash Payment	E 601-49440-383	Gas Utilities	3911 233RD AVENUE-GAS		\$23.80
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$23.80
Refer	18836	MN DEPT OF REVENUE	Ck# 002787E	6/30/2023	
Cash Payment	G 609-20810	Sales Tax Payable	SALES TAX		\$26,330.00
Invoice					
Cash Payment	G 601-20810	Sales Tax Payable	SALES TAX		\$489.00
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$26,819.00
Refer	18837	ENTERPRISE FLEET MGMT	Ck# 082053	6/30/2023	
Cash Payment	E 101-42110-221	Vehicle Maintenance	VEHICLE MAINTENANCE		\$1,978.68
Invoice					

CITY OF ST FRANCIS

Payments

07/06/23 9:43 AM

Page 5

Current Period: June 2023

Cash Payment	E 101-42210-221	Vehicle Maintenance	VEHICLE MAINTENANCE	\$50.00
Invoice				
Cash Payment	E 101-42400-221	Vehicle Maintenance	VEHICLE MAINTENANCE	\$125.71
Invoice				
Cash Payment	E 101-43100-221	Vehicle Maintenance	VEHICLE MAINTENANCE	\$25.00
Invoice				
Cash Payment	E 101-45200-221	Vehicle Maintenance	VEHICLE MAINTENANCE	\$25.00
Invoice				
Cash Payment	E 601-49440-221	Vehicle Maintenance	VEHICLE MAINTENANCE	\$25.00
Invoice				
Cash Payment	E 602-49490-221	Vehicle Maintenance	VEHICLE MAINTENANCE	\$25.00
Invoice				
Cash Payment	E 402-47000-605	Lease-Principal	VEHICLE MAINTENANCE	\$1,404.15
Invoice				
Cash Payment	E 402-47000-610	Interest	VEHICLE MAINTENANCE	\$750.42
Invoice				
Cash Payment	E 402-42110-550	Vehicles	VEHICLE MAINTENANCE	\$7,568.98
Invoice				
Transaction Date	6/22/2023	CASH	10100	Total \$11,977.94
Refer	18841	CONNEXUS ENERGY	Ck# 002788E 6/30/2023	
Cash Payment	E 101-41940-381	Electric Utilities	SIGN	\$74.20
Invoice				
Cash Payment	E 101-41940-381	Electric Utilities	CITY HALL	\$315.99
Invoice				
Cash Payment	E 602-49490-381	Electric Utilities	LIFT STATIONS	\$902.64
Invoice				
Cash Payment	E 101-45200-381	Electric Utilities	PARKS	\$244.70
Invoice				
Cash Payment	E 601-49440-380	Electric-System	WATER	\$3,579.86
Invoice				
Cash Payment	E 101-43100-386	Street Lighting	STREET LIGHTS	\$2,512.77
Invoice				
Cash Payment	E 602-49490-381	Electric Utilities	WWTP	\$8,054.05
Invoice				
Cash Payment	E 609-49750-381	Electric Utilities	LIQUOR STORE	\$913.64
Invoice				
Cash Payment	E 101-42110-381	Electric Utilities	SIREN	\$5.25
Invoice				
Cash Payment	E 101-42110-381	Electric Utilities	SIREN	\$5.25
Invoice				
Cash Payment	E 101-42210-381	Electric Utilities	SIREN	\$5.25
Invoice				
Cash Payment	E 101-42210-381	Electric Utilities	FIRE	\$372.47
Invoice				
Cash Payment	E 101-43100-381	Electric Utilities	POLICE/PW	\$169.60
Invoice				
Cash Payment	E 101-45200-381	Electric Utilities	POLICE/PW	\$169.60
Invoice				
Cash Payment	E 601-49440-381	Electric Utilities	POLICE/PW	\$169.60
Invoice				

CITY OF ST FRANCIS

Payments

07/06/23 9:43 AM

Page 6

Current Period: June 2023

Cash Payment	E 602-49490-381	Electric Utilities	POLICE/PW		\$169.61
Invoice					
Cash Payment	E 101-42110-381	Electric Utilities	POLICE/PW		\$678.41
Invoice					
Cash Payment	E 101-45200-381	Electric Utilities	CARNIVAL		\$14.50
Invoice					
Transaction Date	6/20/2023	CASH	10100	Total	\$18,357.39
Refer	18842	ACE SOLID WASTE, INC.	Ck# 002789E	6/30/2023	
Cash Payment	E 101-43210-439	Recycling Days	RECYCLING		\$6,263.59
Invoice					
Transaction Date	6/20/2023	CASH	10100	Total	\$6,263.59
Refer	18843	CAYAN	Ck# 002790E	6/30/2023	
Cash Payment	E 609-49751-207	Credit Card	LIQUOR CC FEES		\$978.00
Invoice					
Transaction Date	6/20/2023	CASH	10100	Total	\$978.00
Refer	18844	FWT	Ck# 002791E	6/30/2023	
Cash Payment	G 101-21703	FICA Tax Withholding	PAYROLL 06-21-2023		\$1,239.70
Invoice					
Cash Payment	G 101-21709	Medicare	PAYROLL 06-21-2023		\$346.40
Invoice					
Cash Payment	G 101-21701	Federal Withholding	PAYROLL 06-21-2023		\$299.37
Invoice					
Transaction Date	6/21/2023	CASH	10100	Total	\$1,885.47
Refer	18845	PERA	Ck# 002805E	6/30/2023	
Cash Payment	G 101-21704	PERA	PAYROLL 06-21-2023		\$496.40
Invoice					
Transaction Date	6/21/2023	CASH	10100	Total	\$496.40
Refer	18846	SWT	Ck# 002792E	6/30/2023	
Cash Payment	G 101-21702	State Withholding	PAYROLL 06-21-2023		\$40.10
Invoice					
Transaction Date	6/21/2023	CASH	10100	Total	\$40.10
Refer	18847	STATE OF ARIZONA	Ck# 002793E	6/30/2023	
Cash Payment	G 101-21716	Other Deductions	PAYROLL 06-21-2023		\$221.87
Invoice					
Transaction Date	6/21/2023	CASH	10100	Total	\$221.87
Refer	18848	STATE OF MINNESOTA	Ck# 002794E	6/30/2023	
Cash Payment	G 101-21716	Other Deductions	PAYROLL 06-21-2023		\$240.11
Invoice					
Transaction Date	6/21/2023	CASH	10100	Total	\$240.11
Refer	18849	FWT	Ck# 002795E	6/22/2023	
Cash Payment	G 101-21703	FICA Tax Withholding	PAYROLL 06-22-2023		\$9,261.30
Invoice					
Cash Payment	G 101-21709	Medicare	PAYROLL 06-22-2023		\$3,781.44
Invoice					
Cash Payment	G 101-21701	Federal Withholding	PAYROLL 06-22-2023		\$11,093.16
Invoice					

CITY OF ST FRANCIS

Payments

07/06/23 9:43 AM

Page 7

Current Period: June 2023

Transaction Date	6/21/2023	CASH	10100	Total	\$24,135.90
Refer	18850 PERA	Ck# 002796E 6/30/2023			
Cash Payment	G 101-21704 PERA	PAYROLL 06-22-2023			\$27,152.66
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$27,152.66
Refer	18851 VOYA	Ck# 002798E 6/30/2023			
Cash Payment	G 101-21710 Deferred Comp	PAYROLL 06-22-2023			\$1,965.00
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$1,965.00
Refer	18852 MISSION SQUARE	Ck# 002797E 6/30/2023			
Cash Payment	G 101-21710 Deferred Comp	PAYROLL 06-22-2023			\$0.00
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$0.00
Refer	18853 MISSION SQUARE	Ck# 002799E 6/30/2023			
Cash Payment	G 101-21710 Deferred Comp	PAYROLL 06-22-2023			\$489.17
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$489.17
Refer	18854 SWT	Ck# 002800E 6/30/2023			
Cash Payment	G 101-21702 State Withholding	PAYROLL 06-22-2023			\$5,107.72
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$5,107.72
Refer	18855 MN STATE RETIREMENT SYSTEM	Ck# 002801E 6/30/2023			
Cash Payment	G 101-21714 Health Care Savings	PAYROLL 06-22-2023			\$626.78
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$626.78
Refer	18856 HSA CONTRIBUTION	Ck# 002802E 6/22/2023			
Cash Payment	G 101-21714 Health Care Savings	PAYROLL 06-22-2023			\$1,205.90
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$1,205.90
Refer	18857 STATE OF MINNESOTA	Ck# 002803E 6/30/2023			
Cash Payment	G 101-21714 Health Care Savings	PAYROLL 06-22-2023			\$250.00
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$250.00
Refer	18859 FWT	Ck# 002806E 6/30/2023			
Cash Payment	G 101-21709 Medicare	PAYROLL 06-22-2023 S			\$20.74
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$20.74
Refer	18860 PERA	Ck# 002804E 6/30/2023			
Cash Payment	G 101-21704 PERA	PAYROLL 06-22-2023 S			\$210.94
Invoice					
Transaction Date	6/22/2023	CASH	10100	Total	\$210.94
Refer	18922 CENTERPOINT ENERGY	Ck# 002807E 6/30/2023			
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #1			\$15.00
Invoice					

CITY OF ST FRANCIS

Payments

07/06/23 9:43 AM

Page 8

Current Period: June 2023

Cash Payment	E 101-41940-383	Gas Utilities	CITY HALL #2	\$15.90
Invoice				
Cash Payment	E 101-41940-383	Gas Utilities	CITY HALL #3	\$15.00
Invoice				
Cash Payment	E 101-41940-383	Gas Utilities	CITY HALL #4	\$16.07
Invoice				
Cash Payment	E 602-49490-383	Gas Utilities	23699 AMBASSADOR	\$22.18
Invoice				
Cash Payment	E 101-42210-383	Gas Utilities	3740 BRIDGE STREET-GENERATOR	\$21.81
Invoice				
Cash Payment	E 101-45200-383	Gas Utilities	WARMING HOUSE	\$31.39
Invoice				
Cash Payment	E 601-49440-383	Gas Utilities	4020 ST. FRANCIS BLVD	\$13.00
Invoice				
Cash Payment	E 602-49490-383	Gas Utilities	4020 ST. FRANCIS BLVD	\$13.00
Invoice				
Cash Payment	E 602-49490-383	Gas Utilities	4020 ST. FRANCIS BLVD-OLD WWTP	\$15.00
Invoice				
Cash Payment	E 602-49490-383	Gas Utilities	WWTP	\$142.71
Invoice				
Cash Payment	E 609-49750-383	Gas Utilities	LIQUOR STORE	\$54.26
Invoice				
Cash Payment	E 101-42210-383	Gas Utilities	FIRE STATION	\$110.01
Invoice				
Cash Payment	E 601-49440-383	Gas Utilities	WATER PLANT	\$355.48
Invoice				
Cash Payment	E 101-42110-383	Gas Utilities	POLICE/PW	\$225.20
Invoice				
Cash Payment	E 101-43100-383	Gas Utilities	POLICE/PW	\$56.30
Invoice				
Cash Payment	E 101-45200-383	Gas Utilities	POLICE/PW	\$56.30
Invoice				
Cash Payment	E 601-49440-383	Gas Utilities	POLICE/PW	\$56.30
Invoice				
Cash Payment	E 602-49490-383	Gas Utilities	POLICE/PW	\$56.30
Invoice				
Transaction Date	6/27/2023	CASH	10100	Total \$1,291.21
Refer	18923 NEW BENEFITS (FRESH BENIES)	Ck# 002808E 6/30/2023		
Cash Payment	E 101-41400-130	Employer Paid Insuranc	FRESH BENIES	\$29.97
Invoice				
Cash Payment	E 101-41500-130	Employer Paid Insuranc	FRESH BENIES	\$9.99
Invoice				
Cash Payment	E 101-41910-130	Employer Paid Insuranc	FRESH BENIES	\$29.97
Invoice				
Cash Payment	E 101-42400-130	Employer Paid Insuranc	FRESH BENIES	\$9.99
Invoice				
Cash Payment	E 101-43100-130	Employer Paid Insuranc	FRESH BENIES	\$29.97
Invoice				
Cash Payment	E 101-42110-130	Employer Paid Insuranc	FRESH BENIES	\$69.93
Invoice				

CITY OF ST FRANCIS  
Payments

07/06/23 9:43 AM  
Page 9

Current Period: June 2023

Cash Payment	E 101-42210-130	Employer Paid Insuranc	FRESH BENIES		\$9.99
Invoice					
Cash Payment	E 609-49750-130	Employer Paid Insuranc	FRESH BENIES		\$29.97
Invoice					
Transaction Date	6/23/2023	CASH	10100	Total	\$219.78
Refer	18924 ALERUS	Ck# 002809E	6/30/2023		
Cash Payment	E 101-41540-301	Auditing and Acctg Servi	FEE		\$50.00
Invoice					
Transaction Date	6/27/2023	CASH	10100	Total	\$50.00
Refer	18925 VILLAGE BANK	Ck# 002810E	6/30/2023		
Cash Payment	E 101-41500-430	Bank Fees	JUNE FEES		\$45.29
Invoice					
Cash Payment	E 601-49440-430	Bank Fees	JUNE FEES		\$45.29
Invoice					
Cash Payment	E 602-49490-430	Bank Fees	JUNE FEES		\$45.29
Invoice					
Cash Payment	E 609-49750-430	Bank Fees	JUNE FEES		\$45.28
Invoice					
Transaction Date	6/30/2023	CASH	10100	Total	\$181.15

Fund Summary

	10100 CASH
101 General Fund	\$185,998.32
402 Capital Equipment Fund	\$9,723.55
601 Water Fund	\$5,662.22
602 Sewer Fund	\$10,326.78
609 Liquor Fund	\$35,407.25
	\$247,118.12

Pre-Written Checks	\$247,118.12
Checks to be Generated by the Computer	\$0.00
Total	\$247,118.12

CITY OF ST FRANCIS

Payments

08/08/23 11:32 AM

Page 1

Current Period: July 2023

Payments Batch P-WIRE-JULY 2023			\$371,725.18	
Refer	19117 HEALTH PARTNERS		Ck# 002855E 7/31/2023	
Cash Payment	G 101-21708	Health Premium	HEALTH INSURANCE	
Invoice				\$34,219.00
Transaction Date	7/3/2023		CASH	10100
			Total	\$34,219.00
Refer	19118 SPOT ON-LIQUOR CC		Ck# 002856E 7/31/2023	
Cash Payment	E 609-49751-207	Credit Card	CREDIT CARD FEE	
Invoice				\$5,676.23
Transaction Date	7/3/2023		CASH	10100
			Total	\$5,676.23
Refer	19119 SPOT ON-LIQUOR CC		Ck# 002857E 7/31/2023	
Cash Payment	E 609-49751-207	Credit Card	CREDIT CARD FEE	
Invoice				\$53.35
Transaction Date	7/3/2023		CASH	10100
			Total	\$53.35
Refer	19120 ACE SOLID WASTE, INC.		Ck# 002858E 7/31/2023	
Cash Payment	E 101-43210-384	Garbage Disposal	GARBAGE	
Invoice				\$82.45
Cash Payment	E 101-42210-384	Garbage Disposal	GARBAGE	
Invoice				\$122.03
Cash Payment	E 609-49750-384	Garbage Disposal	GARBAGE	
Invoice				\$303.82
Cash Payment	E 601-49440-384	Garbage Disposal	GARBAGE	
Invoice				\$96.94
Cash Payment	E 602-49490-384	Garbage Disposal	GARBAGE	
Invoice				\$96.93
Cash Payment	E 101-43100-384	Garbage Disposal	GARBAGE	
Invoice				\$36.83
Cash Payment	E 101-45200-384	Garbage Disposal	GARBAGE	
Invoice				\$36.83
Cash Payment	E 601-49440-384	Garbage Disposal	GARBAGE	
Invoice				\$36.83
Cash Payment	E 602-49490-384	Garbage Disposal	GARBAGE	
Invoice				\$36.83
Cash Payment	E 101-42110-384	Garbage Disposal	GARBAGE	
Invoice				\$147.33
Cash Payment	E 101-43100-384	Garbage Disposal	GARBAGE	
Invoice				\$223.38
Cash Payment	E 101-45200-384	Garbage Disposal	GARBAGE	
Invoice				\$223.38
Transaction Date	7/3/2023		CASH	10100
			Total	\$1,443.58
Refer	19121 SPOT ON-LIQUOR CC		Ck# 002859E 7/31/2023	
Cash Payment	E 609-49751-207	Credit Card	CREDIT CARD FEE	
Invoice				\$25.00
Transaction Date	7/5/2023		CASH	10100
			Total	\$25.00
Refer	19122 SUN LIFE FINANCIAL		Ck# 002860E 7/31/2023	
Cash Payment	E 101-41400-130	Employer Paid Insuranc	JULY INSURANCE	
Invoice				\$226.91

CITY OF ST FRANCIS  
Payments

08/08/23 11:32 AM  
Page 2

Current Period: July 2023

Cash Payment	E 101-41500-130	Employer Paid Insuranc	JULY INSURANCE		\$148.58
Invoice					
Cash Payment	E 101-41910-130	Employer Paid Insuranc	JULY INSURANCE		\$152.50
Invoice					
Cash Payment	E 101-42110-130	Employer Paid Insuranc	JULY INSURANCE		\$929.30
Invoice					
Cash Payment	E 101-42210-130	Employer Paid Insuranc	JULY INSURANCE		\$81.67
Invoice					
Cash Payment	E 101-42400-130	Employer Paid Insuranc	JULY INSURANCE		\$78.91
Invoice					
Cash Payment	E 101-43100-130	Employer Paid Insuranc	JULY INSURANCE		\$247.38
Invoice					
Cash Payment	E 101-43210-130	Employer Paid Insuranc	JULY INSURANCE		\$54.97
Invoice					
Cash Payment	E 101-45200-130	Employer Paid Insuranc	JULY INSURANCE		\$247.38
Invoice					
Cash Payment	E 601-49440-130	Employer Paid Insuranc	JULY INSURANCE		\$110.60
Invoice					
Cash Payment	E 602-49490-130	Employer Paid Insuranc	JULY INSURANCE		\$110.60
Invoice					
Cash Payment	E 609-49750-130	Employer Paid Insuranc	JULY INSURANCE		\$205.25
Invoice					
Transaction Date	7/5/2023	CASH	10100	Total	\$2,594.05
Refer	19123 FWT	Ck# 002861E 7/31/2023			
Cash Payment	G 101-21703	FICA Tax Withholding	07-06-2023 PAYROLL		\$9,259.50
Invoice					
Cash Payment	G 101-21709	Medicare	07-06-2023 PAYROLL		\$3,557.82
Invoice					
Cash Payment	G 101-21701	Federal Withholding	07-06-2023 PAYROLL		\$11,500.47
Invoice					
Transaction Date	7/6/2023	CASH	10100	Total	\$24,317.79
Refer	19124 PERA	Ck# 002862E 7/31/2023			
Cash Payment	G 101-21704	PERA	07-06-2023 PAYROLL		\$24,937.42
Invoice					
Cash Payment	R 101-36200	Miscellaneous Revenues	PERA CREDIT		-\$409.56
Invoice					
Transaction Date	7/6/2023	CASH	10100	Total	\$24,527.86
Refer	19125 VOYA	Ck# 002863E 7/31/2023			
Cash Payment	G 101-21710	Deferred Comp	07-06-2023 PAYROLL		\$1,965.00
Invoice					
Transaction Date	7/6/2023	CASH	10100	Total	\$1,965.00
Refer	19126 MISSION SQUARE	Ck# 002864E 7/31/2023			
Cash Payment	G 101-21710	Deferred Comp	07-06-2023 PAYROLL		\$489.17
Invoice					
Transaction Date	7/6/2023	CASH	10100	Total	\$489.17
Refer	19127 SWT	Ck# 082151 7/31/2023			



CITY OF ST FRANCIS  
Payments

08/08/23 11:32 AM  
Page 3

Current Period: July 2023

Cash Payment	G 101-21702	State Withholding	07-06-2023	PAYROLL	\$5,288.24
Invoice					
Transaction Date	7/6/2023	CASH	10100	Total	\$5,288.24
Refer	19128	MN STATE RETIREMENT SYSTEM	Ck# 002865E	7/31/2023	
Cash Payment	G 101-21714	Health Care Savings	07-06-2023	PAYROLL	\$654.28
Invoice					
Transaction Date	7/6/2023	CASH	10100	Total	\$654.28
Refer	19129	HSA CONTRIBUTION	Ck# 002866E	7/31/2023	
Cash Payment	G 101-21714	Health Care Savings	07-06-2023	PAYROLL	\$1,205.90
Invoice					
Transaction Date	7/6/2023	CASH	10100	Total	\$1,205.90
Refer	19130	MN DEPT OF REVENUE	Ck# 002867E	7/31/2023	
Cash Payment	G 101-21716	Other Deductions	07-06-2023	PAYROLL	\$250.00
Invoice					
Transaction Date	7/6/2023	CASH	10100	Total	\$250.00
Refer	19131	WEX CARD	Ck# 002868E	7/31/2023	
Cash Payment	E 101-42400-212	Motor Fuels	FUEL		\$85.64
Invoice					
Cash Payment	E 101-42210-212	Motor Fuels	FUEL		\$335.05
Invoice					
Cash Payment	E 101-42110-212	Motor Fuels	FUEL		\$4,343.35
Invoice					
Cash Payment	E 101-43100-212	Motor Fuels	FUEL		\$426.86
Invoice					
Cash Payment	E 601-49440-212	Motor Fuels	FUEL		\$331.32
Invoice					
Cash Payment	E 602-49490-212	Motor Fuels	FUEL		\$331.31
Invoice					
Cash Payment	R 101-36200	Miscellaneous Revenues	REBATE		-\$21.58
Invoice					
Transaction Date	7/6/2023	CASH	10100	Total	\$5,831.95
Refer	19132	DELTA DENTAL	Ck# 002869E	7/31/2023	
Cash Payment	G 101-21711	Dental Insurance	PREMIUM		\$2,103.74
Invoice					
Transaction Date	7/6/2023	CASH	10100	Total	\$2,103.74
Refer	19133	U S BANK EQUIPMENT FINANCE	Ck# 002870E	7/31/2023	
Cash Payment	E 101-41400-240	Office Equip	COPIER LEASE		\$206.87
Invoice					
Cash Payment	E 101-43100-240	Office Equip	COPIER LEASE		\$206.87
Invoice					
Cash Payment	E 101-43210-240	Office Equip	COPIER LEASE		\$206.87
Invoice					
Cash Payment	E 101-45200-240	Office Equip	COPIER LEASE		\$206.87
Invoice					
Cash Payment	E 601-49440-240	Office Equip	COPIER LEASE		\$206.87
Invoice					

CITY OF ST FRANCIS

Payments

08/08/23 11:32 AM

Page 4

Current Period: July 2023

Cash Payment	E 602-49490-240 Office Equip	COPIER LEASE		\$206.65
Invoice				
Transaction Date	7/6/2023	CASH	10100	Total \$1,241.00
Refer	19134 COLONIAL INSURANCE	Ck# 002871E 7/31/2023		
Cash Payment	G 101-21712 Colonial Insurance	PREMIUM		\$396.46
Invoice				
Transaction Date	7/6/2023	CASH	10100	Total \$396.46
Refer	19135 NEW BENEFITS (FRESH BENIES)	Ck# 002872E 7/31/2023		
Cash Payment	E 101-41400-130 Employer Paid Insuranc	FRESH BENIES		\$29.97
Invoice				
Cash Payment	E 101-41500-130 Employer Paid Insuranc	FRESH BENIES		\$9.99
Invoice				
Cash Payment	E 101-41910-130 Employer Paid Insuranc	FRESH BENIES		\$29.97
Invoice				
Cash Payment	E 101-42400-130 Employer Paid Insuranc	FRESH BENIES		\$9.99
Invoice				
Cash Payment	E 101-43100-130 Employer Paid Insuranc	FRESH BENIES		\$29.97
Invoice				
Cash Payment	E 101-42110-130 Employer Paid Insuranc	FRESH BENIES		\$69.93
Invoice				
Cash Payment	E 101-42210-130 Employer Paid Insuranc	FRESH BENIES		\$9.99
Invoice				
Cash Payment	E 609-49750-130 Employer Paid Insuranc	FRESH BENIES		\$29.97
Invoice				
Transaction Date	7/7/2023	CASH	10100	Total \$219.78
Refer	19136 CINTAS	Ck# 002873E 7/31/2023		
Cash Payment	E 101-41940-219 Rug Maintenance	CITY HALL RUGS		\$31.14
Invoice				
Cash Payment	E 101-45200-402 Janitorial Service	RUGS & SUPPLIES		\$6.48
Invoice				
Cash Payment	E 101-43100-402 Janitorial Service	RUGS & SUPPLIES		\$6.48
Invoice				
Cash Payment	E 601-49440-402 Janitorial Service	RUGS & SUPPLIES		\$6.48
Invoice				
Cash Payment	E 602-49490-402 Janitorial Service	RUGS & SUPPLIES		\$6.48
Invoice				
Cash Payment	E 101-42110-402 Janitorial Service	RUGS & SUPPLIES		\$25.96
Invoice				
Cash Payment	E 601-49440-417 Uniforms & PPE	UNIFORMS		\$13.96
Invoice				
Cash Payment	E 602-49490-417 Uniforms & PPE	UNIFORMS		\$13.97
Invoice				
Transaction Date	7/10/2023	CASH	10100	Total \$110.95
Refer	19137 CENTERPOINT ENERGY	Ck# 002874E 7/31/2023		
Cash Payment	E 601-49440-383 Gas Utilities	3911 233RD AVENUE-GAS		\$23.76
Invoice				
Transaction Date	7/14/2023	CASH	10100	Total \$23.76

CITY OF ST FRANCIS

Payments

08/08/23 11:32 AM

Page 5

Current Period: July 2023

Refer	19138 CAYAN	Ck# 002875E 7/31/2023		
Cash Payment	E 609-49751-207 Credit Card	LIQUOR CC FEES		\$1,021.60
Invoice				
Transaction Date	7/17/2023	CASH	10100	Total \$1,021.60
Refer	19139 FWT	Ck# 002876E 7/31/2023		
Cash Payment	G 101-21703 FICA Tax Withholding	07-18-2023 PAYROLL		\$1,217.88
Invoice				
Cash Payment	G 101-21709 Medicare	07-18-2023 PAYROLL		\$341.28
Invoice				
Cash Payment	G 101-21701 Federal Withholding	07-18-2023 PAYROLL		\$362.92
Invoice				
Transaction Date	7/18/2023	CASH	10100	Total \$1,922.08
Refer	19140 PERA	Ck# 002877E 7/31/2023		
Cash Payment	G 101-21704 PERA	07-18-2023 PAYROLL		\$496.40
Invoice				
Transaction Date	7/18/2023	CASH	10100	Total \$496.40
Refer	19141 SWT	Ck# 002878E 7/31/2023		
Cash Payment	G 101-21702 State Withholding	07-18-2023 PAYROLL		\$82.14
Invoice				
Transaction Date	7/18/2023	CASH	10100	Total \$82.14
Refer	19142 STATE OF ARIZONA	Ck# 002879E 7/31/2023		
Cash Payment	G 101-21716 Other Deductions	07-18-2023 PAYROLL		\$150.30
Invoice				
Transaction Date	7/18/2023	CASH	10100	Total \$150.30
Refer	19143 STATE OF MINNESOTA	Ck# 002880E 7/31/2023		
Cash Payment	G 101-21716 Other Deductions	07-18-2023 PAYROLL		\$240.11
Invoice				
Transaction Date	7/18/2023	CASH	10100	Total \$240.11
Refer	19144 CONNEXUS ENERGY	Ck# 002881E 7/31/2023		
Cash Payment	E 101-41940-381 Electric Utilities	SIGN		\$98.54
Invoice				
Cash Payment	E 101-41940-381 Electric Utilities	CITY HALL		\$369.51
Invoice				
Cash Payment	E 602-49490-381 Electric Utilities	LIFT STATIONS		\$980.57
Invoice				
Cash Payment	E 101-45200-381 Electric Utilities	PARKS		\$346.44
Invoice				
Cash Payment	E 601-49440-380 Electric-System	WATER		\$6,024.36
Invoice				
Cash Payment	E 101-43100-386 Street Lighting	STREET LIGHTS		\$2,524.85
Invoice				
Cash Payment	E 602-49490-381 Electric Utilities	WWTP		\$11,172.95
Invoice				
Cash Payment	E 609-49750-381 Electric Utilities	LIQUOR STORE		\$1,238.17
Invoice				
Cash Payment	E 101-42110-381 Electric Utilities	SIREN		\$5.25
Invoice				

## CITY OF ST FRANCIS

08/08/23 11:32 AM

Page 6

## Payments

Current Period: July 2023

Cash Payment	E 101-42110-381	Electric Utilities	SIREN		\$5.25
Invoice					
Cash Payment	E 101-42210-381	Electric Utilities	SIREN		\$5.25
Invoice					
Cash Payment	E 101-42210-381	Electric Utilities	FIRE		\$538.64
Invoice					
Cash Payment	E 101-43100-381	Electric Utilities	POLICE/PW		\$200.93
Invoice					
Cash Payment	E 101-45200-381	Electric Utilities	POLICE/PW		\$200.93
Invoice					
Cash Payment	E 601-49440-381	Electric Utilities	POLICE/PW		\$200.93
Invoice					
Cash Payment	E 602-49490-381	Electric Utilities	POLICE/PW		\$200.92
Invoice					
Cash Payment	E 101-42110-381	Electric Utilities	POLICE/PW		\$803.72
Invoice					
Cash Payment	E 101-45200-381	Electric Utilities	CARNIVAL		\$64.28
Invoice					
Transaction Date	7/18/2023	CASH	10100	<b>Total</b>	\$24,981.49
Refer	19145 FWT	Ck# 002882E 7/31/2023			
Cash Payment	G 101-21703	FICA Tax Withholding	07-20-2023 PAYROLL		\$9,190.74
Invoice					
Cash Payment	G 101-21709	Medicare	07-20-2023 PAYROLL		\$3,510.48
Invoice					
Cash Payment	G 101-21701	Federal Withholding	07-20-2023 PAYROLL		\$11,090.28
Invoice					
Transaction Date	7/20/2023	CASH	10100	<b>Total</b>	\$23,791.50
Refer	19146 PERA	Ck# 002883E 7/31/2023			
Cash Payment	G 101-21704	PERA	07-20-2023 PAYROLL		\$24,493.63
Invoice					
Transaction Date	7/20/2023	CASH	10100	<b>Total</b>	\$24,493.63
Refer	19147 VOYA	Ck# 002884E 7/31/2023			
Cash Payment	G 101-21710	Deferred Comp	07-20-2023 PAYROLL		\$1,965.00
Invoice					
Transaction Date	7/20/2023	CASH	10100	<b>Total</b>	\$1,965.00
Refer	19148 MISSION SQUARE	Ck# 002885E 7/31/2023			
Cash Payment	G 101-21710	Deferred Comp	07-20-2023 PAYROLL		\$489.17
Invoice					
Transaction Date	7/20/2023	CASH	10100	<b>Total</b>	\$489.17
Refer	19149 SWT	Ck# 002886E 7/31/2023			
Cash Payment	G 101-21702	State Withholding	07-20-2023 PAYROLL		\$5,184.02
Invoice					
Transaction Date	7/20/2023	CASH	10100	<b>Total</b>	\$5,184.02
Refer	19150 HSA CONTRIBUTION	Ck# 002887E 7/31/2023			
Cash Payment	G 101-21714	Health Care Savings	07-20-2023 PAYROLL		\$1,205.90
Invoice					

CITY OF ST FRANCIS

Payments

08/08/23 11:32 AM

Page 7

Current Period: July 2023

Transaction Date	7/20/2023	CASH	10100	Total	\$1,205.90
Refer	19151 MN DEPT OF REVENUE	Ck# 002888E 7/31/2023			
Cash Payment	G 101-21716 Other Deductions	07-20-2023 PAYROLL			\$250.00
Invoice					
Transaction Date	7/20/2023	CASH	10100	Total	\$250.00
Refer	19152 MN STATE RETIREMENT SYSTEM	Ck# 002889E 7/24/2023			
Cash Payment	G 101-21714 Health Care Savings	07-20-2023 PAYROLL			\$641.41
Invoice					
Transaction Date	7/20/2023	CASH	10100	Total	\$641.41
Refer	19153 MN DEPT OF REVENUE	Ck# 002890E 7/31/2023			
Cash Payment	G 609-20810 Sales Tax Payable	SALES TAX			\$28,837.00
Invoice					
Cash Payment	G 601-20810 Sales Tax Payable	SALES TAX			\$649.00
Invoice					
Transaction Date	7/20/2023	CASH	10100	Total	\$29,486.00
Refer	19154 ENTERPRISE FLEET MGMT	Ck# 002891E 7/31/2023			
Cash Payment	E 101-42110-221 Vehicle Maintenance	POLICE			\$2,097.54
Invoice					
Cash Payment	E 101-42210-221 Vehicle Maintenance	FIRE			\$50.00
Invoice					
Cash Payment	E 101-42400-221 Vehicle Maintenance	BUILDING			\$2,874.92
Invoice					
Cash Payment	E 101-43100-226 Sign Repair Materials	VEHICLE MAINTENANCE			\$56.70
Invoice					
Cash Payment	E 101-45200-221 Vehicle Maintenance	VEHICLE MAINTENANCE			\$56.70
Invoice					
Cash Payment	E 601-49440-221 Vehicle Maintenance	VEHICLE MAINTENANCE			\$56.70
Invoice					
Cash Payment	E 602-49490-221 Vehicle Maintenance	VEHICLE MAINTENANCE			\$56.70
Invoice					
Cash Payment	E 402-47000-605 Lease-Principal	LEASES			\$1,972.09
Invoice					
Cash Payment	E 402-47000-610 Interest	LEASES			\$770.70
Invoice					
Transaction Date	7/20/2023	CASH	10100	Total	\$7,992.05
Refer	19155 INVOICE CLOUD	Ck# 002892E 7/31/2023			
Cash Payment	E 601-49440-430 Bank Fees	CC FEES			\$547.60
Invoice					
Cash Payment	E 602-49490-430 Bank Fees	CC FEES			\$547.60
Invoice					
Transaction Date	7/3/2023	CASH	10100	Total	\$1,095.20
Refer	19156 BOND TRUST SERVICES	Ck# 002893E 7/31/2023			
Cash Payment	E 602-47000-611 Bond Interest	2015A BONDS			\$6,080.00
Invoice					
Cash Payment	E 327-47000-610 Interest	2015A BONDS			\$1,350.00
Invoice					

CITY OF ST FRANCIS

Payments

08/08/23 11:32 AM

Page 8

Current Period: July 2023

Cash Payment	E 601-47000-611	Bond Interest	2016A BONDS		\$2,376.00
Invoice					
Cash Payment	E 602-47000-611	Bond Interest	2016A BONDS		\$17,424.00
Invoice					
Cash Payment	E 330-47000-611	Bond Interest	2017A BONDS		\$74,990.63
Invoice					
Cash Payment	E 601-47000-611	Bond Interest	2021A BONDS		\$12,456.25
Invoice					
Cash Payment	E 602-47000-611	Bond Interest	2021A BONDS		\$17,623.75
Invoice					
Transaction Date	7/26/2023	CASH	10100	Total	\$132,300.63
Refer	19212 ALERUS	Ck# 002894E	7/31/2023		
Cash Payment	E 101-41540-301	Auditing and Acctg Servi	FEE		\$50.00
Invoice					
Transaction Date	7/26/2023	CASH	10100	Total	\$50.00
Refer	19213 CENTERPOINT ENERGY	Ck# 002895E	7/31/2023		
Cash Payment	E 101-41940-383	Gas Utilities	CITY HALL #1		\$15.00
Invoice					
Cash Payment	E 101-41940-383	Gas Utilities	CITY HALL #2		\$15.00
Invoice					
Cash Payment	E 101-41940-383	Gas Utilities	CITY HALL #3		\$15.00
Invoice					
Cash Payment	E 101-41940-383	Gas Utilities	CITY HALL #4		\$16.07
Invoice					
Cash Payment	E 602-49490-383	Gas Utilities	23699 AMBASSADOR		\$20.35
Invoice					
Cash Payment	E 101-42210-383	Gas Utilities	3740 BRIDGE STREET-GENERATOR		\$21.80
Invoice					
Cash Payment	E 101-45200-383	Gas Utilities	WARMING HOUSE		\$26.00
Invoice					
Cash Payment	E 601-49440-383	Gas Utilities	4020 ST. FRANCIS BLVD		\$13.00
Invoice					
Cash Payment	E 602-49490-383	Gas Utilities	4020 ST. FRANCIS BLVD		\$13.00
Invoice					
Cash Payment	E 602-49490-383	Gas Utilities	4020 ST. FRANCIS BLVD-OLD WWTP		\$15.00
Invoice					
Cash Payment	E 602-49490-383	Gas Utilities	WWTP		\$89.89
Invoice					
Cash Payment	E 609-49750-383	Gas Utilities	LIQUOR STORE		\$47.57
Invoice					
Cash Payment	E 101-42210-383	Gas Utilities	FIRE STATION		\$72.00
Invoice					
Cash Payment	E 601-49440-383	Gas Utilities	WATER PLANT		\$277.18
Invoice					
Cash Payment	E 101-42110-383	Gas Utilities	POLICE/PW		\$213.18
Invoice					
Cash Payment	E 101-43100-383	Gas Utilities	POLICE/PW		\$53.29
Invoice					

CITY OF ST FRANCIS  
Payments

08/08/23 11:32 AM  
Page 9

Current Period: July 2023

Cash Payment	E 101-45200-383	Gas Utilities	POLICE/PW		\$53.29
Invoice					
Cash Payment	E 601-49440-383	Gas Utilities	POLICE/PW		\$53.29
Invoice					
Cash Payment	E 602-49490-383	Gas Utilities	POLICE/PW		\$53.30
Invoice					
Transaction Date	7/27/2023	CASH	10100	Total	\$1,083.21
Refer	19214 VILLAGE BANK	Ck# 002896E	7/31/2023		
Cash Payment	E 101-41500-430	Bank Fees	JULY FEES		\$41.56
Invoice					
Cash Payment	E 601-49440-430	Bank Fees	JULY FEES		\$41.56
Invoice					
Cash Payment	E 602-49490-430	Bank Fees	JULY FEES		\$41.56
Invoice					
Cash Payment	E 609-49750-430	Bank Fees	JULY FEES		\$41.57
Invoice					
Transaction Date	7/31/2023	CASH	10100	Total	\$166.25

Fund Summary

	10100 CASH
101 General Fund	\$176,517.24
327 2015 Debt Service	\$1,350.00
330 2017 Refunding Bonds	\$74,990.63
402 Capital Equipment Fund	\$2,742.79
601 Water Fund	\$23,522.63
602 Sewer Fund	\$55,122.36
609 Liquor Fund	\$37,479.53
	\$371,725.18

Pre-Written Checks	\$371,725.18
Checks to be Generated by the Computer	\$0.00
Total	\$371,725.18

CITY OF ST FRANCIS

Payments

09/06/23 3:52 PM

Page 1

Current Period: August 2023

Payments Batch P-WIRE-AUG 2023		\$1,486,524.79		
Refer	19293 ACE SOLID WASTE, INC.	Ck# 002941E 8/31/2023		
Cash Payment Invoice	E 101-43210-384 Garbage Disposal	GARBAGE		\$81.72
Cash Payment Invoice	E 101-42210-384 Garbage Disposal	GARBAGE		\$120.94
Cash Payment Invoice	E 609-49750-384 Garbage Disposal	GARBAGE		\$301.08
Cash Payment Invoice	E 601-49440-384 Garbage Disposal	GARBAGE		\$96.06
Cash Payment Invoice	E 602-49490-384 Garbage Disposal	GARBAGE		\$96.06
Cash Payment Invoice	E 101-43210-384 Garbage Disposal	GARBAGE		\$259.52
Cash Payment Invoice	E 101-43100-384 Garbage Disposal	GARBAGE		\$36.50
Cash Payment Invoice	E 101-45200-384 Garbage Disposal	GARBAGE		\$36.50
Cash Payment Invoice	E 601-49440-384 Garbage Disposal	GARBAGE		\$36.50
Cash Payment Invoice	E 602-49490-384 Garbage Disposal	GARBAGE		\$36.50
Cash Payment Invoice	E 101-42110-384 Garbage Disposal	GARBAGE		\$146.01
Cash Payment Invoice	E 101-43100-384 Garbage Disposal	GARBAGE		\$221.38
Cash Payment Invoice	E 101-45200-384 Garbage Disposal	GARBAGE		\$221.38
Transaction Date	8/2/2023	CASH	10100	Total \$1,690.15
Refer	19604 ALERUS	Ck# 002979E 8/31/2023		
Cash Payment Invoice	E 101-41540-301 Auditing and Acctg Servi	FEE		\$50.00
Transaction Date	8/28/2023	CASH	10100	Total \$50.00
Refer	19600 CAYAN	Ck# 002975E 8/31/2023		
Cash Payment Invoice	E 609-49751-207 Credit Card	LIQUOR CC FEES		\$1,010.57
Transaction Date	8/17/2023	CASH	10100	Total \$1,010.57
Refer	19599 CENTERPOINT ENERGY	Ck# 002974E 8/31/2023		
Cash Payment Invoice	E 601-49440-383 Gas Utilities	3911 233RD AVENUE-GAS		\$21.80
Transaction Date	9/6/2023	CASH	10100	Total \$21.80
Refer	19605 CENTERPOINT ENERGY	Ck# 002980E 8/31/2023		
Cash Payment Invoice	E 101-41940-383 Gas Utilities	CITY HALL #1		\$15.00
Cash Payment Invoice	E 101-41940-383 Gas Utilities	CITY HALL #2		\$15.00
Cash Payment Invoice	E 101-41940-383 Gas Utilities	CITY HALL #3		\$15.00
Cash Payment Invoice	E 101-41940-383 Gas Utilities	CITY HALL #4		\$16.07



CITY OF ST FRANCIS

Payments

09/06/23 3:52 PM

Page 2

Current Period: August 2023

Cash Payment Invoice	E 602-49490-383	Gas Utilities	23699 AMBASSADOR	\$21.39
Cash Payment Invoice	E 101-42210-383	Gas Utilities	3740 BRIDGE STREET-GENERATOR	\$20.97
Cash Payment Invoice	E 101-45200-383	Gas Utilities	WARMING HOUSE	\$26.00
Cash Payment Invoice	E 601-49440-383	Gas Utilities	4020 ST. FRANCIS BLVD	\$13.00
Cash Payment Invoice	E 602-49490-383	Gas Utilities	4020 ST. FRANCIS BLVD	\$13.00
Cash Payment Invoice	E 602-49490-383	Gas Utilities	4020 ST. FRANCIS BLVD-OLD WWTP	\$15.00
Cash Payment Invoice	E 602-49490-383	Gas Utilities	WWTP	\$81.19
Cash Payment Invoice	E 609-49750-383	Gas Utilities	LIQUOR STORE	\$51.43
Cash Payment Invoice	E 101-42210-383	Gas Utilities	FIRE STATION	\$70.03
Cash Payment Invoice	E 601-49440-383	Gas Utilities	WATER PLANT	\$186.67
Cash Payment Invoice	E 101-42110-383	Gas Utilities	POLICE/PW	\$240.22
Cash Payment Invoice	E 101-43100-383	Gas Utilities	POLICE/PW	\$60.05
Cash Payment Invoice	E 101-45200-383	Gas Utilities	POLICE/PW	\$60.05
Cash Payment Invoice	E 601-49440-383	Gas Utilities	POLICE/PW	\$60.05
Cash Payment Invoice	E 602-49490-383	Gas Utilities	POLICE/PW	\$60.06
Transaction Date	8/28/2023	CASH	10100	<b>Total</b> \$1,040.18
Refer	19390 CINTAS	<u>Ck# 002958E 8/31/2023</u>		
Cash Payment Invoice	E 101-41940-219	Rug Maintenance	CITY HALL RUGS	\$15.36
Cash Payment Invoice	E 601-49440-311	Contract	WATER PLANT RUGS	\$23.04
Transaction Date	8/14/2020	CASH	10100	<b>Total</b> \$38.40
Refer	19295 CITY HIVE	<u>Ck# 002943E 8/31/2023</u>		
Cash Payment Invoice	E 609-49750-340	Advertising	ADVERTISING	\$53.35
Transaction Date	8/2/2023	CASH	10100	<b>Total</b> \$53.35
Refer	19400 COLONIAL INSURANCE	<u>Ck# 002968E 8/31/2023</u>		
Cash Payment Invoice	G 101-21712	Colonial Insurance	PREMIUM	\$396.46
Transaction Date	8/9/2023	CASH	10100	<b>Total</b> \$396.46
Refer	19601 CONNEXUS ENERGY	<u>Ck# 002976E 8/31/2023</u>		
Cash Payment Invoice	E 101-41940-381	Electric Utilities	SIGN	\$95.43
Cash Payment Invoice	E 101-41940-381	Electric Utilities	CITY HALL	\$396.23

CITY OF ST FRANCIS

Payments

09/06/23 3:52 PM

Page 3

Current Period: August 2023

Cash Payment Invoice	E 602-49490-381	Electric Utilities	LIFT STATIONS		\$894.73
Cash Payment Invoice	E 101-45200-381	Electric Utilities	PARKS		\$295.91
Cash Payment Invoice	E 601-49440-380	Electric-System	WATER		\$6,337.72
Cash Payment Invoice	E 101-43100-386	Street Lighting	STREET LIGHTS		\$2,498.76
Cash Payment Invoice	E 602-49490-381	Electric Utilities	WWTP		\$10,117.39
Cash Payment Invoice	E 609-49750-381	Electric Utilities	LIQUOR STORE		\$1,193.22
Cash Payment Invoice	E 101-42110-381	Electric Utilities	SIREN		\$5.25
Cash Payment Invoice	E 101-42110-381	Electric Utilities	SIREN		\$5.25
Cash Payment Invoice	E 101-42210-381	Electric Utilities	SIREN		\$5.25
Cash Payment Invoice	E 101-42210-381	Electric Utilities	FIRE		\$549.34
Cash Payment Invoice	E 101-43100-381	Electric Utilities	POLICE/PW		\$179.57
Cash Payment Invoice	E 101-45200-381	Electric Utilities	POLICE/PW		\$179.57
Cash Payment Invoice	E 601-49440-381	Electric Utilities	POLICE/PW		\$179.57
Cash Payment Invoice	E 602-49490-381	Electric Utilities	POLICE/PW		\$179.55
Cash Payment Invoice	E 101-42110-381	Electric Utilities	POLICE/PW		\$718.27
Cash Payment Invoice	E 101-45200-381	Electric Utilities	CARNIVAL		\$14.50
Transaction Date	8/18/2023	CASH	10100	Total	\$23,845.51
Refer	19308 DELTA DENTAL	Ck# 002956E 8/31/2023			
Cash Payment Invoice	G 101-21711	Dental Insurance	PREMIUM		\$2,103.74
Transaction Date	8/8/2023	CASH	10100	Total	\$2,103.74
Refer	19305 DRIVER & VEHICLE SERVICES	Ck# 002953E 8/31/2023			
Cash Payment Invoice	E 101-42210-221	Vehicle Maintenance	TABS-FIRE VEHICLES		\$214.25
Cash Payment Invoice	E 101-42210-221	Vehicle Maintenance	TABS-FIRE VEHICLES		\$46.25
Transaction Date	8/4/2023	CASH	10100	Total	\$260.50
Refer	19602 ENTERPRISE FLEET MGMT	Ck# 002977E 8/31/2023			
Cash Payment Invoice	E 101-42110-221	Vehicle Maintenance	POLICE		\$583.03
Cash Payment Invoice	E 101-42210-221	Vehicle Maintenance	FIRE		\$135.46
Cash Payment Invoice	E 101-42400-221	Vehicle Maintenance	BUILDING		\$108.70

CITY OF ST FRANCIS

Payments

09/06/23 3:52 PM

Page 4

Current Period: August 2023

Cash Payment Invoice	E 101-43100-221	Vehicle Maintenance	VEHICLE MAINTENANCE		\$738.01
Cash Payment Invoice	E 101-45200-221	Vehicle Maintenance	VEHICLE MAINTENANCE		\$738.01
Cash Payment Invoice	E 601-49440-221	Vehicle Maintenance	VEHICLE MAINTENANCE		\$738.01
Cash Payment Invoice	E 602-49490-221	Vehicle Maintenance	VEHICLE MAINTENANCE		\$738.00
Cash Payment Invoice	E 402-47000-605	Lease-Principal	PRINCIPAL		\$1,802.65
Cash Payment Invoice	E 402-47000-610	Interest	INTEREST		\$604.50
Transaction Date	8/21/2023	CASH	10100	Total	\$6,186.37
Refer	19391 FWT	Ck# 002959E 8/31/2023			
Cash Payment Invoice	G 101-21703	FICA Tax Withholding	08-17-2023 PAYROLL		\$9,244.12
Cash Payment Invoice	G 101-21709	Medicare	08-17-2023 PAYROLL		\$3,563.98
Cash Payment Invoice	G 101-21701	Federal Withholding	08-17-2023 PAYROLL		\$11,571.95
Transaction Date	8/14/2020	CASH	10100	Total	\$24,380.05
Refer	19401 FWT	Ck# 002969E 8/31/2023			
Cash Payment Invoice	G 101-21703	FICA Tax Withholding	08-22-2023 PAYROLL		\$1,278.22
Cash Payment Invoice	G 101-21709	Medicare	08-22-2023 PAYROLL		\$355.42
Cash Payment Invoice	G 101-21701	Federal Withholding	08-22-2023 PAYROLL		\$346.50
Transaction Date	8/22/2023	CASH	10100	Total	\$1,980.14
Refer	19606 FWT	Ck# 002981E 8/31/2023			
Cash Payment Invoice	G 101-21703	FICA Tax Withholding	08-31-2023 Payroll		\$10,526.40
Cash Payment Invoice	G 101-21709	Medicare	08-31-2023 Payroll		\$3,772.12
Cash Payment Invoice	G 101-21701	Federal Withholding	08-31-2023 Payroll		\$13,512.03
Transaction Date	8/31/2023	CASH	10100	Total	\$27,810.55
Refer	19296 FWT	Ck# 002944E 8/31/2023			
Cash Payment Invoice	G 101-21703	FICA Tax Withholding	PAYROLL 08-03-2023		\$9,253.98
Cash Payment Invoice	G 101-21709	Medicare	PAYROLL 08-03-2023		\$3,553.42
Cash Payment Invoice	G 101-21701	Federal Withholding	PAYROLL 08-03-2023		\$11,507.62
Transaction Date	8/2/2023	CASH	10100	Total	\$24,315.02
Refer	19290 HEALTH PARTNERS	Ck# 002938E 8/31/2023			
Cash Payment Invoice	G 101-21708	Health Premium	HEALTH INSURANCE		\$34,219.00
Transaction Date	8/1/2023	CASH	10100	Total	\$34,219.00
Refer	19302 HSA CONTRIBUTION	Ck# 002950E 8/31/2023			

CITY OF ST FRANCIS

Payments

09/06/23 3:52 PM

Page 5

Current Period: August 2023

Cash Payment Invoice	G 101-21714 Health Care Savings	PAYROLL 08-03-2023		\$1,205.90
Transaction Date	8/2/2023	CASH	10100	<b>Total</b> \$1,205.90
Refer	19397 HSA CONTRIBUTION	Ck# 002965E 8/31/2023		
Cash Payment Invoice	G 101-21714 Health Care Savings	3		\$1,205.90
Transaction Date	8/17/2023	CASH	10100	<b>Total</b> \$1,205.90
Refer	19309 INVOICE CLOUD	Ck# 002957E 8/31/2023		
Cash Payment Invoice	E 601-49440-430 Bank Fees	BANK FEES		\$532.60
Cash Payment Invoice	E 602-49490-430 Bank Fees	BANK FEES		\$532.60
Transaction Date	8/8/2023	CASH	10100	<b>Total</b> \$1,065.20
Refer	19299 MISSION SQUARE	Ck# 002947E 8/31/2023		
Cash Payment Invoice	G 101-21710 Deferred Comp	PAYROLL 08-03-2023		\$519.17
Transaction Date	8/2/2023	CASH	10100	<b>Total</b> \$519.17
Refer	19394 MISSION SQUARE	Ck# 002962E 8/31/2023		
Cash Payment Invoice	G 101-21710 Deferred Comp	08-17-2023 PAYROLL		\$519.17
Transaction Date	8/17/2023	CASH	10100	<b>Total</b> \$519.17
Refer	19610 MISSION SQUARE	Ck# 002985E 8/31/2023		
Cash Payment Invoice	G 101-21710 Deferred Comp	08-31-2023 Payroll		\$519.17
Transaction Date	8/31/2023	CASH	10100	<b>Total</b> \$519.17
Refer	19303 MN DEPT OF REVENUE	Ck# 002951E 8/31/2023		
Cash Payment Invoice	G 101-21716 Other Deductions	PAYROLL 08-03-2023		\$250.00
Transaction Date	8/2/2023	CASH	10100	<b>Total</b> \$250.00
Refer	19398 MN DEPT OF REVENUE	Ck# 002966E 8/31/2023		
Cash Payment Invoice	G 101-21716 Other Deductions	08-17-2023 PAYROLL		\$250.00
Transaction Date	8/17/2023	CASH	10100	<b>Total</b> \$250.00
Refer	19399 MN DEPT OF REVENUE	Ck# 002967E 8/31/2023		
Cash Payment Invoice	G 609-20810 Sales Tax Payable	JULY SALES TAX		\$27,843.00
Cash Payment Invoice	G 601-20810 Sales Tax Payable	JULY SALES TAX		\$713.00
Transaction Date	8/18/2023	CASH	10100	<b>Total</b> \$28,556.00
Refer	19614 MN PFA	Ck# 002989E 8/31/2023		
Cash Payment Invoice	G 601-23000 Bonds Payable - Current	DEBT SERVICE PAYMENT		\$614,000.00
Cash Payment Invoice	E 601-47000-611 Bond Interest	DEBT SERVICE PAYMENT		\$41,405.27
Cash Payment Invoice	G 602-23000 Bonds Payable - Current	DEBT SERVICE PAYMENT		\$449,000.00
Cash Payment Invoice	E 602-47000-611 Bond Interest	DEBT SERVICE PAYMENT		\$69,520.00

CITY OF ST FRANCIS

Payments

09/06/23 3:52 PM

Page 6

Current Period: August 2023

Transaction Date	8/20/2023	CASH	10100	Total	\$1,173,925.27
Refer	19301 MN STATE RETIREMENT SYSTEM	Ck# 002949E 8/31/2023			
Cash Payment	G 101-21714 Health Care Savings	PAYROLL 08-03-2023			\$658.33
Invoice					
Transaction Date	8/2/2023	CASH	10100	Total	\$658.33
Refer	19396 MN STATE RETIREMENT SYSTEM	Ck# 002964E 8/31/2023			
Cash Payment	G 101-21714 Health Care Savings	08-17-2023 PAYROLL			\$667.42
Invoice					
Transaction Date	8/17/2023	CASH	10100	Total	\$667.42
Refer	19611 MN STATE RETIREMENT SYSTEM	Ck# 002986E 8/31/2023			
Cash Payment	G 101-21714 Health Care Savings	08-31-2023 Payroll			\$644.08
Invoice					
Cash Payment	G 101-21715 Severance	08-31-2023 Payroll			\$10,049.76
Invoice					
Transaction Date	8/31/2023	CASH	10100	Total	\$10,693.84
Refer	19603 MN U C FUND	Ck# 002978E 8/31/2023			
Cash Payment	E 101-42110-101 Full-Time Salaries	UNEMPLOYMENT			\$3,550.75
Invoice					
Transaction Date	8/22/2023	CASH	10100	Total	\$3,550.75
Refer	19304 NEW BENEFITS (FRESH BENIES)	Ck# 002952E 8/31/2023			
Cash Payment	E 101-41400-130 Employer Paid Insuranc	FRESH BENIES			\$29.97
Invoice					
Cash Payment	E 101-41500-130 Employer Paid Insuranc	FRESH BENIES			\$9.99
Invoice					
Cash Payment	E 101-41910-130 Employer Paid Insuranc	FRESH BENIES			\$29.97
Invoice					
Cash Payment	E 101-42400-130 Employer Paid Insuranc	FRESH BENIES			\$9.99
Invoice					
Cash Payment	E 101-43100-130 Employer Paid Insuranc	FRESH BENIES			\$29.97
Invoice					
Cash Payment	E 101-42110-130 Employer Paid Insuranc	FRESH BENIES			\$69.93
Invoice					
Cash Payment	E 101-42210-130 Employer Paid Insuranc	FRESH BENIES			\$9.99
Invoice					
Cash Payment	E 609-49750-130 Employer Paid Insuranc	FRESH BENIES			\$29.97
Invoice					
Transaction Date	8/4/2023	CASH	10100	Total	\$219.78
Refer	19392 PERA	Ck# 002960E 8/31/2023			
Cash Payment	G 101-21704 PERA	08-17-2023 PAYROLL			\$24,979.85
Invoice					
Transaction Date	8/14/2020	CASH	10100	Total	\$24,979.85
Refer	19402 PERA	Ck# 002970E 8/31/2023			
Cash Payment	G 101-21704 PERA	08-22-2023 PAYROLL			\$496.40
Invoice					
Transaction Date	8/22/2023	CASH	10100	Total	\$496.40
Refer	19607 PERA	Ck# 002982E 8/31/2023			
Cash Payment	G 101-21704 PERA	08-31-2023 Payroll			\$23,633.35
Invoice					

CITY OF ST FRANCIS

Payments

09/06/23 3:52 PM

Page 7

Current Period: August 2023

Transaction Date	8/31/2023	CASH	10100	Total	\$23,633.35
Refer	19297 PERA	Ck# 002945E 8/31/2023			
Cash Payment	G 101-21704 PERA	PAYROLL 08-03-2023			\$24,829.12
Invoice					
Transaction Date	8/2/2023	CASH	10100	Total	\$24,829.12
Refer	19292 SPOT ON-LIQUOR CC	Ck# 002940E 8/31/2023			
Cash Payment	E 609-49751-207 Credit Card	CREDIT CARD FEE			\$5,939.34
Invoice					
Cash Payment	E 609-49751-207 Credit Card	CREDIT CARD FEE			\$25.00
Invoice					
Transaction Date	8/2/2023	CASH	10100	Total	\$5,964.34
Refer	19404 STATE OF ARIZONA	Ck# 002972E 8/31/2023			
Cash Payment	G 101-21716 Other Deductions	08-22-2023 PAYROLL			\$150.30
Invoice					
Transaction Date	8/22/2023	CASH	10100	Total	\$150.30
Refer	19405 STATE OF MINNESOTA	Ck# 002973E 8/31/2023			
Cash Payment	G 101-21716 Other Deductions	08-22-2023 PAYROLL			\$240.11
Invoice					
Transaction Date	8/22/2023	CASH	10100	Total	\$240.11
Refer	19612 STATE OF MINNESOTA	Ck# 002987E 8/31/2023			
Cash Payment	G 101-21716 Other Deductions	08-31-2023 Payroll			\$250.00
Invoice					
Transaction Date	8/31/2023	CASH	10100	Total	\$250.00
Refer	19294 SUN LIFE FINANCIAL	Ck# 002942E 8/31/2023			
Cash Payment	E 101-41400-130 Employer Paid Insuranc	AUGUST INSURANCE			\$226.91
Invoice					
Cash Payment	E 101-41500-130 Employer Paid Insuranc	AUGUST INSURANCE			\$148.58
Invoice					
Cash Payment	E 101-41910-130 Employer Paid Insuranc	AUGUST INSURANCE			\$152.50
Invoice					
Cash Payment	E 101-42110-130 Employer Paid Insuranc	AUGUST INSURANCE			\$929.30
Invoice					
Cash Payment	E 101-42210-130 Employer Paid Insuranc	AUGUST INSURANCE			\$81.67
Invoice					
Cash Payment	E 101-42400-130 Employer Paid Insuranc	AUGUST INSURANCE			\$78.91
Invoice					
Cash Payment	E 101-43100-130 Employer Paid Insuranc	AUGUST INSURANCE			\$248.14
Invoice					
Cash Payment	E 101-43210-130 Employer Paid Insuranc	AUGUST INSURANCE			\$55.14
Invoice					
Cash Payment	E 101-45200-130 Employer Paid Insuranc	AUGUST INSURANCE			\$248.14
Invoice					
Cash Payment	E 601-49440-130 Employer Paid Insuranc	AUGUST INSURANCE			\$110.60
Invoice					
Cash Payment	E 602-49490-130 Employer Paid Insuranc	AUGUST INSURANCE			\$110.60
Invoice					
Cash Payment	E 609-49750-130 Employer Paid Insuranc	AUGUST INSURANCE			\$205.25
Invoice					
Transaction Date	8/2/2023	CASH	10100	Total	\$2,595.74

CITY OF ST FRANCIS

Payments

09/06/23 3:52 PM

Page 8

Current Period: August 2023

Refer	19300 SWT	Ck# 002948E 8/31/2023		
Cash Payment Invoice	G 101-21702 State Withholding	PAYROLL 08-03-2023		\$5,277.17
Transaction Date	8/2/2023	CASH	10100	Total \$5,277.17
Refer	19395 SWT	Ck# 002963E 8/31/2023		
Cash Payment Invoice	G 101-21702 State Withholding	08-17-2023 PAYROLL		\$5,315.33
Transaction Date	8/17/2023	CASH	10100	Total \$5,315.33
Refer	19403 SWT	Ck# 002971E 8/31/2023		
Cash Payment Invoice	G 101-21702 State Withholding	08-22-2023 PAYROLL		\$75.29
Transaction Date	8/22/2023	CASH	10100	Total \$75.29
Refer	19609 SWT	Ck# 002984E 8/31/2023		
Cash Payment Invoice	G 101-21702 State Withholding	08-31-2023 Payroll		\$5,815.30
Transaction Date	8/31/2023	CASH	10100	Total \$5,815.30
Refer	19306 U S BANK EQUIPMENT FINANCE	Ck# 002954E 8/31/2023		
Cash Payment Invoice	E 101-41400-240 Office Equip	COPIER LEASE		\$206.87
Cash Payment Invoice	E 101-43100-240 Office Equip	COPIER LEASE		\$206.87
Cash Payment Invoice	E 101-43210-240 Office Equip	COPIER LEASE		\$206.87
Cash Payment Invoice	E 101-45200-240 Office Equip	COPIER LEASE		\$206.87
Cash Payment Invoice	E 601-49440-240 Office Equip	COPIER LEASE		\$206.87
Cash Payment Invoice	E 602-49490-240 Office Equip	COPIER LEASE		\$206.65
Transaction Date	8/7/2023	CASH	10100	Total \$1,241.00
Refer	19291 U S BANK EQUIPMENT FINANCE	Ck# 002939E 8/31/2023		
Cash Payment Invoice	E 101-41400-240 Office Equip	COPIER LEASE		\$32.51
Cash Payment Invoice	E 101-43100-240 Office Equip	COPIER LEASE		\$32.51
Cash Payment Invoice	E 101-43210-240 Office Equip	COPIER LEASE		\$32.51
Cash Payment Invoice	E 101-45200-240 Office Equip	COPIER LEASE		\$32.51
Cash Payment Invoice	E 601-49440-240 Office Equip	COPIER LEASE		\$32.51
Cash Payment Invoice	E 602-49490-240 Office Equip	COPIER LEASE		\$32.45
Transaction Date	8/1/2023	CASH	10100	Total \$195.00
Refer	19613 VILLAGE BANK	Ck# 002988E 8/31/2023		
Cash Payment Invoice	E 101-41500-430 Bank Fees	AUGUST FEES		\$142.48
Cash Payment Invoice	E 601-49440-430 Bank Fees	AUGUST FEES		\$142.38

CITY OF ST FRANCIS  
Payments

09/06/23 3:52 PM  
Page 9

Current Period: August 2023

Cash Payment	E 602-49490-430	Bank Fees	AUGUST FEES		\$142.38
Invoice					
Cash Payment	E 609-49750-430	Bank Fees	AUGUST FEES		\$142.36
Invoice					
Transaction Date	8/31/2023	CASH	10100	<b>Total</b>	\$569.60
Refer	19393 VOYA		<u>Ck# 002961E 8/31/2023</u>		
Cash Payment	G 101-21710	Deferred Comp	08-17-2023 PAYROLL		\$2,050.00
Invoice					
Transaction Date	8/14/2020	CASH	10100	<b>Total</b>	\$2,050.00
Refer	19608 VOYA		<u>Ck# 002983E 8/31/2023</u>		
Cash Payment	G 101-21710	Deferred Comp	08-31-2023 Payroll		\$2,050.00
Invoice					
Transaction Date	8/31/2023	CASH	10100	<b>Total</b>	\$2,050.00
Refer	19298 VOYA		<u>Ck# 002946E 8/31/2023</u>		
Cash Payment	G 101-21710	Deferred Comp	PAYROLL 08-03-2023		\$2,050.00
Invoice					
Transaction Date	8/2/2023	CASH	10100	<b>Total</b>	\$2,050.00
Refer	19307 WEX CARD		<u>Ck# 002955E 8/31/2023</u>		
Cash Payment	E 101-42400-212	Motor Fuels	FUEL		\$143.41
Invoice					
Cash Payment	E 101-42210-212	Motor Fuels	FUEL		\$309.60
Invoice					
Cash Payment	E 101-42110-212	Motor Fuels	FUEL		\$3,963.13
Invoice					
Cash Payment	E 101-43100-212	Motor Fuels	FUEL		\$323.03
Invoice					
Cash Payment	E 601-49440-212	Motor Fuels	FUEL		\$414.98
Invoice					
Cash Payment	E 602-49490-212	Motor Fuels	FUEL		\$414.98
Invoice					
Cash Payment	R 101-36200	Miscellaneous Revenues	REBATE		-\$29.93
Invoice					
Transaction Date	8/7/2023	CASH	10100	<b>Total</b>	\$5,539.20

Fund Summary

	10100 CASH
101 General Fund	\$249,859.91
402 Capital Equipment Fund	\$2,407.15
601 Water Fund	\$665,250.63
602 Sewer Fund	\$532,212.53
609 Liquor Fund	\$36,794.57
	<hr/>
	\$1,486,524.79

Pre-Written Checks	\$1,486,524.79
Checks to be Generated by the Computer	\$0.00
	<hr/>
Total	\$1,486,524.79



CITY OF ST FRANCIS  
Payments

09/06/23 1:07 PM  
Page 1

Current Period: August 2023



Payments Batch P CC AUGUST 2023      \$12,560.71

Refer	19406	AMAZON.COM	Ck# 002897E 8/16/2023		
Cash Payment	E 101-42110-401	Buildings Maintenance	BUILDING MAINTENANCE		\$19.25
Invoice					
Cash Payment	E 101-42210-401	Buildings Maintenance	BUILDING MAINTENANCE		\$424.86
Invoice					
Cash Payment	E 101-43100-401	Buildings Maintenance	BUILDING MAINTENANCE		\$40.65
Invoice					
Cash Payment	E 101-45200-401	Buildings Maintenance	BUILDING MAINTENANCE		\$33.18
Invoice					
Cash Payment	E 601-49440-401	Buildings Maintenance	BUILDING MAINTENANCE		\$134.58
Invoice					
Cash Payment	E 602-49490-401	Buildings Maintenance	BUILDING MAINTENANCE		\$19.25
Invoice					
Cash Payment	E 101-43100-218	Equipment Maintenance	EQUIPMENT MAINTENANCE		\$118.00
Invoice					
Cash Payment	E 101-45200-218	Equipment Maintenance	EQUIPMENT MAINTENANCE		\$244.83
Invoice					
Cash Payment	E 101-43100-441	Miscellaneous	MISCELLANEOUS		\$7.96
Invoice					
Cash Payment	E 609-49750-240	Office Equip	OFFICE EQUIPMENT		\$10.70
Invoice					
Cash Payment	E 101-41400-200	Office Supplies	OFFICE SUPPLIES		\$43.17
Invoice					
Cash Payment	E 101-42110-200	Office Supplies	OFFICE SUPPLIES		\$43.49
Invoice					
Cash Payment	E 609-49750-210	Operating Supplies	OPERATING SUPPLIES		\$71.27
Invoice					
Cash Payment	E 601-49440-229	Project Maintenance	PROJECT MAINTENANCE		\$280.07
Invoice					
Cash Payment	E 101-45200-237	Small Equipment	SMALL EQUIPMENT		\$129.94
Invoice					
Cash Payment	E 101-43100-417	Uniforms & PPE	UNIFORMS/PPE		\$22.79
Invoice					
Cash Payment	E 101-45200-417	Uniforms & PPE	UNIFORMS/PPE		\$103.86
Invoice					
Cash Payment	E 601-49440-417	Uniforms & PPE	UNIFORMS/PPE		\$22.79
Invoice					
Cash Payment	E 602-49490-417	Uniforms & PPE	UNIFORMS/PPE		\$22.79
Invoice					
Cash Payment	E 601-49440-221	Vehicle Maintenance	VEHICLE MAINTENANCE		\$17.12
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$1,810.55
Refer	19407	ARKANSAS FLAG & BANNER	Ck# 002898E 8/16/2023		
Cash Payment	E 101-45200-401	Buildings Maintenance	BUILDING MAINTENANCE		\$47.96
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$47.96
Refer	19436	ARREST MY VEST	Ck# 002927E 8/16/2023		
Cash Payment	E 101-42110-437	Uniforms	UNIFORMS		\$58.45
Invoice					

CITY OF ST FRANCIS

Payments

09/06/23 1:07 PM

Page 2

Current Period: August 2023

Transaction Date	8/16/2023	CASH	10100	Total	\$58.45
Refer	19408 AT&T, INC	Ck# 002899E 8/16/2023			
Cash Payment	E 101-42210-321 Telephone	PHONE			\$880.16
Invoice					
Cash Payment	E 101-41400-321 Telephone	HOT SPOTS			\$229.38
Invoice					
Cash Payment	E 101-43100-321 Telephone	HOT SPOTS			\$152.92
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$1,262.46
Refer	19410 BOBCAT COMPANY	Ck# 002901E 8/16/2023			
Cash Payment	E 101-45200-218 Equipment Maintenance	EQUIPMENT MAINTENANCE			\$126.37
Invoice					
Cash Payment	E 602-49490-228 Equipment Maintenance	EQUIPMENT MAINTENANCE			\$126.37
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$252.74
Refer	19411 BRICKS R US	Ck# 002902E 8/16/2023			
Cash Payment	E 101-45200-441 Miscellaneous	MISCELLANEOUS			\$44.50
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$44.50
Refer	19409 BUREAU OF CRIM APPREHENSIO	Ck# 002900E 8/16/2023			
Cash Payment	E 101-42210-208 Training	TRAINING			\$75.00
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$75.00
Refer	19412 CANVA	Ck# 002903E 8/16/2023			
Cash Payment	E 101-41910-318 Economic Development	ECONOMIC DEVELOPMENT			\$12.99
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$12.99
Refer	19413 CASEY S GENERAL STORE	Ck# 002904E 8/16/2023			
Cash Payment	E 101-45200-212 Motor Fuels	FUEL			\$448.39
Invoice					
Cash Payment	E 101-45200-441 Miscellaneous	MISCELLANEOUS			\$17.97
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$466.36
Refer	19414 CLIPPINGMAGIC.COM	Ck# 002905E 8/16/2023			
Cash Payment	E 101-43210-433 Dues and Subscriptions	SUBSCRIPTION			\$3.99
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$3.99
Refer	19415 COOLIES.COM	Ck# 002906E 8/16/2023			
Cash Payment	E 101-42210-209 Fire Prevention Supplies	FIRE PREVENTION SUPPLIES			\$630.00
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$630.00
Refer	19416 COSTCO	Ck# 002907E 8/16/2023			
Cash Payment	E 101-41400-441 Miscellaneous	ALL STAFF MEETING			\$237.46
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$237.46
Refer	19428 COUNTY MARKET - CITY ACCOUN	Ck# 002919E 8/16/2023			
Cash Payment	E 101-41910-318 Economic Development	FARMERS MARKET			\$6.13
Invoice					

CITY OF ST FRANCIS

Payments

09/06/23 1:07 PM

Page 3

Current Period: August 2023

Cash Payment	E 101-42210-441	Miscellaneous	MISCELLANEOUS		\$8.52
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$14.65
Refer	19417 CRE EVENT	Ck# 002908E 8/16/2023			
Cash Payment	E 101-41910-208	Training	TRAINING		\$120.24
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$120.24
Refer	19418 DEPT OF LABOR & INDUSTRY	Ck# 002909E 8/16/2023			
Cash Payment	R 101-36241	Surcharge-Permits	2ND QTR RETAINAGE		-\$42.45
Invoice					
Cash Payment	G 101-20820	Surcharge Payable	2ND QTR SURCHARGE		\$1,061.31
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$1,018.86
Refer	19419 DEX MEDIA EAST LLC	Ck# 002910E 8/16/2023			
Cash Payment	E 609-49750-340	Advertising	ADVERTISING		\$89.50
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$89.50
Refer	19421 EBAY	Ck# 002912E 8/16/2023			
Cash Payment	E 101-43100-218	Equipment Maintenance	EQUIPMENT MAINTENANCE		\$47.23
Invoice					
Cash Payment	E 101-45200-218	Equipment Maintenance	EQUIPMENT MAINTENANCE		\$58.57
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$105.80
Refer	19422 ECM PUBLISHERS, INC.	Ck# 002913E 8/16/2023			
Cash Payment	E 101-41400-433	Dues and Subscriptions	SUBSCRIPTION		\$4.84
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$4.84
Refer	19423 ELITE LIFT TRUCK, INC	Ck# 002914E 8/16/2023			
Cash Payment	E 101-45200-218	Equipment Maintenance	EQUIPMENT MAINTENANCE		\$229.96
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$229.96
Refer	19424 FEDERATED COOP	Ck# 002915E 8/16/2023			
Cash Payment	E 101-45200-419	Turf/Fertilizer/Weed Con	TURF/WEED CONTROL		\$287.42
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$287.42
Refer	19420 GODADDY.COM	Ck# 002911E 8/16/2023			
Cash Payment	E 609-49750-311	Contract	CONTRACT		\$221.70
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$221.70
Refer	19437 GREEN PAPER PRODUCTS	Ck# 002928E 8/16/2023			
Cash Payment	E 101-43210-217	Other Operating Supplie	OPERATING SUPPLIES		\$234.95
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$234.95
Refer	19425 HOME DEPOT	Ck# 002916E 8/16/2023			
Cash Payment	E 101-42210-401	Buildings Maintenance	BUILDING MAINTENANCE		\$1,312.86
Invoice					
Cash Payment	E 601-49440-229	Project Maintenance	BUILDING MAINTENANCE		\$132.74
Invoice					

CITY OF ST FRANCIS  
Payments

09/06/23 1:07 PM  
Page 4

Current Period: August 2023

Transaction Date	8/16/2023	CASH	10100	Total	\$1,445.60
Refer	19442 HOME DEPOT	Ck# 002933E 8/16/2023			
Cash Payment	E 601-49440-233 Water Plant Maint Invoice	WATER PLANT MAINTENANCE			\$12.83
Transaction Date	8/16/2023	CASH	10100	Total	\$12.83
Refer	19426 IIMC	Ck# 002917E 8/16/2023			
Cash Payment	E 101-41400-208 Training Invoice	TRAINING -WIDA			\$60.00
Transaction Date	8/16/2023	CASH	10100	Total	\$60.00
Refer	19427 ISANTI RETAIL MEATS	Ck# 002918E 8/16/2023			
Cash Payment	E 101-41400-441 Miscellaneous Invoice	ALL STAFF MEETING			\$102.01
Transaction Date	8/16/2023	CASH	10100	Total	\$102.01
Refer	19429 KWIK TRIP	Ck# 002920E 8/16/2023			
Cash Payment	E 101-41400-441 Miscellaneous Invoice	ALL STAFF MEETING			\$10.78
Transaction Date	8/16/2023	CASH	10100	Total	\$10.78
Refer	19430 MCQUOIDS INN	Ck# 002921E 8/16/2023			
Cash Payment	E 601-49440-208 Training Invoice	TRAINING - TRAVEL COSTS			\$144.43
Transaction Date	8/16/2023	CASH	10100	Total	\$144.43
Refer	19431 MENARDS	Ck# 002922E 8/16/2023			
Cash Payment	E 101-42210-401 Buildings Maintenance Invoice	BUILDING MAINTENANCE			\$471.32
Cash Payment	E 101-43100-218 Equipment Maintenance Invoice	EQUIPMENT MAINTENANCE			\$223.56
Cash Payment	E 101-45200-229 Project Maintenance Invoice	PROJECT MAINTENANCE			\$219.90
Transaction Date	8/16/2023	CASH	10100	Total	\$914.78
Refer	19435 MN RWA	Ck# 002926E 8/16/2023			
Cash Payment	E 601-49440-208 Training Invoice	TRAINING			\$150.00
Transaction Date	8/16/2023	CASH	10100	Total	\$150.00
Refer	19432 OREILLY AUTO PARTS	Ck# 002923E 8/16/2023			
Cash Payment	E 101-43100-441 Miscellaneous Invoice	MISCELLANEOUS			\$32.11
Transaction Date	8/16/2023	CASH	10100	Total	\$32.11
Refer	19433 POPP TELECOM	Ck# 002924E 8/16/2023			
Cash Payment	E 609-49750-321 Telephone Invoice	TELEPHONE			\$52.36
Transaction Date	8/16/2023	CASH	10100	Total	\$52.36
Refer	19434 POSTMASTER - ST. FRANCIS	Ck# 002925E 8/16/2023			
Cash Payment	E 101-41400-322 Postage Invoice	POSTAGE			\$100.00
Cash Payment	E 101-42110-322 Postage Invoice	POSTAGE			\$100.00
Cash Payment	E 601-49440-313 Sample Testing Invoice	SAMPLE TESTING			\$5.40

CITY OF ST FRANCIS

Payments

09/06/23 1:07 PM

Page 5

Current Period: August 2023

Transaction Date	8/16/2023	CASH	10100	Total	\$205.40
Refer	19438 ST. FRANCIS TRUE VALUE HARD	Ck# 002929E 8/16/2023			
Cash Payment	E 101-45200-441 Miscellaneous	MISCELLANEOUS			\$8.99
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$8.99
Refer	19439 STAMPS.COM	Ck# 002930E 8/16/2023			
Cash Payment	E 101-41400-322 Postage	POSTAGE			\$19.99
Invoice					
Cash Payment	E 101-42110-322 Postage	POSTAGE			\$19.99
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$39.98
Refer	19440 STREICHER S	Ck# 002931E 8/16/2023			
Cash Payment	E 208-42110-441 Miscellaneous	MFF GEAR - PD FORFEITURE			\$80.33
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$80.33
Refer	19441 STROBES N MORE	Ck# 002932E 8/16/2023			
Cash Payment	E 101-43100-221 Vehicle Maintenance	EQUIPMENT MAINTENANCE			\$131.00
Invoice					
Cash Payment	E 101-42400-221 Vehicle Maintenance	EQUIPMENT MAINTENANCE			\$371.00
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$502.00
Refer	19443 VAL-MATIC VALVE AND MANUFAC	Ck# 002934E 8/16/2023			
Cash Payment	E 602-49490-229 Project Maintenance	PROJECT MAINTENANCE			\$742.60
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$742.60
Refer	19444 VERIZON WIRELESS	Ck# 002935E 8/16/2023			
Cash Payment	E 101-42110-321 Telephone	PHONE			\$400.10
Invoice					
Cash Payment	E 601-49440-321 Telephone	PHONE			\$182.72
Invoice					
Cash Payment	E 602-49490-321 Telephone	PHONE			\$160.18
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$743.00
Refer	19445 ZOLL MEDICAL CORPORATION	Ck# 002936E 8/16/2023			
Cash Payment	E 101-41400-441 Miscellaneous	AED-CITY HALL			\$66.00
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$66.00
Refer	19446 ZOOM.US	Ck# 002937E 8/16/2023			
Cash Payment	E 101-41400-433 Dues and Subscriptions	SUBSCRIPTION			\$17.13
Invoice					
Transaction Date	8/16/2023	CASH	10100	Total	\$17.13

CITY OF ST FRANCIS  
Payments

09/06/23 1:07 PM  
Page 6

Agenda Item # 4D.

Current Period: August 2023

Fund Summary

	10100 CASH
101 General Fund	\$9,880.98
208 Police Forfeiture	\$80.33
601 Water Fund	\$1,082.68
602 Sewer Fund	\$1,071.19
609 Liquor Fund	\$445.53
	<hr/>
	\$12,560.71

Pre-Written Checks	\$12,560.71
Checks to be Generated by the Computer	\$0.00
	<hr/>
Total	\$12,560.71



## CITY COUNCIL AGENDA REPORT

**TO:** St. Francis City Council

**FROM:** Beth Richmond, Planner

**SUBJECT:** AutoZone Comprehensive Plan Amendment, Rezoning, Site Plan, Easement Vacation

**DATE:** September 18, 2023

**APPLICANT:** AutoZone, Inc. (Wade Davis)

**LOCATION:** Between Hwy 47 and Aztec St NW, north of the Bottle Shop (PID: 32-34-24-23-0039)

**COMP PLAN:** Business Park/Light Industrial

### **OVERVIEW:**

The City has received several land use applications associated with the development of a 6,815 SF standalone retail store along Hwy 47 north of the Bottle Shop, with access off of Aztec St NW. The land use requests associated with this project include a Comprehensive Plan amendment to reguide the site from Business Park/Light Industrial to Commercial, a zoning map amendment to rezone the site from BPK Business Park to B-2 General Business, site plan review, and the vacation of an existing ingress/egress easement.

### **PLANNING COMMISSION REVIEW**

The Planning Commission reviewed the Comprehensive Plan amendment, rezoning, and site plan requests and held a public hearing at the August 16, 2023 Planning Commission meeting. No members of the public spoke on the project. After discussion, the Planning Commission unanimously recommended approval of the land use requests.

### **EASEMENT VACATION**

An ingress and egress easement exists along the west side of the site. This easement was established in 2016 and is used to provide access between the Bottle Shop and Hwy 47. The easement does not serve as the sole access point for the Bottle Shop. Both the Bottle Shop and the proposed AutoZone site have adequate access using Aztec St NW and 233<sup>rd</sup> Ave NW. In order to help facilitate the development of the vacant site, the applicant is requesting to vacate the easement.

### **ACTION TO BE CONSIDERED:**

Given Planning Commission and Staff recommendation of approval for the land use requests, draft approval documents have been prepared and are attached for your consideration. Council action is requested on these applications.

## **Suggested Motions**

1. Move to approve Resolution 2023-50 to reguide Lot 1 Block 1 Crown 2<sup>nd</sup> Addition from Business Park/Light Industrial to Commercial with conditions and findings of fact as presented by Staff and to authorize submittal of this amendment to the Metropolitan Council for final review.
2. Move to approve the 1<sup>st</sup> Reading of Ordinance 322 rezoning Lot 1 Block 1 Crown 2<sup>nd</sup> Addition from BPK Business Park to B-2 General Business as presented by Staff.
3. Move to approve Resolution 2023-51 approving the site plan for the AutoZone project with conditions and findings as presented by Staff.
4. Move to approve Resolution 2023-52 approving the vacation of an existing ingress and egress easement across Lot 1 Block 1 Crown 2<sup>nd</sup> Addition with conditions and findings of fact as presented by Staff.

## **ATTACHMENTS:**

- Draft Approval Documents
  - Resolution 2023-50– Comprehensive Plan Amendment
  - Ordinance 322 – 1<sup>st</sup> Reading
  - Resolution 2023-51 – Site Plan
  - Resolution 2023-52 – Easement Vacation
- Applicant Submittals
- City Engineering Memo dated August 8, 2023
- August 16, 2023 Planning Commission Memo



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

RESOLUTION 2023-50

A RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT FOR LOT 1 BLOCK 1 CROWN 2<sup>ND</sup> ADDITION AND AUTHORIZING SUBMISSION OF THE AMENDMENT TO THE METROPOLITAN COUNCIL FOR REVIEW

**WHEREAS**, the applicant, AutoZone, Inc., has requested a Comprehensive Plan amendment to reguide property legally described as Lot 1, Block 1, Crown 2<sup>nd</sup> Addition, Anoka County, Minnesota, from Business Park/Light Industrial use to Commercial use; and

**WHEREAS**, the site is intended as a future standalone retail development; and

**WHEREAS**, all adjacent and affected agencies including the Minnesota Department of Transportation were provided an opportunity to review the proposed amendment and provide comments; and

**WHEREAS**, on August 16, 2023, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

**WHEREAS**, on August 16, 2023, the Planning Commission unanimously recommended approval of the requested amendment; and

**WHEREAS**, the City Council of the City of St. Francis, on September 18, 2023, considered the requested amendment and how it might affect public health, safety, or welfare and found that the project will not negatively impact the public health, safety, or welfare.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of St. Francis hereby approves the requested Comprehensive Plan amendment for Lot 1 Block 1 Crown 2<sup>nd</sup> Addition based on the following findings of fact:

- 1. The proposed amendment is compatible with the surrounding land uses.
- 2. Public infrastructure is capable of serving the proposed development on this site.

**BE IT FURTHER RESOLVED** that approval of the Comprehensive Plan Amendment at Lot 1 Block 1 Crown 2<sup>nd</sup> Addition shall be subject to the following conditions:

- 1. The Comprehensive Plan amendment shall be submitted to the Metropolitan Council for final review and approval.
- 2. Approval of this request is subject to the concurrent approval of the related land use requests pertaining to the Turtle Ponds 6<sup>th</sup> Addition project.

Approved and adopted by the City Council of the City of St. Francis on the 18<sup>th</sup> day of September, 2023.

\_\_\_\_\_  
Joseph Muehlbauer, Mayor

\_\_\_\_\_  
Attest: Jennifer Wida, City Clerk

\_\_\_\_\_  
Dated

**This Instrument Drafted By:**  
HKGi  
800 Washington Ave N, Suite 103  
Minneapolis, MN 55401

## **EXHIBIT A**

### **Legal Description**

*Lot 1, Block 1, Crown 2nd Addition, Anoka County, Minnesota, except Parcel 14, Minnesota  
Department of Transportation Right-of-Way Plat Numbered 02-29*

**ORDINANCE NO. 322  
SECOND SERIES**

**CITY OF ST. FRANCIS  
ANOKA COUNTY**

**AN ORDINANCE APPROVING REZONING OF LOT 1 BLOCK 1 CROWN 2<sup>ND</sup>  
ADDITION FROM BPK TO B-2 – 1<sup>ST</sup> READING**

**WHEREAS**, the applicant, AutoZone, Inc., applied for a rezoning on July 10, 2023 for the property legally described in Exhibit A; and

**WHEREAS**, on August 16, 2023, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

**WHEREAS**, on August 16, 2023, at an official public hearing, the Planning Commission considered the applicant’s submission, the contents of the staff report, public testimony, and other evidence available to the Commission; and made recommendations for consideration by the City Council; and

**WHEREAS**, on September 18, 2023, the City Council has considered the proposed project and found that the project will not negatively impact the public health, safety, or welfare; and

**WHEREAS**, the rezoning to B-2 is consistent with the Comprehensive Plan designation for the site as amended.

**THE CITY COUNCIL OF THE CITY OF ST. FRANCIS, ANOKA COUNTY,  
MINNESOTA, ORDAINS:**

**Section 1.** The property legally described in Exhibit A is hereby rezoned from the BPK Business Park District to the B-2 General Business District.

**Section 2.** The Zoning Map of the City of St. Francis referred to and described in Section 10-14-03 of the St. Francis City Code shall not be republished to show the aforesaid rezoning, but the Zoning Administrator or designee shall appropriately mark the Zoning Map on file in the City Clerk's office for the purpose of indicating the rezoning provided for in this ordinance and all of the notations, references, and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

**Section 3.** This Ordinance shall take effect and be enforced from and after its passage and publication according to law.

Approved and adopted by the City Council this 18<sup>th</sup> day of September, 2023.

SEAL

BY: \_\_\_\_\_  
Joseph Muehlbauer, Mayor

\_\_\_\_\_  
Attest: Jennifer Wida, City Clerk

DRAFTED BY:

**HKGi**

800 Washington Ave N, Suite 103  
Minneapolis, MN 55401

## **EXHIBIT A**

### **Legal Description**

*Lot 1, Block 1, Crown 2nd Addition, Anoka County, Minnesota, except Parcel 14, Minnesota  
Department of Transportation Right-of-Way Plat Numbered 02-29*

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

RESOLUTION 2023-51

A RESOLUTION APPROVING A SITE PLAN FOR LOT 1 BLOCK 1 CROWN 2<sup>ND</sup>  
ADDITION

**WHEREAS**, the applicant, AutoZone, Inc., has requested site plan approval for the construction of a 6,815 square foot standalone retail building; and

**WHEREAS**, the property is legally described in Exhibit A;

**WHEREAS**, the property is zoned B-2 General Business; and

**WHEREAS**, standalone retail stores are permitted in the B-2 General Business District;  
and

**WHEREAS**, on August 16, 2023, the Planning Commission unanimously recommended approval of the requested site plan; and

**WHEREAS**, on September 18, 2023, the City Council of the City of St. Francis considered the submitted site plan and how it might affect public health, safety, or welfare and found that the project will not negatively impact the public health, safety, or welfare.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of St. Francis hereby approves the requested site plan based on the following findings of fact:

1. The site plan is consistent with the Comprehensive Plan with proposed conditions.
2. The site plan meets the standards listed in the City Zoning Code with proposed conditions.

**BE IT FURTHER RESOLVED** that approval of the site plan shall be subject to the following conditions:

1. The granting of this approval is conditioned upon the Metropolitan Council’s approval of the associated Comprehensive Plan amendment.
2. Approval of this request is subject to the concurrent approval of the related land use requests pertaining to the AutoZone project including the vacation of an existing ingress and egress easement across the property.
3. Applicant shall address all comments in the City Engineer’s memo dated August 8, 2023.
4. Applicant shall address all comments from MnDOT to their satisfaction.
5. Applicant shall work with the city to vacate the existing cross-access agreement as needed.
6. This bike rack shall not be placed in a way that obstructs pedestrian traffic.

- 7. Additional screening around the loading space shall be provided in accordance with Code Section 10-73-04C. Applicant shall provide a revised landscaping plan showing the proposed screening of the loading space to Staff’s satisfaction prior to recording.
- 8. The eastern exterior façade of the building shall be revised to meet the requirements for façade articulation and windows as specified in Code Section 10-71-08C.
- 9. Tree plantings shall not consist of more than 25% caliper inches of one genus.
- 10. The applicant should provide details of the rooftop mechanical equipment and where on the roof it will be located in order to ensure it is screened from view of the street.
- 11. All signage shall meet Code requirements and shall be reviewed through the sign permit process.
- 12. The applicant shall be responsible for all costs associated with the site plan application.
- 13. This approval shall expire one year after the date of approval, or September 18, 2024, unless all conditions have been fulfilled and substantial construction has begun or an extension has been requested in accordance with Code Section 10-31-04.

Approved and adopted by the City Council of the City of St. Francis on the 18<sup>th</sup> day of September, 2023.

\_\_\_\_\_  
Joseph Muehlbauer, Mayor

\_\_\_\_\_  
Attest: Jennifer Wida, City Clerk

\_\_\_\_\_  
Dated

DRAFTED BY:  
**HKGi**  
800 Washington Ave N, Suite 103  
Minneapolis, MN 55401



**EXHIBIT A**

*Lot 1, Block 1, Crown 2nd Addition, Anoka County, Minnesota, except Parcel 14, Minnesota  
Department of Transportation Right-of-Way Plat Numbered 02-29*

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

**RESOLUTION 2023-52**

**A RESOLUTION VACATING THE INGRESS AND EGRESS EASEMENT OVER LOT  
1 BLOCK 1 CROWN 2<sup>ND</sup> ADDITION**

**WHEREAS**, the applicant, AutoZone, Inc. has requested the vacation of the ingress and egress easement as shown in Exhibit A and described as

A perpetual easement for ingress and egress purposes over, under and across the west 60.00 feet of the south 277.00 feet of Lot 1, Block 1, CROWN 2ND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota.; and

**WHEREAS**, this easement was established on September 19, 2016 to allow access to the Bottle Shop via Hwy 47; and

**WHEREAS**, the vacation of the ingress and egress easement was requested in order to allow for the development of the site as a standalone retail store; and

**WHEREAS**, access for both parcels is adequately provided on Aztec St NW and 233<sup>rd</sup> Ave NW; and

**WHEREAS**, on September 18, 2023, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the City Council held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

**WHEREAS**, the City Council of the City of St. Francis on September 18, 2023, considered the requested ingress and egress easement vacation.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of St. Francis hereby approves the vacation of the ingress and egress easement over Lot 1 Block 1 Crown 2<sup>nd</sup> Addition subject to the following condition:

1. Approval of this request is subject to the concurrent approval of the related land use requests pertaining to the AutoZone project.
2. This resolution shall be recorded by the City following the issuance of a building permit and substantial start of construction on the site.

Approved and adopted by the City Council of the City of St. Francis on the 18<sup>th</sup> day of September, 2023.

---

Joseph Muehlbauer, Mayor

---

Attest: Jennifer Wida, City Clerk

---

Dated

DRAFTED BY:

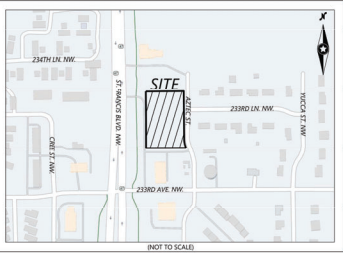
**HKGi**

800 Washington Ave N, Suite 103  
Minneapolis, MN 55401



© 2023 Westwood Professional Services, Inc.

### VICINITY MAP



### SCH. B EXCEPTIONS

- The following notes correspond to the numbering system of Schedule B, Part II of the title commitment mentioned herein:
1. Easement for electric transmission or distribution lines or systems purposes, in favor of Anoka Electric Cooperative, a Minnesota cooperative association (formerly known as Anoka County Cooperative Light and Power Association), as contained in the Right-of-Way Easement dated January 30, 1938, filed March 10, 1939, as Document No. 96339, Book 162, Page 457, and as amended by the terms and conditions contained within, (DOES NOT AFFECT THE SUBJECT PARCEL)
  2. Easement for drainage purposes, in favor of the City of St. Francis, as contained within Resolution No. 89-20, dated October 16, 1989, recorded December 8, 1989, as Document No. 874659, and the terms and conditions contained within, (DOES NOT AFFECT THE SUBJECT PARCEL)
  3. Limitations of access to Trunk Highway No. 47, as shown by Minnesota Department of Transportation Right-of-Way Plat No. 02-29, recorded April 29, 2002, as Document No. 1070396, Land Surveyors & Consultants of Corrections recorded February 10, 2004, as Document No. 1080575.0 (APPLIES, PLOTTED HEREON)
  4. Drainage and utility easements as shown on the plat of Crown 2nd Addition, recorded September 20, 2016, as Document No. 2149154.002, (APPLIES, PLOTTED HEREON)
  5. Terms, provisions, restrictions and easements as contained in the Declaration of Easement dated September 19, 2016, recorded September 20, 2016, as Document No. 2149154.003, (APPLIES, PLOTTED HEREON)

### GENERAL NOTES

1. Plat Reference: Book 79, Abstract Page 76, Anoka County Land Records.
2. Bearings are based on the North American Datum of 1983 (2011 adjustment), Anoka County Coordinate System.
3. Vertical data is referenced to the North American Vertical Datum of 1988.
4. This survey was completed using Title Commitment GF No. NCS-1157486-MICH, with Effective Date November 29, 2022, provided by First American Title Insurance Company.
5. A Gopher State One Call utility locate request was placed on 1/20/2023, under Ticket No. 230200119. Utilities notified were the City of St. Francis, CenturyLink, Conexus Energy, Midcontinent Communications, Center Point Energy, MNDOT, and Zayo Bandwidth.
6. The tract shown hereon is located within the City of St. Francis and is zoned Business Park District (BPD). Building setbacks for the district that are applicable to this site are shown hereon. The Surveyor interprets the frontage along Aztec Street NW to be the rear of the property. The 25-foot setback shown hereon is based on this interpretation. The city requires a 35-foot front setback from local streets. Client to confirm with city which setback is required.
7. The subject tract abuts and currently have vehicular access to Minnesota State Highway No. 47.

### LEGAL DESCRIPTION PER TITLE COMMITMENT

Real property in the City of St. Francis, County of Anoka, State of Minnesota, described as follows:

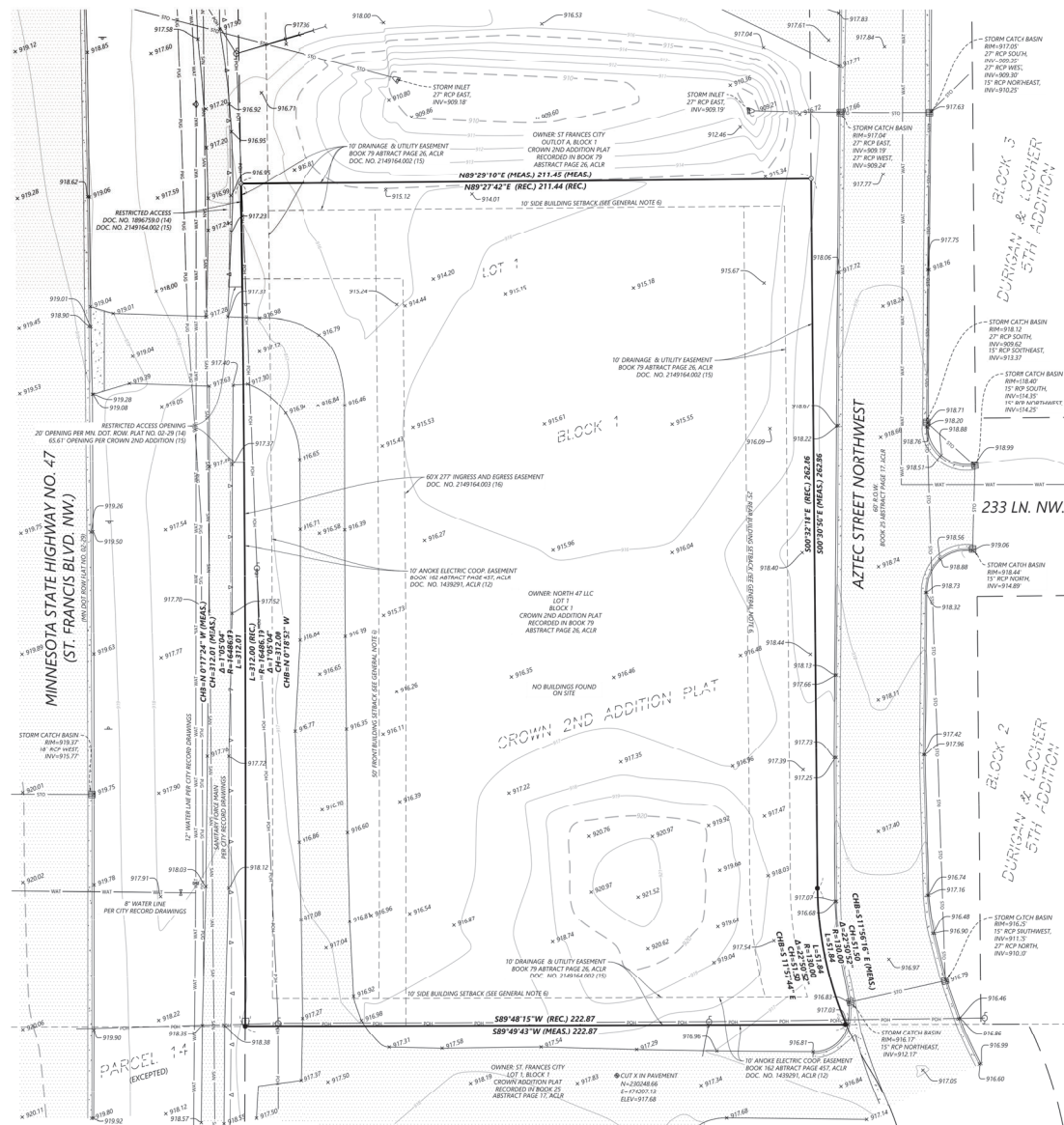
Lot 1, Block 1, Crown 2nd Addition, Anoka County, Minnesota, except Parcel 14, Minnesota Department of Transportation Right-of-Way Plat Numbered 02-29

### CERTIFICATION

To Autozone Development LLC, and First American Title Insurance Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2023 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes items 1, 4, 4.A, 4.B, 4.C, 7(b), 7(c), 8, 9, 10, 13, 16, 17, 18, 19 and 20 of Table A thereof. The field work was completed on 1/30/2023.

Chris Ambour, P.L.S. Date: 1/30/2023  
MN License No. 43055, Expiration 06/30/2024  
chris.ambour@westwoodsp.com



### LEGEND

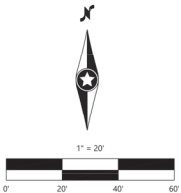
●	FOUND 1/2" IRON ROD (EASEMENT NO. 18420)	⚡	POWER POLE
○	1" IRON ROD	⚓	GUY ANCHOR
○	1" IRON ROD (EASEMENT NO. 18420)	—	BOUNDARY LINE
ACR	ANOKA COUNTY LAND RECORDS	—	BOUNDARY ADJACENT
BC	BENCH MARK	—	EASEMENT LINE
ACR	ANOKA COUNTY LAND RECORDS	—	POWER UNDERGROUND
ACR	ANOKA COUNTY LAND RECORDS	—	WATER LINE
ACR	ANOKA COUNTY LAND RECORDS	—	SANITARY SEWER
ACR	ANOKA COUNTY LAND RECORDS	—	SANITARY SEWER

### TABLE A ITEMS

1. Monuments placed at all major corners of the boundary of the property.
2. The subject property has not been assigned an address.
3. The foregoing property is located within Zone X (Area of Minimal Flood Hazard) according to FEMA Flood Panel No. 27003C0065E, dated December 26, 2015.
4. The subject property contains 66,313 sq. ft. or 1,522 acres.
5. Vertical relief is based on NAVD 1988, with one-foot contours shown hereon.
- 7(b). No buildings were found on site.
- 7(b). No buildings were found on site.
- 7(c). No buildings were found on site.
8. The surveyor has made a good faith effort to show all substantial, above ground, visible, and permanent features observed during the course of the survey. AT THE TIME OF SURVEY THERE WAS SNOW AND ICE COVERING ALL OR PARTS OF THE SUBJECT PROPERTY, FEATURES OCCURRED BY SNOW OR ICE MAY NOT BE SHOWN.
9. No parking spaces were found on site.
10. No division or party walls were designated by client, nor were any buildings found on site.
12. Names of adjoining owners of platted lands according to current public records are shown hereon.
16. On the date the field work was completed for this survey, there was no observable evidence of current earth moving work, exterior building construction or building additions.
17. The surveyor is not aware of any proposed changes in street right of way lines, and there was no observable evidence of recent street or sidewalk construction or repairs at the time of survey.
18. Any platable offers of easements provided in the Title Insurance Commitment are shown hereon.
20. 7150 AutoZone General Requirements.

### SITE CONTACTS

Telephone, Fiber Optic and Cable:  
CenturyLink - (877)-778-9140  
Midcontinent Communications - (605)-271-0202  
Zayo Bandwidth - (800)-961-6500  
Electric:  
Conexus Energy - (763)-323-4215  
Natural Gas:  
Center Point Energy - (800)-778-9140  
Sanitary Sewer, Storm Sewer and Water:  
City of St. Francis - (763)-122-5219  
MNDOT - (651)-366-5700



NO. 04/2021 0007 CAD/PLG/SURVEY CDD-2021 00-V-A-1-A-1-0000

CHECKED: CA  
DRAWN: JM  
FIELD CREW: RW  
FIELD WORK DATE: 1/20/23

PREPARED FOR:

**AutoZone**  
123 S. Front St.  
Memphis, Tennessee, 38103

EXHIBIT OF:

**ALTA/NSPS LAND  
TITLE SURVEY  
AUTOZONE MN5100**

**LOT 1, BLOCK 1, CROWN 2ND ADDITION,  
RECORDED IN BOOK 79 ABSTRACT PAGE 26,  
ANOKA COUNTY LAND RECORDS  
CITY OF ST. FRANCIS, ANOKA COUNTY, MINNESOTA**

**Westwood**

Phone (202) 253-8485 3701 12th Street North, Suite 206  
Fax (202) 253-2001 St. Cloud, MN 56303  
TollFree (800) 279-9495 westwoodsp.com  
Westwood Professional Services, Inc.

SHEET NUMBER:

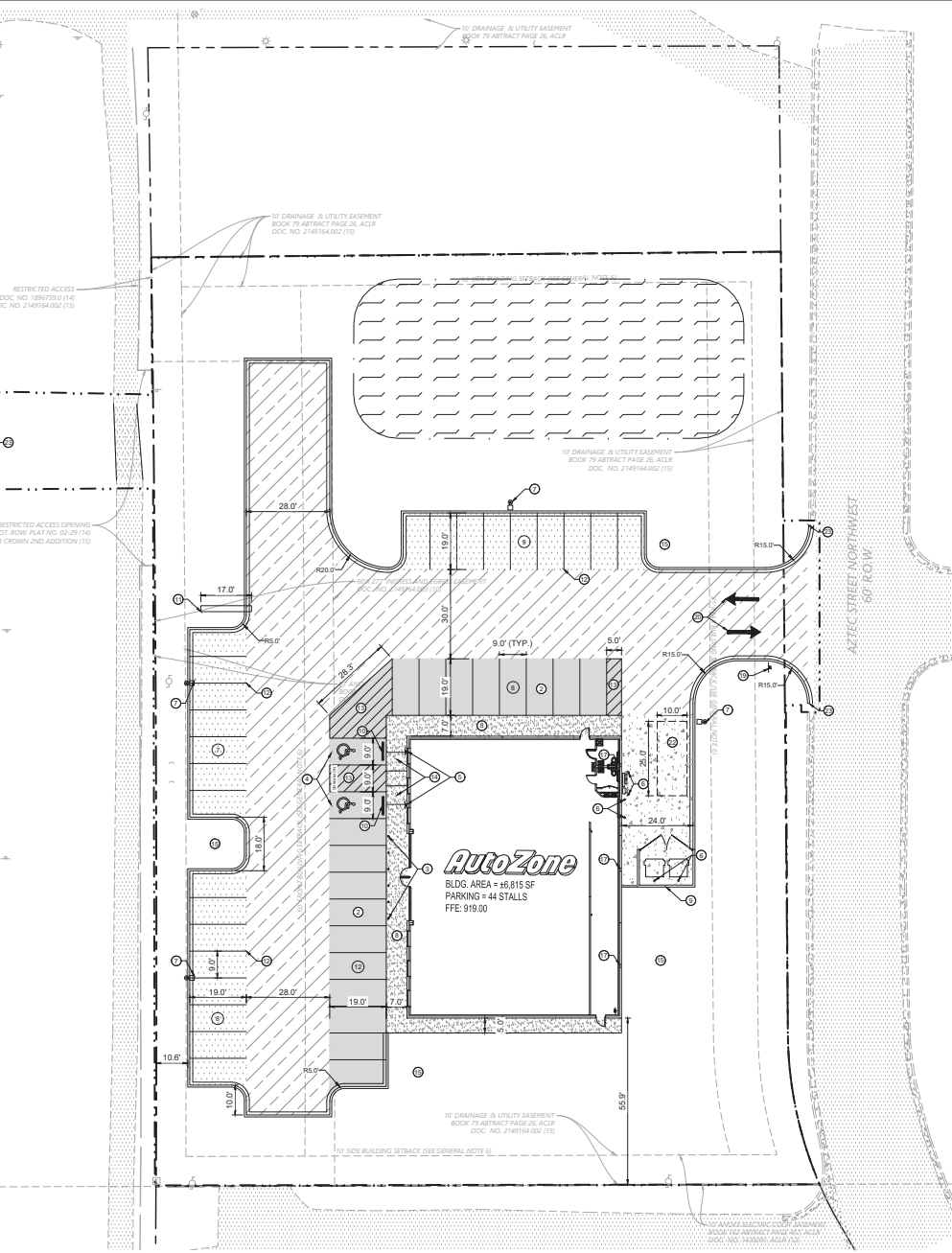
1 OF 1

DATE: 1/30/2023

K:\ITWC\_LDEVAutoZone\St Francis, MN #51003 Design\CAD\Plan\Sheet\14-SITE PLAN.dwg July 07, 2023 - 11:00am

This document, together with the concepts and designs presented herein, is intended only for the specific purpose and client for which it was prepared. Plans of and/or any other reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

MINNESOTA STATE HIGHWAY NO. 47  
(ST. FRANCIS BLVD. NW)



### KEYNOTES

#### Building & Paving

- Concrete curb - see details 1 & 2/C402
- Concrete paving - see detail 4/C402. Expansion and Control joints - see details 21 & 22/C402. Maximum spacing for Control joints is 15'-0" o.c. each way.
- Bollard Plan - See Detail 14/C402
- Handicap parking area - see details 6 & 7/C402
- Handicap parking sign - see detail 12/C402
- Pipe guard - see details 14, 15 & 16/C402
- Concrete light pole base - see detail 13/C402. Locate 3'-0" from back of curb or sidewalk to center of base. Aim light fixture in direction as indicated.
- Concrete sidewalk - see detail 19 & 20/C402 for sidewalks around building.
- Dumpster layout - 6' high brick enclosure to match building. Black metal doors with black posts and black coping required - see details 8, 9, 10 & 11/C402
- 6'-0" long concrete wheel stop, pinned to pavement - see detail 17/C402. Locate 2'-6" from face of curb or sidewalk.
- Proposed Monument sign - See signage drawings (Under separate permit)
- 4' wide parking stripe painted white (typ.)
- 4' wide diagonal stripes painted white @ 2 ft. o.c.
- Concrete handicap ramp - maximum slope 1:12 (8.33%) (per A.D.A. requirements). Maximum cross slope 1:50 (2.00%)
- New landscape area - provide sod and 3" lapso - see sheet L1.0 for additional information
- B6-18 concrete curb per MnDOT Detail (Design B, W-15)
- Building down spouts (typ.)  
See Grading Plan for connection.
- Stop Sign - see detail 26/C402
- Pavement markings - see detail 24 & 25/C402
- Not Used
- Loading Area: slope at max 3% away from building
- Match existing curb & gutter elevations

### GENERAL NOTES:

- Property line and right-of-way monuments shall not be disturbed by construction. If disturbed, they shall be reset to their original locations at the Contractor's expense by a Registered Land Surveyor.
- Prop Rail Building and all parking areas. Notify AutoZone Inc. of any unacceptable areas.
- Building dimensions shown on the Civil Engineering Plans are for reference purposes only. Contractor shall use the Architectural and Structural Plans for exact Building dimensions.
- All site dimensions are referenced to the face of curbs or edge of paving unless otherwise noted.
- All sidewalks, curb and gutter, street paving, curb cuts, driveway approaches, handicap ramps, etc. constructed under the property line in the right-of-way shall conform to all municipal and/or State specifications and requirements.
- All disturbance incurred to any adjoining property due to construction or demolition shall be restored to the previous condition or better, and to the satisfaction of the City or State Authority.
- The Contractor shall provide As-Built records of all construction (including underground utilities) to AutoZone Inc. at the end of construction.

### LEGEND

	PROPERTY LINE
	LIMITS OF DISTURBANCE
	PROPOSED FENCE
	SETBACK LINE
	PROPOSED CURB AND GUTTER
	PROPOSED STANDARD DUTY ASPHALT
	PROPOSED HEAVY DUTY ASPHALT
	PROPOSED CONCRETE SIDEWALK
	PROPOSED STANDARD DUTY CONCRETE
	PROPOSED HEAVY DUTY CONCRETE

### BULK AREA REQUIREMENTS

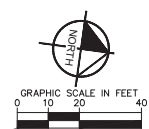
REFERENCE IS MADE TO THE ST FRANCIS CODE OF ORDINANCES		
LOCATION: MN STATE HWY NO. 47 ST. FRANCIS, MN 55070		
ZONE: BPW -- BUSINESS PARK DISTRICT		
USE: RETAIL	TYPE OF CONSTRUCTION: VB	
PARCEL NO. 32-34-24-23-0039		
ITEM	REQUIREMENTS	PROVIDED
MINIMUM LOT AREA		66,312 S.F.
MINIMUM FRONT SETBACK	50' HWY	85'-0"
MINIMUM SIDE SETBACK	10'-0"	56'-0"
MINIMUM REAR SETBACK	25'-0"	55'-0"
MAXIMUM BUILDING HEIGHT		21'-0"
PROPERTY AREA		66,312 S.F.
IMPERVIOUS AREA	<80% (53,050 SF.)	30,793 S.F.
PERVIOUS AREA		35,519 S.F.
BUILDING AREA		6,815 S.F.

### PARKING INFORMATION

REFERENCE IS MADE TO THE ST FRANCIS CODE OF ORDINANCES		
ITEM	REQUIREMENTS	PROVIDED
BUILDING SIZE	≤ 1/2 PROVIDED LOT AREA (33,156)	6,000 S.F.
PARKING REQUIRED	1 SPACE PER EACH 200 S.F. OF GROSS FLOOR AREA; 35 REQUIRED	44 SPACES
MIN. PARKING DIM.	9'-0" x 19'-0"	9'-0" x 19'-0"
MIN. DRIVEWAY WIDTH	24'-0"	28'-0"
HANDICAP SPACES	2 SPACES	2 SPACES
LOADING SPACE	1 SPACE	1 SPACE

### SITE PLAN NOTES

- REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF STOPS, TRUCK DOCKS, TRAILER ENCLOSURES & PRECISE BUILDING DIMENSIONS. REFER TO THE SITE ELECTRICAL PLAN FOR LOCATIONS OF PROPOSED LIGHT POLES, CONSULTANTS AND ELECTRICAL EQUIPMENT.
- REFER TO CERTIFIED SITE SURVEY OR PLAT FOR EXACT LOCATION OF EXISTING EASEMENTS, PROPERTY BOUNDARY DIMENSIONS, AND ADJACENT RIGHT-OF-WAY & PARCEL INFORMATION.
- DIMENSIONS AND RADII ARE DRAWN TO THE FACE OF CURB, UNLESS OTHERWISE NOTED. DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT, AND AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
- UNLESS OTHERWISE NOTED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR RELOCATING EXISTING SITE IMPROVEMENTS THAT CONFLICT WITH THE PROPOSED WORK, INCLUDING BUT NOT LIMITED TO TRAFFIC SIGNS, LIGHT POLES, ABOVEGROUND UTILITIES, ETC. PERFORM WORK IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS. COST SHALL BE INCLUDED IN BASE BID.
- TYPICAL PARKING STALL DIMENSIONS SHALL BE 9'-6" FEET IN WIDTH AND 19'-0" FEET IN LENGTH UNLESS OTHERWISE INDICATED.
- MONUMENT SIGNS ARE DETAILED ON THE ARCHITECTURAL PLANS AND ARE SHOWN FOR GRAPHICAL & INFORMATIONAL PURPOSES ONLY. CONTRACTOR TO VERIFY SIGN DIMENSIONS, LOCATION AND REQUIRED PERMITS WITH THE OWNER.



SIGN LEGEND	
LEGEND	QTY.
	2
	1

PRELIMINARY - NOT FOR CONSTRUCTION

SITE DIMENSION  
PLAN

ST FRANCIS  
AUTOZONE  
PREPARED FOR  
AUTOZONE

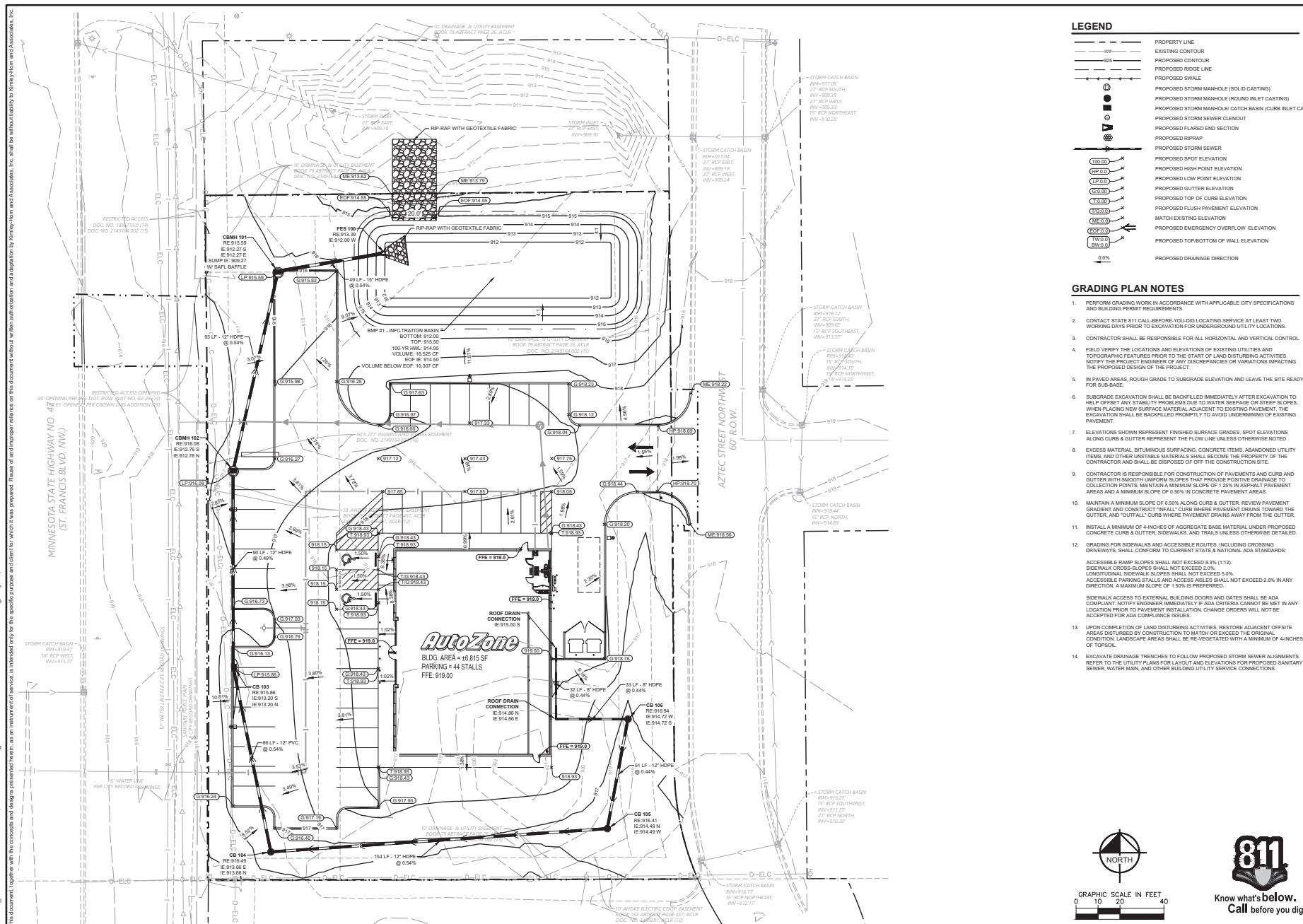
SHEET NUMBER  
C400

ST. FRANCIS

Kimley-Horn  
© 2023 KIMLEY-HORN AND ASSOCIATES, INC.  
707 EUBANK STREET, SUITE 100, ST. PAUL, MN 55114  
PHONE: (651) 464-4197  
WWW.KIMLEY-HORN.COM

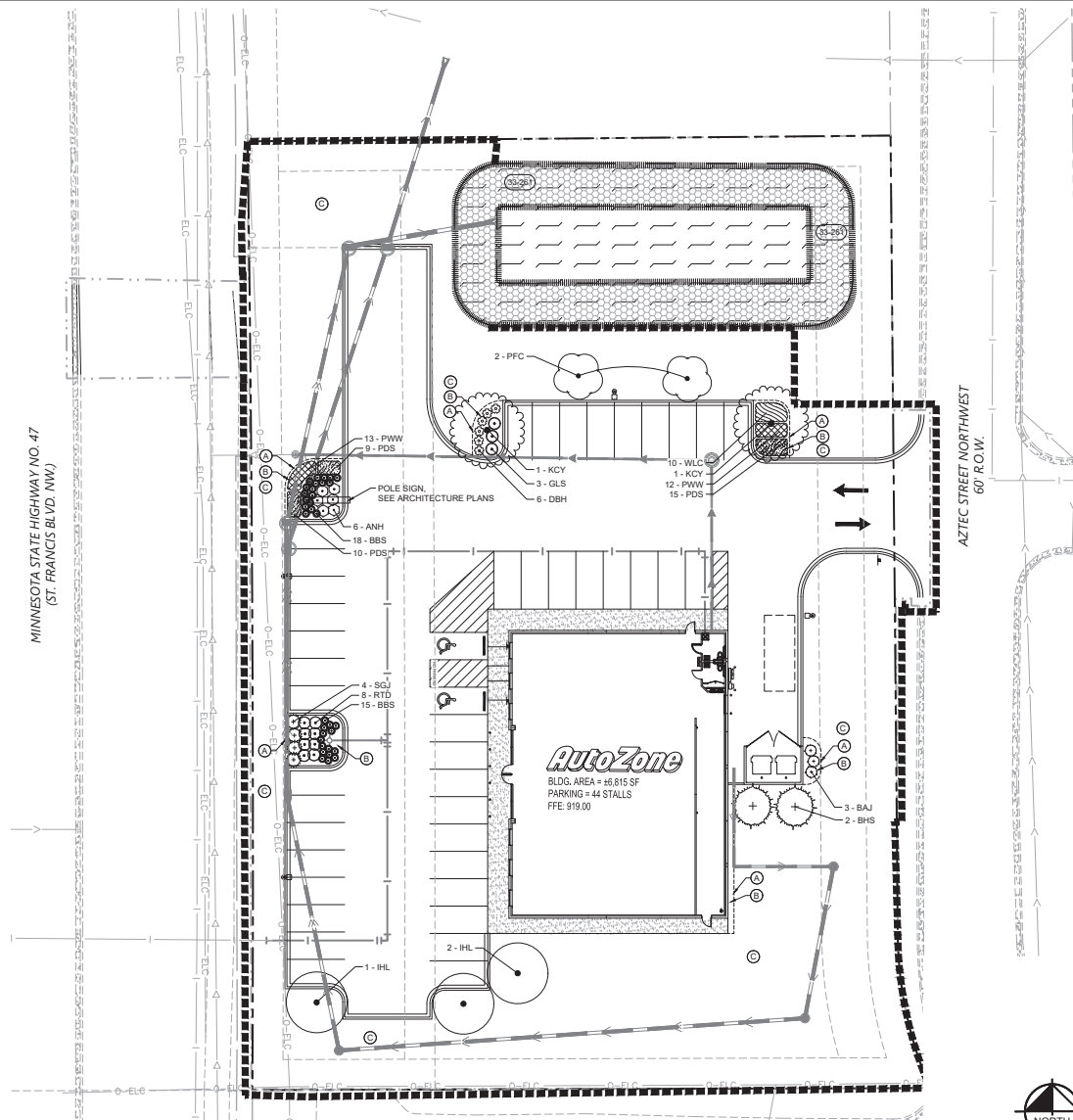
PROJECT NO. 23-0039  
DATE: 07/07/2023  
SCALE: AS SHOWN  
DESIGNED BY: RESBY  
CHECKED BY: ALC  
DATE: 07/07/2023  
U.S. NO.: 47999





K:\TWC\_LDEVAutoZone\St Francis, MN #51003 Design\CAD\Plan\Sheet\1 LANDSCAPE PLAN.DWG July 07, 2023 - 11:12am  
This document, together with the concepts and designs presented herein, is an intended contract for the specific purpose and intent for which it was prepared. Plans of this document shall be used without alteration or modification by the user. The user shall be responsible for any and all errors and omissions. The user shall be responsible for any and all errors and omissions. The user shall be responsible for any and all errors and omissions.

MINNESOTA STATE HIGHWAY NO. 47  
(ST. FRANCIS BLVD. NW.)



# LANDSCAPE LEGEND

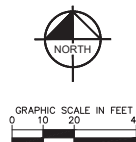
- EDGER (TYP.)
- APPROXIMATE LIMITS OF SOD / IRRIGATION, SOD ALL DISTURBED AREAS (TYP.)
- SEED / SOD EDGE (TYP.)
- SEED WITH MNDOT 33-261: STORMWATER SOUTH & WEST SEED MIX (TYP.)

# LANDSCAPE KEYNOTES

- ① EDGER (TYP.)
- ② ROCK MULCH (TYP.)
- ③ SOD (TYP.)

# SEEDING KEYNOTES

- (33-261) SEED WITH MNDOT 33-261: STORMWATER SOUTH & WEST SEED MIX (TYP.)



# PLANT KEY

DECIDUOUS TREE	CODE	COMMON NAME	ORNAMENTAL GRASSES	CODE	COMMON NAME
IHL		IMPERIAL HONEYLOCUST	BBS		BIG BLUESTEM
KCY		ESPRESSO KENTUCKY COFFEETREE	PDS		PRAIRIE DROPSEED
EVERGREEN TREE	CODE	COMMON NAME	PERENNIALS	CODE	COMMON NAME
BHS		BLACK HILLS SPRUCE	PWW		POW WOW WILDBERRY CONEFLOWER
PFC		PRAIRIFIRE CRAB APPLE	WLC		WALKERS LOW CATMINT
ORNAMENTAL TREE	CODE	COMMON NAME			
BAJ		BLUE ARROW JUNIPER			
SGJ		SEA GREEN JUNIPER			
CONIFEROUS SHRUBS	CODE	COMMON NAME			
ANH		ANNABELLE HYDRANGEA			
DBH		DWARF BUSH HONEYSUCKLE			
GLS		GRO-LOW FRAGRANT SUMAC			
RTD		RED TWIG DOGWOOD			
DECIDUOUS SHRUBS	CODE	COMMON NAME			

# LANDSCAPE SUMMARY

ZONE: RETAIL	
TREE CALIPER REQUIRED:	THE MINIMUM NUMBER OF CALIPER INCHES OF TREES REQUIRED SHALL BE DETERMINED BY DIVIDING THE TOTAL GROSS SQUARE FOOTAGE OF ALL FLOORS OF A BUILDING BY THREE HUNDRED TWENTY (320).
	21 CAL. INCHES = (6.815 BUILDING S.F. / 320)
TREE CALIPER PROVIDED:	22.5 CAL. INCHES
	5 - 2.5" CAL. DECIDUOUS TREE 2 - 6" HT. EVERGREEN TREE 2 - 2" CAL. ORNAMENTAL TREE
* FOR THE PURPOSES OF THIS ORDINANCE, A FOUR (4) FOOT TALL EVERGREEN TREE IS EQUAL TO TWO (2) CALIPER INCHES.	
TREE FULFILLMENT REQUIRED:	THE COMPLEMENT OF TREES FULFILLING THE CALIPER-INCH REQUIREMENT TO NOT BE LESS THAN 25 PERCENT DECIDUOUS, 25 PERCENT EVERGREEN, AND 10 PERCENT ORNAMENTAL. FOR THE PURPOSES OF THIS ORDINANCE, A FOUR (4) FOOT TALL EVERGREEN TREE IS EQUAL TO TWO (2) CALIPER INCHES.
TREE FULFILLMENT PROVIDED:	22.5 TOTAL CAL. INCHES
	12.5 DECIDUOUS CAL. INCHES / 56% (12.5 CAL. INCHES / 22.5 TOTAL CAL. INCHES) 6 EVERGREEN CAL. INCHES / 27% (6 CAL. INCHES / 22.5 TOTAL CAL. INCHES) 4 ORNAMENTAL CAL. INCHES / 18% (4 CAL. INCHES / 22.5 TOTAL CAL. INCHES)
TREE DIVERSITY REQUIRED:	DECIDUOUS AND EVERGREEN TREES SHALL BE OF A SUFFICIENT DIVERSITY SUCH THAT NOT MORE THAN 25 PERCENT OF THE TOTAL CALIPER INCHES SHALL BE WITHIN THE SAME GENUS.
TREE DIVERSITY PROVIDED:	6 DECIDUOUS CAL. INCHES = (22.5 CAL. INCHES * 25%) 6 EVERGREEN CAL. INCHES = (22.5 CAL. INCHES * 25%)
PLANTING ISLAND REQUIRED:	PLANTING ISLANDS MAY OCCUPY AT LEAST FIVE (5) PERCENT OF THE REQUIRED PARKING AREA.
	760 PLANTING ISLAND S.F. = (15,207 TOTAL PARKING AREA * 0.05)
PLANTING ISLAND PROVIDED:	760 PLANTING ISLAND S.F.
PARKING AREA LANDSCAPE REQUIRED:	A MINIMUM PERIMETER TREE PLANTING OF ONE (1) PER 60 FEET OF PARKING LOT PERIMETER.
	4 TREES = (237 L.F. PARKING LOT PERIMETER / 60)
PARKING AREA LANDSCAPE PROVIDED:	4 TREES
INTERIOR PARKING AREA REQUIRED:	INTERIOR PARKING AREAS SHOULD HAVE A MINIMUM OF ONE (1) TREE PER 10 SPACES (EXCLUDING PERIMETER SPACES) PLANTED IN PARKING LOT ISLANDS.
	4 TREES = (44 TOTAL PARKING SPACES / 10)
INTERIOR PARKING AREA PROVIDED:	4 TREES



PRELIMINARY - NOT FOR CONSTRUCTION

ST FRANCIS  
AUTOZONE  
PREPARED FOR  
AUTOZONE

# LANDSCAPE PLAN

MM PROJECT NO.	07072023	DATE	07072023	U.S. NO.	5308
MM PROJECT NAME	ST FRANCIS AUTOZONE	SCALE	AS SHOWN	DESIGNED BY	SSS
MM PROJECT LOCATION	ST FRANCIS AUTOZONE	CHECKED BY	SSS	DATE	07072023

**Kimley-Horn**  
2023 KIMLEY-HORN ASSOCIATES, INC.  
707 E. 10TH STREET, SUITE 100, ST. PAUL, MN 55114  
PHONE: (612) 464-4197  
WWW.KIMLEY-HORN.COM

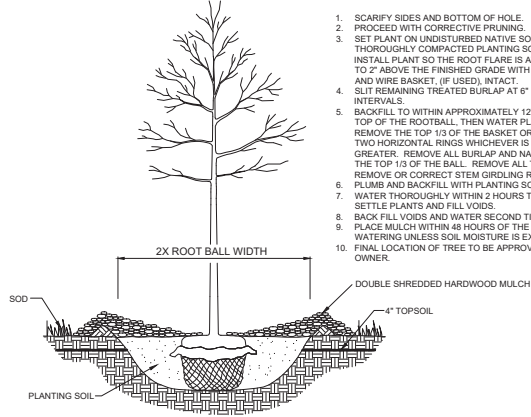
NO.	REVISIONS	DATE	BY
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			



K:\TWC\_LDE\AutoZone\St Francis, MN #51003 Design\CAD\Plan\Sheet\LANDSCAPE DETAILS.dwg July 07, 2023 - 11:12am  
This document, together with the concepts and designs presented herein, is intended only for the specific purpose and client for which it was prepared. Plans or other information on this document without authorization and publication by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

NOTES:

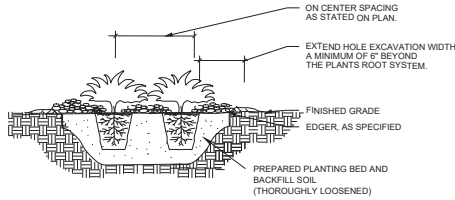
1. SCARIFY SIDES AND BOTTOM OF HOLE.
2. PROCEED WITH CORRECTIVE PRUNING.
3. SET PLANT ON UNDISTURBED NATIVE SOIL OR THOROUGHLY COMPACTED PLANTING SOIL. INSTALL PLANT SO THE ROOT FLARE IS AT OR UP TO 2" ABOVE THE FINISHED GRADE WITH BURLAP AND WIRE BASKET, (IF USED), INTACT.
4. SLIT REMAINING TREATED BURLAP AT 6" INTERVALS.
5. BACKFILL TO WITHIN APPROXIMATELY 12" OF THE TOP OF THE ROOTBALL, THEN WATER PLANT. REMOVE THE TOP 1/3 OF THE BASKET OR THE TOP TWO HORIZONTAL RINGS WHICHEVER IS GREATER. REMOVE ALL BURLAP AND NAILS FROM THE TOP 1/3 OF THE BALL. REMOVE ALL TWINE. REMOVE OR CORRECT STEM GIRDLING ROOTS.
6. PLUMB AND BACKFILL WITH PLANTING SOIL.
7. WATER THOROUGHLY WITHIN 2 HOURS TO SETTLE PLANTS AND FILL VOIDS.
8. BACK FILL VOIDS AND WATER SECOND TIME.
9. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.
10. FINAL LOCATION OF TREE TO BE APPROVED BY OWNER.



1 TREE PLANTING DETAIL

SCALE: N.T.S.

L101



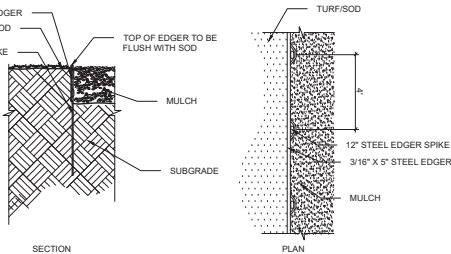
NOTES:

1. SCARIFY SIDES AND BOTTOM OF HOLE.
2. PROCEED WITH CORRECTIVE PRUNING OF TOP AND ROOT.
3. REMOVE CONTAINER AND SCORE OUTSIDE OF SOIL MASS TO REDIRECT AND PREVENT CIRCULING FIBROUS ROOTS. REMOVE OR CORRECT STEM GIRDLING ROOTS.
4. PLUMB AND BACKFILL WITH PLANTING SOIL.
5. WATER THOROUGHLY WITHIN 2 HOURS TO SETTLE PLANTS AND FILL VOIDS.
6. BACK FILL VOIDS AND WATER SECOND TIME.
7. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.
8. MIX IN 3-4" OF ORGANIC COMPOST.

2 SHRUB / PERENNIAL PLANTING DETAIL

SCALE: N.T.S.

L101



4 STEEL EDGER DETAIL

SCALE: N.T.S.

L101

PLANT SCHEDULE

DECIDUOUS TREE	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONTAINER	CAL/SIZE
	IHL	3	GLEDTISIA TRIACANTHOS VAR. INERMIS 'IMPERIAL'	IMPERIAL HONEYLOCUST	B & B	2.5" CAL
	KCY	2	GYMNOCLADUS DIOICA 'ESPRESSO'	ESPRESSO KENTUCKY COFFEETREE	B & B	2.5" CAL
EVERGREEN TREE	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONTAINER	CAL/SIZE
	BHS	2	PICEA GLAUCA 'DENSATA'	BLACK HILLS SPRUCE	B & B	6" HT.
ORNAMENTAL TREE	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONTAINER	CAL/SIZE
	PFC	2	MALUS X 'PRAIRIFIRE'	PRAIRIFIRE CRAB APPLE	B & B	2" CAL
CONIFEROUS SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONTAINER	SPACING
	BAJ	3	JUNIPERUS VIRGINIANA 'BLUE ARROW'	BLUE ARROW JUNIPER	#5 CONT.	4' O.C.
	SGJ	4	JUNIPERUS CHINENSIS 'SEA GREEN'	SEA GREEN JUNIPER	#5 CONT.	5' O.C.
DECIDUOUS SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONTAINER	SPACING
	ANH	6	HYDRANGEA ARBORESCENS 'ANNABELLE'	ANNABELLE HYDRANGEA	#5 CONT.	4' O.C.
	DBH	6	DIERVILLA LONICERA	DWARF BUSH HONEYSUCKLE	#5 CONT.	3' O.C.
	GLS	3	RHUS AROMATICA 'GRO-LOW'	GRO-LOW FRAGRANT SUMAC	#5 CONT.	4' O.C.
	RTD	8	CORNUS SERICEA 'BAILEY'	RED TWIG DOGWOOD	#5 CONT.	5' O.C.
ORNAMENTAL GRASSES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONTAINER	SPACING
	BBS	33	ANDROPOGON GERARDII	BIG BLUESTEM	#1 CONT.	30" O.C.
PERENNIALS	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT.	SPACING
	PDS	49	SPOROBOLUS HETEROLEPIS	PRAIRIE DROPSEED	#1 CONT.	24" O.C.
	PWW	25	ECHINACEA X 'POW WOW WILDBERRY'	POW WOW WILDBERRY CONEFLOWER	#1 CONT.	24" O.C.
	WLC	10	NEPETA X FAASSENII 'WALKERS LOW'	WALKERS LOW CATMINT	#1 CONT.	30" O.C.

LANDSCAPE NOTES

1. CONTRACTOR SHALL CONTACT COMMON GROUND ALLIANCE AT 811 OR CALL 811.COM TO VERIFY LOCATIONS OF ALL UNDERGROUND UTILITIES PRIOR TO INSTALLATION OF ANY PLANTS OR LANDSCAPE MATERIAL.
2. ACTUAL LOCATION OF PLANT MATERIAL IS SUBJECT TO FIELD AND SITE CONDITIONS.
3. NO PLANTING WILL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.
4. ALL SUBSTITUTIONS MUST BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO SUBMISSION OF ANY BID AND/OR QUOTE BY THE LANDSCAPE CONTRACTOR.
5. CONTRACTOR SHALL PROVIDE TWO YEAR GUARANTEE OF ALL PLANT MATERIALS. THE GUARANTEE BEGINS ON THE DATE OF THE LANDSCAPE ARCHITECT'S OR OWNER'S WRITTEN ACCEPTANCE OF THE INITIAL PLANTING. REPLACEMENT PLANT MATERIAL SHALL HAVE A ONE YEAR GUARANTEE COMMENCING UPON PLANTING.
6. ALL PLANTS TO BE SPECIMEN GRADE, MINNESOTA-GROWN AND/OR HARDY. SPECIMEN GRADE SHALL ADHERE TO, BUT IS NOT LIMITED BY, THE FOLLOWING STANDARDS:  
ALL PLANTS SHALL BE FREE FROM DISEASE, PESTS, WOUNDS, SCARS, ETC.  
ALL PLANTS SHALL BE FREE FROM NOTICEABLE GAPS, HOLES, OR DEFORMITIES.  
ALL PLANTS SHALL BE FREE FROM BROKEN OR DEAD BRANCHES.  
ALL PLANTS SHALL HAVE HEAVY, HEALTHY BRANCHING AND LEAVING.  
CONIFEROUS TREES SHALL HAVE AN ESTABLISHED MAIN LEADER AND A HEIGHT TO WIDTH RATIO OF NO LESS THAN 5:3.
7. PLANTS TO MEET AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1-2014 OR MOST CURRENT VERSION) REQUIREMENTS FOR SIZE AND TYPE SPECIFIED.
8. PLANTS TO BE INSTALLED AS PER MNL & ANSI STANDARD PLANTING PRACTICES.
9. PLANTS SHALL BE IMMEDIATELY PLANTED UPON ARRIVAL AT SITE. PROPERLY HEEL-IN MATERIALS IF NECESSARY; TEMPORARY ONLY.
10. PRIOR TO PLANTING, FIELD VERIFY THAT THE ROOT COLLAR/ROOT FLARE IS LOCATED AT THE TOP OF THE BALLED & BURLAP TREE. IF THIS IS NOT THE CASE, SOIL SHALL BE REMOVED DOWN TO THE ROOT COLLAR/ROOT FLARE. WHEN THE BALLED & BURLAP TREE IS PLANTED, THE ROOT COLLAR/ROOT FLARE SHALL BE EVEN OR SLIGHTLY ABOVE FINISHED GRADE.
11. OPEN TOP OF BURLAP ON BB MATERIALS, REMOVE POT ON POTTED PLANTS; SPLIT AND BREAK APART PLANT POTS.
12. PRUNE PLANTS AS NECESSARY - PER STANDARD NURSERY PRACTICE AND TO CORRECT POOR BRANCHING OF EXISTING AND PROPOSED TREES.
13. WRAP ALL SMOOTH-BARKED TREES - FASTEN TOP AND BOTTOM. REMOVE BY APRIL 1ST.
14. STAKING OF TREES AS REQUIRED; REPOSITION, PLUMB AND STAKE IF NOT PLUMB AFTER ONE YEAR.
15. THE NEED FOR SOIL AMENDMENTS SHALL BE DETERMINED UPON SITE SOIL CONDITIONS PRIOR TO PLANTING. LANDSCAPE CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT FOR THE NEED OF ANY SOIL AMENDMENTS.
16. BACKFILL SOIL AND TOPSOIL TO ADHERE TO MINDOT STANDARD SPECIFICATION 387T (LOAM TOPSOIL BORROW) AND TO BE EXISTING TOP SOIL FROM SITE FREE OF ROOTS, ROCKS LARGER THAN ONE INCH, SUBSOIL, DEBRIS, AND LARGE WEEDS UNLESS SPECIFIED OTHERWISE. MINIMUM 4" DEPTH TOPSOIL FOR ALL LAWN GRASS AREAS AND 12" DEPTH TOPSOIL FOR TREE, SHRUBS, AND PERENNIALS.
17. MULCH TO BE AT ALL TREE, SHRUB, PERENNIAL, AND MAINTENANCE AREAS. TREE AND SHRUB PLANTING BEDS SHALL HAVE 4" DEPTH OF DOUBLE SHREDDED HARDWOOD MULCH. DOUBLE SHREDDED HARDWOOD MULCH TO BE USED AROUND ALL PLANTS WITHIN TURF AREAS. PERENNIAL AND ORNAMENTAL GRASS BEDS SHALL HAVE 2" DEPTH OF DOUBLE SHREDDED HARDWOOD MULCH. MULCH TO BE FREE OF DELETERIOUS MATERIAL AND NATURAL IN COLOR, OR APPROVED EQUAL. ROCK MULCH TO BE RIVER ROCK, 1 1/2" DIAMETER, AT MINIMUM 3" DEPTH, OR APPROVED EQUAL. ROCK MULCH TO BE ON COMMERCIAL GRADE FILTER FABRIC, BY TYPAR, OR APPROVED EQUAL, WITH NO EXPOSURE. MULCH AND FABRIC TO BE APPROVED BY OWNER PRIOR TO INSTALLATION. MULCH TO MATCH EXISTING CONDITIONS (WHERE APPLICABLE).
18. EDGING TO BE COMMERCIAL GRADE COL-MET (OR EQUAL) STEEL EDGING; 3/16" THICK x 5" TALL, COLOR BLACK, OR SPADED EDGE, AS INDICATED. STEEL EDGING SHALL BE PLACED WITH SMOOTH CURVES AND STAKED WITH METAL SPIKES NO GREATER THAN 4 FOOT ON CENTER WITH TOP OF EDGER AT GRADE. FOR MOWERS TO CUT ABOVE WITHOUT DAMAGE. UTILIZE CURBS AND SIDEWALKS FOR EDGING WHERE POSSIBLE. SPADED EDGE TO PROVIDE V-SHAPED DEPTH AND WIDTH TO CREATE SEPARATION BETWEEN MULCH AND GRASS. INDIVIDUAL TREE, SHRUB, OR RAIN-GARDEN BEDS TO BE SPADED EDGE. UNLESS NOTED OTHERWISE, EDGING TO MATCH EXISTING CONDITIONS (WHERE APPLICABLE).
19. ALL DISTURBED AREAS TO BE SODDED OR SEEDED, UNLESS OTHERWISE NOTED. PARKING LOT ISLANDS TO BE SODDED WITH SHREDDED HARDWOOD MULCH AROUND ALL TREES AND SHRUBS. SOD TO BE STANDARD MINNESOTA GROWN AND HARDY BLUEGRASS MIX, FREE OF LAWN WEEDS. ALL TOPSOIL AREAS TO BE RAKED TO REMOVE DEBRIS AND ENSURE DRAINAGE. SLOPES OF 3:1 OR GREATER SHALL BE STAKED. SEED AS SPECIFIED AND PER MINDOT SPECIFICATIONS. IF NOT INDICATED ON LANDSCAPE PLAN, SEE EROSION CONTROL PLAN.
20. PROVIDE IRRIGATION TO ALL PLANTED AREAS ON SITE. IRRIGATION SYSTEM TO BE DESIGNED BY LANDSCAPE CONTRACTOR. LANDSCAPE CONTRACTOR TO PROVIDE SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION OF IRRIGATION SYSTEM. CONTRACTOR TO PROVIDE OPERATION MANUALS, AS-BUILT PLANS, AND NORMAL PROGRAMMING. SYSTEM SHALL BE WINTERIZED AND HAVE SPRING STARTUP DURING FIRST YEAR OF OPERATION. SYSTEM SHALL HAVE ONE-YEAR WARRANTY ON ALL PARTS AND LABOR. ALL INFORMATION ABOUT INSTALLATION AND SCHEDULING CAN BE OBTAINED FROM THE GENERAL CONTRACTOR. SYSTEM SHALL INCLUDE A RAIN SENSOR AND APPROPRIATE TECHNOLOGY.
21. CONTRACTOR SHALL PROVIDE NECESSARY WATERING OF PLANT MATERIALS UNTIL THE PLANT IS FULLY ESTABLISHED OR IRRIGATION SYSTEM IS OPERATIONAL. OWNER WILL NOT PROVIDE WATER FOR CONTRACTOR.
22. REPAIR, REPLACE, OR PROVIDE SOD/SEED AS REQUIRED FOR ANY ROADWAY BOULEVARD AREAS ADJACENT TO THE SITE DISTURBED DURING CONSTRUCTION.
23. REPAIR ALL DAMAGE TO PROPERTY FROM PLANTING OPERATIONS AT NO COST TO OWNER.
24. MAINTAIN TREES, SHRUBS, AND OTHER PLANTS UNTIL PROJECT COMPLETION, BUT IN NO CASE, LESS THAN FOLLOWING PERIOD: 1 YEAR AFTER PROJECT COMPLETION. MAINTAIN TREES, SHRUBS, AND OTHER PLANTS BY PRUNING, CULTIVATING, AND WEEDING AS REQUIRED FOR HEALTHY GROWTH. RESTORE PLANTING SAUCERS, TIGHTEN AND REPAIR STAKE AND GUY SUPPORTS AND RESET TREES AND SHRUBS TO PROPER GRADES OR VERTICAL POSITION AS REQUIRED. RESTORE OR REPLACE DAMAGED WRAPPINGS. SPRAY AS REQUIRED TO KEEP TREES AND SHRUBS FREE OF INSECTS AND DISEASE. REPLENISH MULCH TO THE REQUIRED DEPTH. MAINTAIN LAWNS FOR 45 DAYS AFTER INSTALLING SOD INCLUDING MOWING WHEN SOD RECESSES 4" IN HEIGHT. WEED PLANTING BEDS AND MULCH SAUCERS AT MINIMUM ONCE A MONTH DURING THE GROWING SEASON. PROVIDE A MONTHLY REPORT TO THE OWNER ON WEEDING AND OTHER MAINTENANCE RESPONSIBILITIES.

PRELIMINARY - NOT FOR CONSTRUCTION

ST FRANCIS  
AUTOZONE

PREPARED FOR  
AUTOZONE

ST. FRANCIS

LANDSCAPE  
DETAILS

MIN PROJECT NO. 07/07/2023

DATE 07/07/2023

SCALE AS SHOWN

DESIGNED BY SSS

DRAWN BY SSS

CHECKED BY SSS

DATE 07/07/2023

BY SSS

DATE 07/07/2023

BY SSS

DATE 07/07/2023

BY SSS

DATE 07/07/2023

BY SSS

DATE 07/07/2023

BY SSS

DATE 07/07/2023

BY SSS

Kimley-Horn

2023 KIMLEY-HORN AND ASSOCIATES, INC.

707 E. 14TH STREET, SUITE 100, ST. PAUL, MN 55114

PHONE: (612) 464-4197

WWW.KIMLEY-HORN.COM

707 E. 14TH STREET, SUITE 100, ST. PAUL, MN 55114

PHONE: (612) 464-4197

WWW.KIMLEY-HORN.COM

707 E. 14TH STREET, SUITE 100, ST. PAUL, MN 55114

PHONE: (612) 464-4197

WWW.KIMLEY-HORN.COM

707 E. 14TH STREET, SUITE 100, ST. PAUL, MN 55114

PHONE: (612) 464-4197

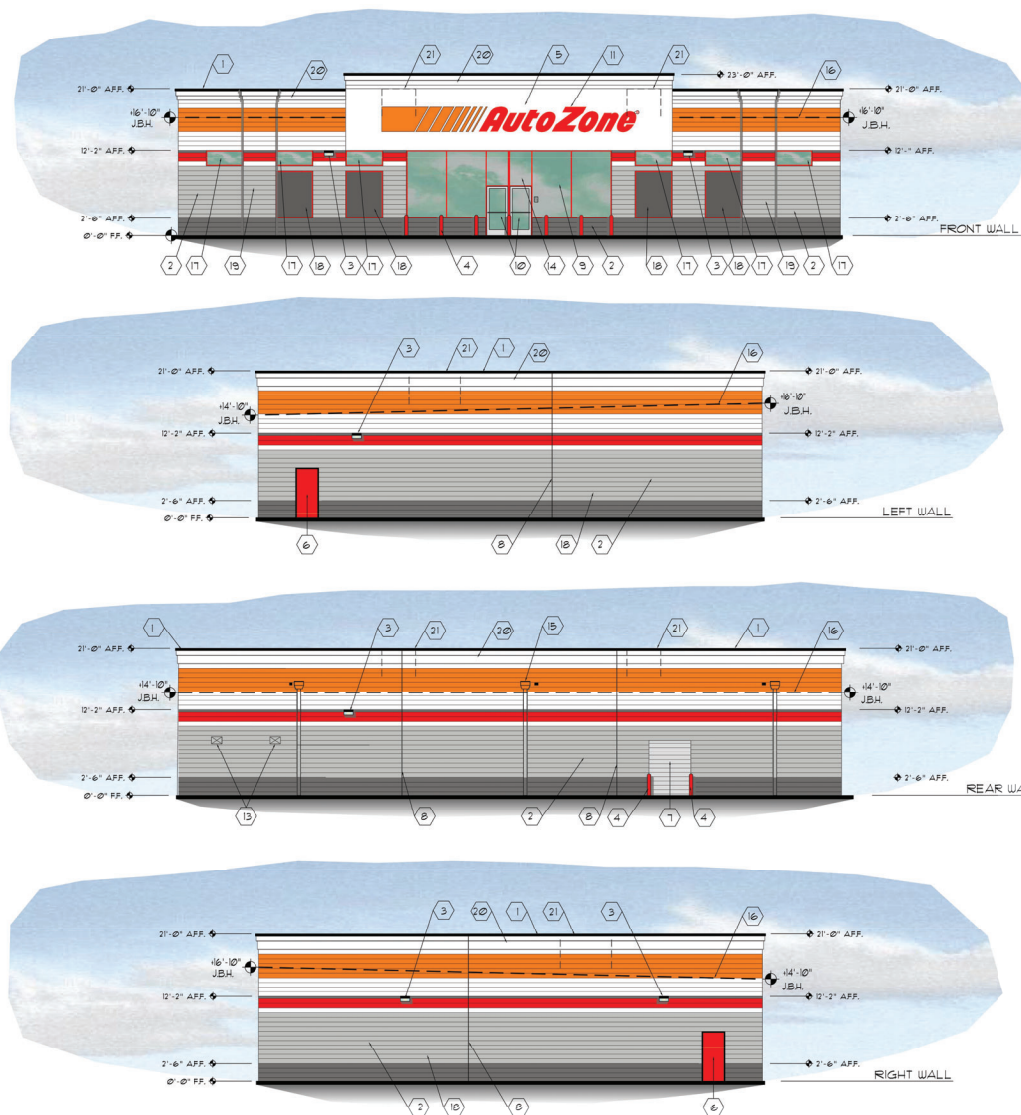
WWW.KIMLEY-HORN.COM

707 E. 14TH STREET, SUITE 100, ST. PAUL, MN 55114

PHONE: (612) 464-4197

WWW.KIMLEY-HORN.COM

SHEET NUMBER  
L101



Color Elevation  
 AutoZone Store #5100  
 ST. Francis, MN

**AutoZone**

A-2



**ENGINEERING REVIEW  
for the City of St. Francis  
by  
Hakanson Anderson**

---

**Submitted to:** Colette Baumgardner, Community Development Director

**cc:** Kate Thunstrom, City Administrator  
Beth Richmond, City Planner  
Wade Davis, Autozone, Inc.

**Reviewed by:** Shane Nelson, Assistant City Engineer

**Date:** August 8, 2023

**Proposed  
Project:** Autozone

**Street Location:** Not Assigned

**Applicant:** AutoZone, Inc.

**Owners of Record:** Jason Semler

**Jurisdictional Agencies:** City of St. Francis, URRWMO, MnDOT, MPCA  
(but not limited to)

**Permits Required:** City Approval, MnDOT Approval, NPDES Construction  
(but not limited to) Permit

## **INFORMATION AVAILABLE**

Auto Zone Store Development Final Engineering Plans, dated 7/7/2023, prepared by Kimley-Horn

Stormwater Management Plan, dated 7/7/2023, prepared by Kimley-Horn

Design Phase Geotechnical Evaluation Report, dated 1/11/2023, prepared by Chosen Valley Testing

## **VEHICULAR TRAFFIC / PARKING LOT DESIGN**

1. The project proposes to receive access from Aztec Street NW. The access location and traffic flow provided through the parking lot appears acceptable.
2. There is an existing access onto Highway 47 that is located on this property. The removal of the access will require a permit from MnDOT for work within their right-of-way. The Applicant shall obtain all necessary permits from MnDOT and adhere to any permit requirements.
3. Please provide a commercial concrete apron / cross gutter at the driveway entrance onto Aztec Street.

## **GRADING, DRAINAGE AND EROSION CONTROL**

1. Please provide a storm sewer stub beginning at CB 104 and terminating ten feet to the south to allow for the off-site drainage to be conveyed via storm sewer at a future date.
2. Please provide drainage and utility easement over the storm sewer from the stub south of CB 104, to FES 100 and including the stormwater basin.
3. Please provide a detail for the proposed infiltration basin. It appears (from the soil borings) that the bottom of the basin may be near a clay layer in the soil. Please evaluate and consider infiltration mix soil at the bottom of the infiltration basin, if necessary.
4. Please specify an appropriate seed mix for the infiltration basin, including the slopes. Alternatively, if the seed mix / planting schedule has already been prepared please direct us to the location in the plans.

## **SANITARY SEWER AND WATER SERVICE**

1. This site proposes to connect to the sanitary sewer and water service stubs which are located at the west side of the property. The proposed utility connections to the City's sanitary sewer and water system are acceptable.

## **STORMWATER MANAGEMENT**

1. The stormwater pond, once constructed, will be a private pond and the landowner will be responsible for the long-term operation and maintenance. In accordance with City ordinances, the Applicant must enter into a Stormwater Maintenance Agreement with the City to ensure the long-term operation and maintenance. (Section 10-93.5.H)

## **OTHER**

1. The City recently updated its Private Development Standards. Please utilize the updated Standard Plates, which are to be provided under separate cover.
2. Please review the storm sewer lines depicted on the Landscape Plan. The current Landscape Plan depicts two storm sewer alignments, one of which we assume is outdated.

## **SUMMARY AND/OR RECOMMENDATIONS**

We recommend approval of the Site Plan subject to the Applicant addressing the conditions as outlined herein and subject to the Applicant entering into a Site Performance Agreement with the City with all required counterparts.



## PLANNING COMMISSION AGENDA REPORT

**TO:** St. Francis Planning Commission

**FROM:** Beth Richmond, Planner

**SUBJECT:** AutoZone Comprehensive Plan Amendment, Rezoning, and Site Plan

**DATE:** 8-9-2023 for 8-16-2023 meeting

**APPLICANT:** AutoZone, Inc. (Wade Davis)

**LOCATION:** Between Hwy 47 and Aztec St NW, north of the Bottle Shop (PID: 32-34-24-23-0039)

**COMP PLAN:** Business Park/Light Industrial

**ZONING:** BPK Business Park

### OVERVIEW

The City has received several land use applications for a standalone retail store along Hwy 47, north of the Bottle Shop. The proposed development would include a 6,815 SF building operated by AutoZone with access off of Aztec St NW. The land use requests associated with this project include a Comprehensive Plan amendment to reguide the site from Business Park/Light Industrial to Commercial, a zoning map amendment to rezone the site from BPK Business Park to B-2 General Business, and site plan review.



### REVIEW PROCEDURE

#### ***60-Day Land Use Application Review Process***

Pursuant to Minnesota State Statutes Section 15.99, local government agencies are required to approve or deny land use requests within 60 days. Within the 60-day period, an automatic extension of no more than 60 days can be obtained by providing the applicant written notice containing the reason for the extension and specifying how much additional time is needed. The deadline for the land use requests is September 8, 2023.

**Public Hearing**

City Code Section 10-31-03 requires that a public hearing for review of the Comprehensive Plan amendment and rezoning requests be held by the Planning Commission. The public hearing notice was published in the Anoka County Union Herald and mailed to all affected property owners located within 350 feet of the subject property.

**ANALYSIS**

**Land Use**

The site is guided for Business Park/Light Industrial use by the 2040 Comprehensive Plan. Standalone retail is not consistent with this land use category. Therefore, the applicant has requested a Comprehensive Plan amendment to reguide the site to Commercial use which allows retail. Land directly to the south and west of this site is guided for Commercial use. Staff supports the requested amendment.

**Zoning**

The site is currently zoned BPK Business Park, which is consistent with the existing land use guidance for the site. Standalone retail is not permitted in the BPK district. Therefore, the applicant is requesting to rezone the site to B-2 General Business which allows standalone retail as a permitted use. The B-2 district is consistent with the proposed Comprehensive Plan land use guidance of the site. If the Planning Commission is supportive of the Comprehensive Plan amendment, then Staff also recommends approval of the requested rezoning.

**Site Plan**

The applicant has provided a site plan showing the building, parking, and access to Hwy 47. The proposed site plan meets all dimensional requirements of the B-2 district.

**Access**

An access drive leading from Hwy 47 to the Bottle Shop currently runs through the site. The existing pavement on the property and the access will be removed as part of the development of the site, and access will be changed to Aztec St NW on the east side. An existing cross-access easement agreement allowing the Bottle Shop access through this site is planned to be vacated as part of this project. As the site abuts a State Highway, the application has been sent to MnDOT for review. Comments from MnDOT have not been received as of the drafting of the staff report.

**Parking & Loading**

Customer and employee parking is proposed along the north and west sides of the site. 44 spaces are proposed, which exceeds the City’s requirement of 1 space per 200 SF of floor area of retail space and 1 space per 500 SF of storage area.



1 loading space is proposed along the east side of the building. This loading space is required to be screened from view of the public street and adjacent residential properties. Currently, 3 coniferous shrubs and 2 coniferous trees are proposed to be planted at the south end of the loading area around the dumpster enclosure. Additional screening around the loading space is necessary to meet the City’s requirements as specified in Code Section 10-73-04C. A revised landscaping plan showing the proposed screening of the loading space must be provided for Staff review prior to recording.

Architectural Standards

At the end of 2022, the City completed a zoning code amendment which updated the architectural standards for non-residential buildings.

The updated standards include:

- 1. Façade Articulation and Details. Buildings shall be designed so that building material, color, or massing changes at least every 60 linear feet for all street facing sides of the building. Massing changes may be accomplished through use of articulation details such as cornices, molding, columns, pilasters, or other ornamentation as well as vertical recess or projections of the wall face.*
- 2. Windows shall be installed at regular intervals along the length of all street-facing building walls.*

The subject site has frontage on both Hwy 47 and Aztec St NW. The west side of the building facing Hwy 47 is proposed as the “front,” and includes the main entrance, windows, and façade articulation. The east side of the building facing Aztec St NW does not currently meet the standards listed above. The applicant must revise the exterior façade on the east side of the building to meet those requirements.

The building is proposed to be constructed of concrete masonry units, aluminum, and glass which meet the requirements for buildings in the B-2 district.

Landscaping

A landscaping plan for the site was submitted and reviewed by Staff. The applicant is proposing to plant 9 trees throughout the site, which meets the requirement for vegetation on the property. While the number of trees to be planted meets Code, the types of trees proposed do not meet diversity requirements. The City requires that no more than 25% of the caliper inches planted come from the same genus. Currently, Imperial Honeylocust trees make up over 26% of the proposed caliper inches required. Staff recommends that the applicant revise the tree types to be planted to meet diversity requirements.

Mechanical Equipment

The plans submitted indicate that mechanical equipment will be placed on the rooftop. The applicant should provide details of this equipment and where on the roof it will be located in order to ensure it is screened from view of the street.

Pedestrian Facilities



A multi-use trail exists along Hwy 47 on the west side of the site. Pedestrian facilities are required along at least one side of every public street. However, there are no pedestrian facilities currently located along Aztec St NW, therefore, this site would not be required to install pedestrian facilities along the west side of Aztec St NW. If or when a sidewalk or trail improvements are installed along Aztec St NW, this site would be required to install or be assessed for such facilities.

Interior sidewalks proposed around the north, west, and south perimeters of the building meet Code requirements.

Utilities/Stormwater

The site is proposed to be served by City utilities. The City has adequate capacity to serve a development of this size.

Stormwater runoff for both the subject site and the City’s Bottle Shop property to the south runs to the City-owned property north of the subject site which contains an existing swale used for infiltration. The applicant has designed the site to continue to allow runoff from both sites to be served by the stormwater facility to the north. This design is supported by Staff.

The applicant has submitted utility and stormwater plans which have been reviewed by the City Engineer. The City Engineer’s comments are included in the attached memo.

**RECOMMENDATIONS**

Staff recommends approval of the Comprehensive Plan amendment, rezoning, and site plan with the following conditions of approval and findings of fact:

***Proposed Conditions of Approval – Comprehensive Plan Amendment***

- 1. The Comprehensive Plan amendment shall be submitted to the Metropolitan Council for final review and approval.

***Proposed Findings of Fact – Comprehensive Plan Amendment***

- 1. The proposed amendment is compatible with the surrounding land uses.
- 2. Public infrastructure is capable of serving the proposed development on this site.

***Proposed Findings of Fact – Site Plan***

- 1. The site plan is consistent with the Comprehensive Plan with proposed conditions.
- 2. The site plan meets the standards listed in the City Zoning Code with proposed conditions.

***Conditions of Approval – Site Plan***

- 1. Applicant shall address all comments in the City Engineer’s memo dated 8/8/2023.
- 2. Applicant shall address all comments from MnDOT to their satisfaction.
- 3. Applicant shall work with the city to vacate the existing cross-access agreement as needed.
- 4. This bike rack shall not be placed in a way that obstructs pedestrian traffic.
- 5. Additional screening around the loading space shall be provided in accordance with Code Section 10-73-04C. Applicant shall provide a revised landscaping plan showing the proposed screening of the loading space to Staff’s satisfaction prior to recording.

6. The eastern exterior façade of the building shall be revised to meet the requirements for façade articulation and windows as specified in Code Section 10-71-08C.
7. Tree plantings shall not consist of more than 25% caliper inches of one genus.
8. The applicant should provide details of the rooftop mechanical equipment and where on the roof it will be located in order to ensure it is screened from view of the street.
9. All signage shall meet Code requirements and shall be reviewed through the sign permit process.
10. Other conditions identified during the review process by Staff, the Planning Commission, or the City Council.

### **ACTION TO BE CONSIDERED**

After the public hearing and discussion, the Planning Commission could take one of the following actions:

1. Recommend approval with the conditions and findings of fact as presented by Staff.
2. Recommend denial with findings of fact as established by Commissioners.
3. Table the request to the next Planning Commission meeting and provide direction to Staff and the applicant as to the additional information needed.

### ***Suggested Motions:***

1. Move to recommend approval of the Comprehensive Plan Amendment to reguide the AutoZone property from Business Park/Light Industrial to Commercial with conditions and findings of fact as presented by Staff.
2. Move to recommend approval of the zoning map amendment to rezone the AutoZone property from BPK Business Park to B-2 General Business as presented by Staff.
3. Move to recommend approval of the AutoZone site plan with conditions and findings of fact as presented by Staff.

### **ATTACHMENTS**

- Applicant Submittals
- Engineering Memo dated 8/08/23



## CITY COUNCIL AGENDA REPORT

**TO:** St. Francis City Council  
**FROM:** Beth Richmond, Planner  
**SUBJECT:** Serenity at Seelye Brook Rezoning – 2<sup>nd</sup> Reading  
**DATE:** September 18, 2023

### **OVERVIEW:**

Eric Vickaryous of C&E Ventures LLC has submitted Comprehensive Plan amendment and rezoning applications for the roughly 22.5 acres of vacant land located outside of the City's Urban Service Area between Ambassador Blvd NW and Bridgestone Rd NW. The Council reviewed these applications at their May 1, 2023 meeting. At that meeting, Council approved Resolution 2023-15 to amend the Comprehensive Plan's future land use guidance for the site from Agriculture to Rural Residential and the 1<sup>st</sup> reading of Ordinance 312 to rezone the site from A-2 to RR. The applicant is proposing to create 4 residential lots on the site, and the preliminary plat was approved on September 5, 2023.

### **ACTION TO BE CONSIDERED:**

Because Council approved the 1<sup>st</sup> reading of Ordinance 312 at the May 1, 2023 meeting and the Metropolitan Council's approved the Comprehensive Plan amendment for the site on August 9, 2023, Staff has prepared a 2<sup>nd</sup> reading of the Ordinance and a resolution allowing for publication by summary for Council's review. The following timeline will apply:

- May 1<sup>st</sup> – 1<sup>st</sup> Reading
- September 18<sup>th</sup> – 2<sup>nd</sup> Reading
- September 22<sup>nd</sup> – Published for Comment
- October 22<sup>nd</sup> – Effective

### **Suggested Motions**

1. Move to approve the 2<sup>nd</sup> reading of Ordinance 312 rezoning the Serenity at Seelye Brook site from A-2 to RR.
2. Move to approve Resolution 2023-53 allowing publication of Ordinance 312 by summary.

### **ATTACHMENTS:**

- Draft Ordinance 312 – 2<sup>nd</sup> Reading
- Draft Summary Ordinance Resolution 2023-53

**ORDINANCE NO. 312, SECOND SERIES**

**CITY OF ST. FRANCIS  
ANOKA COUNTY**

**AN ORDINANCE APPROVING REZONING LAND LOCATED NORTH OF  
BRIDGESTONE ROAD NW AND SOUTH OF SEELYE BROOK FROM A-2 TO RR –  
2<sup>ND</sup> READING**

**WHEREAS**, the applicant, C&E Ventures LLC, applied for a rezoning on March 8, 2023 for the property legally described in Exhibit A; and

**WHEREAS**, on April 19, 2023, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

**WHEREAS**, on April 19, 2023, at an official public hearing, the Planning Commission considered the applicant’s submission, the contents of the staff report, public testimony, and other evidence available to the Commission; and made recommendations for consideration by the City Council; and

**WHEREAS**, on May 1, 2023 and September 18, 2023, the City Council has considered the proposed project and found that the project will not negatively impact the public health, safety, or welfare; and

**WHEREAS**, the rezoning to RR is consistent with the Comprehensive Plan designation for the site.

**THE CITY COUNCIL OF THE CITY OF ST. FRANCIS, ANOKA COUNTY,  
MINNESOTA, ORDAINS:**

**Section 1.** The property legally described in Exhibit A is hereby rezoned from the A-2 Rural Estate-Agriculture District to the RR Rural Residential District.

**Section 2.** The Zoning Map of the City of St. Francis referred to and described in Section 10-14-03 of the St. Francis City Code shall not be republished to show the aforesaid rezoning, but the Zoning Administrator or designee shall appropriately mark the Zoning Map on file in the City Clerk's office for the purpose of indicating the rezoning provided for in this ordinance and all of the notations, references, and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

**Section 3.** This Ordinance shall take effect and be enforced from and after its passage and publication according to law.

Approved and adopted by the City Council this 18<sup>th</sup> day of September, 2023.

SEAL

BY: \_\_\_\_\_  
Joseph Muehlbauer, Mayor

\_\_\_\_\_  
Attest: Jennifer Wida, City Clerk

*Published in the Anoka County Union Herald* \_\_\_\_\_ 2023.

DRAFTED BY:

**HKGi**

800 Washington Ave N, Suite 103  
Minneapolis, MN 55401

**EXHIBIT A****Legal Descriptions**

All that part of the Northwest Quarter of the Northwest Quarter of Section 36, Township 34, Range 25, Anoka County, Minnesota, lying South of the center line of Seeley Brook, so-called, as the same traverses said land, save that the North boundary line for a rod or so next to the East line of said land, shall be a line running Easterly from the point of the last bend of said Cree, to a point on the East line of said 40 acres, which point is  $36 \frac{1}{2}$  rods and 3 links North from the Southeast corner thereof, and lying North of the center line of County Road No. 71, as now laid out and traveled.

AND

All that part of the Southwest Quarter of the Northwest Quarter, Section 36, Township 34, Range 25, Anoka County, Minnesota, lying North of the center line of County Road No. 71, as now laid out and traveled.

CITY OF ST. FRANCIS  
ST. FRANCIS  
ANOKA COUNTY

RESOLUTION 2023-53

**A RESOLUTION AUTHORIZING THE SUMMARY PUBLICATION OF ORDINANCE  
312, SECOND SERIES REZONING LAND LOCATED NORTH OF BRIDGESTONE  
ROAD NW AND SOUTH OF SEELYE BROOK FROM A-2 TO RR – 2<sup>ND</sup> READING**

**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 312, 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 and a digital copy of the Ordinance is available for inspection on the City’s website.

**NOW THEREFORE, BE IT RESOLVED** that the following summary of Ordinance 312 Second Series is approved for publication:

CITY OF ST. FRANCIS, MINNESOTA  
ORDINANCE 312, SECOND SERIES

Section 1. Ordinance 312, as adopted, rezones two parcels north of Bridgestone Rd NW and south of Seelye Brook (PIDs 36-34-25-22-0006 and 36-34-25-23-0004) from A-2 to RR.

Section 2. The full ordinance will be in effect 30 days from this summary publication.

Section 3. The full ordinance is available for review during regular office hours in the office of the City Clerk and online on the City’s website.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 18<sup>TH</sup>  
DAY OF SEPTEMBER, 2023.

APPROVED:

\_\_\_\_\_  
Joseph Muehlbauer, Mayor

Attest:

\_\_\_\_\_  
Jennifer Wida, City Clerk

*Published in the Anoka County Union Herald the \_\_ day of September, 2023.*

DRAFTED BY:

**HKGi**

800 Washington Ave. N., Suite 103  
Minneapolis, MN 55401





## CITY COUNCIL AGENDA REPORT

**TO:** St. Francis City Council  
**FROM:** Beth Richmond, Planner  
**SUBJECT:** Turtle Ponds 6<sup>th</sup> Addition Rezoning (PUD Amendment) – 2<sup>nd</sup> Reading  
**DATE:** September 18, 2023

### **OVERVIEW:**

Greg Chaffin of Bluewater Builders has submitted Comprehensive Plan amendment, rezoning, and preliminary plat applications for the land located at 2761 229<sup>th</sup> Ave NW. The applicant is proposing to create 7 detached townhome lots on the site. The Council reviewed these applications at their July 17, 2023 meeting. At that meeting, Council approved Resolution 2023-23 to amend the Comprehensive Plan's future land use guidance for the site from Commercial to Medium Density Residential, the 1<sup>st</sup> reading of Ordinance 321 to amend the Turtle Run PUD, and Resolution 2023-37 approving the preliminary plat and plans for Turtle Ponds 6<sup>th</sup> Addition.

### **ACTION TO BE CONSIDERED:**

Because Council approved the 1<sup>st</sup> reading of Ordinance 321 at the July 17, 2023 meeting, and following the Metropolitan Council's approval of the Comprehensive Plan amendment for the site on August 22, 2023, Staff has prepared a 2<sup>nd</sup> reading of the Ordinance and a resolution allowing for publication by summary for Council's review. The following timeline will apply:

- July 17<sup>th</sup> – 1<sup>st</sup> Reading
- September 18<sup>th</sup> – 2<sup>nd</sup> Reading
- September 22<sup>nd</sup> – Published for Comment
- October 22<sup>nd</sup> – Effective

### **Suggested Motions**

1. Move to approve the 2<sup>nd</sup> reading of Ordinance 321 amending the Turtle Run PUD.
2. Move to approve Resolution 2023-54 allowing publication of Ordinance 321 by summary.

### **ATTACHMENTS:**

- Draft Ordinance 321 – 2<sup>nd</sup> Reading
- Draft Summary Ordinance Resolution 2023-54

**ORDINANCE NO. 321, SECOND SERIES**

**CITY OF ST. FRANCIS  
ANOKA COUNTY**

**AN ORDINANCE AMENDING THE TURTLE RUN PLANNED UNIT DEVELOPMENT  
– 2<sup>ND</sup> READING**

**WHEREAS**, the Turtle Run PUD was established in 1996; and

**WHEREAS**, Ordinance 255 establishes the requirements for development within the Turtle Run PUD; and

**WHEREAS**, the applicant, Bluewaters Builders, Inc., has requested to include the property located at 2761 229<sup>th</sup> Ave NW and legally described in Exhibit A within the Turtle Run PUD; and

**WHEREAS**, the subject property is currently surrounded by the Turtle Run PUD and will be a continuation of the development pattern established in the 4<sup>th</sup> Addition of the Turtle Ponds subdivision; and

**WHEREAS**, the Planning Commission on June 21, 2023, opened and closed a duly noticed public hearing and considered the applicant’s submission, the contents of the staff report, public testimony, and other evidence available to the Commission; and made recommendations for consideration by the City Council; and

**WHEREAS**, the City Council on July 17, 2023 and September 18, 2023, has considered the recommendations of Staff and the Planning Commission, the Applicant’s submissions, the contents of the staff report, public testimony, and other evidence available to the Council.

**THEREFORE, THE CITY COUNCIL OF THE CITY OF ST. FRANCIS, ANOKA COUNTY, MINNESOTA, ORDAINS:**

Changes in the following sections are denoted with an underline for **new text** or a ~~strikethrough~~ for **deleted language**.

**Section 1.** Section 1 of Ordinance 255 is hereby amended to read as follows:

Pursuant to St. Francis City Code Section 10-~~1051-00~~, the property included in the following subdivisions is hereby rezoned to PUD-Turtle Run:

- Turtle Ponds (1<sup>st</sup> – ~~3<sup>rd</sup>~~ 6<sup>th</sup> Additions)

**Section 2.** Section 2 of Ordinance 255 is hereby amended to read as follows:

6. All principal structures shall be located at least 20 feet from the pavement edge of any roadway.
7. All general zoning standards in the St. Francis City Code, to the extent not inconsistent with the terms of this ordinance, shall apply.

**Section 3.** The Zoning Map of the City of St. Francis referred to and described in Section 10-14-03 of the St. Francis City Code shall not be republished to show the aforesaid rezoning, but the Zoning Administrator or designee shall appropriately mark the Zoning Map on file in the City Clerk's office for the purpose of indicating the rezoning provided for in this ordinance and all of the notations, references, and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

**Section 4.** This Ordinance shall take effect and be enforced from and after its passage and publication according to law.

Approved and adopted by the City Council of the City of St. Francis this 18<sup>th</sup> day of September, 2023.

SEAL

CITY OF ST. FRANCIS

By: \_\_\_\_\_  
Joeseeph Muehlbauer, Mayor

ATTEST:

\_\_\_\_\_  
Jennifer Wida, City Clerk

DRAFTED BY:  
**HKGi**  
800 Washington Ave N, Suite 103  
Minneapolis, MN 55401

**EXHIBIT A****Legal Description****Plat Description (American Land Title Association – Commitment No. OR6088-1):**

*The South 597.25 feet, as measured along the Easterly and Westerly lines, of the following described tract: That part of the Southwest Quarter of the Southeast Quarter of Section 33, Township 34, Range 24, described as follows: Beginning at the Southwest corner of the Southeast Quarter of said section, thence East following the South section line a distance of 198 feet; thence North and parallel to the North and South quarter lines a distance of 1097.25 feet, thence West and parallel with the South line of the Southwest Quarter of the Southeastern Quarter to the North and South quarter line a distance of 198 feet; thence South along the North and South quarter line to the point of beginning*

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

**RESOLUTION 2023-54**

**A RESOLUTION AUTHORIZING THE SUMMARY PUBLICATION OF ORDINANCE  
321, SECOND SERIES, AMENDING THE TURTLE RUN PLANNED UNIT  
DEVELOPMENT**

**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 321, 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 and a digital copy of the Ordinance is available for inspection on the City's website.

**NOW THEREFORE, BE IT RESOLVED** that the following summary of Ordinance 321 Second Series is approved for publication:

**CITY OF ST. FRANCIS, MINNESOTA  
ORDINANCE 321, SECOND SERIES**

Section 1. Ordinance 321, as adopted, expands the boundaries of the Turtle Run PUD to include the property at 2761 229<sup>th</sup> Ave NW and establishes a 20' setback from the roadway edge for all principal structures.

Section 2. This Ordinance shall take effect and be enforced from and after its passage and publication according to law.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 18<sup>TH</sup>  
DAY OF SEPTEMBER, 2023.**

**APPROVED:**

\_\_\_\_\_  
Joeseeph Muehlbauer, Mayor

Attest:

\_\_\_\_\_  
Jennifer Wida, City Clerk

*Published in the Anoka County Union Herald the \_\_ day of September, 2023.*

DRAFTED BY:

**Hoisington Koegler Group, Inc.**  
800 Washington Ave. N., Suite 103  
Minneapolis, MN 55401



## CITY COUNCIL AGENDA REPORT

---

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Darcy Mulvihill, Finance Director  
**SUBJECT:** Resolution to Adjust the Tax Levy for Bonded Indebtedness  
**DATE:** September 18, 2023

---

### **OVERVIEW:**

Attached is a resolution to adjust the tax levy for bonded indebtedness for 2024. The city has three bonds outstanding that have debt service tax levies authorized at this time. The GO Bonds in 2015 for street improvements, the 2017A GO Capital Improvement Bonds and the 2023A GO Capital Improvement Bonds. The city has averaged the levy stream out over the life of the bonds so that the levy stays consistent. The city also contributes some funds from the Water and Sewer Funds to help with the repayments on the 2017A Bonds. The attached resolution adjusts levied amount to what we need to pay back the bond issues.

### **ACTION TO BE CONSIDERED:**

Approve the attached resolution adjusting the debt service levy for 2024.

### **BUDGET IMPLICATION:**

This sets the levy for bond indebtedness for 2024.

### **Attachments:**

- Resolution 2023-55 Adjusting the Tax Levy for Bonded Indebtedness.

CITY OF ST. FRANCIS  
ST. FRANCIS, MN

RESOLUTION 2023-55

A RESOLUTION ADJUSTING THE TAX LEVY  
FOR BONDED INDEBTEDNESS

WHEREAS, the City of St. Francis sold bonds referred to as General Obligation Capital Improvement, Series 2017A; and

WHEREAS, the City of St. Francis sold bonds referred to as General Obligation Capital Improvement, Series 2023A; and

WHEREAS, the City of St. Francis sold bonds referred to as General Obligation Improvement Bonds, Series 2015A; and

WHEREAS, the City may adjust the amount of taxes levied for collection in order to average the levy stream out over the life of the Bonds; and

WHEREAS, the City will make transfers of equal amounts from the Water and Sewer Funds to help pay for the 2017A Capital Improvement bonds; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Francis, Minnesota that the tax levy for bonded indebtedness for fiscal (collection) year 2024 be adjusted as follows:

<u>Bond description</u>	<u>Scheduled Levy</u>	<u>Adopted Levy</u>
G.O. Capital Improvement-2017	\$488,650.32	327,220.00
G.O. Improvement Bonds – 2015A	\$20,009.14	\$20,470.00
G.O. Capital Improvement-2023	\$820,504.59	\$820,505.00

BE IT FURTHER RESOLVED that the County Auditor of Anoka County is hereby requested and directed adjust the scheduled levy for collection in 2024.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 18<sup>th</sup> DAY OF SEPTEMBER, 2023.

APPROVED:

\_\_\_\_\_  
Joseph Muehlbauer, Mayor of St. Francis

ATTEST:

\_\_\_\_\_  
Jennifer Wida, City Clerk





CITY COUNCIL AGENDA  
REPORT

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Darcy Mulvihill, Finance Director  
**SUBJECT:** Resolution Providing for the Preliminary Approval of a Proposed 2024 Tax Levy and Setting the Budget Public Hearing Date  
**DATE:** September 18, 2023

**OVERVIEW:**

State law requires the city to certify its preliminary 2024 levy to the county by September 30, 2023. This levy **cannot be increased** when the final levy is adopted in December. The council also needs to set the date that the budget and levy will be discussed in December, which allows for public input.

The 2023 levy was set at \$5,107,690. This included a General Fund Levy of \$4,760,000 and a Debt Service Levy of \$347,690.

The 2024 levy is proposed to increase to \$5,598,195. This includes the General Operating Levy of \$4,430,000 and a debt service levy of \$1,168,195. This is an increase in the tax levy of \$490,505. The following table shows the tax rate for the city since 2017.

2017	54.116%
2018	53.996%
2019	53.176%
2020	50.543%
2021	50.589%
2022	51.146%
2023	44.718%
2024 Estimated	49.830%

The total increase in the levy is \$490,505 or 9.60%. This will raise the estimated tax rate from 44.718% in 2023 to 49.830% rate for 2024. This levy does provide for the shared Fire/Administration new employee that council discussed along with the COLA adjustments for employees, parks, streets and capital equipment requests.

The General Operating Levy is broken down to the General Fund, Capital Equipment, Building Improvements, Parks, and Street Improvements.

General Operating (101)	\$	3,230,000
Capital Equipment (402)	\$	320,000
Parks (226)	\$	350,000
Building Improvement (404)	\$	50,000
Street Improvement (405)	\$	480,000
		<hr/>
Total General Levy	\$	4,430,000
		<hr/>

Here is the estimated city tax increase on property taxes by value. This table assumes values stayed the same in both years.

City of St. Francis							
Tax Increase on Different Valued Residential Properties							
City Taxes only-As Proposed				Tax Rate	44.719%	49.830%	
	Estimated Market Value *	Amount Excluded	Taxable Market Value	Tax Capacity Value	2023 City Taxes	2024 City Taxes	Annual Difference
	150,000	\$ 23,740	\$ 126,260	\$ 1,263	\$ 564.62	\$ 629.15	\$ 64.53
	170,000	\$ 21,940	\$ 148,060	\$ 1,481	\$ 662.11	\$ 737.78	\$ 75.67
	190,000	\$ 20,140	\$ 169,860	\$ 1,699	\$ 759.60	\$ 846.41	\$ 86.81
	210,000	\$ 18,340	\$ 191,660	\$ 1,917	\$ 857.08	\$ 955.04	\$ 97.96
	230,000	\$ 16,540	\$ 213,460	\$ 2,135	\$ 954.57	\$ 1,063.67	\$ 109.10
	250,000	\$ 14,740	\$ 235,260	\$ 2,353	\$ 1,052.06	\$ 1,172.30	\$ 120.24
	270,000	\$ 12,940	\$ 257,060	\$ 2,571	\$ 1,149.55	\$ 1,280.93	\$ 131.38
	290,000	\$ 11,140	\$ 278,860	\$ 2,789	\$ 1,247.03	\$ 1,389.56	\$ 142.53
	310,000	\$ 9,340	\$ 300,660	\$ 3,007	\$ 1,344.52	\$ 1,498.19	\$ 153.67
	330,000	\$ 7,540	\$ 322,460	\$ 3,225	\$ 1,442.01	\$ 1,606.82	\$ 164.81
	350,000	\$ 5,740	\$ 344,260	\$ 3,443	\$ 1,539.50	\$ 1,715.45	\$ 175.95
	370,000	\$ 3,940	\$ 366,060	\$ 3,661	\$ 1,636.98	\$ 1,824.08	\$ 187.10
	390,000	\$ 2,140	\$ 387,860	\$ 3,879	\$ 1,734.47	\$ 1,932.71	\$ 198.24
	410,000	\$ 340	\$ 409,660	\$ 4,097	\$ 1,831.96	\$ 2,041.34	\$ 209.38
	430,000	\$ -	\$ 430,000	\$ 4,300	\$ 1,922.92	\$ 2,142.69	\$ 219.77
	450,000	\$ -	\$ 450,000	\$ 4,500	\$ 2,012.36	\$ 2,242.35	\$ 229.99

Here are several examples of estimated city taxes on property taxes that changed in value from 2023 to 2024. These were pulled from Anoka County property records.

		2023 Taxes	2024 Proposed
2023 Value	\$ 223,500.00	\$ 923.00	
2024 Value	\$ 223,800.00		\$ 1,115.20
		Difference in Taxes	192.20

		2023 Taxes	2024 Proposed
2023 Value	\$ 347,900.00	\$ 1,529.36	
2024 Value	\$ 342,100.00		\$ 1,672.29
		Difference in Taxes	142.93

		2023 Taxes	2024 Proposed
2023 Value	\$ 441,400.00	\$ 1,973.90	
2024 Value	\$ 464,500.00		\$ 2,314.60
		Difference in Taxes	340.70

		2023 Taxes	2024 Proposed
2023 Value	\$ 572,700.00	\$ 2,642.33	
2024 Value	\$ 588,200.00		\$ 3,041.12
		Difference in Taxes	398.79

This resolution also sets the date for the Public Hearing on the 2024 Levy and Budget for Monday December 4, 2023, at 6:00 pm as part of the regular city council meeting.

### **ACTION TO BE CONSIDERED:**

Approve the attached resolution setting the preliminary levy.

### **BUDGET IMPLICATION:**

The levy that is set will determine the level of the proposed expenditures for 2024.

Attachments:

- Resolution 2023-56 Providing the Preliminary Approval of a Proposed 2024 Tax Levy and Setting Budget Public Hearing Date.

CITY OF ST. FRANCIS  
ST. FRANCIS, MN

RESOLUTION 2023-56

A RESOLUTION PROVIDING PRELIMINARY  
APPROVAL OF A PROPOSED 2024 TAX LEVY And  
SETTING BUDGET PUBLIC HEARING DATE

WHEREAS, State law requires that the City Council grant preliminary approval of a proposed tax levy for 2024 by September 30, 2023.

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

1. To adopt the preliminary maximum tax levy payable in 2024 against taxable property in the City of St. Francis at:

<b>General Operating Levy</b>	
General Fund	\$ 3,230,000
Capital Equipment Fund	320,000
Building	50,000
Parks	350,000
Street Improvements	480,000
<b>Total General Operating Levy</b>	<u>4,430,000</u>
<b>Debt Service Levy</b>	
2015A Debt Service	20,470
2017A Debt Service	327,220
2023A Debt Service	820,505
<b>Total Debt Service Levy</b>	<u>\$ 1,168,195</u>
<b>Total Levy</b>	<u>\$ 5,598,195</u>

2. To set the date for consideration of the final levy and consideration of the 2024 Budget shall be Monday, December 4, 2023 at 6:00 pm at the ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES) AT 4115 AMBASSADOR BLVD. NW.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 18<sup>th</sup> DAY OF SEPTEMBER, 2023.

ATTEST:

Joseph Muehlbauer, Mayor

Jennifer Wida, City Clerk



# CITY COUNCIL AGENDA REPORT

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Craig Jochum, City Engineer  
**SUBJECT:** Dellwood River Park Riverbank Stabilization Project  
**DATE:** September 18, 2023

**OVERVIEW:**

Staff has been working with the Anoka Conservation District (ACD) on a grant to stabilize a section of the bank on the Rum River in Dellwood River Park. The location and condition of the bank in the proposed project area is summarized on the attached exhibit.

Staff received bids for the Dellwood River Park Riverbank Stabilization Project. The bids were opened on August 29, 2023 at 11:00 a.m. at the City Hall. A total of eight bids were received, with Bituminous Roadways Inc. having the lowest base bid at \$134,310.60. Three alternate bids were also received. Alternate No. 1 includes adding 12 root wads to the bank (\$6,732.00), Alternate No. 2 includes placing 12 boulders along the bank (\$6,732.00), and Alternate No. 3 includes reconstructing the first 700 feet of trail in lieu of protecting it during construction with class 5 aggregate base (\$18,690).

The bid tabulation is attached. The engineer’s estimate for this project was \$240,000.

**ACTION TO BE CONSIDERED:**

The attached resolution accepts the base bid and all three alternate bids and awards the contract to Bituminous Roadways Inc. in the amount of \$166,464.60. Consideration to adopt Resolution 2023-57 Resolution Accepting Bids and Awarding Contract.

**BUDGET IMPLICATION:**

The city’s cost share for the bank stabilization is 15% of the construction total. The grant will cover 100% of the cost for design and construction administration for the bank stabilization. The grant will not cover any cost for the repair of the trail beyond the first 700 feet which is included in Alternate Bid No. 3. The current amount due to the Anoka Conservation District is \$24,969.69 which includes 15% of the total construct amount of \$166,464.60. A copy of the invoice is attached.

The only element remaining for the bank stabilization is the match towards the cedar revetment. The Anoka Conservation District is currently working on sourcing installation help for this part of the project. It is anticipated the match for this work will be \$3,000 or less.

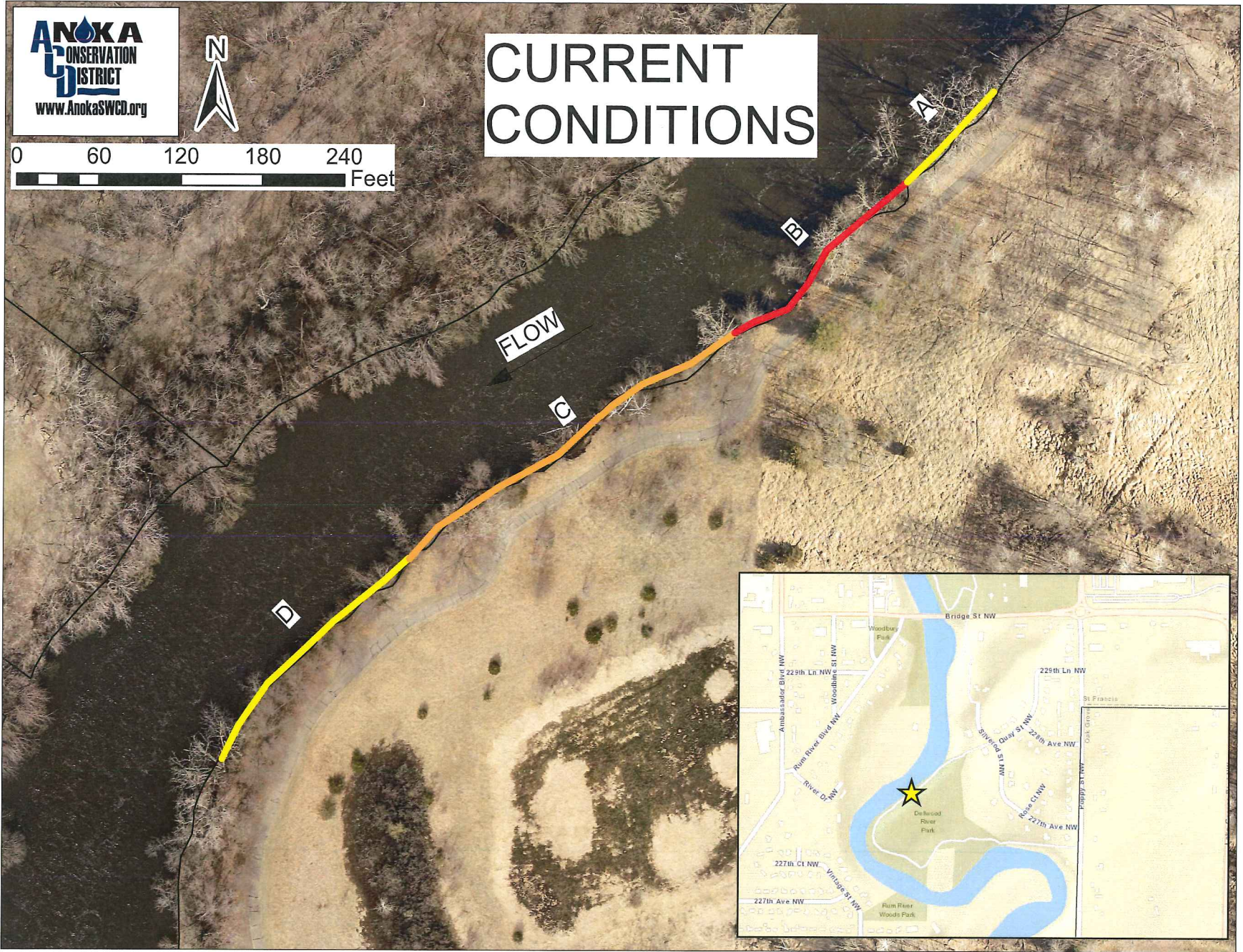
It is also anticipated that approximately 250 feet of trail will need to be repaired after the construction is completed. Staff has requested a quote from the contractor on this work and it will be presented at the October 2, 2023 council meeting.

This project was discussed at the February 7, 2022 Council Meeting. At that time the estimated City's share for this project was \$66,000 for the trail repair and the bank stabilization match.

Attachments:

- Location Map
- Resolution 2023-57 Resolution accepting bids and awarding contract
- Bid Tabulation
- Invoice from Anoka Conservation District





- A. Approx 90 ft. Minor erosion, mostly at the toe. Candidate for Cedar Revetment or light rock.
- B. Approx 170 ft. More significant toe erosion. Leads to first big slump/washout. Candidate for hard armoring/regrading. Opportunity for rip-rapped root wads and fishing access.
- C. Approx 290 ft. More significant erosion at toe Leads to second slump/washout. Transition area between sites needing armoring.
- D. Approx 200 ft. Minor erosion, mostly at the toe. Candidate for Cedar Revetment or light rock.

A



B



C



D





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

RESOLUTION NO. 2023-57

A RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT  
FOR THE DELLWOOD RIVER PARK RIVERBANK STABILIZATION PROJECT

**WHEREAS**, pursuant to an advertisement for bids for the Dellwood River Park Riverbank Stabilization Project, bids were received, opened, and tabulated according to law, and the following bids were received complying with the advertisement:

Contractor	Base Bid	Alternate No. 1	Alternate No. 2	Alternate No. 3
Bituminous Roadways Inc.	\$134,310.60	\$6,732.00	\$6,732.00	\$18,690.00
Winberg Companies LLC	\$178,325.00	\$33,900.00	\$11,100.00	\$26,203.38
Vada Contracting, LLC	\$181,375.56	\$9,600.00	\$5,520.00	\$34,931.61
JK Landscape Construction	\$197,066.50	\$27,000.00	\$30,000.00	\$30,838.50
Sunram Construction, Inc.	\$197,779.00	\$3,540.00	\$1,860.00	\$22,428.00
Meyer Contracting Inc.	\$199,609.39	\$15,600.60	\$13,358.28	\$24,664.57
Peterson Companies	\$214,861.71	\$9,711.72	\$5,022.72	\$24,944.92
MNL	\$230,631.00	\$6,000.00	\$3,600.00	\$28,658.00

**AND WHEREAS**, it appears that Bituminous Roadways Inc., of Mendota Heights, Minnesota is the lowest responsible bidder;

**AND WHEREAS**, the City accepts the Base Bid proposal in the amount of \$134,310.60;

**AND WHEREAS**, the City will accept the Alternate Bid No. 1 proposal in the amount of \$6,732.00;

**AND WHEREAS**, the City will accept the Alternate Bid No. 2 proposal in the amount of \$6,732.00;

**AND WHEREAS**, the City will accept the Alternate Bid No. 3 proposal in the amount of \$18,690.00;

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

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Bituminous Roadways Inc., of Mendota Heights, Minnesota in the name of the City of St. Francis for the Dellwood River Park Riverbank Stabilization Project, according to the plans and specifications therefore approved by the city council and on file in the office of the City Clerk.

2. The City Engineer is hereby authorized and directed to return forthwith to all bidders the bid bond made with their bids, except that the bid bond of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 18<sup>TH</sup> DAY OF SEPTEMBER, 2023.

ATTEST:

\_\_\_\_\_  
Jennifer Wida, City Clerk

APPROVED:

\_\_\_\_\_  
Joseph Muehlbauer, Mayor

**BID TABULATION**  
**CITY OF ST. FRANCIS**  
**DELLWOOD RIVER PARK RIVERBANK STABILIZATION PROJECT**

Agenda Item # 9C.

Bids were opened at 11:00 a.m., August 29, 2023.  
 There were eight bids received, as shown herein.

BASE BID					Bituminous Roadways Inc.		Winberg Companies LLC		Vada Contracting, LLC	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
1	2021.501	MOBILIZATION	LUMP SUM	1	\$ 8,200.00	\$ 8,200.00	\$ 5,500.00	\$ 5,500.00	\$ 6,800.00	\$ 6,800.00
2	2101.501	CLEARING AND GRUBBING	LUMP SUM	1	\$ 32,650.00	\$ 32,650.00	\$ 8,500.00	\$ 8,500.00	\$ 8,850.00	\$ 8,850.00
3	2106.507	EXCAVATION - COMMON	CU YD	357	\$ 30.00	\$ 10,710.00	\$ 48.00	\$ 17,136.00	\$ 33.37	\$ 11,913.09
4	2106.507	EXCAVATION - CHANNEL	CU YD	164	\$ 13.00	\$ 2,132.00	\$ 55.00	\$ 9,020.00	\$ 43.54	\$ 7,140.56
5	2106.601	PROTECT/REPAIR BITUMINOUS TRAIL	LIN FT	700	\$ 0.01	\$ 7.00	\$ 12.71	\$ 8,897.00	\$ 15.66	\$ 10,962.00
6	2511.504	GEOTEXTILE FABRIC TYPE 7	SQ YD	526	\$ 1.50	\$ 789.00	\$ 3.00	\$ 1,578.00	\$ 8.19	\$ 4,307.94
7	2511.507	GRANULAR FILTER	CU YD	60	\$ 51.00	\$ 3,060.00	\$ 70.00	\$ 4,200.00	\$ 164.48	\$ 9,868.80
8	2511.509	RANDOM RIPRAP CLASS II - IGNEOUS/CRUSHED/ANGULAR (GRANITE)	TON	292	\$ 67.00	\$ 19,564.00	\$ 102.00	\$ 29,784.00	\$ 91.50	\$ 26,718.00
9	2511.509	RANDOM RIPRAP CLASS IV - IGNEOUS/CRUSHED/ANGULAR (GRANITE)	TON	557	\$ 67.00	\$ 37,319.00	\$ 114.00	\$ 63,498.00	\$ 96.00	\$ 53,472.00
10	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$ 935.00	\$ 935.00	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00
11	2573.502	STORM DRAIN INLET PROTECTION	EACH	3	\$ 57.00	\$ 171.00	\$ 500.00	\$ 1,500.00	\$ 200.00	\$ 600.00
12	2573.503	FLOTATION SILT CURTAIN; TYPE MOVING WATER	LIN FT	600	\$ 8.50	\$ 5,100.00	\$ 16.50	\$ 9,900.00	\$ 16.42	\$ 9,852.00
13	2573.503	SILT FENCE; TYPE MS	LIN FT	1750	\$ 3.00	\$ 5,250.00	\$ 2.50	\$ 4,375.00	\$ 3.80	\$ 6,650.00
14	2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LIN FT	200	\$ 4.00	\$ 800.00	\$ 4.00	\$ 800.00	\$ 9.90	\$ 1,980.00
15	2574.507	COMMON TOPSOIL BORROW	CU YD	47	\$ 39.00	\$ 1,833.00	\$ 60.00	\$ 2,820.00	\$ 84.43	\$ 3,968.21
16	2575.504	ROLLED EROSION PREVENTION CATEGORY 45	SQ YD	336	\$ 4.50	\$ 1,512.00	\$ 4.50	\$ 1,512.00	\$ 12.41	\$ 4,169.76
17	2574.508	FERTILIZER TYPE 4, 17-10-7	POUND	10.4	\$ 59.00	\$ 613.60	\$ 50.00	\$ 520.00	\$ 5.00	\$ 52.00
18	2575.508	SEED MIXTURE 34-262 (WET PRAIRIE)	POUND	1	\$ 590.00	\$ 590.00	\$ 500.00	\$ 500.00	\$ 450.00	\$ 450.00
19	2575.602	SITE RESTORATION	LUMP SUM	1	\$ 1,655.00	\$ 1,655.00	\$ 3,825.00	\$ 3,825.00	\$ 5,000.00	\$ 5,000.00
20	2575.605	SEEDING	SQ YD	280	\$ 2.50	\$ 700.00	\$ 2.00	\$ 560.00	\$ 13.29	\$ 3,721.20
21	2577.502	LIVE STAKES	EACH	120	\$ 6.00	\$ 720.00	\$ 20.00	\$ 2,400.00	\$ 20.00	\$ 2,400.00
<b>Total Base Bid</b>					<b>\$ 134,310.60</b>		<b>\$ 178,325.00</b>		<b>\$ 181,375.56</b>	

ALTERNATE BID NO 1 - FURNISH AND INSTALL ROOT WADS					Bituminous Roadways Inc.		Winberg Companies LLC		Vada Contracting, LLC	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
22	2577.502	ROOT WAD	EACH	12	\$ 561.00	\$ 6,732.00	\$ 2,825.00	\$ 33,900.00	\$ 800.00	\$ 9,600.00
<b>Total Alternate Bid No. 1</b>					<b>\$6,732.00</b>		<b>\$33,900.00</b>		<b>\$9,600.00</b>	

ALTERNATE BID NO 2 - FURNISH AND INSTALL BOULDERS					Bituminous Roadways Inc.		Winberg Companies LLC		Vada Contracting, LLC	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
23	2511.602	PLACE BOULDER	EACH	12	\$ 561.00	\$ 6,732.00	\$ 925.00	\$ 11,100.00	\$ 460.00	\$ 5,520.00
<b>Total Alternate Bid No. 2</b>					<b>\$6,732.00</b>		<b>\$11,100.00</b>		<b>\$5,520.00</b>	

**BID TABULATION  
CITY OF ST. FRANCIS  
DELLWOOD RIVER PARK RIVERBANK STABILIZATION PROJECT**

Agenda Item # 9C.

ALTERNATE BID NO 3 - REMOVE AND PAVE TRAIL					Bituminous Roadways Inc.		Winberg Companies LLC		Vada Contracting, LLC	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
24	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	623	\$ 6.25	\$ 3,893.75	\$ 9.50	\$ 5,918.50	\$ 11.17	\$ 6,958.91
25	2360.504	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 3.0" THICK	SQ YD	623	\$ 23.75	\$ 14,796.25	\$ 32.56	\$ 20,284.88	\$ 44.90	\$ 27,972.70
<b>Total Alternate Bid No. 3</b>					<b><u>\$ 18,690.00</u></b>		<b><u>\$ 26,203.38</u></b>		<b><u>\$ 34,931.61</u></b>	

**SUMMARY OF BIDS**

	Bituminous Roadways Inc.	Winberg Companies LLC	Vada Contracting, LLC
<b>Total Base Bid</b>	\$ 134,310.60	\$ 178,325.00	\$ 181,375.56
<b>Total Alternate Bid No. 1</b>	\$6,732.00	\$33,900.00	\$9,600.00
<b>Total Alternate Bid No. 2</b>	\$6,732.00	\$11,100.00	\$5,520.00
<b>Total Alternate Bid No. 3</b>	\$ 18,690.00	\$ 26,203.38	\$ 34,931.61
<b>Total Base Bid + Alternates</b>	<b><u>\$ 166,464.60</u></b>	<b><u>\$ 249,528.38</u></b>	<b><u>\$ 231,427.17</u></b>

**BID TABULATION**  
**CITY OF ST. FRANCIS**  
**DELLWOOD RIVER PARK RIVERBANK STABILIZATION PROJECT**

Agenda Item # 9C.

Bids were opened at 11:00 a.m., August 29, 2023.  
 There were eight bids received, as shown herein.

BASE BID					JK Landscape Construction		Sunram Construction, Inc.		Meyer Contracting Inc.	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
1	2021.501	MOBILIZATION	LUMP SUM	1	\$ 9,000.00	\$ 9,000.00	\$ 9,400.90	\$ 9,400.90	\$ 12,661.64	\$ 12,661.64
2	2101.501	CLEARING AND GRUBBING	LUMP SUM	1	\$ 8,500.00	\$ 8,500.00	\$ 18,750.00	\$ 18,750.00	\$ 13,259.65	\$ 13,259.65
3	2106.507	EXCAVATION - COMMON	CU YD	357	\$ 75.00	\$ 26,775.00	\$ 45.50	\$ 16,243.50	\$ 54.29	\$ 19,381.53
4	2106.507	EXCAVATION - CHANNEL	CU YD	164	\$ 75.00	\$ 12,300.00	\$ 45.50	\$ 7,462.00	\$ 62.65	\$ 10,274.60
5	2106.601	PROTECT/REPAIR BITUMINOUS TRAIL	LIN FT	700	\$ 15.00	\$ 10,500.00	\$ 17.00	\$ 11,900.00	\$ 21.68	\$ 15,176.00
6	2511.504	GEOTEXTILE FABRIC TYPE 7	SQ YD	526	\$ 4.50	\$ 2,367.00	\$ 5.00	\$ 2,630.00	\$ 11.25	\$ 5,917.50
7	2511.507	GRANULAR FILTER	CU YD	60	\$ 75.00	\$ 4,500.00	\$ 97.00	\$ 5,820.00	\$ 111.10	\$ 6,666.00
8	2511.509	RANDOM RIPRAP CLASS II - IGNEOUS/CRUSHED/ANGULAR (GRANITE)	TON	292	\$ 95.00	\$ 27,740.00	\$ 74.60	\$ 21,783.20	\$ 97.14	\$ 28,364.88
9	2511.509	RANDOM RIPRAP CLASS IV - IGNEOUS/CRUSHED/ANGULAR (GRANITE)	TON	557	\$ 95.00	\$ 52,915.00	\$ 74.60	\$ 41,552.20	\$ 92.94	\$ 51,767.58
10	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$ 2,500.00	\$ 2,500.00	\$ 500.00	\$ 500.00	\$ 3,840.82	\$ 3,840.82
11	2573.502	STORM DRAIN INLET PROTECTION	EACH	3	\$ 150.00	\$ 450.00	\$ 150.00	\$ 450.00	\$ 289.14	\$ 867.42
12	2573.503	FLOTATION SILT CURTAIN; TYPE MOVING WATER	LIN FT	600	\$ 35.00	\$ 21,000.00	\$ 22.00	\$ 13,200.00	\$ 15.00	\$ 9,000.00
13	2573.503	SILT FENCE; TYPE MS	LIN FT	1750	\$ 3.25	\$ 5,687.50	\$ 16.50	\$ 28,875.00	\$ 2.35	\$ 4,112.50
14	2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LIN FT	200	\$ 2.75	\$ 550.00	\$ 4.00	\$ 800.00	\$ 3.50	\$ 700.00
15	2574.507	COMMON TOPSOIL BORROW	CU YD	47	\$ 75.00	\$ 3,525.00	\$ 74.00	\$ 3,478.00	\$ 63.18	\$ 2,969.46
16	2575.504	ROLLED EROSION PREVENTION CATEGORY 45	SQ YD	336	\$ 5.25	\$ 1,764.00	\$ 4.25	\$ 1,428.00	\$ 3.95	\$ 1,327.20
17	2574.508	FERTILIZER TYPE 4, 17-10-7	POUND	10.4	\$ 7.50	\$ 78.00	\$ 53.00	\$ 551.20	\$ 50.00	\$ 520.00
18	2575.508	SEED MIXTURE 34-262 (WET PRAIRIE)	POUND	1	\$ 375.00	\$ 375.00	\$ 525.00	\$ 525.00	\$ 500.00	\$ 500.00
19	2575.602	SITE RESTORATION	LUMP SUM	1	\$ 4,500.00	\$ 4,500.00	\$ 10,000.00	\$ 10,000.00	\$ 8,142.61	\$ 8,142.61
20	2575.605	SEEDING	SQ YD	280	\$ 4.50	\$ 1,260.00	\$ 2.25	\$ 630.00	\$ 2.00	\$ 560.00
21	2577.502	LIVE STAKES	EACH	120	\$ 6.50	\$ 780.00	\$ 15.00	\$ 1,800.00	\$ 30.00	\$ 3,600.00
<b>Total Base Bid</b>					<b>\$ 197,066.50</b>		<b>\$ 197,779.00</b>		<b>\$ 199,609.39</b>	

ALTERNATE BID NO 1 - FURNISH AND INSTALL ROOT WADS					JK Landscape Construction		Sunram Construction, Inc.		Meyer Contracting Inc.	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
22	2577.502	ROOT WAD	EACH	12	\$ 2,250.00	\$ 27,000.00	\$ 295.00	\$ 3,540.00	\$ 1,300.05	\$ 15,600.60
<b>Total Alternate Bid No. 1</b>					<b>\$27,000.00</b>		<b>\$3,540.00</b>		<b>\$15,600.60</b>	

ALTERNATE BID NO 2 - FURNISH AND INSTALL BOULDERS					JK Landscape Construction		Sunram Construction, Inc.		Meyer Contracting Inc.	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
23	2511.602	PLACE BOULDER	EACH	12	\$ 2,500.00	\$ 30,000.00	\$ 155.00	\$ 1,860.00	\$ 1,113.19	\$ 13,358.28
<b>Total Alternate Bid No. 2</b>					<b>\$30,000.00</b>		<b>\$1,860.00</b>		<b>\$13,358.28</b>	

**BID TABULATION  
CITY OF ST. FRANCIS  
DELLWOOD RIVER PARK RIVERBANK STABILIZATION PROJECT**

Agenda Item # 9C.

ALTERNATE BID NO 3 - REMOVE AND PAVE TRAIL					JK Landscape Construction		Sunram Construction, Inc.		Meyer Contracting Inc.	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
24	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	623	\$ 13.50	\$ 8,410.50	\$ 5.00	\$ 3,115.00	\$ 6.04	\$ 3,762.92
25	2360.504	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 3.0" THICK	SQ YD	623	\$ 36.00	\$ 22,428.00	\$ 31.00	\$ 19,313.00	\$ 33.55	\$ 20,901.65
Total Alternate Bid No. 3						<u>\$ 30,838.50</u>		<u>\$ 22,428.00</u>		<u>\$ 24,664.57</u>

**SUMMARY OF BIDS**

	JK Landscape Construction	Sunram Construction, Inc.	Meyer Contracting Inc.
Total Base Bid	\$ 197,066.50	\$ 197,779.00	\$ 199,609.39
Total Alternate Bid No. 1	\$27,000.00	\$3,540.00	\$15,600.60
Total Alternate Bid No. 2	\$30,000.00	\$1,860.00	\$13,358.28
Total Alternate Bid No. 3	\$ 30,838.50	\$ 22,428.00	\$ 24,664.57
Total Base Bid + Alternates	<u>\$ 284,905.00</u>	<u>\$ 225,607.00</u>	<u>\$ 253,232.84</u>

**BID TABULATION  
CITY OF ST. FRANCIS  
DELLWOOD RIVER PARK RIVERBANK STABILIZATION PROJECT**

Agenda Item # 9C.

Bids were opened at 11:00 a.m., August 29, 2023.

There were eight bids received, as shown herein.

BASE BID					Peterson Companies		MNL	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
1	2021.501	MOBILIZATION	LUMP SUM	1	\$ 31,716.00	\$ 31,716.00	\$ 5,000.00	\$ 5,000.00
2	2101.501	CLEARING AND GRUBBING	LUMP SUM	1	\$ 10,540.00	\$ 10,540.00	\$ 25,000.00	\$ 25,000.00
3	2106.507	EXCAVATION - COMMON	CU YD	357	\$ 29.24	\$ 10,438.68	\$ 40.00	\$ 14,280.00
4	2106.507	EXCAVATION - CHANNEL	CU YD	164	\$ 35.51	\$ 5,823.64	\$ 50.00	\$ 8,200.00
5	2106.601	PROTECT/REPAIR BITUMINOUS TRAIL	LIN FT	700	\$ 20.89	\$ 14,623.00	\$ 30.00	\$ 21,000.00
6	2511.504	GEOTEXTILE FABRIC TYPE 7	SQ YD	526	\$ 2.04	\$ 1,073.04	\$ 10.00	\$ 5,260.00
7	2511.507	GRANULAR FILTER	CU YD	60	\$ 98.17	\$ 5,890.20	\$ 120.00	\$ 7,200.00
8	2511.509	RANDOM RIPRAP CLASS II - IGNEOUS/CRUSHED/ANGULAR (GRANITE)	TON	292	\$ 98.74	\$ 28,832.08	\$ 130.00	\$ 37,960.00
9	2511.509	RANDOM RIPRAP CLASS IV - IGNEOUS/CRUSHED/ANGULAR (GRANITE)	TON	557	\$ 110.92	\$ 61,782.44	\$ 140.00	\$ 77,980.00
10	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$ 2,625.00	\$ 2,625.00	\$ 1,500.00	\$ 1,500.00
11	2573.502	STORM DRAIN INLET PROTECTION	EACH	3	\$ 157.50	\$ 472.50	\$ 200.00	\$ 600.00
12	2573.503	FLOTATION SILT CURTAIN; TYPE MOVING WATER	LIN FT	600	\$ 19.52	\$ 11,712.00	\$ 13.00	\$ 7,800.00
13	2573.503	SILT FENCE; TYPE MS	LIN FT	1750	\$ 2.63	\$ 4,602.50	\$ 5.00	\$ 8,750.00
14	2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LIN FT	200	\$ 3.68	\$ 736.00	\$ 5.00	\$ 1,000.00
15	2574.507	COMMON TOPSOIL BORROW	CU YD	47	\$ 47.54	\$ 2,234.38	\$ 55.00	\$ 2,585.00
16	2575.504	ROLLED EROSION PREVENTION CATEGORY 45	SQ YD	336	\$ 4.53	\$ 1,522.08	\$ 4.00	\$ 1,344.00
17	2574.508	FERTILIZER TYPE 4, 17-10-7	POUND	10.4	\$ 55.81	\$ 580.42	\$ 5.00	\$ 52.00
18	2575.508	SEED MIXTURE 34-262 (WET PRAIRIE)	POUND	1	\$ 666.75	\$ 666.75	\$ 200.00	\$ 200.00
19	2575.602	SITE RESTORATION	LUMP SUM	1	\$ 8,967.00	\$ 8,967.00	\$ 2,000.00	\$ 2,000.00
20	2575.605	SEEDING	SQ YD	280	\$ 26.44	\$ 7,403.20	\$ 4.00	\$ 1,120.00
21	2577.502	LIVE STAKES	EACH	120	\$ 21.84	\$ 2,620.80	\$ 15.00	\$ 1,800.00
<b>Total Base Bid</b>					<b>\$ 214,861.71</b>		<b>\$ 230,631.00</b>	

ALTERNATE BID NO 1 - FURNISH AND INSTALL ROOT WADS					Peterson Companies		MNL	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
22	2577.502	ROOT WAD	EACH	12	\$ 809.31	\$ 9,711.72	\$ 500.00	\$ 6,000.00
<b>Total Alternate Bid No. 1</b>					<b>\$9,711.72</b>		<b>\$6,000.00</b>	

ALTERNATE BID NO 2 - FURNISH AND INSTALL BOULDERS					Peterson Companies		MNL	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
23	2511.602	PLACE BOULDER	EACH	12	\$ 418.56	\$ 5,022.72	\$ 300.00	\$ 3,600.00
<b>Total Alternate Bid No. 2</b>					<b>\$5,022.72</b>		<b>\$3,600.00</b>	

**BID TABULATION  
CITY OF ST. FRANCIS  
DELLWOOD RIVER PARK RIVERBANK STABILIZATION PROJECT**

Agenda Item # 9C.

ALTERNATE BID NO 3 - REMOVE AND PAVE TRAIL					Peterson Companies		MNL	
ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
24	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	623	\$ 11.27	\$ 7,021.21	\$ 6.00	\$ 3,738.00
25	2360.504	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 3.0" THICK	SQ YD	623	\$ 28.77	\$ 17,923.71	\$ 40.00	\$ 24,920.00
Total Alternate Bid No. 3					<u>\$ 24,944.92</u>		<u>\$ 28,658.00</u>	

**SUMMARY OF BIDS**

	Peterson Companies	MNL
Total Base Bid	\$ 214,861.71	\$ 230,631.00
Total Alternate Bid No. 1	\$9,711.72	\$6,000.00
Total Alternate Bid No. 2	\$5,022.72	\$3,600.00
Total Alternate Bid No. 3	\$ 24,944.92	\$ 28,658.00
Total Base Bid + Alternates	<u>\$ 254,541.07</u>	<u>\$ 268,889.00</u>





## Anoka Conservation District

1318 McKay Dr NE Suite 300  
Ham Lake MN 55304  
763-434-2030 AnokaSWCD.org

Agenda Item # 9C.

DATE	INVOICE #
9/7/2023	2023197

### BILL TO

City of St. Francis  
Attn:Paul Carpenter  
Public Works  
23340 Cree Street NW  
St. Francis, MN 55070

### TERMS

30 Days

DESCRIPTION	QTY	RATE	AMOUNT
Rum Riverbank Stabilization at Dellwood River Park (Rum River Bioengineering Phase 1)		24,969.69	24,969.69
Subtotal			\$24,969.69
Total			\$24,969.69
Payments/Credits			\$0.00
Balance Due			\$24,969.69

Phone #

763-434-2030



## CITY COUNCIL AGENDA REPORT

---

**TO:** Mayor and Council  
**FROM:** Kate Thunstrom, City Administrator  
**SUBJECT:** Schedule Interviews and Work Session  
**DATE:** September 18, 2023

---

### **OVERVIEW:**

Staff is requesting dates be set for the following:

### **Interviews for Bottle Shop Manager**

Dates to consider, October:

- 3<sup>rd</sup>, Tuesday
- 4<sup>th</sup>, Wednesday

Time: \_\_\_\_\_

### **Work Session**

Dates to consider, October:

- 17<sup>th</sup>, Tuesday
- 23<sup>rd</sup>, Monday

Time: \_\_\_\_\_

Meetings will be held in the Community Room at City Hall

# MONTHLY COMPARISON REPORT 2020-2023

**August**



**ST. FRANCIS**  
*FIRE & RESCUE*

