



CITY COUNCIL REGULAR MEETING

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

Tuesday, June 20, 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 - June 5, 2023
- [B.](#) Authorization to Purchase Mobile Radio
- [C.](#) Cancel July 3rd Council Meeting
- [D.](#) 4020 Bldg. Upgrade to Temporary Fire station
- [E.](#) 2023 Budget Award
- [F.](#) Payment of Claims

5. MEETING OPEN TO THE PUBLIC

6. SPECIAL BUSINESS

7. PUBLIC HEARING

- [A.](#) Interim Ordinance for Cannabis Products

Ordinance 320 - Emergency Interim Ordinance prohibiting the sale, testing, manufacturing, cultivating, growing, transporting, delivery, and distribution of cannabis products in the City of St. Francis

8. OLD BUSINESS

- [A.](#) Code Amendment Request for Section 10-67-02 Parking Facility – 2nd Reading

*Ordinance 316 - modifying section 10-67-02 parking facility in the zoning code
Resolution 2023-29 - authorizing summary publication of ordinance 316*

- [B.](#) Code Revisions – B-1 Uses and Design Standards; Signage – 2nd Reading

Ordinance 317 - approving amendments to Section 10-44-00 Business and Industrial Districts of the Zoning Code as presented by Staff

Resolution 2023-30 - authorizing the summary publication of ordinance 317, modifying section 10-44-00 Business and Industrial Districts in the zoning code

Ordinance 318 - approving amendments to Section 10-61-04 Dwelling, Apartment Mixed Use of the Zoning Code as presented by Staff

Resolution 2023-31 - authorizing the summary publication of ordinance 318, modifying section 10-61-04 dwelling, apartment mixed use in the zoning code

Ordinance 319 - approving amendments to Section 10-91-00 Signs of the Zoning Code as presented by Staff

Resolution 2023-32 - authorizing the summary publication of ordinance 319, modifying section 10-91-00 signs in the zoning code

9. NEW BUSINESS

A. General Obligation Capital Improvement Bonds, Series 2023A

Resolution 2023-34 Authorizing the issuance and sale of general obligation capital improvement bonds, series 2023A, in the proposed aggregate principal amount of \$13,000,000

B. Demolition of Existing Fire Station

10. MEETING OPEN TO THE PUBLIC

11. REPORTS

12. COUNCIL MEMBER REPORTS

13. UPCOMING EVENTS

June 21 - Farmer's Market 3:00 pm - 7:00 pm at Community Park

June 21 - Planning Commission Meeting - 7:00 pm

June 27 - City Council Work Session - 6:00 pm

14. ADJOURNMENT

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA

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

June 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 Pro Tem Joe Muehlbauer.

2. ROLL CALL

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

Also present: City Administrator Kate Thunstrom, Community Development Director Colette Baumgardner, Deputy City Clerk Natalie Santillo, Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), Public Works Director Paul Carpenter, Fire Chief Dave Schmidt, Liquor Store Manager John Schmidt, Finance Director Darcy Mulvihill, City Engineer Craig Jochum (Hakanson Associates, Inc.), Police Chief Todd Schwieger, and City Planner Beth Richmond (HKGi)

3. APPROVAL OF AGENDA

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

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer.

Nays: None

Motion carries: 4-0

4. CONSENT AGENDA

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

- A. City Council Minutes - May 15, 2023
- B. Animal Control Service
- C. Woodbury Park Donation
- D. 4020 Bldg. Garage Door Opener Replacement
- E. Rear Swing Flail Mower
- F. Portable Generator
- G. UV ballast cards
- H. Sergeant Promotion
- I. 2023 Street Rehabilitation Project – Parking Restriction on Municipal State Aid Routes
Resolution 2023-26 Parking Restrictions on S.A.P. 235-138-001 Fox St and S.A.P. 235-139-001 232nd Ave NW

- J. Memorandum of Agreement, Local 49
- K. Dental Office Site Plan Extension
Resolution 2023-27 Extending the site plan approval for the building and parking lot expansion at 3715 Bridge St NW
- L. Planning Commission Appointment
- M. Code Enforcement Extension Request
- N. Payment of Claims

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer.

Nays: None

Motion carries: 4-0

5. **MEETING OPEN TO THE PUBLIC**

Mayor Feldman asked Deputy Clerk Santillo if they had anyone wanting to speak. She said they did not.

6. **SPECIAL BUSINESS - NONE**

7. **PUBLIC HEARINGS – NONE**

8. **OLD BUSINESS**

A. City Hall/Fire Station Site Plan

City Planner Richmond reviewed the Staff report and the updated plans for the City Hall/Fire Station.

9. **NEW BUSINESS**

A. Code Amendment Request and Interim Use Permit (IUP) Application - First Reading

Ordinance 316 - Modifying Section 10-67-02 Parking Facility in the Zoning Code

Resolution 2023-28 - Approving a private parking facility Interim Use Permit in the B-1 District

Richmond reviewed the Staff report concerning requests for a code amendment and interim use permit for the dental clinic on Bridge Street. She shared that Anoka County does not see any concerns with this project. She added that the Planning Commission recommended approval of the code amendment and the interim use permit.

Mayor Pro Tem Muehlbauer stated that it is great to see that this area will be cleaned up and will look a lot better.

MOTION: BAUER SECOND: ROBINSON TO APPROVE THE FIRST READING OF ORDINANCE 316 - MODIFYING SECTION 10-67-02 PARKING FACILITY IN THE ZONING CODE.

A roll call vote was performed:

Mayor Pro Tem Muehlbauer aye
Councilmember Robinson aye
Councilmember Udvig aye
Councilmember Bauer aye

Motion carried 4-0

MOTION BY: UDVIG SECOND: BAUER TO APPROVE RESOLUTION 2023-28 - APPROVING A PRIVATE PARKING FACILITY INTERIM USE PERMIT IN THE B-1 DISTRICT.

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer.

Nays: None

Motion carries: 4-0

- B. Code Revisions – B-1 Uses and Design Standards; Signage – First Reading
Ordinance 317 - approving amendments to Section 10-44-00 Business and Industrial Districts of the Zoning Code as presented by Staff
Ordinance 318 - approving amendments to Section 10-61-04 Dwelling, Apartment Mixed Use of the Zoning Code as presented by Staff
Ordinance 319 - approving amendments to Section 10-91-00 Signs of the Zoning Code as presented by Staff

Richmond reviewed the Staff report concerning the code amendments to the B-1 district. She noted that these revisions are mainly to clean up and clarify the code language.

Robinson stated that this proper housekeeping and brings things in line for the future. He shared his appreciation for Staff and the hard work that they have done on this.

Udvig echoed Robinson's comments.

Bauer asked if this is contradictory to the last discussion item of the dental clinic expanding their parking lot. Richmond explained that they are adding the parking lot on the side and it will be a principal use, so it will not be between the building and the street, which is the language being cleaned up in the code revisions. She stated that the dental clinic is currently under-parked and is not compliant with the number of parking spaces that they have.

Mayor Pro Tem Muehlbauer shared that he likes the revisions.

MOTION BY: ROBINSON SECOND: UDVIG TO APPROVE FIRST READING ORDINANCE 317 - APPROVING AMENDMENTS TO SECTION 10-44-00 BUSINESS AND INDUSTRIAL DISTRICTS OF THE ZONING CODE AS PRESENTED BY STAFF.

A roll call vote was performed:

- Mayor Pro Tem Muehlbauer aye
- Councilmember Robinson aye
- Councilmember Udvig aye
- Councilmember Bauer aye

Motion carried 4-0

MOTION BY: UDVIG SECOND: BAUER TO APPROVE FIRST READING OF ORDINANCE 318 - APPROVING AMENDMENTS TO SECTION 10-61-04 DWELLING, APARTMENT MIXED USE OF THE ZONING CODE AS PRESENTED BY STAFF.

A roll call vote was performed:

- Mayor Pro Tem Muehlbauer aye
- Councilmember Robinson aye
- Councilmember Udvig aye
- Councilmember Bauer aye

Motion carried 4-0

MOTION BY: BAUER SECOND: ROBINSON TO APPROVE FIRST READING OF ORDINANCE 319 - APPROVING AMENDMENTS TO SECTION 10-91-00 SIGNS OF THE ZONING CODE AS PRESENTED BY STAFF.

A roll call vote was performed:

- Mayor Pro Tem Muehlbauer aye
- Councilmember Robinson aye
- Councilmember Udvig aye
- Councilmember Bauer aye

Motion carried 4-0

C. 2024 to 2028 Financial Plan

Finance Director Mulvihill reviewed the Staff report and the 2024 to 2028 finance plan for St. Francis. She highlighted the future department requests, property tax levy, utility rates, capital improvement plan and debt services, and the overall financial plan.

Udvig shared that this plan was covered very well in several work sessions. She thanked Mulvihill for walking them through this plan.

Bauer noted that it is a flexible plan and that the residents can see the numbers from the general levy is a large spending cap. He encouraged residents who would

like to come speak at a Council meeting about where these dollars are being spent to come and talk about their requests.

Robinson agreed with Bauer. He emphasized that this is a flexible plan. He noted that this was a 10 year plan that they condensed to a 5 year plan. He noted this these are all projected numbers and they are anticipating lots of growth in the City over the next few years. He stated that this plan can change over the years and can be adjusted as needed. He shared his appreciation for Mulvihill and her work on this plan. He added that this was thoroughly discussed in work sessions.

Mayor Pro Tem Muehlbauer noted that this is a fluid document and will be adjusted as needed. He stated that they will be looking at the needs and growth of the City to adjust this plan. He added that many hours have been spent on this plan. He thanked Staff for all of their work.

MOTION BY: UDVIG SECOND: ROBINSON TO ACCEPT THE FINANCIAL PLAN OF THE GUIDING DOCUMENT TO THE CITY AS PRESENTED BY STAFF.

Ayes: Udvig, Robinson, and Mayor Pro Tem Muehlbauer.

Nays: Bauer

Motion carries: 3-1

10. MEETING OPEN TO THE PUBLIC – NONE

11. REPORTS

A. Fire Department Monthly Report - April 2023

Fire Chief Schmidt reviewed the Fire Department report for April 2023. He highlighted the average response time of 7 minutes and 56 seconds, a total of 70 calls, and 6.2 firefighters per call for service. He noted that the fire and EMS run distribution was similar to the past with 53 EMS runs and 17 fire runs. He noted the variance uses were steady for the month and mentioned that they are no longer tracking COVID-19 calls. He shared that there were 6 ambulance response times over 20 minutes for the month. He added that there were 2 fire inspections and no reinspections for the month of April.

Bauer said it was a good report and asked Schmidt to explain how EMS runs are dispatched out. Schmidt explained that in the past, the dispatch delineates calls as either high priority, things like difficulty breathing, seizures, and other life threatening concerns, or not-high priority, which would be all other concerns. He stated that there were changes in this in 2018. He explained that they just absorbed all of the EMS calls as the Fire Department is the highest trained and cheapest labor unit in the City for EMS response. He noted that this also frees up the Police Department. Bauer asked if an Assistant Chief is needed and how this helps with reducing call volumes. Schmidt explained that not just one value is assigned to each position and a new Assistant Fire Chief would not just help with call volumes as the Department also does code enforcement, training, planning review and

many other things that go into the job.

Robinson asked how dispatch knows when the ambulance response time is greater than 12 minutes. Schmidt explained that when a call gets sent to the Anoka County dispatch and it is a medical call, they transfer the call to Allina dispatch which has a system where they can tell what kind of response time there will be from the starting point of the ambulance. Robinson asked how many other departments have the skillset that the firefighters have been trained to have. Schmidt stated that they are likely the highest trained EMS related Fire Department in the County with the exception of Coon Rapids. Robinson shared that he sits on the board for the discussions with Bethel. He stated that there is a need for an Assistant Chief. He added that this is what the citizens pay for, their needs, which includes fire. He asked how things are going with Bethel with 6 months left in the project. Schmidt stated that as part of Bethel's capital planning they have set aside funds to continue their contract. He stated that he does not know the duration of the next contract. He explained that there will likely be adjustments to the contract to compensate for Bethel's growth. Robinson asked if there is someone who would be able to fill the Assistant Chief who will be leaving at the end of the year. Schmidt stated that there are many internal candidates for this role.

Udvig stated it was a great report and thanked Schmidt and his Staff for the great job that they do.

Mayor Pro Tem Muehlbauer stated that he liked the report. He added that he would like to see a part-time Chief.

12. COUNCIL MEMBER REPORTS

Robinson congratulated the Chamber of Commerce for Pioneer Days. He thanked all of the volunteers and Staff for their help. He thanked the citizens for their support of the event.

Udvig shared that she attended the St. Francis Elementary Family Fun Night and noted that there was a great presence with the Police and Fire Departments. She added she also attended the St. Francis Ambassador Golf Tournament. She stated that she was asked to be a part of the mock interviews to get the ambassadors ready for their interviews with the judges. She noted that she was also at Pioneer Days and wanted to congratulate Miss St. Francis and Little Miss St. Francis.

Bauer stated that the Pioneer Days parade was great. He said there was a great turn out for participants. He noted that the park was very nice as well. He shared that he is hopeful that this event will continue to grow. He encouraged everyone to come out and participate in the future.

Mayor Pro Tem Muehlbauer shared that he was able to participate in Pioneer Day and stated that it was a great turnout. He thanked Staff for all that they did for the event. He asked Liquor Store Manager Schmidt for an update on the Liquor Store.

Schmidt explained that they were to meet with the MMBA on June 1 but there were scheduling conflicts and this meeting has been moved to June 7 and he will have more information after that meeting. Mayor Pro Tem Muehlbauer stated that the social media posts for the store have been great.

Mayor Pro Tem Muehlbauer shared a message from Mayor Feldman, who wanted to thank Staff and show his appreciation for the great work with Pioneer Days. He shared that Mayor Feldman also wanted to note that they are still waiting on bids from the building and if the costs are too high they will not be moving forward.

13. UPCOMING EVENTS

June 8 - 7th Annual Bike Rodeo

June 19 - City Office Closed in Observance of Juneteenth

June 20 - City Council Meeting

14. ADJOURNMENT

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

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer.

Nays: None

Motion carries: 4-0

There being no further business, Mayor Pro Tem Muehlbauer adjourned the regular City Council at 6:51 p.m.

Jennifer Wida, City Clerk



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Dave Schmidt, Fire Chief
SUBJECT: Authorization to Purchase Mobile Radio
DATE: June 20, 2023

OVERVIEW:

The fire department is requesting authorization to purchase a mobile radio out of our Capital Funds for radio replacement. The quote received for this replacement is for \$5,028.80 (quote attached) and is off of the state contract for radio purchasing. The current balance available for radios in the Capital Plan is \$31,824.00

ACTION TO BE CONSIDERED:

Authorize the fire department to purchase a mobile radio in the amount of \$5,028.80 from Motorola Solutions.

BUDGET IMPLICATION:

Capital plan

Attachments:

- Contract

DATE: 5/23/2023

CUSTOMER: Mr. Cory DeMuth/Ms. Kelli Rogers
Anoka County
SFFD

Sales: Dean R. Daninger
Phone: 763.755.3377

Email: dean.daninger@ancom.org

CONTACT: Mr. Cory DeMuth/Ms. Kelli Rogers
PHONE: (763) 324-4756/(763) 324-4766

2022 MN State Contract Pricing 209493

Quantity	Description	List	Discount	Contract	Extended
Motorola APX6500 Digital Remote Mount Mobile Radio					
1	M25URS9PW1BN	APX6500 700/800 MID POWER MOBILE	\$ 3,253.00	28%	\$ 2,342.16 \$ 2,342.16
1	G67	ADD: REMOTE MOUNT	\$ 327.00	28%	\$ 235.44 \$ 235.44
1	GA01670AA	ADD: APX 05e CONTROL HEAD	\$ 717.00	28%	\$ 516.24 \$ 516.24
1	G78	ENH: 3 YEAR ESSENTIAL SERVICES	\$ 176.00	0%	\$ 176.00 \$ 176.00
1	G444	ADD: CONTROL HEAD SOFTWARE	\$ -	28%	\$ - \$ -
1	G806	ENH: ASTRO DIGITAL CAI OPERATION	\$ 567.00	28%	\$ 408.24 \$ 408.24
1	G51	ENH: SMARTZONE OPERATION	\$ 1,320.00	28%	\$ 950.40 \$ 950.40
1	G361	ADD: P25 TRUCKING SOFTWARE	\$ 330.00	28%	\$ 237.60 \$ 237.60
1	W22	ADD: PALM MICROPHONE	\$ 79.00	28%	\$ 56.88 \$ 56.88
1	W484	ALT: ANTENNA 3DB GAIN 762-870MHZ	\$ 42.00	28%	\$ 30.24 \$ 30.24
1	G609	ADD: 50 FOOT CABLE	\$ 39.00	28%	\$ 28.08 \$ 28.08
1	B18	ADD: AUXILARY SPEAKER 7.5 WATT	\$ 66.00	28%	\$ 47.52 \$ 47.52
				Total	\$ 5,028.80

Purchase order is made out to:	Motorola Solutions 13104 Collections Ctr Drive Chicago, IL 60693
Please include on the purchase order:	Payment per State contract. State Bid Contract Number: 209493 Net 30 days
Email copy of Purchase order to:	dean.daninger@ancom.org



**CITY COUNCIL
AGENDA REPORT**

TO: Mayor and Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Cancel July 3rd Council Meeting
DATE: June 20, 2023

OVERVIEW:

There will not be a quorum to hold the July 3rd meeting. Therefore, Council is requested to cancel the meeting.

ACTION TO BE CONSIDERED:

Council to cancel the July 3rd City Council meeting.



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Paul Carpenter, Public Works Director
SUBJECT: 4020 Bldg. Upgrade to Temporary Fire station
DATE: June 20, 2023

OVERVIEW:

The St. Francis Fire Dept. is temporarily being moved to the 4020 building at the Police/Public Works location until the new City Hall/Fire Station is finished. The 4020 building is in need of some upgrades in order to properly fit the needs of the fire department as the building has not had any updates since it was built in the early 90's. Public Works has prepped the building for Stahl to provide their services to update the office and restroom space to accommodate the Fire Department.

ACTION TO BE CONSIDERED:

Council to approve the time and material agreement with Stahl.

BUDGET IMPLICATION:

The agreement will be paid for out the Building Maintenance Fund.

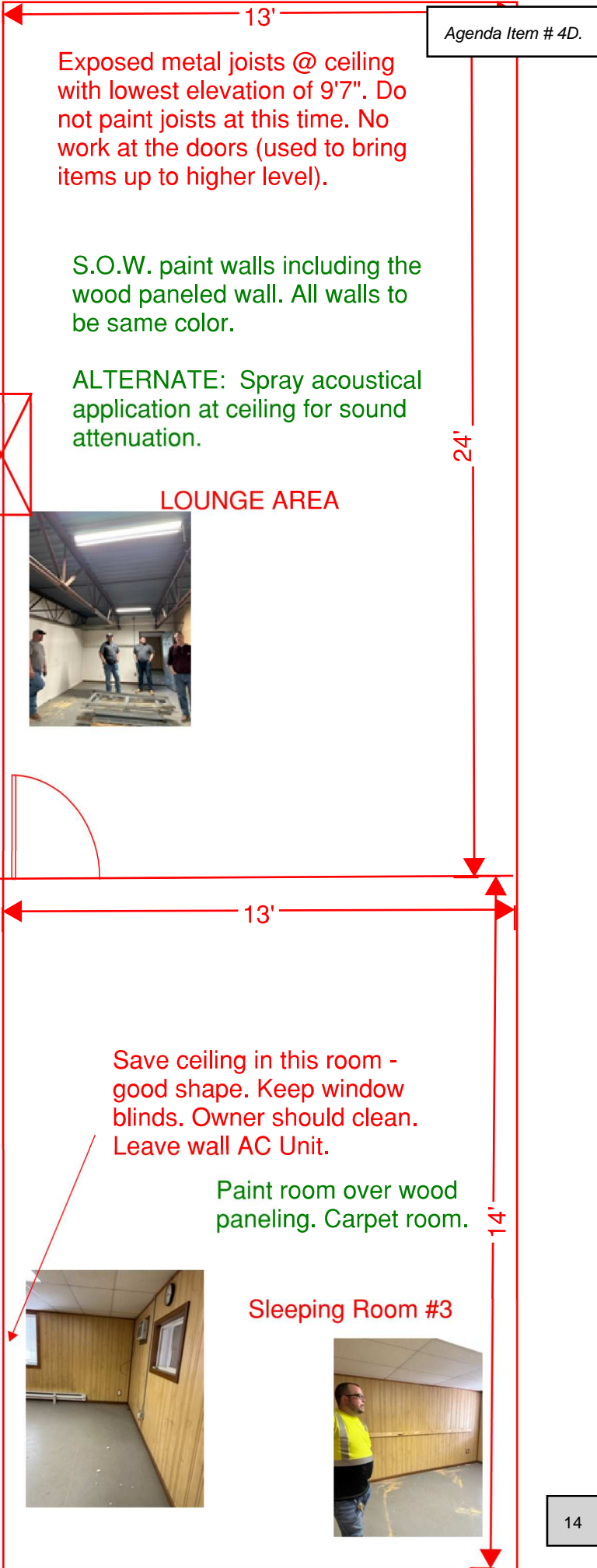
Attachments:

- Stahl Design-Build Estimate
- Proposal Document
- Mezzanine Level Plan
- Floor Level Plan



Mezzanine Level
(no work at stairs)

No work @
double doors
at mezz level



Additional list items (over and above what is noted within the spaces):

Electrician to ensure there is emergency lighting in the space (both levels) and should check emergency exit lighting.

Additionally, there are some walls that are suspect of needing paint that we will leave for to F.D. to do on their own (primarily at main bay).

All carpet shall be rolled goods or carpet tiles. No 'disco' patterns :-). All paints shall be neutral colors that will go with the carpet selections. The carpets are NOT required to be the same at all rooms. Stahl will select carpet & paint for Owner's review before proceeding.

Stretch goal (ALTERNATE) would be for new base at toilet room while everything is off the floor and to seal the floor at the same time before toilet and vanity.

Stretch goal (ALTERNATE) at laundry / shower room would be to add some shelving at perimeter walls that seems to be a need.

Stretch goal (ALTERNATE) would also be to paint the corridor on the first floor @ RR / Laundry - Shower and Sleeping room 2.

Time and Material Bid

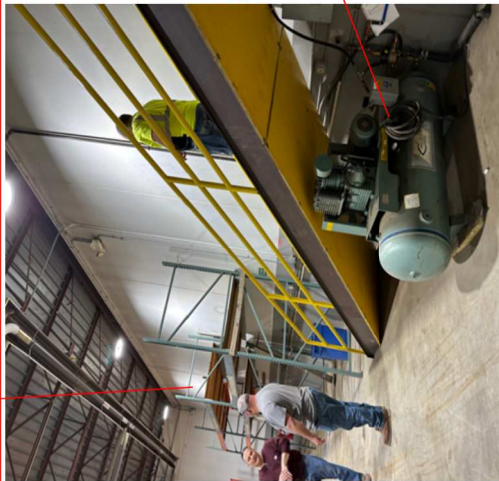
Project: **St. Francis Swing Space**
 Bid Date: May 25, 2023

Description	Quantity	Unit	Unit Price	Subtotals	Totals
Administration					\$ 5,720
Superintendent (1/2-time)	44.0	hours	110.00	4,840	
Administration	8.0	hours	110.00	880	
Operations / Management Tools					\$ -
Vehicle	1.0	ea	-	-	
Clean-up / General Labor / Temporary Facilities					\$ -
Final Clean (by Owner)	1.0	ls	-	-	
Dumpsters	0.0	ls	450.00	-	
Permits / Insurance / Bonds					\$ 600
General liability insurance	1.0	ls	600.00	600	
Carpentry					\$ 3,998
Install cabinets, vanities, door hardware	1.0	ls	880.00	880	
Furnish vanities for RR & Laundry	1.0	ls	2,177.88	2,178	
Furnish 6' of cabinets @ Restroom	1.0	ls	940.00	940	
Doors / Frames / Hardware					\$ 1,130
HM Door	1.0	ls	-	-	
Framing and Lite Kit	1.0	ls	1,130.00	1,130	
Finishes					\$ 6,880
Flooring	1.0	ls	1,940.00	1,940	
ACT F & I plus reconfigure	1.0	ls	1,940.00	1,940	
Paint	1.0	ls	3,000.00	3,000	
Mechanical / Electrical					\$ 5,935
Design Build Plumbing	1.0	ls	2,135.00	2,135	
Design Build HVAC	1.0	ls	800.00	800	
Design Build Electric	1.0	ls	3,000.00	3,000	
Work includes: 4 exit emergency lights, 2 battery backup flood fixtures, 3 electric heaters replacements @ sleeping room, bath and laundr					
Subtotal					\$ 24,263
Fee					\$ -
Contractor's Contingency with unused portion returned to Owner					\$ -
TOTAL T&M					\$ 24,263
Alternate #1: Fire Alarm System				ADD	\$ 11,000
Alternate #2: 3-ton HVAC System				ADD	\$ 17,790
Alternate #3: New LED light fixtures				ADD	\$ 3,190
Alternate #4: New receptacles and switches				ADD	\$ 440
Alternate #5: PRV w/intake hood & damper for exhaust				ADD	\$ 18,040
Alternate #6: Cellulose spray at deck on mezzanine level				ADD	\$ 5,649
FUTURE WORK TBD					

STAIRS TO MEZZANINE LEVEL

Racks for Use by F.D.

No Work at this area



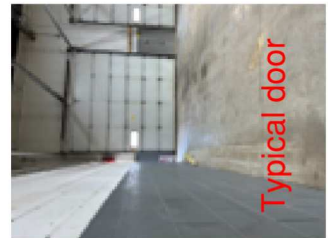
No Work at this area (water heater and slop sink + powerwash)



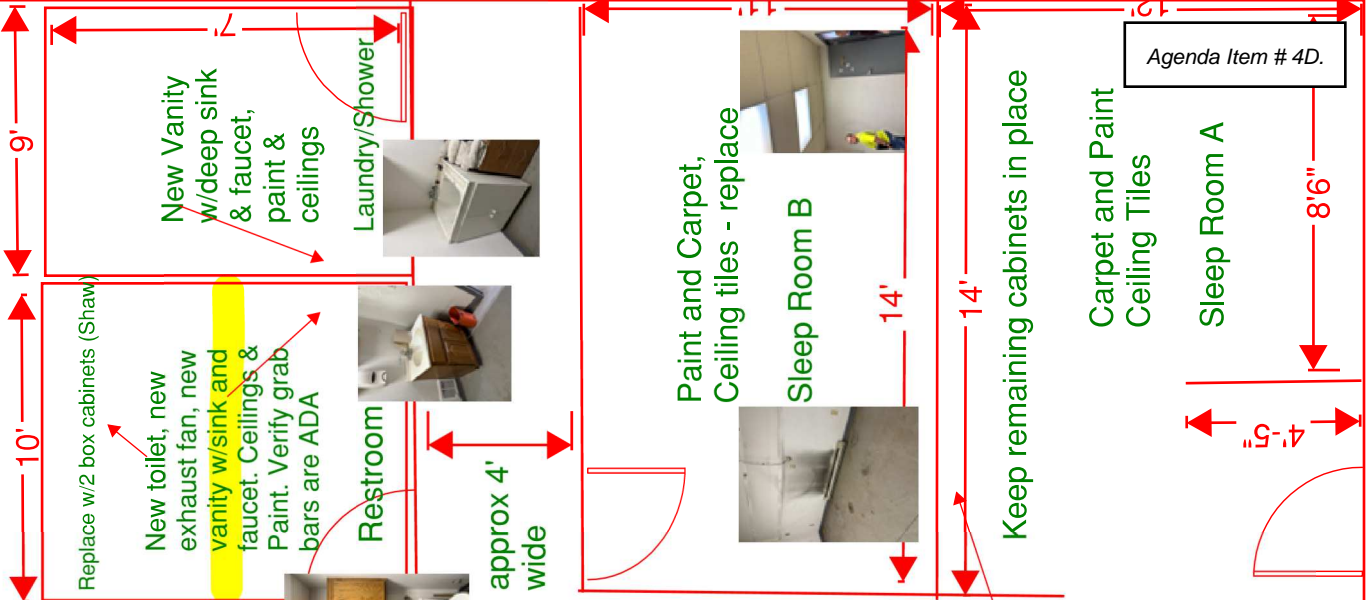
approx 4' wide

Add door to this corridor as wide as possible and with a glass lite for visibility. No work required at doors / mezz area in photo.

NEED TO DETERMINE DOOR HARDWARE (PASSAGE SET?)



Prepared by
Stahl
Construction
May 5, 2023



Agenda Item # 4D.

3 high bay OH doors for Fire Trucks - no work at this area



June 12, 2023

To: Paul Carpenter – City of St. Francis Public Works Director

Re: St. Francis Interim Fire Department (Swing Space)

This information is provided for your use in pricing the work discussed at the above referenced project and is based on the notated floor plans prepared by Stahl Construction dated May 5, 2023. Please reference the attached. We are no planning on full fire-alarm or life safety upgrades as they will be undertaken by the City of their own accord. This work shall be done on a Time and Material basis not to exceed Twenty-five Thousand Dollars (\$25,000.00). Pricing shall be invoice by scope of work to furnish and install. All pricing is based upon the following:

Includes

- 1. All work is subject to safe practices and procedures.
- 2. Three-week estimated schedule.
- 3. Supervision on site approximately 1.5 days per week.
- 4. Based on floor plan design dated May 5, 2023, and finishes provided by Stahl.
- 5. Includes general liability insurance.
- 6. Adherence to all entry and exit requirements to access the space as provided by the City.
- 7. Design / Build plumbing, HVAC and electrical work.
- 8. Electrical work includes four (4) emergency exit lights, two (2) battery backup flood fixtures and three (3) electric heaters at bathroom, laundry room and 1st floor sleeping room.

Excludes

- 1. Alternates – none accepted.
- 2. Contingency.
- 3. Cellulose / Acoustical spray.
- 4. Overtime.
- 5. Abatement.
- 6. Permits or Bonds.
- 7. Dumpsters (by Owner).
- 8. Fire Sprinkler work, low voltage, cable and / or security systems.
- 9. No work at garage doors or existing bay (items only as shown on floor plan).

Please acknowledge acceptance with signature (print and written):

Paul Carpenter

Paul Carpenter

STAHL CONSTRUCTION

Deborah J. Aldrich

Deborah J. Aldrich
Senior Project Manager

c: Kate Thunstrom – City of St. Francis
Snuffly Smetana, Michael Patri, Susan Joos, Katy Gleason – Stahl Construction

Attachments (3): Estimate, first floor plan and mezzanine plan.



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Darcy Mulvihill, Finance
SUBJECT: 2023 Budget Award
DATE: 06-20-2023

OVERVIEW:

The city has received documentation for receiving the budget award for the 2023 Budget Book. This is the 14th year this award has been received by the city. Thanks to all those who helped.

ACTION TO BE CONSIDERED:

Informational purposes only.

BUDGET IMPLICATION:

N/A

Attachments

- Award documents from the Government Finance Officers Association (GFOA).

May 22, 2023

Darcy Mulvihill
Finance Director
City of St. Francis
23340 Cree Street NW
St. Francis, MN 55070

Dear Ms. Mulvihill:

We are pleased to inform you, based on the examination of your budget by a panel of independent reviewers, that your budget document has been awarded the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next annual budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. Information about how to submit an application for the Distinguished Budget Program application is posted on GFOA's website.

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

Finance Department

Continuing participants will receive a brass medallion that will be mailed separately. First-time recipients will receive an award plaque within eight to ten weeks. Enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready image in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria. The following standardized text should be used:

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of St. Francis, Minnesota**, for its Annual Budget for the fiscal year beginning **January 01, 2023**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

Upon request, GFOA can provide a video from its Executive Director congratulating your specific entity for winning the Budget Award.

We appreciate your participation in this program, and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients can be found on GFOA's website at www.gfoa.org. If we can be of further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,



Michele Mark Levine
Director, Technical Services Center

Enclosure

FOR IMMEDIATE RELEASE

May 22, 2023

For more information, contact:

Technical Services Center
Phone: (312) 977-9700
Fax: (312) 977-4806
E-mail: budgetawards@gfoa.org

(Chicago, Illinois)--Government Finance Officers Association is pleased to announce that **City of St. Francis, Minnesota**, has received GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and in the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for having achieved the award. This has been presented to **Finance Department**.

There are over 1,700 participants in the Budget Awards Program. The most recent Budget Award recipients, along with their corresponding budget documents, are posted quarterly on GFOA's website. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources and practical research for more than 22,500 members and the communities they serve.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of St. Francis
Minnesota**

For the Fiscal Year Beginning

January 01, 2023

Christopher P. Morill

Executive Director



**The Government Finance Officers Association
of the United States and Canada**

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION
to

**Finance Department
City of St. Francis, Minnesota**

The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards

Christopher P. Morill

Executive Director

Date: **May 22, 2023**





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: June 20, 2023

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$184,913.57 plus any additional bills that are handed out at the council meeting.

Other Payments to be approved:

Debt service payments –N/A

Direct Transfers from Previous Month-\$230,355.34

Credit Card Payment-\$16,420.26

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:

- 06-20-2023 Packet List-\$184,913.57
- 06-20-2023 ACH Payments-\$230,355.34
- 06-20-2023 Credit Card-\$16,420.26

CITY OF ST FRANCIS

*Claim Register©

AP 06-20-2023

June 2023

Claim Type						
Claim#	18683	AIRGAS NORTH CENTRAL				
Cash Payment	E 101-43100-217	Other Operating Supplies	CYLINDER RENTAL			\$15.03
	Invoice	9997289813				
Cash Payment	E 101-43210-217	Other Operating Supplies	CYLINDER RENTAL			\$15.03
	Invoice	9997289813				
Cash Payment	E 101-45200-217	Other Operating Supplies	CYLINDER RENTAL			\$15.03
	Invoice	9997289813				
Cash Payment	E 601-49440-217	Other Operating Supplies	CYLINDER RENTAL			\$15.03
	Invoice	9997289813				
Cash Payment	E 602-49490-217	Other Operating Supplies	CYLINDER RENTAL			\$15.04
	Invoice	9997289813				
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100	Total	\$75.16
Claim Type						
Claim#	18735	ALLIED BLACKTOP COMPANY				
Cash Payment	E 405-43100-803	Sealcoating	2023 STREET MAINTENANCE PROGRAM			\$13,062.50
	Invoice	9909				
Transaction Date	6/15/2023		CASH	10100	Total	\$13,062.50
Claim Type						
Claim#	18675	ALWAYS BRIGHT LIGHTS LTD				
Cash Payment	E 101-45200-311	Contract	REMOVE PIONEER DAYS BANNERS			\$250.00
	Invoice	1040				
Transaction Date	6/8/2023	Due 6/8/2023	CASH	10100	Total	\$250.00
Claim Type						
Claim#	18734	ANLAUF, MARK				
Cash Payment	E 601-49440-444	Refund & Reimbursement	REFUND ACCT#1161			\$45.47
	Invoice	.06152023-2				
Transaction Date	6/15/2023		CASH	10100	Total	\$45.47
Claim Type						
Claim#	18674	ANOKA COUNTY TREASURY DEPT				
Cash Payment	E 101-41400-441	Miscellaneous	GOV OFFICIALS MEETING MEALS			\$12.50
	Invoice	AR021036				
Cash Payment	E 101-41410-580	Computers	ELECTIONS JOINT POWERS AGREEMENT			\$1,536.46
	Invoice	ELEC05302321				
Transaction Date	6/8/2023	Due 6/8/2023	CASH	10100	Total	\$1,548.96
Claim Type						
Claim#	18682	ASPEN MILLS				
Cash Payment	E 101-42110-437	Uniforms	UNIFORMS-HEARN			\$398.25
	Invoice	315024				
Transaction Date	6/13/2023		CASH	10100	Total	\$398.25
Claim Type						
Claim#	18681	BERNICK COMPANIES, THE				
Cash Payment	E 609-49751-252	Beer	BEER			\$443.10
	Invoice	10088465				
Cash Payment	E 609-49751-255	N/A Products	NON-ALCOHOLIC PRODUCTS			\$26.30
	Invoice	10088465				
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100	Total	\$469.40
Claim Type						
Claim#	18678	BREAKTHRU BEVERAGE				

CITY OF ST FRANCIS

*Claim Register©

AP 06-20-2023

June 2023

Cash Payment	E 609-49751-206	Freight	FREIGHT						-\$1.45
	Invoice 411044026								
Cash Payment	E 609-49751-206	Freight	FREIGHT						-\$1.45
	Invoice 411033096								
Cash Payment	E 609-49751-206	Freight	FREIGHT						\$39.38
	Invoice 110687485								
Cash Payment	E 609-49751-251	Liquor	LIQUOR						\$2,247.83
	Invoice 110687485								
Cash Payment	E 609-49751-251	Liquor	LIQUOR						-\$126.00
	Invoice 411033096								
Cash Payment	E 609-49751-251	Liquor	LIQUOR						-\$162.00
	Invoice 411044026								
Cash Payment	E 609-49751-254	Miscellaneous Merchandis	MISC						\$133.80
	Invoice 110687485								
Transaction Date	6/13/2023		CASH		10100		Total		\$2,130.11

Claim Type

Claim#	18687	<i>BTO SIGNS</i>							
Cash Payment	E 609-49750-340	Advertising	ADVERTISING - SIGN						\$155.33
	Invoice 1131								
Transaction Date	6/13/2023	Due 6/13/2023	CASH		10100		Total		\$155.33

Claim Type

Claim#	18733	<i>BUDZYNSKI, RICHARD</i>							
Cash Payment	E 601-49440-444	Refund & Reimbursement	REFUND ACCT#5811						\$36.68
	Invoice .06152023-1								
Transaction Date	6/15/2023		CASH		10100		Total		\$36.68

Claim Type

Claim#	18732	<i>CAZLOVA, ELENA</i>							
Cash Payment	E 601-49440-444	Refund & Reimbursement	REFUND ACCT#4843						\$56.26
	Invoice .06152023								
Transaction Date	6/15/2023	Due 6/15/2023	CASH		10100		Total		\$56.26

Claim Type

Claim#	18672	<i>COLSEN, NOWELL & HOLLY</i>							
Cash Payment	G 803-22000	Deposits	DRIVEWAY ESCROW RELEASE						\$500.00
	Invoice .06072023								
Transaction Date	6/8/2023		CASH		10100		Total		\$500.00

Claim Type

Claim#	18686	<i>CORE & MAIN</i>							
Cash Payment	E 601-49440-229	Project Maintenance	PROJECT MAINTENANCE						\$1,354.08
	Invoice S868088								
Transaction Date	6/13/2023	Due 6/13/2023	CASH		10100		Total		\$1,354.08

Claim Type

Claim#	18684	<i>CRYSTAL SPRINGS ICE</i>							
Cash Payment	E 609-49751-206	Freight	FREIGHT						\$4.00
	Invoice 1003996								
Cash Payment	E 609-49751-206	Freight	FREIGHT						\$4.00
	Invoice 1003947								
Cash Payment	E 609-49751-254	Miscellaneous Merchandis	MISC						\$103.80
	Invoice 1003996								
Cash Payment	E 609-49751-254	Miscellaneous Merchandis	MISC						\$204.80
	Invoice 1003947								

CITY OF ST FRANCIS

***Claim Register©**

AP 06-20-2023

June 2023

Transaction Date	6/13/2023		CASH	10100	Total	\$316.60
Claim Type						
Claim#	18692 DAHLHEIMER DIST. CO. INC.					
Cash Payment	E 609-49751-252	Beer	BEER			\$20,775.15
	Invoice 1925439					
Cash Payment	E 609-49751-252	Beer	BEER			-\$52.80
	Invoice 1925683					
Cash Payment	E 609-49751-255	N/A Products	NON-ALCOHOLIC PRODUCTS			\$74.80
	Invoice 1925439					
Transaction Date	6/13/2023		CASH	10100	Total	\$20,797.15
Claim Type						
Claim#	18740 DIRTWORKS					
Cash Payment	E 601-49440-229	Project Maintenance	HYDRANT/GATE VALVE REPAIRS CTY 24			\$5,422.00
	Invoice 1052					
Cash Payment	E 601-49440-229	Project Maintenance	GATE VALVE AND HYDRANT REPAIR			\$7,161.00
	Invoice 1046					
Cash Payment	E 602-49490-229	Project Maintenance	GATE VALVE AND HYDRANT REPAIR			\$7,161.00
	Invoice 1046					
Transaction Date	6/15/2023	Due 6/15/2023	CASH	10100	Total	\$19,744.00
Claim Type						
Claim#	18731 DUSTY S DRAIN CLEANING					
Cash Payment	E 101-41940-401	Buildings Maintenance	BUILDING MAINTENANCE			\$1,994.00
	Invoice N23-284					
Transaction Date	6/15/2023		CASH	10100	Total	\$1,994.00
Claim Type						
Claim#	18671 EAGLE GARAGE DOOR CO.					
Cash Payment	E 601-49440-401	Buildings Maintenance	BUILDING MAINTENANCE			\$110.00
	Invoice 8879					
Cash Payment	E 602-49490-401	Buildings Maintenance	BUILDING MAINTENANCE			\$110.00
	Invoice 8879					
Transaction Date	6/8/2023		CASH	10100	Total	\$220.00
Claim Type						
Claim#	18690 ECM PUBLISHERS, INC.					
Cash Payment	E 101-41400-351	Legal Notices Publishing	JUNE 21 PH LAND USE APPS			\$59.12
	Invoice 951518					
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100	Total	\$59.12
Claim Type						
Claim#	18689 F.I.R.E.					
Cash Payment	E 101-42210-208	Training	TRAINING-INSTRUCTOR I CLASS			\$900.00
	Invoice 6121					
Cash Payment	E 101-42210-208	Training	TRAINING-FIRE APPARATUS OPERATOR			\$750.00
	Invoice 6289					
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100	Total	\$1,650.00
Claim Type						
Claim#	18739 FEDERATED COOP					
Cash Payment	E 101-45200-419	Turf/Fertilizer/Weed Contr	TURF/WEED CONTROL			\$942.96
	Invoice 1212386					
Cash Payment	E 101-45200-419	Turf/Fertilizer/Weed Contr	TURF/WEED CONTROL			\$204.99
	Invoice 1212394					

CITY OF ST FRANCIS

***Claim Register©**

AP 06-20-2023

June 2023

Cash Payment						
TURF/WEED CONTROL						\$0.00
Invoice 1212386						
Transaction Date	6/15/2023	Due 6/15/2023	CASH	10100	Total	\$1,147.95
Claim Type						
Claim# 18737 FERRELLGAS						
Cash Payment E 101-43210-218 Equipment Maintenance RENTAL 5/1/2023-4/30/2024						\$12.00
Invoice RNT983526						
Cash Payment E 101-43210-218 Equipment Maintenance CYLINDER RENTAL RACK 5/1/2023-4/30/2024						\$12.00
Invoice RNT9838527						
Transaction Date	6/15/2023		CASH	10100	Total	\$24.00
Claim Type						
Claim# 18643 GEHRMANN, DELORES & WILLIAM						
Cash Payment G 803-22000 Deposits DRIVEWAY ESCROW RELEASE						\$250.00
Invoice .06062023						
Transaction Date	6/7/2023		CASH	10100	Total	\$250.00
Claim Type						
Claim# 18697 HACH COMPANY						
Cash Payment E 602-49490-235 Lab Supplies LAB SUPPLIES						\$66.69
Invoice 13614579						
Transaction Date	6/13/2023		CASH	10100	Total	\$66.69
Claim Type						
Claim# 18727 HAKANSON ANDERSON ASSOC., I						
Cash Payment E 602-49490-303 Engineering Fees COMPREHENSIVE SEWER AND WATER PLAN 2023						\$890.00
Invoice 50763						
Cash Payment E 101-42400-303 Engineering Fees BUILDING PERMIT REVIEWS 2023						\$220.50
Invoice 50762						
Cash Payment E 603-49490-303 Engineering Fees ROUTINE RETAINER 2023						\$800.00
Invoice 50761						
Cash Payment E 603-49490-303 Engineering Fees GENERAL ENGINEERING 2023						\$1,032.00
Invoice 50760						
Cash Payment G 803-22003 Turtle Ponds #4 TURTLE PONDS 5TH ADDITION						\$477.00
Invoice 50754						
Cash Payment E 101-43100-303 Engineering Fees MISC SITE PLAN REVIEWS						\$59.00
Invoice 50753						
Cash Payment E 405-43100-807 2022 Street Improvements 2022 STREET REHAB PROJECT						\$169.65
Invoice 50758						
Cash Payment G 803-22191 Alliant Finance-Plantinum LandTHE BLUFFS OF RUM RIVER						\$236.00
Invoice 50757						
Cash Payment G 803-22043 Esc-Laketown (Rivers Edge) RIVERS EDGE 6TH ADDITION						\$88.50
Invoice 50756						
Cash Payment G 803-22179 Vista Prairie-Site Plan VISTA PRAIRIE						\$147.50
Invoice 50755						
Cash Payment E 405-43100-806 2021 Street Improvements POPPY ST & 229TH LANE RECON PROJECT						\$121.10
Invoice 50759						
Cash Payment E 601-49440-303 Engineering Fees COMPREHENSIVE SEWER AND WATER PLAN 2023						\$890.00
Invoice 50763						
Transaction Date	6/14/2023		CASH	10100	Total	\$5,131.25
Claim Type						
Claim# 18696 HAWKINS, INC.						

CITY OF ST FRANCIS

***Claim Register©**

AP 06-20-2023

June 2023

Cash Payment	E 601-49440-216	Chemicals	CHEMICALS						\$737.69
	Invoice 6493009								
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100		Total			\$737.69
Claim Type									
Claim#	18695 HOISINGTON KOEGLER GROUP, I								
Cash Payment	E 101-41910-311	Contract	GENERAL PLANNING						\$3,833.30
	Invoice 018-041-57								
Cash Payment	E 405-43100-809	Patriot Parkway	PATRIOT PARKWAY						\$190.00
	Invoice 018-041-57								
Cash Payment	E 225-45100-510	Land-Park Improvement	SIWEK PARK						\$135.00
	Invoice 018-041-57								
Cash Payment	E 404-41400-589	City Hall/Fire Station	CIVIC CAMPUS						\$6,082.64
	Invoice 018-041-57								
Cash Payment	G 803-22043	Esc-Laketown (Rivers Edge)	RIVERS EDGE						\$617.50
	Invoice 018-041-57								
Cash Payment	G 803-22001	Turtle Ponds 6th-2022	TURTLE PONDS #6						\$325.00
	Invoice 018-041-57								
Cash Payment	G 803-22192	Dollar General-Hwy 47	DOLLAR GENERAL HWY 47						\$591.25
	Invoice 018-041-57								
Cash Payment	G 803-22198	St. Francis Dental Clinic	ST. FRANCIS DENTAL ADDITION 2022						\$2,198.82
	Invoice 018-041-57								
Cash Payment	G 803-22004	Serenity at Seelye Brook	SERENITY AT SEELYE BROOK						\$479.48
	Invoice 018-041-57								
Transaction Date	6/13/2023		CASH	10100		Total			\$14,452.99
Claim Type									
Claim#	18694 JOHNSON BROS WHLSE LIQUOR								
Cash Payment	E 609-49751-206	Freight	FREIGHT						\$16.38
	Invoice 2315853								
Cash Payment	E 609-49751-206	Freight	FREIGHT						\$3.64
	Invoice 2315854								
Cash Payment	E 609-49751-253	Wine	WINE						\$123.00
	Invoice 2315854								
Cash Payment	E 609-49751-251	Liquor	LIQUOR						\$1,093.70
	Invoice 2315853								
Transaction Date	6/13/2023		CASH	10100		Total			\$1,236.72
Claim Type									
Claim#	18748 JOHNSON, JENELLE								
Cash Payment	E 601-49440-444	Refund & Reimbursement	REFUND ACCT#3223						\$25.31
	Invoice .06152023-4								
Transaction Date	6/15/2023		CASH	10100		Total			\$25.31
Claim Type									
Claim#	18746 LEE, JOHNATHAN & VANG, MANEE								
Cash Payment	E 601-49440-444	Refund & Reimbursement	REFUND ACCOUNT #6363						\$57.83
	Invoice .06152023-2								
Transaction Date	6/15/2023	Due 6/15/2023	CASH	10100		Total			\$57.83
Claim Type									
Claim#	18747 LINDBERG, WENDY								
Cash Payment	E 601-49440-444	Refund & Reimbursement	REFUND ACCT#5616						\$104.97
	Invoice .06152023-3								

CITY OF ST FRANCIS

***Claim Register©**

AP 06-20-2023

June 2023

Cash Payment	R 603-37400 Storm Water Fees	STORMWATER 2023 UNPAID BALANCE				-\$60.00
Invoice .06152023-3						
Transaction Date	6/15/2023	Due 6/15/2023	CASH	10100	Total	\$44.97

Claim Type

Claim#	18700	MCDONALD DIST CO.				
Cash Payment	E 609-49751-251	Liquor	LIQUOR			-\$44.40
Invoice 692342						
Cash Payment	E 609-49751-251	Liquor	LIQUOR			\$469.40
Invoice 692301						
Cash Payment	E 609-49751-252	Beer	BEER			\$12,105.74
Invoice 692302						
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100	Total	\$12,530.74

Claim Type

Claim#	18669	METRO INET				
Cash Payment	E 609-49750-310	Computer Consulting Fees	IT SERVICES-EMAIL SUPPORT			\$144.00
Invoice 1315						
Cash Payment	E 101-41110-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$539.92
Invoice 1305						
Cash Payment	E 101-41400-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$1,889.72
Invoice 1305						
Cash Payment	E 101-41910-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$269.96
Invoice 1305						
Cash Payment	E 101-42110-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$6,614.02
Invoice 1305						
Cash Payment	E 101-42210-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$1,214.82
Invoice 1305						
Cash Payment	E 101-42400-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$539.92
Invoice 1305						
Cash Payment	E 101-43100-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$539.92
Invoice 1305						
Cash Payment	E 101-45200-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$539.92
Invoice 1305						
Cash Payment	E 601-49440-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$539.92
Invoice 1305						
Cash Payment	E 602-49490-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$539.92
Invoice 1305						
Cash Payment	E 609-49750-310	Computer Consulting Fees	MONTHLY IT SERVICES			\$269.96
Invoice 1305						
Cash Payment	E 601-49440-310	Computer Consulting Fees	ADOBE LICENCE-MAKI			\$60.50
Invoice 1331						
Cash Payment	E 602-49490-310	Computer Consulting Fees	ADOBE LICENCE-MAKI			\$60.50
Invoice 1331						
Transaction Date	6/8/2023		CASH	10100	Total	\$13,763.00

Claim Type

Claim#	18646	METROPOLITAN AREA MANAGER				
Cash Payment	E 101-41400-331	Travel Expenses	LUNCHEON COSTS - THUNSTROM			\$25.00
Invoice 1559						
Transaction Date	6/7/2023		CASH	10100	Total	\$25.00

Claim Type

Claim# 18699 MIDCONTINENT COMMUNICATION

CITY OF ST FRANCIS

*Claim Register©

AP 06-20-2023

June 2023

Cash Payment	E 101-42110-321 Telephone	PHONES			\$44.63
	Invoice 13332710113387				
Cash Payment	E 601-49440-321 Telephone	PHONES			\$153.39
	Invoice 13334860113387				
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100	Total \$198.02
Claim Type					
Claim#	18668 MINNESOTA RURAL WATER ASSO				
Cash Payment	E 601-49440-208 Training	MEMBERSHIP - AUGUST 2023-JULY 2024			\$200.00
	Invoice .060823				
Cash Payment	E 602-49490-208 Training	MEMBERSHIP - AUGUST 2023-JULY 2024			\$200.00
	Invoice .060823				
Transaction Date	6/8/2023		CASH	10100	Total \$400.00
Claim Type					
Claim#	18645 MN DEPT OF HEALTH				
Cash Payment	E 601-49440-434 Permit Fees	QUARTERLY CONNECTION FEE			\$4,452.00
	Invoice .063023				
Transaction Date	6/7/2023	Due 6/7/2023	CASH	10100	Total \$4,452.00
Claim Type					
Claim#	18705 MN FIRE CERTIFICATION BOARD				
Cash Payment	E 101-42210-208 Training	TRAINING-INSTRUCTOR I CERTIFICATION EXAMS			\$252.00
	Invoice 11346				
Transaction Date	6/13/2023		CASH	10100	Total \$252.00
Claim Type					
Claim#	18745 NORTH METRO TREE SERVICE IN				
Cash Payment	E 101-45200-311 Contract	11832 293RD AVE TREE WORK			\$1,375.00
	Invoice 006-2023				
Cash Payment	E 101-43100-311 Contract	23357 YUCCA/3731 234TH/3075 241ST TREE WORK			\$2,190.00
	Invoice 007-2023				
Transaction Date	6/15/2023	Due 6/15/2023	CASH	10100	Total \$3,565.00
Claim Type					
Claim#	18743 NORTHERN SALT INCORPORATED				
Cash Payment	E 405-43100-441 Miscellaneous	CALCIUM CHLORIDE			\$25,730.19
	Invoice 29418				
Transaction Date	6/15/2023	Due 6/15/2023	CASH	10100	Total \$25,730.19
Claim Type					
Claim#	18704 NYSTROM PUBLISHING COMPANY				
Cash Payment	E 101-43210-439 Recycling Days	2023 RECYCLE EVENTS POSTCARD			\$1,544.25
	Invoice 46721				
Transaction Date	6/13/2023		CASH	10100	Total \$1,544.25
Claim Type					
Claim#	18749 OPUS 21				
Cash Payment	E 601-49440-382 Utility Billing	UTILITY BILLING MAY 2023			\$1,416.06
	Invoice 230517				
Cash Payment	E 602-49490-382 Utility Billing	UTILITY BILLING MAY 2023			\$1,416.05
	Invoice 230517				
Transaction Date	6/15/2023		CASH	10100	Total \$2,832.11

CITY OF ST FRANCIS

*Claim Register©

AP 06-20-2023

June 2023

Claim Type					
Claim#	18703 PEPSI COLA				
Cash Payment	E 609-49751-254 Miscellaneous Merchandis MISC				\$350.95
	Invoice 47406106				
Transaction Date	6/13/2023	CASH	10100	Total	\$350.95
Claim Type					
Claim#	18706 PHILLIPS WINE & SPIRITS CO.				
Cash Payment	E 609-49751-206 Freight				\$5.46
	Invoice 6605481				
Cash Payment	E 609-49751-206 Freight				\$1.82
	Invoice 6605480				
Cash Payment	E 609-49751-206 Freight				\$103.74
	Invoice 6605479				
Cash Payment	E 609-49751-251 Liquor				\$6,411.55
	Invoice 6605479				
Cash Payment	E 609-49751-254 Miscellaneous Merchandis MISC				\$104.90
	Invoice 6605481				
Cash Payment	E 609-49751-253 Wine				\$68.00
	Invoice 6605480				
Transaction Date	6/13/2023	CASH	10100	Total	\$6,695.47
Claim Type					
Claim#	18726 PROGRESSIVE BUILDERS				
Cash Payment	G 803-22000 Deposits				\$7,500.00
	Invoice .06132023				
Transaction Date	6/14/2023	CASH	10100	Total	\$7,500.00
	23711 MARIGOLD ST ESCROW REFUND				
Claim Type					
Claim#	18667 RMB ENVIRONMENTAL LAB				
Cash Payment	E 602-49490-313 Sample Testing				\$194.93
	Invoice B009083				
Cash Payment	E 602-49490-313 Sample Testing				\$150.28
	Invoice B009117				
Cash Payment	E 602-49490-313 Sample Testing				\$247.20
	Invoice B009057				
Transaction Date	6/8/2023	CASH	10100	Total	\$592.41
	WEEKS 2-4 COOLER 1				
Claim Type					
Claim#	18710 SCOTT GOLTZ MEMORIAL SCHOL				
Cash Payment	E 609-49750-340 Advertising				\$100.00
	Invoice .06132023				
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100	Total
	\$100.00				
	HOLE SPONSORSHIP - ST. FRANCIS BOTTLE SHOP				
Claim Type					
Claim#	18709 SOUTHERN GLAZERS OF MN				
Cash Payment	E 609-49751-206 Freight				\$65.92
	Invoice 2353876				
Cash Payment	E 609-49751-251 Liquor				\$6,814.49
	Invoice 2353876				
Transaction Date	6/13/2023	CASH	10100	Total	\$6,880.41
Claim Type					
Claim#	18666 STATEMA, JEFF				

CITY OF ST FRANCIS

*Claim Register©

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Cash Payment	R 603-37400 Storm Water Fees		STORMWATER - DUPLICATE PAYMENT		\$60.00
	Invoice .06082023				
Transaction Date	6/8/2023	CASH	10100	Total	\$60.00

Claim Type

Claim#	18716	TIMESAVER OFF SITE SEC. INC			
Cash Payment	E 101-41400-311 Contract		5/17/23 PLANNING COMMISSION MEETING MINUTES		\$159.00
	Invoice M28284				
Cash Payment	E 101-41400-311 Contract		5/15/23 CITY COUNCIL MEETING MINUTES		\$261.00
	Invoice M28284				
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100	Total \$420.00

Claim Type

Claim#	18741	TOM LYNCH ELECTRIC			
Cash Payment	E 101-43100-386 Street Lighting		PUBLIC WORKS STREET LIGHT REPAIR/DISCONNECT		\$375.00
	Invoice .06122023				
Cash Payment	E 101-45200-401 Buildings Maintenance		COMMUNITY PARK WAER HEATER REPAIR		\$425.00
	Invoice .06122023-1				
Cash Payment	E 101-45200-401 Buildings Maintenance		COMMUNITY PARK HEATER ELEMENT		\$325.00
	Invoice .06122023-1				
Cash Payment	E 101-42110-401 Buildings Maintenance		POLICE DEPT ELECTRICAL WORK		\$880.00
	Invoice .06122023				
Cash Payment	E 601-49440-233 Water Plant Maint		WATER PLANT ELECTRICAL WORK		\$390.00
	Invoice .06122023-1				
Cash Payment	E 602-49490-229 Project Maintenance		WASTE WATER ELECTRICAL WORK		\$710.00
	Invoice .06122023				
Cash Payment	E 609-49750-401 Buildings Maintenance		BOTTLE SHOP ELECTRICAL WORK		\$230.00
	Invoice .06122023-1				
Transaction Date	6/15/2023	Due 6/15/2023	CASH	10100	Total \$3,335.00

Claim Type

Claim#	18644	UPPER RUM RIVER WATERSHED			
Cash Payment	E 101-49200-471 Watershed		2ND HALF CONTRIBUTIONS		\$4,375.78
	Invoice .06052023				
Transaction Date	6/7/2023	CASH	10100	Total	\$4,375.78

Claim Type

Claim#	18715	USABLUEBOOK			
Cash Payment	E 602-49490-229 Project Maintenance		PROJECT MAINTENANCE		\$50.85
	Invoice 00023486				
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100	Total \$50.85

Claim Type

Claim#	18714	VINOCOPIA, INC.			
Cash Payment	E 609-49751-206 Freight		FREIGHT		\$18.00
	Invoice 0330928				
Cash Payment	E 609-49751-251 Liquor		LIQUOR		\$333.00
	Invoice 0330928				
Cash Payment	E 609-49751-254 Miscellaneous Merchandis MISC				\$120.00
	Invoice 0330928				
Transaction Date	6/13/2023	CASH	10100	Total	\$471.00

Claim Type

Claim#	18713	WIDA, JENNIFER			
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CITY OF ST FRANCIS

*Claim Register©

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June 2023

Cash Payment	E 101-41400-441	Miscellaneous	PERSONAL CREDIT CARD REIMBURSEMENT		\$100.00
Invoice .06122023					
Transaction Date	6/13/2023	Due 6/13/2023	CASH	10100	Total \$100.00

Claim Type

Claim#	18712	WINE MERCHANTS			
Cash Payment	E 609-49751-206	Freight	FREIGHT		\$10.92
Invoice 7430260					
Cash Payment	E 609-49751-253	Wine	WINE		\$640.00
Invoice 7430260					
Transaction Date	6/13/2023		CASH	10100	Total \$650.92

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$184,913.57
Total	\$184,913.57

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Payments Batch P-WIRE-MAY 2023		\$230,355.34	
Refer	18323 HEALTH PARTNERS	Ck# 002679E 5/31/2023	
Cash Payment	G 101-21708 Health Premium	HEALTH INSURANCE	\$34,219.00
Invoice			
Transaction Date	5/10/2023	CASH 10100	Total \$34,219.00
Refer	18324 SPOT ON-LIQUOR CC	Ck# 002680E 5/31/2023	
Cash Payment	E 609-49751-207 Credit Card	CREDIT CARD FEE	\$4,553.65
Invoice			
Transaction Date	5/2/2023	CASH 10100	Total \$4,553.65
Refer	18325 SUN LIFE FINANCIAL	Ck# 002681E 5/31/2023	
Cash Payment	E 101-41400-130 Employer Paid Insuranc	MAY INSURANCE	\$226.91
Invoice			
Cash Payment	E 101-41500-130 Employer Paid Insuranc	MAY INSURANCE	\$148.58
Invoice			
Cash Payment	E 101-41910-130 Employer Paid Insuranc	MAY INSURANCE	\$152.50
Invoice			
Cash Payment	E 101-42110-130 Employer Paid Insuranc	MAY INSURANCE	\$929.30
Invoice			
Cash Payment	E 101-42210-130 Employer Paid Insuranc	MAY INSURANCE	\$81.67
Invoice			
Cash Payment	E 101-42400-130 Employer Paid Insuranc	MAY INSURANCE	\$78.91
Invoice			
Cash Payment	E 101-43100-130 Employer Paid Insuranc	MAY INSURANCE	\$245.52
Invoice			
Cash Payment	E 101-43210-130 Employer Paid Insuranc	MAY INSURANCE	\$54.56
Invoice			
Cash Payment	E 101-45200-130 Employer Paid Insuranc	MAY INSURANCE	\$245.52
Invoice			
Cash Payment	E 601-49440-130 Employer Paid Insuranc	MAY INSURANCE	\$110.60
Invoice			
Cash Payment	E 602-49490-130 Employer Paid Insuranc	MAY INSURANCE	\$110.60
Invoice			
Cash Payment	E 609-49750-130 Employer Paid Insuranc	MAY INSURANCE	\$205.25
Invoice			
Transaction Date	5/2/2023	CASH 10100	Total \$2,589.92
Refer	18326 ACE SOLID WASTE, INC.	Ck# 002682E 5/31/2023	
Cash Payment	E 101-43210-384 Garbage Disposal	GARBAGE	\$83.17
Invoice			
Cash Payment	E 101-42210-384 Garbage Disposal	GARBAGE	\$89.23
Invoice			
Cash Payment	E 609-49750-384 Garbage Disposal	GARBAGE	\$306.52
Invoice			
Cash Payment	E 601-49440-384 Garbage Disposal	GARBAGE	\$97.80
Invoice			
Cash Payment	E 602-49490-384 Garbage Disposal	GARBAGE	\$97.79
Invoice			
Cash Payment	E 101-43210-384 Garbage Disposal	GARBAGE	\$117.82
Invoice			

CITY OF ST FRANCIS Payments

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Cash Payment	E 101-43100-384	Garbage Disposal	GARBAGE		\$37.15
Invoice					
Cash Payment	E 101-45200-384	Garbage Disposal	GARBAGE		\$37.16
Invoice					
Cash Payment	E 601-49440-384	Garbage Disposal	GARBAGE		\$37.16
Invoice					
Cash Payment	E 602-49490-384	Garbage Disposal	GARBAGE		\$37.16
Invoice					
Cash Payment	E 101-42110-384	Garbage Disposal	GARBAGE		\$148.64
Invoice					
Cash Payment	E 101-43100-384	Garbage Disposal	GARBAGE		\$225.37
Invoice					
Cash Payment	E 101-45200-384	Garbage Disposal	GARBAGE		\$225.37
Invoice					
Transaction Date	5/2/2023	CASH	10100	Total	\$1,540.34
Refer	18327 CITY HIVE		Ck# 002683E 5/31/2023		
Cash Payment	E 609-49750-340	Advertising	ADVERTISING		\$53.35
Invoice					
Transaction Date	5/2/2023	CASH	10100	Total	\$53.35
Refer	18328 SPOT ON-LIQUOR CC		Ck# 002684E 5/31/2023		
Cash Payment	E 609-49751-207	Credit Card	CREDIT CARD FEE		\$25.00
Invoice					
Transaction Date	5/3/2023	CASH	10100	Total	\$25.00
Refer	18329 NEW BENEFITS (FRESH BENIES)		Ck# 002685E 5/31/2023		
Cash Payment	E 101-41400-130	Employer Paid Insuranc	MAY STATEMENT		\$29.97
Invoice					
Cash Payment	E 101-41500-130	Employer Paid Insuranc	MAY STATEMENT		\$9.99
Invoice					
Cash Payment	E 101-41910-130	Employer Paid Insuranc	MAY STATEMENT		\$29.97
Invoice					
Cash Payment	E 101-42400-130	Employer Paid Insuranc	MAY STATEMENT		\$9.99
Invoice					
Cash Payment	E 101-43100-130	Employer Paid Insuranc	MAY STATEMENT		\$29.97
Invoice					
Cash Payment	E 101-42110-130	Employer Paid Insuranc	MAY STATEMENT		\$69.93
Invoice					
Cash Payment	E 101-42210-130	Employer Paid Insuranc	MAY STATEMENT		\$9.99
Invoice					
Cash Payment	E 609-49750-130	Employer Paid Insuranc	MAY STATEMENT		\$29.97
Invoice					
Transaction Date	5/3/2023	CASH	10100	Total	\$219.78
Refer	18330 WEX CARD		Ck# 002686E 5/31/2023		
Cash Payment	E 101-42400-212	Motor Fuels	FUEL		\$137.47
Invoice					
Cash Payment	E 101-42210-212	Motor Fuels	FUEL		\$367.50
Invoice					
Cash Payment	E 101-42110-212	Motor Fuels	FUEL		\$3,590.62
Invoice					

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Cash Payment	E 101-43100-212	Motor Fuels	FUEL		\$350.22
Invoice					
Cash Payment	E 601-49440-212	Motor Fuels	FUEL		\$401.48
Invoice					
Cash Payment	E 602-49490-212	Motor Fuels	FUEL		\$401.47
Invoice					
Cash Payment	R 101-36200	Miscellaneous Revenues	REBATE		-\$13.49
Invoice					
Transaction Date	5/3/2023		CASH	10100	Total \$5,235.27
Refer	18331 <i>DELTA DENTAL</i>		Ck# 002687E 5/31/2023		
Cash Payment	G 101-21711	Dental Insurance	PREMIUM		\$2,103.74
Invoice					
Transaction Date	5/8/2023		CASH	10100	Total \$2,103.74
Refer	18332 <i>U S BANK EQUIPMENT FINANCE</i>		Ck# 002688E 5/31/2023		
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					
Cash Payment	E 602-49490-240	Office Equip	COPIER LEASE		\$206.65
Invoice					
Transaction Date	5/8/2023		CASH	10100	Total \$1,241.00
Refer	18333 <i>CINTAS</i>		Ck# 002689E 5/31/2023		
Cash Payment	E 601-49440-311	Contract	WATER PLANT RUGS		\$23.66
Invoice					
Cash Payment	E 101-41940-219	Rug Maintenance	CITY HALL RUGS		\$15.78
Invoice					
Cash Payment	E 609-49750-219	Rug Maintenance	LIQUOR STORE RUGS		\$26.28
Invoice					
Cash Payment	E 609-49750-219	Rug Maintenance	LIQUOR STORE RUGS		\$26.28
Invoice					
Cash Payment	E 601-49440-417	Uniforms & PPE	UNIFORMS		\$4.66
Invoice					
Cash Payment	E 602-49490-417	Uniforms & PPE	UNIFORMS		\$4.65
Invoice					
Cash Payment	E 601-49440-417	Uniforms & PPE	UNIFORMS		\$4.66
Invoice					
Cash Payment	E 602-49490-417	Uniforms & PPE	UNIFORMS		\$4.65
Invoice					
Cash Payment	E 101-45200-402	Janitorial Service	RUGS & SUPPLIES		\$6.63
Invoice					
Cash Payment	E 101-43100-402	Janitorial Service	RUGS & SUPPLIES		\$6.63
Invoice					

CITY OF ST FRANCIS Payments

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Cash Payment	E 601-49440-402 Janitorial Service	RUGS & SUPPLIES			\$6.63
	Invoice				
Cash Payment	E 602-49490-402 Janitorial Service	RUGS & SUPPLIES			\$6.63
	Invoice				
Cash Payment	E 101-42110-402 Janitorial Service	RUGS & SUPPLIES			\$26.55
	Invoice				
Cash Payment	E 601-49440-417 Uniforms & PPE	UNIFORMS			\$4.66
	Invoice				
Cash Payment	E 602-49490-417 Uniforms & PPE	UNIFORMS			\$4.65
	Invoice				
Cash Payment	E 601-49440-417 Uniforms & PPE	UNIFORMS			\$4.66
	Invoice				
Cash Payment	E 602-49490-417 Uniforms & PPE	UNIFORMS			\$4.65
	Invoice				
Transaction Date	5/8/2023	CASH	10100	Total	\$182.31
Refer	18334 <i>VILLAGE BANK</i>	<u>Ck# 002690E 5/31/2023</u>			
Cash Payment	G 101-21600 Salaries Payable	RESEND ACH			\$142.22
	Invoice				
Transaction Date	5/10/2023	CASH	10100	Total	\$142.22
Refer	18335 <i>INVOICE CLOUD</i>	<u>Ck# 002691E 5/31/2023</u>			
Cash Payment	E 601-49440-430 Bank Fees	CC FEES			\$523.55
	Invoice				
Cash Payment	E 602-49490-430 Bank Fees	CC FEES			\$523.55
	Invoice				
Transaction Date	5/10/2023	CASH	10100	Total	\$1,047.10
Refer	18336 <i>FWT</i>	<u>Ck# 002692E 5/31/2023</u>			
Cash Payment	G 101-21703 FICA Tax Withholding	05-11-2023 PAYROLL			\$9,775.54
	Invoice				
Cash Payment	G 101-21709 Medicare	05-11-2023 PAYROLL			\$3,718.68
	Invoice				
Cash Payment	G 101-21701 Federal Withholding	05-11-2023 PAYROLL			\$12,607.28
	Invoice				
Transaction Date	5/11/2023	CASH	10100	Total	\$26,101.50
Refer	18337 <i>PERA</i>	<u>Ck# 002693E 5/31/2023</u>			
Cash Payment	G 101-21704 PERA	05-11-2023 PAYROLL			\$25,932.49
	Invoice				
Transaction Date	5/11/2023	CASH	10100	Total	\$25,932.49
Refer	18338 <i>VOYA</i>	<u>Ck# 002694E 5/31/2023</u>			
Cash Payment	G 101-21710 Deferred Comp	05-11-2023 PAYROLL			\$1,840.00
	Invoice				
Transaction Date	5/11/2023	CASH	10100	Total	\$1,840.00
Refer	18339 <i>MISSION SQUARE</i>	<u>Ck# 002695E 5/31/2023</u>			
Cash Payment	G 101-21710 Deferred Comp	05-11-2023 PAYROLL			\$489.17
	Invoice				
Transaction Date	5/11/2023	CASH	10100	Total	\$489.17
Refer	18340 <i>SWT</i>	<u>Ck# 002696E 5/31/2023</u>			

CITY OF ST FRANCIS Payments

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Cash Payment G 101-21702 State Withholding 05-11-2023 PAYROLL \$5,524.00				
Invoice				
Transaction Date	5/11/2023	CASH	10100	Total <u>\$5,524.00</u>
Refer	18341 MN STATE RETIREMENT SYSTEM		Ck# 002697E 5/31/2023	
Cash Payment G 101-21714 Health Care Savings 05-11-2023 PAYROLL \$671.22				
Invoice				
Transaction Date	5/11/2023	CASH	10100	Total <u>\$671.22</u>
Refer	18342 HSA CONTRIBUTION		Ck# 002698E 5/31/2023	
Cash Payment G 101-21714 Health Care Savings 05-11-2023 PAYROLL \$1,205.90				
Invoice				
Transaction Date	5/11/2023	CASH	10100	Total <u>\$1,205.90</u>
Refer	18343 MN DEPT OF REVENUE		Ck# 002699E 5/31/2023	
Cash Payment G 101-21716 Other Deductions 05-11-2023 PAYROLL \$250.00				
Invoice				
Transaction Date	5/11/2023	CASH	10100	Total <u>\$250.00</u>
Refer	18344 FWT		Ck# 002700E 5/31/2023	
Cash Payment G 101-21703 FICA Tax Withholding 05-16-2023 PAYROLL \$1,496.22				
Invoice				
Cash Payment G 101-21709 Medicare 05-16-2023 PAYROLL \$406.42				
Invoice				
Cash Payment G 101-21701 Federal Withholding 05-16-2023 PAYROLL \$309.27				
Invoice				
Transaction Date	5/11/2023	CASH	10100	Total <u>\$2,211.91</u>
Refer	18345 PERA		Ck# 002701E 5/31/2023	
Cash Payment G 101-21704 PERA 05-16-2023 PAYROLL \$496.40				
Invoice				
Transaction Date	5/11/2023	CASH	10100	Total <u>\$496.40</u>
Refer	18346 SWT		Ck# 002702E 5/31/2023	
Cash Payment G 101-21702 State Withholding 05-16-2023 PAYROLL \$55.97				
Invoice				
Transaction Date	5/11/2023	CASH	10100	Total <u>\$55.97</u>
Refer	18347 STATE OF ARIZONA		Ck# 002703E 5/31/2023	
Cash Payment G 101-21716 Other Deductions 05-16-2023 PAYROLL \$207.56				
Invoice				
Transaction Date	5/16/2023	CASH	10100	Total <u>\$207.56</u>
Refer	18348 STATE OF MINNESOTA		Ck# 002704E 5/31/2023	
Cash Payment G 101-21716 Other Deductions 05-16-2023 PAYROLL \$240.11				
Invoice				
Transaction Date	5/16/2023	CASH	10100	Total <u>\$240.11</u>
Refer	18382 COLONIAL INSURANCE		Ck# 002705E 5/31/2023	
Cash Payment G 101-21712 Colonial Insurance PREMIUM \$396.46				
Invoice				
Transaction Date	5/9/2023	CASH	10100	Total <u>\$396.46</u>
Refer	18383 CENTERPOINT ENERGY		Ck# 002706E 5/31/2023	

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Cash Payment	E 601-49440-383 Gas Utilities	3911 233RD AVENUE-GAS			\$24.11
Invoice					
Transaction Date	5/15/2023	CASH	10100	Total	\$24.11
Refer	18384 MN DEPT OF REVENUE	Ck# 002707E 5/31/2023			
Cash Payment	G 609-20810 Sales Tax Payable	SALES TAX-APRIL			\$21,774.00
Invoice					
Cash Payment	G 601-20810 Sales Tax Payable	SALES TAX-APRIL			\$640.00
Invoice					
Transaction Date	5/15/2023	CASH	10100	Total	\$22,414.00
Refer	18385 CAYAN	Ck# 002708E 5/31/2023			
Cash Payment	E 609-49751-207 Credit Card	LIQUOR CC FEES			\$837.77
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$837.77
Refer	18476 CONNEXUS ENERGY	Ck# 002709E 5/31/2023			
Cash Payment	E 101-41940-381 Electric Utilities	SIGN			\$68.74
Invoice					
Cash Payment	E 101-41940-381 Electric Utilities	CITY HALL			\$381.68
Invoice					
Cash Payment	E 602-49490-381 Electric Utilities	LIFT STATIONS			\$1,053.74
Invoice					
Cash Payment	E 101-45200-381 Electric Utilities	PARKS			\$229.84
Invoice					
Cash Payment	E 601-49440-380 Electric-System	WATER			\$4,513.34
Invoice					
Cash Payment	E 101-43100-386 Street Lighting	STREET LIGHTS			\$2,620.27
Invoice					
Cash Payment	E 602-49490-381 Electric Utilities	WWTP			\$9,573.20
Invoice					
Cash Payment	E 609-49750-381 Electric Utilities	LIQUOR STORE			\$950.31
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			\$445.41
Invoice					
Cash Payment	E 101-43100-381 Electric Utilities	POLICE/PW			\$189.68
Invoice					
Cash Payment	E 101-45200-381 Electric Utilities	POLICE/PW			\$189.68
Invoice					
Cash Payment	E 601-49440-381 Electric Utilities	POLICE/PW			\$189.68
Invoice					
Cash Payment	E 602-49490-381 Electric Utilities	POLICE/PW			\$189.69
Invoice					
Cash Payment	E 101-42110-381 Electric Utilities	POLICE/PW			\$758.74
Invoice					

CITY OF ST FRANCIS Payments

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Cash Payment	E 101-45200-381	Electric Utilities	CARNIVAL			\$14.50
Invoice						
Transaction Date	5/17/2023		CASH	10100	Total	\$21,384.25
Refer	18495 <i>ENTERPRISE FLEET MGMT</i>		Ck# 002710E 5/31/2023			
Cash Payment	E 101-42110-221	Vehicle Maintenance	POLICE			\$2,423.18
Invoice						
Cash Payment	E 101-42210-221	Vehicle Maintenance	FIRE			\$110.73
Invoice						
Cash Payment	E 101-42400-221	Vehicle Maintenance	BUILDING			\$10.00
Invoice						
Cash Payment	E 101-43100-221	Vehicle Maintenance	VEHICLE MAINTENANCE			\$47.60
Invoice						
Cash Payment	E 101-45200-221	Vehicle Maintenance	VEHICLE MAINTENANCE			\$47.60
Invoice						
Cash Payment	E 601-49440-221	Vehicle Maintenance	VEHICLE MAINTENANCE			\$47.60
Invoice						
Cash Payment	E 602-49490-221	Vehicle Maintenance	VEHICLE MAINTENANCE			\$47.61
Invoice						
Transaction Date	5/22/2023		CASH	10100	Total	\$2,734.32
Refer	18496 <i>FWT</i>		Ck# 002711E 5/31/2023			
Cash Payment	G 101-21703	FICA Tax Withholding	05-25-2023 PAYROLL			\$9,155.26
Invoice						
Cash Payment	G 101-21709	Medicare	05-25-2023 PAYROLL			\$3,520.06
Invoice						
Cash Payment	G 101-21701	Federal Withholding	05-25-2023 PAYROLL			\$11,518.32
Invoice						
Transaction Date	5/25/2023		CASH	10100	Total	\$24,193.64
Refer	18497 <i>PERA</i>		Ck# 002712E 5/31/2023			
Cash Payment	G 101-21704	PERA	05-25-2023 PAYROLL			\$24,702.92
Invoice						
Transaction Date	5/25/2023		CASH	10100	Total	\$24,702.92
Refer	18498 <i>VOYA</i>		Ck# 002713E 5/31/2023			
Cash Payment	G 101-21710	Deferred Comp	05-25-2023 PAYROLL			\$1,840.00
Invoice						
Transaction Date	5/25/2023		CASH	10100	Total	\$1,840.00
Refer	18499 <i>MISSION SQUARE</i>		Ck# 002714E 5/31/2023			
Cash Payment	G 101-21710	Deferred Comp	05-25-2023 PAYROLL			\$489.17
Invoice						
Transaction Date	5/25/2023		CASH	10100	Total	\$489.17
Refer	18500 <i>SWT</i>		Ck# 002715E 5/31/2023			
Cash Payment	G 101-21702	State Withholding	05-25-2023 PAYROLL			\$5,138.86
Invoice						
Transaction Date	5/25/2023		CASH	10100	Total	\$5,138.86
Refer	18501 <i>MN STATE RETIREMENT SYSTEM</i>		Ck# 002716E 5/31/2023			
Cash Payment	G 101-21714	Health Care Savings	05-25-2023 PAYROLL			\$658.43
Invoice						

CITY OF ST FRANCIS Payments

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Transaction Date	5/25/2023	CASH	10100	Total	\$658.43
Refer	<u>18502 HSA CONTRIBUTION</u>	<u>Ck# 002717E 5/31/2023</u>			
Cash Payment	G 101-21714 Health Care Savings	05-25-2023 PAYROLL			\$1,205.90
Invoice					
Transaction Date	5/25/2023	CASH	10100	Total	\$1,205.90
Refer	<u>18503 MN DEPT OF REVENUE</u>	<u>Ck# 002718E 5/31/2023</u>			
Cash Payment	G 101-21716 Other Deductions	05-25-2023 PAYROLL			\$250.00
Invoice					
Transaction Date	5/25/2023	CASH	10100	Total	\$250.00
Refer	<u>18516 MN U C FUND</u>	<u>Ck# 002719E 5/31/2023</u>			
Cash Payment	E 101-42110-101 Full-Time Salaries	SHERBURNE			\$1,648.92
Invoice					
Transaction Date	5/23/2023	CASH	10100	Total	\$1,648.92
Refer	<u>18616 ALERUS</u>	<u>Ck# 002721E 5/31/2023</u>			
Cash Payment	E 101-41540-301 Auditing and Acctg Servi	FEE			\$50.00
Invoice					
Transaction Date	5/26/2023	CASH	10100	Total	\$50.00
Refer	<u>18617 CENTERPOINT ENERGY</u>	<u>Ck# 002722E 5/31/2023</u>			
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #1			\$37.38
Invoice					
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #2			\$20.24
Invoice					
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #3			\$21.98
Invoice					
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #4			\$42.96
Invoice					
Cash Payment	E 602-49490-383 Gas Utilities	23699 AMBASSADOR			\$23.35
Invoice					
Cash Payment	E 101-42210-383 Gas Utilities	3740 BRIDGE STREET-GENERATOR			\$22.80
Invoice					
Cash Payment	E 101-45200-383 Gas Utilities	WARMING HOUSE			\$119.95
Invoice					
Cash Payment	E 601-49440-383 Gas Utilities	4020 ST. FRANCIS BLVD			\$40.38
Invoice					
Cash Payment	E 602-49490-383 Gas Utilities	4020 ST. FRANCIS BLVD			\$40.38
Invoice					
Cash Payment	E 602-49490-383 Gas Utilities	4020 ST. FRANCIS BLVD-OLD WWTP			\$16.04
Invoice					
Cash Payment	E 602-49490-383 Gas Utilities	WWTP			\$911.85
Invoice					
Cash Payment	E 609-49750-383 Gas Utilities	LIQUOR STORE			\$157.54
Invoice					
Cash Payment	E 101-42210-383 Gas Utilities	FIRE STATION			\$764.43
Invoice					
Cash Payment	E 601-49440-383 Gas Utilities	WATER PLANT			\$630.63
Invoice					

CITY OF ST FRANCIS Payments

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Cash Payment	E 101-42110-383	Gas Utilities	POLICE/PW		\$491.51
Invoice					
Cash Payment	E 101-43100-383	Gas Utilities	POLICE/PW		\$122.88
Invoice					
Cash Payment	E 101-45200-383	Gas Utilities	POLICE/PW		\$122.88
Invoice					
Cash Payment	E 601-49440-383	Gas Utilities	POLICE/PW		\$122.88
Invoice					
Cash Payment	E 602-49490-383	Gas Utilities	POLICE/PW		\$122.87
Invoice					
Transaction Date	5/26/2023		CASH	10100	Total \$3,832.93
Refer	18618 VILLAGE BANK		Ck# 002723E 5/31/2023		
Cash Payment	E 101-41500-430	Bank Fees	BANK FEES		\$43.69
Invoice					
Cash Payment	E 601-49440-430	Bank Fees	BANK FEES		\$43.69
Invoice					
Cash Payment	E 602-49490-430	Bank Fees	BANK FEES		\$43.69
Invoice					
Cash Payment	E 609-49750-430	Bank Fees	BANK FEES		\$43.68
Invoice					
Transaction Date	5/31/2023		CASH	10100	Total \$174.75

Fund Summary

	10100 CASH
101 General Fund	\$180,262.17
601 Water Fund	\$7,678.70
602 Sewer Fund	\$13,424.87
609 Liquor Fund	\$28,989.60
	\$230,355.34

Pre-Written Checks	\$230,355.34
Checks to be Generated by the Computer	\$0.00
Total	\$230,355.34

CITY OF ST FRANCIS Payments

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Payments Batch P CC MAY 2023						\$16,420.26
Refer	<u>18423 911 INTERNATIONAL LAW ENFOR</u>			<u>Ck# 002635E 5/17/2023</u>		
Cash Payment	E 101-42110-437	Uniforms	UNIFORMS			\$63.36
Invoice						
Transaction Date	5/17/2023	CASH	10100	Total		\$63.36
Refer	<u>18424 AMAZON.COM</u>			<u>Ck# 002636E 5/17/2023</u>		
Cash Payment	E 101-41400-240	Office Equip	CITY HALL AED			\$299.28
Invoice						
Cash Payment	E 101-42110-218	Equipment Maintenance	EQUIPMENT MAINTENANCE			\$324.57
Invoice						
Cash Payment	E 101-45200-218	Equipment Maintenance	EQUIPMENT MAINTENANCE			\$38.55
Invoice						
Cash Payment	E 101-42400-310	Computer Consulting Fe	INSPECTOR TABLET			\$42.98
Invoice						
Cash Payment	E 601-49440-441	Miscellaneous	MISCELLANEOUS			\$51.42
Invoice						
Cash Payment	E 101-41400-200	Office Supplies	OFFICE SUPPLIES			\$33.92
Invoice						
Cash Payment	E 101-42110-200	Office Supplies	OFFICE SUPPLIES			\$106.68
Invoice						
Cash Payment	E 101-43100-200	Office Supplies	OFFICE SUPPLIES			\$35.32
Invoice						
Cash Payment	E 101-45200-200	Office Supplies	OFFICE SUPPLIES			\$24.63
Invoice						
Cash Payment	E 601-49440-200	Office Supplies	OFFICE SUPPLIES			\$18.63
Invoice						
Cash Payment	E 602-49490-200	Office Supplies	OFFICE SUPPLIES			\$36.41
Invoice						
Cash Payment	E 602-49490-217	Other Operating Supplie	OPERATING SUPPLIES			\$39.35
Invoice						
Cash Payment	E 601-49440-237	Small Equipment	SMALL EQUIPMENT			\$80.34
Invoice						
Cash Payment	E 101-45200-441	Miscellaneous	SUPPLIES			\$346.73
Invoice						
Cash Payment	E 101-42110-437	Uniforms	UNIFORMS			\$118.29
Invoice						
Cash Payment	E 101-43210-417	Uniforms & PPE	UNIFORMS			\$63.90
Invoice						
Cash Payment	E 101-43100-221	Vehicle Maintenance	VEHICLE MAINTENANCE			\$29.98
Invoice						
Cash Payment	E 101-43100-213	Vehicle Supplies	VEHICLE SUPPLIES			\$91.05
Invoice						
Cash Payment	E 101-43210-213	Vehicle Supplies	VEHICLE SUPPLIES			\$91.05
Invoice						
Transaction Date	5/17/2023	CASH	10100	Total		\$1,873.08
Refer	<u>18425 AT&T, INC</u>			<u>Ck# 002637E 5/17/2023</u>		
Cash Payment	E 101-41400-321	Telephone	HOTSPOT			\$114.69
Invoice						

CITY OF ST FRANCIS

Payments

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Cash Payment	E 101-43100-321 Telephone	HOTSPOT		\$76.46
Invoice				
Cash Payment	E 101-42210-321 Telephone	PHONE		\$440.44
Invoice				
Transaction Date	5/17/2023	CASH	10100	Total \$631.59
Refer	18426 <u>BUREAU OF CRIM APPREHENSIO</u>	Ck# 002638E	5/17/2023	
Cash Payment	E 101-42110-308 Community Education	TRAINING		\$750.00
Invoice				
Transaction Date	5/17/2023	CASH	10100	Total \$750.00
Refer	18427 <u>BEST BUY</u>	Ck# 002639E	5/17/2023	
Cash Payment	E 602-49490-401 Buildings Maintenance	BUILDING MAINTENANCE		\$81.40
Invoice				
Transaction Date	5/17/2023	CASH	10100	Total \$81.40
Refer	18428 <u>BOUND TREE MEDICAL LLC</u>	Ck# 002640E	5/17/2023	
Cash Payment	E 101-42210-217 Other Operating Supplie	OPERATING SUPPLIES		\$690.62
Invoice				
Transaction Date	5/17/2023	CASH	10100	Total \$690.62
Refer	18429 <u>CANVA</u>	Ck# 002641E	5/17/2023	
Cash Payment	E 101-41910-318 Economic Development	ECONOMIC DEVELOPMENT-DUES/SUBSCRIPTION		\$12.99
Invoice				
Transaction Date	5/17/2023	CASH	10100	Total \$12.99
Refer	18430 <u>CASEY S GENERAL STORE</u>	Ck# 002642E	5/17/2023	
Cash Payment	E 101-45200-212 Motor Fuels	FUEL		\$139.55
Invoice				
Transaction Date	5/17/2023	CASH	10100	Total \$139.55
Refer	18431 <u>CFS FLOWERS AND GIFTS</u>	Ck# 002643E	5/17/2023	
Cash Payment	E 101-42110-441 Miscellaneous	MISCELLANEOUS		\$170.92
Invoice				
Transaction Date	5/17/2023	CASH	10100	Total \$170.92
Refer	18432 <u>CLIPPINGMAGIC.COM</u>	Ck# 002644E	5/17/2023	
Cash Payment	E 101-43210-433 Dues and Subscriptions	SUBSCRIPTION		\$3.99
Invoice				
Transaction Date	5/17/2023	CASH	10100	Total \$3.99
Refer	18433 <u>DEPT OF LABOR & INDUSTRY</u>	Ck# 002645E	5/17/2023	
Cash Payment	G 101-20810 Sales Tax Payable	SURCHARGE		\$665.04
Invoice				
Cash Payment	R 101-36241 Surcharge-Permits	SURCHARGE RETAINER		-\$26.60
Invoice				
Transaction Date	5/17/2023	CASH	10100	Total \$638.44
Refer	18434 <u>DOLLAR GENERAL</u>	Ck# 002646E	5/17/2023	
Cash Payment	E 101-42110-308 Community Education	COMMUNITY EVENTS		\$65.23
Invoice				
Cash Payment	E 101-42210-441 Miscellaneous	MISCELLANEOUS		\$41.57
Invoice				

CITY OF ST FRANCIS Payments

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Transaction Date	5/17/2023	CASH	10100	Total	\$106.80
Refer	18435 <i>EBAY</i>				
					<u>Ck# 002647E 5/17/2023</u>
Cash Payment	E 101-43100-218 Equipment Maintenance	EQUIPMENT MAINTENANCE			\$21.33
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$21.33
Refer	18436 <i>FREELIN-WADE CO</i>				
					<u>Ck# 002648E 5/17/2023</u>
Cash Payment	E 601-49440-233 Water Plant Maint	WATER PLANT MAINTENANCE			\$2,810.90
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$2,810.90
Refer	18437 <i>GOOGLE WORKSPACE</i>				
					<u>Ck# 002649E 5/17/2023</u>
Cash Payment	E 101-41910-433 Dues and Subscriptions	DUES/SUBSCRIPTION			\$9.99
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$9.99
Refer	18438 <i>HOME DEPOT</i>				
					<u>Ck# 002650E 5/17/2023</u>
Cash Payment	E 101-45200-401 Buildings Maintenance	BUILDING MAINTENANCE			\$66.27
Invoice					
Cash Payment	E 602-49490-401 Buildings Maintenance	BUILDING MAINTENANCE			\$66.27
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$132.54
Refer	18439 <i>ELITE LIFT TRUCK, INC</i>				
					<u>Ck# 002651E 5/17/2023</u>
Cash Payment	E 101-45200-218 Equipment Maintenance	EQUIPMENT MAINTENANCE			\$1,652.61
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$1,652.61
Refer	18440 <i>KENNEDY SCALES INC</i>				
					<u>Ck# 002652E 5/17/2023</u>
Cash Payment	E 602-49490-228 Equipment Maintenance	EQUIPMENT MAINTENANCE			\$421.68
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$421.68
Refer	18441 <i>COUNTY MARKET - CITY ACCOUN</i>				
					<u>Ck# 002653E 5/17/2023</u>
Cash Payment	E 101-42110-308 Community Education	COMMUNITY EDUCATION			\$26.94
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$26.94
Refer	18442 <i>KLEEN RITE CORP</i>				
					<u>Ck# 002654E 5/17/2023</u>
Cash Payment	E 601-49440-221 Vehicle Maintenance	VEHICLE MAINTENANCE			\$80.10
Invoice					
Cash Payment	E 602-49490-221 Vehicle Maintenance	VEHICLE MAINTENANCE			\$80.10
Invoice					
Cash Payment	E 101-42110-213 Vehicle Supplies	VEHICLE SUPPLIES			\$50.51
Invoice					
Cash Payment	E 101-43100-213 Vehicle Supplies	VEHICLE SUPPLIES			\$50.51
Invoice					
Cash Payment	E 101-43210-213 Vehicle Supplies	VEHICLE SUPPLIES			\$80.10
Invoice					
Cash Payment	E 101-45200-213 Vehicle Supplies	VEHICLE MAINTENANCE			\$50.52
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$391.84

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Refer	<u>18443 KWIK TRIP</u>	<u>Ck# 002655E 5/17/2023</u>			
Cash Payment	E 101-42110-308 Community Education	CITIZENS ACADEMY			\$12.33
Invoice					
Cash Payment	E 601-49440-212 Motor Fuels	FUEL			\$15.44
Invoice					
Cash Payment	E 101-43100-441 Miscellaneous	MISCELLANEOUS			\$22.45
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$50.22
Refer	<u>18444 LA POLICE GEAR</u>	<u>Ck# 002656E 5/17/2023</u>			
Cash Payment	E 101-42110-437 Uniforms	UNIFORMS			\$379.95
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$379.95
Refer	<u>18445 LEAGUE OF MN CITIES</u>	<u>Ck# 002657E 5/17/2023</u>			
Cash Payment	E 101-41400-208 Training	TRAINING			\$425.00
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$425.00
Refer	<u>18446 MN STATE COLLEGES</u>	<u>Ck# 002658E 5/17/2023</u>			
Cash Payment	E 101-41400-208 Training	TRAINING			\$505.00
Invoice					
Cash Payment	E 101-41500-208 Training	TRAINING			\$235.00
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$740.00
Refer	<u>18447 MINNESOTA WASTEWATER OPER</u>	<u>Ck# 002659E 5/17/2023</u>			
Cash Payment	E 602-49490-208 Training	TRAINING			\$285.00
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$285.00
Refer	<u>18448 MMS GOV SOLUTIONS LLC</u>	<u>Ck# 002660E 5/17/2023</u>			
Cash Payment	E 101-42110-217 Other Operating Supplie	OPERATING SUPPLIES			\$833.71
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$833.71
Refer	<u>18449 MN POLLUTION CONTROL AGENC</u>	<u>Ck# 002661E 5/17/2023</u>			
Cash Payment	E 602-49490-208 Training	TRAINING			\$132.80
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$132.80
Refer	<u>18450 OREILLY AUTO PARTS</u>	<u>Ck# 002662E 5/17/2023</u>			
Cash Payment	E 101-45200-218 Equipment Maintenance	EQUIPMENT MAINTENANCE			\$99.50
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$99.50
Refer	<u>18451 PAYPAL</u>	<u>Ck# 002663E 5/17/2023</u>			
Cash Payment	E 101-41400-208 Training	TRAINING			\$60.00
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$60.00
Refer	<u>18452 POPP TELECOM</u>	<u>Ck# 002664E 5/17/2023</u>			
Cash Payment	E 609-49750-321 Telephone	TELEPHONE			\$52.69
Invoice					

CITY OF ST FRANCIS

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Transaction Date	5/17/2023	CASH	10100	Total	\$52.69
Refer	18453 <u>POSTMASTER - ST. FRANCIS</u>	<u>Ck# 002665E 5/17/2023</u>			
Cash Payment	E 101-41400-322 Postage	POSTAGE			\$100.00
Invoice					
Cash Payment	E 101-41910-322 Postage	POSTAGE			\$8.37
Invoice					
Cash Payment	E 101-42110-322 Postage	POSTAGE			\$200.00
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$308.37
Refer	18454 <u>RED WING SHOES</u>	<u>Ck# 002666E 5/17/2023</u>			
Cash Payment	E 101-42400-417 Uniforms & PPE	UNIFORMS			\$178.49
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$178.49
Refer	18455 <u>JUNGLE JIMS</u>	<u>Ck# 002667E 5/17/2023</u>			
Cash Payment	E 101-45200-217 Other Operating Supplie	OPERATING SUPPLIES			\$39.70
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$39.70
Refer	18456 <u>STAMPS.COM</u>	<u>Ck# 002668E 5/17/2023</u>			
Cash Payment	E 101-41400-240 Office Equip	OFFICE EQUIPMENT			\$50.00
Invoice					
Cash Payment	E 101-41400-322 Postage	POSTAGE			\$127.89
Invoice					
Cash Payment	E 101-42110-322 Postage	POSTAGE			\$17.99
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$195.88
Refer	18457 <u>STAX PROFESSIONAL</u>	<u>Ck# 002669E 5/17/2023</u>			
Cash Payment	E 101-42110-208 Training	TRAINING			\$120.00
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$120.00
Refer	18458 <u>TARGET</u>	<u>Ck# 002670E 5/17/2023</u>			
Cash Payment	E 101-41400-441 Miscellaneous	HISTORIC MATERIALS SUPPLIES			\$34.82
Invoice					
Cash Payment	E 101-41400-441 Miscellaneous	EMPLOYEE REIMBURSED - ACCIDENTAL CARD USE			\$28.41
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$63.23
Refer	18459 <u>TELEDYNE ISCO, INC</u>	<u>Ck# 002671E 5/17/2023</u>			
Cash Payment	E 602-49490-228 Equipment Maintenance	EQUIPMENT MAINTENANCE			\$430.64
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$430.64
Refer	18460 <u>HOME DEPOT</u>	<u>Ck# 002672E 5/17/2023</u>			
Cash Payment	E 101-42210-218 Equipment Maintenance	EQUIPMENT MAINTENANCE			\$49.99
Invoice					
Transaction Date	5/17/2023	CASH	10100	Total	\$49.99
Refer	18461 <u>TRACTOR SUPPLY CO.</u>	<u>Ck# 002673E 5/17/2023</u>			

CITY OF ST FRANCIS
Payments

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Cash Payment	E 101-42210-441	Miscellaneous	MISCELLANEOUS						\$445.48
Invoice									
Transaction Date	5/17/2023		CASH	10100		Total			\$445.48
Refer	18462 <u>UPS STORE</u>		<u>Ck# 002674E 5/17/2023</u>						
Cash Payment	E 602-49490-322	Postage	POSTAGE						\$38.11
Invoice									
Transaction Date	5/17/2023		CASH	10100		Total			\$38.11
Refer	18463 <u>VERIZON WIRELESS</u>		<u>Ck# 002675E 5/17/2023</u>						
Cash Payment	E 101-42110-321	Telephone	PHONE						\$400.18
Invoice									
Cash Payment	E 601-49440-321	Telephone	PHONE						\$183.03
Invoice									
Cash Payment	E 602-49490-321	Telephone	PHONE						\$160.04
Invoice									
Transaction Date	5/17/2023		CASH	10100		Total			\$743.25
Refer	18464 <u>WATER CONTROL CORP</u>		<u>Ck# 002676E 5/17/2023</u>						
Cash Payment	E 602-49490-235	Lab Supplies	LAB SUPPLIES						\$178.91
Invoice									
Transaction Date	5/17/2023		CASH	10100		Total			\$178.91
Refer	18465 <u>ZOOM.US</u>		<u>Ck# 002677E 5/17/2023</u>						
Cash Payment	E 101-41400-433	Dues and Subscriptions	SUBSCRIPTION						\$17.13
Invoice									
Transaction Date	5/17/2023		CASH	10100		Total			\$17.13
Refer	18466 <u>MISC. CHARGE</u>		<u>Ck# 002678E 5/17/2023</u>						
Cash Payment	R 101-36200	Miscellaneous Revenues	CREDIT						-\$78.36
Invoice									
Transaction Date	5/17/2023		CASH	10100		Total			-\$78.36

Fund Summary

	10100 CASH	
101 General Fund		\$11,177.00
601 Water Fund		\$3,239.86
602 Sewer Fund		\$1,950.71
609 Liquor Fund		\$52.69
		<u>\$16,420.26</u>

Pre-Written Checks	\$16,420.26
Checks to be Generated by the Computer	\$0.00
Total	<u>\$16,420.26</u>



**CITY COUNCIL
AGENDA REPORT**

TO: Mayor and Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Interim Ordinance for Cannabis Products
DATE: June 20, 2023

OVERVIEW:

The 2023 Legislature recently approved a new law to expand the legalization of types of THC and cannabis products and also the types of THC and cannabis businesses permitted.

The updated laws have further complicated the process by creating 15 types of licensing, creating minimum distances from certain businesses, taking over the regulation of low dose CBD, identifies limits on cities licensing and land use.

Updated laws provided cities the ability to place a moratorium on sales within the City with mention in the law they are going to assist cities in developing ordinances. Staff will work with legal and any state assistance to creating 15 license and fee structures as outlined with State Statute.

ACTION TO BE CONSIDERED:

1. Complete a Public Hearing
2. Council is requested to discuss and approve the Interim Ordinance

Attachments:

- Ordinance 320 - An Emergency Interim Ordinance Prohibiting the Sale, Testing, Manufacturing, Cultivating, Growing, Transporting, Delivery and Distribution of Cannabis Products in the City of St. Francis.

ORDINANCE NO. 320

**CITY OF ST. FRANCIS
COUNTY OF ANOKA, STATE OF MINNESOTA**

AN EMERGENCY INTERIM ORDINANCE PROHIBITING THE SALE, TESTING, MANUFACTURING, CULTIVATING, GROWING, TRANSPORTING, DELIVERY, AND DISTRIBUTION OF CANNABIS PRODUCTS IN THE CITY OF ST. FRANCIS.

The City Council of the City of St. Francis does ordain:

SECTION 1. BACKGROUND.

A. By enacting 2022 Session Law Chapter 98, Article 13, the Minnesota Legislature amended Minn. Stat. §151.72 and permitted the sale of edible and nonedible cannabinoid products that contain no more than 0.3% of Tetrahydrocannabinol, commonly known as THC (“THC Products”).

B. The 2023 Legislature recently approved a new law to expand both the legalization of types of THC and cannabis products and also the types of THC and cannabis businesses permitted.

C. This new law establishes a regulatory framework for adult-use cannabis, as well as the lower potency hemp edibles; moves the medical cannabis program under a newly created state agency called the Office of Cannabis Management; establish taxes on regulated products; create grants to assist individuals entering into the legal cannabis market; amend criminal penalties; provide for expungement and resentencing of certain convictions; provide for temporary regulation of hemp-derived edible cannabinoid products; reschedule marijuana; and appropriates money.

D. The State licensing agency will become effective July 1, 2023, and is directed in the new law to establish a model ordinance for cities, which the City of St. Francis would benefit from reviewing and analyzing before making any decisions related to cannabis businesses and products in the City.

E. The law specifies what distance restrictions cities can put in place under their zoning power. The City would benefit from having time to study and analyze acceptable time, place and manner restrictions that would be feasible for the City of St. Francis, which are specifically mentioned as a basis of regulation in the new law.

F. Additionally, St. Francis City Council passed Ordinance No. 298 on August 1, 2022, which made it illegal for any individual, establishment, organization, or business to sell, test, manufacture, or distribute THC Products for twelve (12) months. The City would benefit from taking time to analyze and study the impact of the new law on the City’s prior ordinance and any necessary modifications to the prior ordinance, if applicable.

G. Pursuant to Minn. Stat. § 462.355, subd. 4, the City is authorized to enact by ordinance a moratorium to regulate, restrict or prohibit land uses within its jurisdiction to protect the public health, safety, and welfare. Specifically, the City is authorized to enact a moratorium ordinance to allow it to undertake a study to determine whether to adopt any regulations or restrictions, including siting and location of uses, related to the sales, testing, manufacturing, cultivating, growing, transporting, delivery and distribution of Cannabis Products.

H. Pursuant to its general police powers, both under its Charter and also set forth in Minn. Stat. § 412.221, subd. 32, the City may enact and enforce regulations or restrictions on Cannabis Products within the City to protect the public safety, health, and welfare, including restrictions and a moratorium on the sales, testing, manufacturing, cultivating, growing, transporting, delivery and distribution, during the pendency of a study to determine the need for police power regulations, including but not necessarily limited to any additional licensing and permitting that may be allowed, if any, by the State.

I. Pursuant to the language of the new law, cities, as soon as the law becomes effective, have authority to adopt an interim ordinance to prohibit a cannabis business from opening until January 1, 2025, to conduct studies or consider adopting or amending allowed restrictions on the operation of a cannabis business. Because the effective date of the law is not until July 1, 2023, the City cannot take advantage of this authorization until on or after that date. Accordingly, any action by the City Council on an interim ordinance before that date should be pursuant to its statutory and Charter authority which allow moratoriums for up to one year. If the City needs more time to complete its study and analysis, the City Council can take additional action to extend the interim ordinance to January 1, 2025 pursuant to the new law.

SECTION 2. FINDINGS.

A. The City Council finds there is a need to study (i) cannabis products, including products: using any part of the genus Cannabis plant; containing cannabis concentrate; infused with cannabinoids (including but not limited to tetrahydrocannabinol); extracted or derived from cannabis plants or cannabis flower; synthetically derived cannabinoids; and any lower potency hemp edibles that contain more than 0.3% of Tetrahydrocannabinol, (ii) cannabis businesses related thereto, and (iii) the impact of those businesses and products as related to allowed land uses and zoning, in order to assess the necessity for and efficacy of regulation and restrictions relating to the retail sales, wholesale sales, testing, growing, cultivating, manufacturing, transporting, delivery of or distribution of any of the products referenced herein, including through zoning ordinances or licensing, if allowed, in order to protect the public health, safety, and welfares of its residents.

B. The study will allow the City Council to determine the appropriate changes, if any, that it should make to the St. Francis City Code, including any necessary zoning changes.

C. The time will allow for the Office of Cannabis Management which will be licensing cannabis businesses to rule make and adopt its model ordinances which will further aid the Council in studying and considering restrictions on the operation of cannabis businesses and the use of the products listed in Section 1, paragraph A above.

D. The City Council, therefore, finds that there is a need to adopt a city-wide moratorium on the retail sale, wholesale sale, testing, growing, cultivating, manufacturing, transporting, delivery of, and distribution of Cannabis Products, including products: using any part of the genus Cannabis plant; containing cannabis concentrate; infused with cannabinoids (including but not limited to tetrahydrocannabinol); extracted or derived from cannabis plants or cannabis flower; synthetically derived cannabinoids, or lower potency hemp edibles that contain more than 0.3% of Tetrahydrocannabinol, within the City while City staff studies the issue.

SECTION 3. MORATORIUM.

A. No individual, establishment, organization, or business may engage in the retail sale, wholesale sale, testing, growing, cultivating, manufacturing, transporting, delivery of or distribution of Cannabis Products, including products using any part of the plant of the genus Cannabis plant; containing cannabis concentrate; infused with cannabinoids (including but not limited to tetrahydrocannabinol); extracted or derived from cannabis plants or cannabis flower; synthetically derived cannabinoids, or lower potency hemp edibles that contain more than 0.3% of Tetrahydrocannabinol, for twelve (12) months from the effective date of this ordinance.

B. Planning or zoning applications related to any of the products listed in Subsection A of Section 3 herein or applications from individuals, establishments, organizations, or businesses involved in the proposed sale, testing, growing, cultivating, manufacturing, transporting, delivery of or distribution of Cannabis Products within the City of St. Francis shall not be accepted or considered for twelve (12) months from the effective date of this ordinance.

C. Should, at the end of the year, Council deems it necessary to continue to study the need for local regulation regarding the retail sale, wholesale sale, testing, growing, cultivating, manufacturing, transporting, delivery or distribution of Cannabis Products listed in Section 3(A), Council shall extend this Moratorium by adoption of an interim ordinance pursuant to the new 2023 law if so allowed under that law.

D. This moratorium does not apply to the selling, testing, manufacturing, or distributing of Cannabis Products related to the Medical Cannabis Program as administered by the Minnesota Department of Health, provided that such activity is done in accordance with the regulations and laws of Minnesota regarding Medical Cannabis.

E. This moratorium does not apply to the sale of THC Products allowed under the 2022 Legislation, which includes edible and nonedible cannabinoid products that contain no more than 0.3% of Tetrahydrocannabinol.

SECTION 4. STUDY. The City Council directs City staff to study the need for local regulation regarding the retail sale, wholesale sale, testing, growing, cultivating, manufacturing, transporting, delivery or distribution of Cannabis Products listed in Section 3(A) herein within the City of St. Francis. Staff must also study the need for creating or amending zoning ordinances, licensing ordinances, as allowed by the state, or any other ordinances, as allowed and not preempted by the state, to protect the citizens of St. Francis from any potential negative impacts. Upon completion of the study, the City Council will consider the advisability of adopting new ordinances or amending its current ordinances.

SECTION 5. ENFORCEMENT. The City may enforce this Ordinance by mandamus, injunctive relief, or other appropriate civil remedy in any court of competent jurisdiction. The City Council hereby authorizes the City Administrator, in consultation with the City Attorney, to initiate any legal action deemed necessary to secure compliance with this Ordinance. A violation of this Ordinance is also subject to the City’s general penalty listed in St. Francis City Code § Sec. 1-1-3.

SECTION 6. TERM. Unless earlier rescinded by the City Council, the moratorium established under this Ordinance shall remain in effect until twelve (12) months from its effective date, at which point, it will either automatically expire or be extended pursuant to other statutory authority until January 1, 2025.

SECTION 7. EFFECTIVE DATE. This Ordinance shall become effective 24 hours after its adoption and posted in three (3) conspicuous places in the newspaper, or until the Ordinance has been published in the official newspaper.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS ____ DAY OF _____, 2023.

APPROVED:

Steven D. Feldman, Mayor of St. Francis

ATTEST:

Jennifer Wida, City Clerk



CITY COUNCIL AGENDA REPORT

TO: St. Francis City Council
FROM: Beth Richmond, Planner
SUBJECT: Code Amendment Request for Section 10-67-02 Parking Facility – 2nd Reading
DATE: June 20, 2023
APPLICANT: Sperides Reiners Architects (Eric Reiners)

OVERVIEW:

The City received a request to amend City Code Section 10-67-02 Parking Facility of the Zoning Code to allow privately-owned parking lots as an interim principal use in the B-1 Zoning District. The applicant also submitted a related request for an Interim Use Permit (IUP) to allow a private parking facility as a principal use on the properties adjacent to the dental clinic at 3715 Bridge St NW. The City Council reviewed and approved the 1st reading of the requested Code amendment ordinance and the associated IUP request on June 5, 2023.

ACTION TO BE CONSIDERED:

Because Council approved the 1st reading of Ordinance 316 and the associated IUP at the June 5, 2023 meeting, Staff has prepared a 2nd reading of the ordinance for Council’s review. The following timeline will apply:

- June 5 – 1st Reading
- June 20 – 2nd Reading
- June 23 – Published for Comment
- July 23 – Effective

Suggested Motions:

1. *Move to approve the 2nd Reading of Ordinance 316 approving an amendment to Code Section 10-67-02 allowing private parking facilities as an interim use in the B-1 district.*
2. *Move to approve Resolution 2023-29 authorizing publication of Ordinance 316 by summary.*

ATTACHMENTS:

- Draft Ordinance 316 – 2nd Reading
- Draft Summary Resolution 2023-29

ORDINANCE NO. 316, SECOND SERIES

**CITY OF ST. FRANCIS
ANOKA COUNTY**

**AN ORDINANCE MODIFYING SECTION 10-67-02 PARKING FACILITY IN THE
ZONING CODE**

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 10-67-02 Parking Facility of the St. Francis Code of Ordinances is hereby amended to read as follows:

10-67-02. - Parking facility.

- A. The parking facility shall be publicly-owned and available for use by the general public. A privately-owned and operated parking facility may be allowed as a principal use in the B-1 district with approval of an interim use permit.
- B. The use shall be screened from all adjacent residentially-zoned property, including any properties directly across the street from the facility.

Section 2. 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 20th day of June, 2023.

SEAL

CITY OF ST. FRANCIS

By: _____
Steven D. Feldman, Mayor

Attest: Jennifer Wida, City Clerk

Published in the Anoka County Union Herald _____.

DRAFTED BY:
Hoisington Koegler Group, Inc.
800 Washington Ave. N., Suite 103
Minneapolis, MN 55401

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

RESOLUTION 2023-29

A RESOLUTION AUTHORIZING THE SUMMARY PUBLICATION OF ORDINANCE 316, SECOND SERIES MODIFYING SECTION 10-67-02 PARKING FACILITY IN THE ZONING CODE

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 316, 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 316 Second Series is approved for publication:

**CITY OF ST. FRANCIS, MINNESOTA
ORDINANCE 316, SECOND SERIES**

Section 1. Ordinance 316, as adopted, modifies Section 10-67-02 Parking Facility of the City Zoning Code as follows:

1. Clarify that privately-owned and operated parking facilities are allowed as a principal use in the B-1 district with approval of an interim use permit.

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 20th DAY OF JUNE, 2023.

APPROVED:

Steven D. Feldman, Mayor

Attest:

Jennifer Wida, City Clerk

Published in the Anoka County Union Herald the ___ day of June, 2023.



CITY COUNCIL AGENDA REPORT

TO: St. Francis City Council
FROM: Beth Richmond, Planner
SUBJECT: Code Revisions – B-1 Uses and Design Standards; Signage – 2nd Reading
DATE: June 20, 2023

OVERVIEW:

Following the site plan review of the new City Hall/Fire Station, Staff identified several areas of the Zoning Code which would benefit from clarification, particularly related to the incorporation of standards related to the Bridge Street Design Guidelines. The proposed Code amendments relate to the uses allowed in the B-1 district and their standards, the B-1 site dimensions and district design standards, and signage. The City Council reviewed and approved the 1st reading of the requested Code amendment ordinances on June 5, 2023.

ACTION TO BE CONSIDERED:

Because Council approved the 1st reading of Ordinances 317-319 at the June 5, 2023 meeting, Staff has prepared a 2nd reading of each ordinance and summary resolutions allowing for publication by summary for Council’s review. The following timeline will apply:

- June 5 – 1st Reading
- June 20 – 2nd Reading
- June 23 – Published for Comment
- July 23 – Effective

Suggested Motions:

1. Move to approve the 2nd reading of Ordinance 317 approving amendments to Section 10-44-00 Business and Industrial Districts of the Zoning Code as presented by Staff.
2. Move to approve the 2nd reading of Ordinance 318 approving amendments to Section 10-61-04 Dwelling, Apartment Mixed Use of the Zoning Code as presented by Staff.
3. Move to approve the 2nd reading of Ordinance 319 approving amendments to Section 10-91-00 Signs of the Zoning Code as presented by Staff.
4. Move to approve Summary Resolutions 2023-30, 2023-31, and 2023-32 authorizing publication of each ordinance by summary.

ATTACHMENTS

- Draft Ordinances (2nd Reading)
 - Ordinance 317 – Business and Industrial Districts
 - Ordinance 318 – Dwelling, Apartment Mixed Use
 - Ordinance 319 – Signs
- Draft Resolutions authorizing publication by summary

- Resolution 2023-30 – Business and Industrial Standards
- Resolution 2023-31 – Dwelling, Apartment Mixed Use
- Resolution 2023-32 – Signs

ORDINANCE NO. 317, SECOND SERIES

**CITY OF ST. FRANCIS
ANOKA COUNTY**

**AN ORDINANCE MODIFYING SECTION 10-44-00 BUSINESS AND INDUSTRIAL
DISTRICTS IN THE ZONING CODE – 2ND READING**

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 10-44-02 Uses of the St. Francis Code of Ordinances is hereby amended to read as follows:

10-44-02. – Uses.

A. Table 10-44-1 Principal Use Table – Business and Industrial Districts:

Use Type	Zoning District				
	B-1	B-2	BPK	I-1	I-2
Residential					
Household Living					
Dwelling, farmstead				I	I
Dwelling, apartment mixed use	PS				
Dwelling, live/work	PS				
Commercial					
Retail Sales or Service					
Animal boarding, shelter, or daycare center		PS	PS		
Animal/veterinary clinic or hospital		P	P		
Automobile fueling station		P	P		
Auto repair and service, minor		P	P	P	
Auto repair and service, major				PS	
Car wash		PS	PS		
Commercial center	<u>P</u>	P			
Retail with office above street level	P	P			
Retail with residential above street level (<u>see Dwelling, apartment mixed use</u>)	<u>PS</u>				
Service business, off-site		P	P		
Standalone store, retail or service	P	P			
Vehicle sales, leasing, and rental		C	PS	C	

Section 2. Section 10-44-04 Site Dimensions of the St. Francis Code of Ordinances is hereby amended to read as follows:

10-44-04. – Site dimensions.

B. The table below outlines minimum yard, area, and building size requirements to be provided for each business and industrial zoning district.

C. Table 10-44-4 Business and Industrial Site Dimensions:

District	Setback				Height	Impervious Surface
	Front	Interior Side	Corner Side	Rear		
B-1	Residential uses: Min. Setback: 0 ft. Max. Setback: 10 ft. All other uses: Min. Setback: 0 ft. Max. Setback: 5 ft.	0 ft.	Residential uses: Min. Setback: 0 ft. Max. Setback: 10 ft. All other uses: Min. Setback: 0 ft. Max. Setback: 5 ft. ¹	0 ft.		N/A
B-2	50 ft. from collector/arterial streets 35 ft. from local streets	10 ft.	20 ft.	25 ft.	3 stories or 35 ft., whichever is less	80%
	25 ft. required setback from all property lines adjacent to any residential district.					
BPK	50 ft. from collector/arterial streets 35 ft. from local streets	10 ft.	20 ft.	25 ft.	3 stories or 35 ft., whichever is less	80%
	25 ft. required setback from all property lines adjacent to any residential district.					
I-1	50 ft. from collector/arterial streets 35 ft. from local streets	10 ft.	20 ft.	25 ft.	3 stories or 35 ft., whichever is less	80%
	50 ft. required setback from all property lines adjacent to any residential district.					
I-2	75 ft. from collector/arterial streets	20 ft.	20 ft.	25 ft.	3 stories or 35 ft., whichever is less	N/A

	35 ft. from local streets				
	50 ft. required setback from all property lines adjacent to any residential district.				
¹ For sites which include three or more street frontages, differing setbacks may apply. The maximum setback requirement along secondary streets may be increased as approved by the Zoning Administrator.					

Section 3. Section 10-44-05 B-1 Design Standards of the St. Francis Code of Ordinances is hereby amended to read as follows:

10-44-05 B-1 design standards.

- A. Purpose. The purpose of the B-1 Design Standards is to enhance the district's role as a key destination in St. Francis and surrounding communities. These standards represent the minimum requirements to enhance design of the district as explored within the Bridge Street Design Guidelines, adopted in 2019.
- B. Site Design Standards.
 - 1. Parking Lot Location. Parking lots shall be prohibited ~~in the front yard.~~ between Bridge Street and the front of any principal building.
 - 2. Driveway Access.
 - a. Properties that are both located on Bridge Street and west of the Rum River:
Driveways/accesses shall be limited to a side street or alley; existing driveways/accesses on Bridge Street may continue to be used or be relocated on Bridge Street, per County approval, but no new curb cuts shall be added.
 - b. All other properties shall be required to meet driveway access standards in compliance with the rest of the City Code and any applicable County or State access standards.
 - 3. Trash and Loading Location. Trash receptacles and loading areas shall be limited to the rear of the building. These areas shall be fully screened from the right-of-way and adjacent properties, in compliance with Part 10-73-00
- C. Building Design Standards.
 - 1. Building Frontage. ~~At least No less than~~ 70 percent of the ground floor frontage on Bridge Street shall be used for publicly-accessible, non-residential, active use purposes including but not limited to storefronts, business lobbies, and meeting areas. a commercial purpose. This provision shall apply to the first 30 feet behind the building façade on Bridge Street.; ~~beyond the first 30 feet behind the building facade, any permitted principal and accessory use is allowed on any floor.~~
 - 2. Entries.

- a. Properties on Bridge Street. The primary entrance shall orient towards Bridge Street; this entrance's placement may be at the corner of the building to also orient towards a side yard parking lot, if applicable.
- b. All other properties. The primary entrance shall orient towards the front yard/front lot line; this entrance's placement may be at the corner of the building to also orient towards a side yard parking lot, if applicable.
- 3. Rooftops. All rooftop mechanical equipment, including stair towers and elevators, shall be fully screened from view from the public right-of-way and adjacent properties.
- 4. 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.
- 5. Windows/Transparency.
 - a. All street-facing building walls shall be at least 30% transparent.
 - b. Windows shall be installed at regular intervals along the length of the building.
- 6. Awnings/Canopies.
 - a. Awnings/Canopies shall have a minimum clearance of eight (8) feet above the ground level unless projecting over a vehicular right-of-way, in which case clearance shall be 14 feet.
 - b. In no event shall an awning/canopy extend more than three (3) feet into a public right-of-way if the building façade on which it is placed abuts a public right-of-way.

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 20th day of June, 2023.

SEAL

CITY OF ST. FRANCIS

By: _____
Steven D. Feldman, Mayor

Attest: Jennifer Wida, City Clerk

DRAFTED BY:
Hoisington Koegler Group, Inc.
800 Washington Ave. N., Suite 103
Minneapolis, MN 55401

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

RESOLUTION 2023-30

A RESOLUTION AUTHORIZING THE SUMMARY PUBLICATION OF ORDINANCE 317, SECOND SERIES MODIFYING SECTON 10-44-00 BUSINESS AND INDUSTRIAL DISTRICTS IN THE ZONING CODE

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 317, 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 317 Second Series is approved for publication:

**CITY OF ST. FRANCIS, MINNESOTA
ORDINANCE 317, SECOND SERIES**

Section 1. Ordinance 317, as adopted, modifies Section 10-44-00 Business and Industrial Districts of the City Zoning Code as follows:

1. Clarify language for retail with residential above street level as a permitted with standards use in the B-1 district.
2. Allow commercial center as a permitted use in the B-1 district.
3. Allow flexibility from corner side setback requirements for sites with three or more street frontages.
4. Clarify design standards for the B-1 district relating to parking lot location and building frontage.

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 20th DAY OF JUNE, 2023.

APPROVED:

Steven D. Feldman, Mayor

Attest:

Jennifer Wida, City Clerk

ORDINANCE NO. 318, SECOND SERIES

**CITY OF ST. FRANCIS
ANOKA COUNTY**

**AN ORDINANCE MODIFYING SECTON 10-61-04 DWELLING, APARTMENT MIXED
USE IN THE ZONING CODE – 2ND READING**

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 10-61-04 Dwelling, Apartment Mixed Use of the St. Francis Code of Ordinances is hereby amended to read as follows:

10-61-04. - Dwelling, apartment mixed use (see also Retail with residential above street level)

- A. Exclusive of required entrances, the residential use and any parking may occupy no portion of the front one-half of the first story floor area. For corner or through lots, the standard shall be applied to one (1) street frontage as determined by the Zoning Administrator in consultation with the applicant. As permitted in Table 10-44-1 Principal Use Table - Business and Industrial Districts, non-residential uses allowed as part of this use in the front one-half of the first story floor area include, but are not limited to, the following:
 - 1. Retail sales;
 - 2. Personal services;
 - 3. Business and technical services;
 - 4. Food and beverage services.
- B. For any part of a rear building line located within 100 feet of a public parking lot, no residential use may occupy the rear one-half of the first story floor area.

Section 2. 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 20th day of June, 2023.

SEAL

CITY OF ST. FRANCIS

By: _____
Steven D. Feldman, Mayor

Attest: Jennifer Wida, City Clerk

DRAFTED BY:
Hoisington Koegler Group, Inc.
800 Washington Ave. N., Suite 103
Minneapolis, MN 55401

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

RESOLUTION 2023-31

**A RESOLUTION AUTHORIZING THE SUMMARY PUBLICATION OF ORDINANCE
318, SECOND SERIES MODIFYING SECTON 10-61-04 DWELLING, APARTMENT
MIXED USE IN THE ZONING CODE**

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 318, 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 318 Second Series is approved for publication:

**CITY OF ST. FRANCIS, MINNESOTA
ORDINANCE 318, SECOND SERIES**

Section 1. Ordinance 318, as adopted, modifies Section 10-61-04 Dwelling, Apartment Mixed Use of the City Zoning Code as follows:

1. Specifies that food and beverage services are allowable uses for the commercial portion of a mixed use apartment dwelling.

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 20th
DAY OF JUNE, 2023.**

APPROVED:

Steven D. Feldman, Mayor

Attest:

Jennifer Wida, City Clerk

Published in the Anoka County Union Herald the ___ day of June, 2023.

ORDINANCE NO. 319, SECOND SERIES

**CITY OF ST. FRANCIS
ANOKA COUNTY**

**AN ORDINANCE MODIFYING SECTION 10-91-00 SIGNS IN THE ZONING CODE –
2ND READING**

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 10-91-05 District Regulations of the St. Francis Code of Ordinances is hereby amended to read as follows:

10-91-05. - District regulations.

The following signs are permitted in their respective Zoning District:

- A. A-1, A-2, and UR Districts:
 - 1. All signs not requiring permits as set forth in this ~~Part~~Division.
 - 2. One (1) monument sign per subdivision or development, not to exceed 32 square feet in sign area and six (6) feet in height. The monument sign shall not be placed outside the applicable subdivision or development.
 - 3. For legally established non-residential uses, one (1) freestanding sign not to exceed 32 square feet and six (6) feet in height, shall be permitted. One (1) wall sign, not to exceed 20 square feet, shall also be permitted. The freestanding sign and wall signage shall be placed on the same premises as the business which it identifies.
- B. RR District:
 - 1. All signs not requiring permits as set forth in this ~~Part~~Division.
 - 2. One (1) monument sign per subdivision or development, not to exceed 32 square feet in sign area and six (6) feet in height. The monument sign shall not be placed outside the applicable subdivision or development.
 - 3. For legally established non-residential uses, one (1) freestanding sign not to exceed 32 square feet and six (6) feet in height, shall be permitted. One (1) wall sign, not to exceed twenty (20) square feet, shall also be permitted. The freestanding sign and wall signage shall be placed on the same premises as the business in which it identifies.
- C. R-1, R-2, and R-3 Districts:
 - 1. All signs not requiring permits as set forth in this ~~Part~~Division.

2. One (1) monument sign per subdivision or development, not to exceed 32 square feet in sign area and six (6) feet in height. The monument sign shall not be placed outside the applicable subdivision or development.
3. For legally established institutional uses, one (1) freestanding sign per street frontage shall be permitted. The freestanding sign shall not exceed 60 square feet in sign area and 10 feet in height. One wall sign, not to exceed 20 square feet in sign area, shall be permitted for each structure.

D. B-1 District:

1. All signs not requiring permits as set forth in this ~~Part~~Division.
2. One (1) monument sign per development, not to exceed 32 square feet in sign area and six (6) feet in height shall be permitted. The monument sign shall not be placed outside the applicable subdivision or development.
3. One (1) freestanding sign per lot is permitted. The total area of the freestanding sign shall not exceed 64 square feet for lots with a lot width of 100 feet or more and 36 square feet for lots with a lot width of less than 100 feet. The maximum height of a freestanding sign shall be 20 feet.
4. For legally established institutional uses, one (1) freestanding sign per street frontage shall be permitted. The freestanding sign shall not exceed 60 square feet in sign area and 10 feet in height.
5. One (1) wall sign per street frontage shall be permitted according to the following: The total area of all wall signs on any wall of a building shall not exceed 15 percent of the wall area of that wall when said wall area does not exceed 500 square feet. When said surface area exceeds 500 square feet, provided that the maximum sign area for any wall sign shall be 300 square feet. Wall area shall be computed individually for each tenant in a multi-tenant building based on the exterior wall area of the space that tenant occupies.
6. One (1) sign displaying electronic, scrolling text-based messages provided that the electronic message board component of any sign is no greater than 40 square feet in area.
7. One (1) window sign per window provided each sign does not occupy more than 75 percent of the window area.

E. B-2 and BPK Districts:

1. All signs not requiring permits as set forth in this ~~Part~~Division.
2. One (1) monument sign per development, not to exceed 32 square feet in sign area and six (6) feet in height, shall be permitted. The monument sign shall not be placed outside the applicable subdivision or development.
3. One (1) freestanding sign per street frontage is permitted. The total area of a freestanding sign for a building having one street frontage shall not exceed 80 square feet. Where a building site has two (2) or more street frontages, only one (1) freestanding sign of the above size shall be permitted. Each permitted freestanding sign in excess of one (1), shall have a sign area not to exceed 36 square feet. The maximum height of a freestanding sign shall be 25 feet.

4. For legally established institutional uses, one (1) freestanding sign per street frontage identifying said institution or institutional complex shall be permitted. The freestanding sign shall not exceed 60 square feet in sign area and 10 feet in height.
5. One (1) wall sign per street frontage shall be permitted according to the following: The total area of all wall signs on any wall of a building shall not exceed 15 percent of the wall area of that wall when said wall area does not exceed 500 square feet. When said surface area exceeds 500 square feet, then the total area of such wall sign shall not exceed 75 square feet plus five (5) percent of the wall area in excess of 500 square feet, provided that the maximum sign area for any wall sign shall be 300 square feet. Wall area shall be computed individually for each tenant in a multi-tenant building based on the exterior wall area of the space that tenant occupies.
6. One (1) sign displaying electronic, scrolling text-based messages provided that the electronic message board component of any sign is no greater than 40 square feet in area.
7. One (1) window sign per window provided each sign does not occupy more than 75 percent of the window area.

F. I-1 District:

1. All signs not requiring permits as set forth in this Part-Division.
2. One (1) monument sign per development, not to exceed 32 square feet in sign area and six (6) feet in height. The monument sign shall not be placed outside the applicable subdivision or development.
3. One (1) freestanding sign per street frontage is permitted. The total area of a freestanding sign for a building having one (1) street frontage shall not exceed 80 square feet. Where a building site has two (2) or more street frontages, only one (1) freestanding sign of the above size shall be permitted. Each permitted freestanding sign in excess of one (1) shall have a sign area not to exceed 36 square feet. The maximum height of a freestanding sign shall be 25 feet.
4. One (1) wall sign per street frontage shall be permitted according to the following: The total area of all signs on any wall of a building shall not exceed 15 percent of the wall area of that wall when said wall area does not exceed 500 square feet. When said surface area exceeds 500 square feet, then the total area of such wall sign shall not exceed 75 square feet plus five (5) percent of the wall area in excess of 500 square feet, provided that the maximum sign area for any wall sign shall be 300 square feet. Wall area shall be computed individually for each tenant in a multi-tenant building based on the exterior wall area of the space that tenant occupies.
5. One (1) sign displaying electronic, scrolling text-based messages provided that the electronic message board component of any sign is no greater than 40 square feet in area.
6. One (1) window sign per window provided each sign does not occupy more than 75 percent of the window area.

G. I-2 District:

1. All signs not requiring permits as set forth in this ~~Part~~Division.
2. One (1) monument sign per development, not to exceed 32 square feet in sign area and six (6) feet in height, shall be permitted. The monument sign shall not be placed outside the applicable subdivision or development.
3. One (1) freestanding sign per street frontage is permitted. The total area of a freestanding sign for a building having one street frontage shall not exceed 80 square feet. Where a building site has two (2) or more street frontages, only one (1) freestanding sign of the above size shall be permitted. Each permitted freestanding sign in excess of one (1) shall have a sign area not to exceed 36 square feet. The maximum height of a freestanding sign shall be 25 feet.
4. One (1) wall sign per street frontage shall be permitted according to the following: The total area of all signs on any wall of a building shall not exceed 15 percent of the wall area of that wall when said wall area does not exceed 500 square feet. When said surface area exceeds 500 square feet, then the total area of such wall sign shall not exceed 75 square feet plus five (5) percent of the wall area in excess of 500 square feet, provided that the maximum sign area for any wall sign shall be 300 square feet. Wall area shall be computed individually for each tenant in a multi-tenant building based on the exterior wall area of the space that tenant occupies.

H. PUD Districts:

1. All signs not requiring permits as set forth in this ~~Part~~Division.
2. Signage requirements shall be established at the time the PUD is approved by the City.

Section 2. Section 10-91-08 Non-Conforming Signs of the St. Francis Code of Ordinances is hereby amended to read as follows:

Any sign legally existing on the effective date of this Part which does not conform to the requirements set forth in this Part shall become a non-conforming sign. No non-conforming sign shall be enlarged or altered in such a fashion that increases its non-conformity. Non-conforming signs shall be subject to the requirements of Part 10-145-00 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 of the City of St. Francis this 20th day of June, 2023.

SEAL

CITY OF ST. FRANCIS

By: _____
Steven D. Feldman, Mayor

Attest: Jennifer Wida, City Clerk

DRAFTED BY:
Hoisington Koegler Group, Inc.
800 Washington Ave. N., Suite 103
Minneapolis, MN 55401

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

RESOLUTION 2023-32

A RESOLUTION AUTHORIZING THE SUMMARY PUBLICATION OF ORDINANCE 319, SECOND SERIES MODIFYING SECTON 10-91-00 SIGNS IN THE ZONING CODE

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 319, 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 319 Second Series is approved for publication:

**CITY OF ST. FRANCIS, MINNESOTA
ORDINANCE 319, SECOND SERIES**

Section 1. Ordinance 319, as adopted, modifies Section 10-91-00 Signs of the City Zoning Code as follows:

1. Terminology and references for Code sections have been updated for clarity and uniformity.
2. One wall sign per street frontage shall be allowed in the City’s B-1, B-2, BPK, I-1, and I-2 districts.

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 20th DAY OF JUNE, 2023.

APPROVED:

Steven D. Feldman, Mayor

Attest:

Jennifer Wida, City Clerk



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Darcy Mulvihill, Finance
SUBJECT: Authorizing the Issuance and Sale of General Obligation Capital Improvement Bonds, Series 2023a, in the Proposed Aggregate Principal Amount of \$13,000,000
DATE: June 20, 2023

OVERVIEW:

The City Council needs to call for the sale of the Capital Improvement Bonds in the aggregate principal amount of \$13,000,000.

ACTION TO BE CONSIDERED:

Dan Tienter from Ehlers and Associates present the Pre-sale report for the bonds and then council will need to approve the resolution calling for the sale of the bonds.

BUDGET IMPLICATION:

The city has been increasing the levy to get ready for the sale of these bonds to pay for the construction of the new Fire Station/City Hall.

Attachments

- Pre-Sale Report
- Resolution 2023-34 Authorizing the Issuance and Sale of General Obligation Capital Improvement Bonds, Series 2023a, in the Proposed Aggregate Principal Amount Of \$13,000,000

June 20, 2023

PRE-SALE REPORT FOR

City of St. Francis, Minnesota

\$13,000,000 General Obligation Capital Improvement Bonds, Series 2023A



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Nick Anhut, Senior Municipal Advisor
Dan Tienter, Municipal Advisor
Rebecca Kurtz, Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$13,000,000 General Obligation Capital Improvement Bonds (“CIP”), Series 2023A (“Bonds”).

Purposes:

The proposed, tax-exempt, fixed-rate issue will fund the construction of a joint City Hall and Fire Station facility (“Project”) for the City of St. Francis, Minnesota (“City”). The City will pay debt service from ad valorem property tax revenues.

Authority:

The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged. The City will issue the Bonds pursuant to Minnesota Statutes, Section 475.521, Capital Improvement Authority.

The bonding authority requires the City to draft a five-year CIP, hold a public hearing and submit to a 30-day reverse referendum period. Consistent with these requirements, the City drafted the five-year CIP and held a public hearing on October 3, 2022. The reverse referendum period ended on November 2, 2022, without a petition requesting a vote on the issuance of the proposed Bonds.

Under Minnesota Statutes, Chapter 475, the Bonds will count against the City’s statutory Net Debt Limit, which may not exceed three percent of the City’s current Estimated Market Value (“EMV”) of the taxable property for the City, or \$947,640,700. Therefore, the total amount of debt outstanding may not exceed \$28,429,221. As of this Pre-Sale Report, the City has \$4,945,000 of applicable, outstanding debt (excluding the proposed Bonds). After the proposed issue, the City will still have \$10,484,221 of capacity remaining within the statutory limit.

In addition, Minnesota Statutes, Chapter 475 limits the total amount of principal and interest payable in a single year on all CIP Bonds to no more than 0.16% of the EMV of the City. Using the above EMV, the City may authorize a maximum annual debt service of \$1,516,225. As of this Pre-Sale Report, the City has \$465,181 of debt service subject to this limit. For the proposed Bonds, the estimated highest principal and interest payment will be approximately \$875,188. As such, the City will remain about \$175,586 below the statutory limit.

Term/Call Feature:

The Bonds are being issued for a term of 30 years. Principal on the Bonds will be due on February 1 in the years 2026 through 2053. Interest is payable every six months beginning August 1, 2024. The Bonds will be subject to prepayment at the discretion of the City on February 1, 2032 or any date thereafter.

Bank Qualification:

Because the City is issuing more than \$10,000,000 in tax-exempt obligations during the calendar year, the City will be not able to designate the Bonds as “bank qualified” obligations.

Credit Rating:

The City’s most recent bond issues were rated by S&P Global Ratings. The current rating on those bonds is “AA.” The City will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher if the bond rating of the insurer is higher than that of the City.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Bonds and long-term financial capacity, as well as the tax status considerations related to the Bonds and the structure, timing and other similar matters related to the Bonds, we are recommending the issuance of Bonds as a suitable option.

Method of Sale/Placement:

We are recommending the Bonds be issued as municipal securities and offered through a competitive underwriting process. Through this process, the City will solicit competitive bids, which we will compile on your behalf, for the purchase of the Bonds from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction. If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to generate additional proceeds for the facility project.

Premium Pricing:

In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount” as described above) but will pay the remainder of the premium to the City.

The amount of the premium varies, but it is not uncommon to see premiums for new issues in the range of 2.00% to 10.00% of the face amount of the issue. This means that an issuer with a \$13,000,000 offering may receive bids that result in proceeds of \$13,260,000 to \$14,300,000.

For the proposed Bonds, Ehlers will determine, in consultation with City staff, after receiving the bids whether to use any net premium to reduce the size of the issue or increase the net

proceeds for the project. The resulting adjustments may slightly change calculated the true interest cost of the issue, either up or down.

The amount of premium can be restricted in the bid specifications. Restrictions on premium may result in fewer bids but may also eliminate large adjustments on the day of sale and unintended impacts with respect to debt service payments. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City’s objectives for this financing.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no viable refunding opportunities available at this time. We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities as they arise.

Continuing Disclosure:

Within the proposed terms of the Bonds, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (“SEC”).

The City is already obligated to provide such reports for its existing bonds and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The City must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations (“Arbitrage Rules”) throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The City’s specific arbitrage responsibilities will be detailed in the Tax Certificate (the “Tax Compliance Document”) prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the City within 30 days after the sale date to review the City’s specific responsibilities for the Bonds.

Investment of Bond Proceeds:

As a registered Investment Advisor, Ehlers can assist the City in developing a strategy to invest Bond proceeds until the funds are needed to pay Project costs. The City has contracted with Ehlers to invest the proposed Bond proceeds in concert with the arbitrage rules referenced above.

Risk Factors:

The City anticipates the City Council will consider awarding contracts for the Project and approving the sale of the proposed Bonds on August 7, 2023. If the bids and subsequent contracts exceed the expenditures authorized by the approved CIP bonding authorization of \$13,000,000, the City will need to contribute cash to the Project or explore alternative financing strategies. Alternatively, the City Council could reject the bids, cancel the sale of the proposed Bonds, and reconsider the Project at some point in the future.

We understand that the City has identified alternative funds available to fund a cash contribution, if necessary

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services, please contact us.

Bond Counsel: Kennedy & Graven, Chartered

Paying Agent: Bond Trust Services Corporation

Rating Agency: Standard & Poor’s Global Ratings (S&P)

Summary:

The decisions to be made by the City Council are as follows:

- Accept or modify the finance assumptions described in this report; and
- Consider adoption of the resolution prepared by your Bond Counsel to establish an August 7, 2023 sale date.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by City Council:	June 20, 2023
Due Diligence Call to review Official Statement:	Week of July 24, 2023
Distribute Official Statement:	July 27, 2023
Conference with Rating Agency:	Week of June 28, 2023
City Council Meeting to Award Sale of the Bonds:	August 7, 2023
Estimated Closing Date:	August 24, 2023

Attachments

- Estimated Sources and Uses of Funds
- Estimated Proposed Debt Service Schedule

EHLERS' CONTACTS

Nick Anhut, Senior Municipal Advisor	(651) 697-8507
Dan Tienter, Municipal Advisor	(651) 697-8537
Rebecca Kurtz, Senior Municipal Advisor	(651) 697-8516
Rose Xiong, Public Finance Analyst	(651) 697-8589
Alicia Gage, Senior Financial Analyst	(651) 697-8551

City of St. Francis, Minnesota

\$13,000,000 General Obligation Bonds, Series 2023A
Assumes Current Market Non-BQ "AA" Rates + 75 bps
30 Years

Sources & Uses

Dated 08/24/2023 | Delivered 08/24/2023

Sources Of Funds

Par Amount of Bonds	\$13,000,000.00
Total Sources	\$13,000,000.00

Uses Of Funds

Total Underwriter's Discount (1.000%)	130,000.00
Costs of Issuance	87,000.00
Deposit to Project Fund	12,783,000.00
Total Uses	\$13,000,000.00

City of St. Francis, Minnesota

\$13,000,000 General Obligation Bonds, Series 2023A

Assumes Current Market Non-BQ "AA" Rates + 75 bps

30 Years

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
02/01/2024	-	-	-	-
02/01/2025	-	-	875,187.65	875,187.65
02/01/2026	245,000.00	3.700%	609,415.00	854,415.00
02/01/2027	255,000.00	3.700%	600,350.00	855,350.00
02/01/2028	265,000.00	3.650%	590,915.00	855,915.00
02/01/2029	275,000.00	3.650%	581,242.50	856,242.50
02/01/2030	285,000.00	3.750%	571,205.00	856,205.00
02/01/2031	295,000.00	3.900%	560,517.50	855,517.50
02/01/2032	305,000.00	4.050%	549,012.50	854,012.50
02/01/2033	320,000.00	4.250%	536,660.00	856,660.00
02/01/2034	335,000.00	4.400%	523,060.00	858,060.00
02/01/2035	350,000.00	4.600%	508,320.00	858,320.00
02/01/2036	365,000.00	4.700%	492,220.00	857,220.00
02/01/2037	380,000.00	4.750%	475,065.00	855,065.00
02/01/2038	400,000.00	4.800%	457,015.00	857,015.00
02/01/2039	420,000.00	4.800%	437,815.00	857,815.00
02/01/2040	440,000.00	4.800%	417,655.00	857,655.00
02/01/2041	460,000.00	4.800%	396,535.00	856,535.00
02/01/2042	480,000.00	4.800%	374,455.00	854,455.00
02/01/2043	505,000.00	4.800%	351,415.00	856,415.00
02/01/2044	530,000.00	4.850%	327,175.00	857,175.00
02/01/2045	555,000.00	4.850%	301,470.00	856,470.00
02/01/2046	580,000.00	4.900%	274,552.50	854,552.50
02/01/2047	610,000.00	4.900%	246,132.50	856,132.50
02/01/2048	640,000.00	4.950%	216,242.50	856,242.50
02/01/2049	670,000.00	4.950%	184,562.50	854,562.50
02/01/2050	705,000.00	4.950%	151,397.50	856,397.50
02/01/2051	740,000.00	5.000%	116,500.00	856,500.00
02/01/2052	775,000.00	5.000%	79,500.00	854,500.00
02/01/2053	815,000.00	5.000%	40,750.00	855,750.00
Total	\$13,000,000.00	-	\$11,846,342.65	\$24,846,342.65

Yield Statistics

Bond Year Dollars	\$244,769.44
Average Life	18.828 Years
Average Coupon	4.8397964%
Net Interest Cost (NIC)	4.8929076%
True Interest Cost (TIC)	4.8909309%
Bond Yield for Arbitrage Purposes	4.8051776%
All Inclusive Cost (AIC)	4.9490446%

IRS Form 8038

Net Interest Cost	4.8397964%
Weighted Average Maturity	18.828 Years

City of St. Francis, Minnesota

\$13,000,000 General Obligation Bonds, Series 2023A

Assumes Current Market Non-BQ "AA" Rates + 75 bps

30 Years

Tax Levy Calculation

Tax Levy Year	Tax Collect Year	Bond Pay Year	Total P+I	Net New D/S	P & I @105%	Net Levy
2022	2023	2024	-	-	-	-
2023	2024	2025	875,187.65	875,187.65	918,947.03	918,947.03
2024	2025	2026	854,415.00	854,415.00	897,135.75	897,135.75
2025	2026	2027	855,350.00	855,350.00	898,117.50	898,117.50
2026	2027	2028	855,915.00	855,915.00	898,710.75	898,710.75
2027	2028	2029	856,242.50	856,242.50	899,054.63	899,054.63
2028	2029	2030	856,205.00	856,205.00	899,015.25	899,015.25
2029	2030	2031	855,517.50	855,517.50	898,293.38	898,293.38
2030	2031	2032	854,012.50	854,012.50	896,713.13	896,713.13
2031	2032	2033	856,660.00	856,660.00	899,493.00	899,493.00
2032	2033	2034	858,060.00	858,060.00	900,963.00	900,963.00
2033	2034	2035	858,320.00	858,320.00	901,236.00	901,236.00
2034	2035	2036	857,220.00	857,220.00	900,081.00	900,081.00
2035	2036	2037	855,065.00	855,065.00	897,818.25	897,818.25
2036	2037	2038	857,015.00	857,015.00	899,865.75	899,865.75
2037	2038	2039	857,815.00	857,815.00	900,705.75	900,705.75
2038	2039	2040	857,655.00	857,655.00	900,537.75	900,537.75
2039	2040	2041	856,535.00	856,535.00	899,361.75	899,361.75
2040	2041	2042	854,455.00	854,455.00	897,177.75	897,177.75
2041	2042	2043	856,415.00	856,415.00	899,235.75	899,235.75
2042	2043	2044	857,175.00	857,175.00	900,033.75	900,033.75
2043	2044	2045	856,470.00	856,470.00	899,293.50	899,293.50
2044	2045	2046	854,552.50	854,552.50	897,280.13	897,280.13
2045	2046	2047	856,132.50	856,132.50	898,939.13	898,939.13
2046	2047	2048	856,242.50	856,242.50	899,054.63	899,054.63
2047	2048	2049	854,562.50	854,562.50	897,290.63	897,290.63
2048	2049	2050	856,397.50	856,397.50	899,217.38	899,217.38
2049	2050	2051	856,500.00	856,500.00	899,325.00	899,325.00
2050	2051	2052	854,500.00	854,500.00	897,225.00	897,225.00
2051	2052	2053	855,750.00	855,750.00	898,537.50	898,537.50
Total	-	-	\$24,846,342.65	\$24,846,342.65	\$26,088,659.78	\$26,088,659.78

Bond Data

Dated Date 8/24/2023

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

RESOLUTION 2023-34

**AUTHORIZING THE ISSUANCE AND SALE OF GENERAL OBLIGATION
CAPITAL IMPROVEMENT BONDS, SERIES 2023A, IN THE PROPOSED
AGGREGATE PRINCIPAL AMOUNT OF \$13,000,000**

BE IT RESOLVED by the City Council of the City of St. Francis, Minnesota (the “City”), as follows:

Section 1. Findings; Determinations.

1.01. The City is authorized by Minnesota Statutes, Chapter 475, as amended, including Section 475.521 (the “Act”), to finance certain capital improvements under an approved capital improvement plan by the issuance of general obligation bonds of the City payable from ad valorem taxes. Capital improvements include acquisition or betterment of public lands, buildings or other improvements for the purpose of a city hall, library, public safety facility and public works facilities (excluding light rail transit or any activity related to it, or a park, road, bridge, administrative building other than a city hall, or land for any of those activities).

1.02. On October 3, 2022, the City Council of the City (the “City Council”) held a duly noticed public hearing (the “Public Hearing”) and adopted a resolution approving a five (5) year capital improvement plan for the years 2023 through 2027 (the “Capital Improvement Plan”) and the issuance of general obligation capital improvement plan bonds in the maximum principal amount of \$13,000,000 thereunder. The Capital Improvement Plan authorizes the issuance of general obligation bonds to provide for the undertaking of certain capital improvements described in the Capital Improvement Plan, including but not limited to the City Hall and Fire Station project (the “Capital Improvements”).

1.03. No petition for a referendum on the issuance of bonds pursuant to the Capital Improvement Plan was received within thirty (30) days after the date of the Public Hearing in accordance with the Act.

1.04. The City proposes to issue its General Obligation Capital Improvement Bonds, Series 2022A (the “Bonds”), in the proposed aggregate principal amount of \$13,000,000, pursuant to the Act, to finance the construction of the Capital Improvements.

1.05. As required by the Act, the City has determined that (i) the expected useful life of the project to be financed with the proceeds of the Bonds will be at least five (5) years; and (ii) the amount of principal and interest due in any year on all outstanding bonds issued by the City under the Act, including the Bonds, will not exceed 0.16 percent of the estimated market value of property in the City for taxes payable in 2023.

1.06. The City is authorized by Section 475.60, subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent municipal advisor in connection with such sale. The actions of the City staff and the City’s municipal advisor in negotiating the sale of the Bonds are ratified and confirmed in all aspects.

Section 2. Sale of Bonds; Terms. The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue the Bonds in the proposed aggregate principal amount of \$13,000,000, pursuant to the Act, to provide financing for the Capital Improvements. The Bonds will be issued, sold, and delivered in accordance with the Terms of Proposal to be prepared in connection with the offering and the sale of the Bonds.

Section 3. Authority of Municipal Advisor. Ehlers and Associates, Inc. (the “Municipal Advisor”) is authorized and directed to negotiate the Bonds. The City Council will meet at 6:00 p.m. on Monday, August 7, 2023 (or such other date as the City Council shall deem appropriate) to consider proposals for the purchase of the Bonds and to take any other appropriate action with respect to the Bonds.

Section 4. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, as bond counsel for the City (“Bond Counsel”), is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates, and instruments relating to the Bonds. The officers, employees, and agents of the City are hereby authorized to assist Bond Counsel in the preparation of such documents, certificates, and instruments.

Section 5. Covenants. In the resolution awarding the sale of the Bonds, the City Council will set forth the covenants and undertakings required by the Act.

Section 6. Official Statement. In connection with the sale of the Bonds, the officers or employees of the City are authorized and directed to cooperate with the Municipal Advisor and participate in the preparation of an official statement for the Bonds and to deliver it on behalf of the City upon its completion.

Section 7. Reimbursement. The City has or may have incurred certain expenditures with respect to the Capital Improvements that were financed temporarily from other sources but are expected to be reimbursed with proceeds of the Bonds. The City hereby declares its intent to reimburse certain costs of the Capital Improvements from proceeds of the Bonds (the “Declaration”). This Declaration is intended to constitute a declaration of official intent for purposes of the Section 1.150-2 of the Treasury Regulations promulgated under the Code.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF JUNE, 2023.

APPROVED:

Steven D. Feldman, Mayor

ATTEST:

Jennifer Wida, City Clerk

The following Council Members voted in favor:

The following Council Members voted against or abstained:

SA330-29 (JAE)
882190v1



CITY COUNCIL AGENDA REPORT

TO: Mayor and Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Demolition of Existing Fire Station
DATE: June 20, 2023

OVERVIEW:

In preparation of a new City Hall / Fire Station, bids were collected for the demolition and site prep of the existing building. The Construction manager will handle this step and have the ability to install the fencing with the demolition which will remain in place throughout the construction of the new project.

Three bids were collected for the demolition:

DW \$47,000

Jerry Anderson \$194,600

Darryl Waletzko \$186,780

Although DW submitted a much lower bid than the other two, it is in line with what staff was anticipating, has a long history of work with DW and staff does not have any concerns in regards to their capacity to complete the work as requested.

ACTION TO BE CONSIDERED:

Council to accept all bids and approve DW as low bid for the work of demolition and disposal of the existing site.

Attachments:

- Stahl total project cost
- Bids for Demolition

Preliminary Estimate



Project: Existing Fire Station Demolition
Owner: City of St. Francis
Architect: N/A
Date: June 7, 2023

Description	Quantity	Unit	Unit Cost	Totals
General Conditions				\$ 13,500
Part-time jobsite superintendent	88	hrs	125.00	11,000
Project manager	20	hrs	125.00	2,500
Reimbursables / miscellaneous general conditions	-	mos	6,500.00	-
Clean-up / General Labor				\$ 425
Continuous clean / rubbish / general labor	-	hrs	115.00	-
Dumpsters	1	ea	425.00	425
Street sweeping (by trade)	-	mos	500.00	-
Final clean	-	sf	0.35	-
Temporary Facilities				\$ 12,000
Temporary jobsite office	-	mos	1,000.00	-
Temporary toilets	1	units	225.00	-
Temporary construction fence / gates @ 1500 lf	1	lf	12,000.00	12,000
Miscellaneous Conditions				\$ 875
Vehicle (mileage and fuel)	1	ls	875.00	875
Permits / Insurance				\$ 1,750
Allowance for demo permit Not Required	1	ls	-	-
Liability insurance	1	ls	1,750.00	1,750
Builder's-risk insurance (n/a by Owner)	1	ls	-	-
Existing Conditions				\$ 47,000
Building demo / site prep	1	ls	47,000.00	47,000
Utilities				\$ -
Disconnect By Others - Coordinated with Stahl (i.e. Connexus and public w	-	ls	-	-
Mechanical				\$ 900
Plumbing	-	ls	-	-
HVAC - drain down freon & dispose / recycle	1	ls	900.00	900
Electrical (generator disconnected but remains on site)				\$ 8,700
	1	ls	8,700.00	8,700
Subtotal				\$ 85,150



SCOPE PROVIDED TO ALL BIDDERS

May 17, 2023

To: Interested Bidders

Sent via e-mail

Re: Scope for Demolition of Existing St. Francis Fire Station
3740 Bridge St. NW St. Francis MN 55070

This information is provided for your use in pricing the demolition work at the above referenced project. All site conditions around the building are subject to future removals and do not need to be protected during demolition of structure i.e., paving and parking lots. All are subject to safe practices and procedures during removals and should be based on the following:

Includes

- 1. MEP disconnections - Make safe/ Make ready.
- 2. Utility disconnections – Make safe/ Make ready.
- 3. Powerline removal (Connexus – by GC).
- 4. Complete demolish and removal of free-standing building area including all footings and foundations within building footprint.
- 5. Returning building footprint of back to pad ready area (Importing dirt).
- 6. Flagging/Signage necessary for transporting/hauling.
- 7. Removal of generator and placement out of way (on site) during demo procedure.
- 8. Payment and Performance Bond of 10% required.
- 9. This project is TAX EXEMPT for all contracts over \$5,000.

Excludes

- 1. Removals of pavement, driveways, sidewalks and or curbs of existing site.
- 2. Removals of trees, monument signs or landscaping unless connected or part of building structure.
- 3. Any demo outside of building footprint.
- 4. Underground utility removals outside of the building footprint
- 5. Scheduling Connexus.

Please contact us should you have questions or desire further information.

Sincerely,

STAHL CONSTRUCTION

Snuffy Smetana

Snuffy Smetana
Field Manager

c: Deborah Aldrich, Jeremy Belsheim, Michael Patri – Stahl Construction

①



Build Relationship

DW COMPANIES LLC

- ☎ Office: 763-691-1897
- ☎ DW Emergency Line: 612-685-5498
- ✉ nate@dwcompanies.com
- 🌐 www.dwcompanies.com

Mailing Address: PO BOX 129; Isanti, MN 55040
 Physical Address: 3024 MN HWY 95; Cambridge, MN 55008

NATE:

Project:	St. Francis Fire Department - Demo Building		
Name:	Stahl Construction: Snuffy Smetana or Jeremy Belsheima		
Billing Address:	861 E Hennepin Ave #200 Minneapolis, MN 55414	Project Address: (If different from Billing Address)	23340 Cree Street NW St. Francis, MN 55070
Phone:	Snuffy Smetana: 612-916-3491		
E-mail:	Snuffy: snuffy@stahlconstruction.com Jeremy: jbelsheim@stahlconstruction.com	Date:	5/31/2023

Description:	Bid Amount:
<ul style="list-style-type: none"> • Demo & dispose of St. Francis Fire Department building ~8,528 sq. ft. • Remove & dispose of concrete ~308 yds. • **All power will be disconnected prior to demo.** • **Does not include removal of asbestos or hazerdous material.** • **Does not include any turf restoration.** 	\$43,000.00
<p>* Work listed above is per discussion during on site project meeting.</p>	
Total:	\$43,000.00

(SEE ATTCH'D) + 4,000.00

I agree to the above - quoted services & receiving of quoted services - and terms and conditions below.

 Authorized Signature

Snuffy Smetana or Jeremy
 Sheima

 Name

47,000.00

 Date

TERMS & CONDITIONS

Prior to Projects

- Any phone, fiber, gas, or electrical lines found that need to be moved/lowered for construction must be done prior to starting construction.
- We encourage communication prior to projects to try and make every project as efficient as possible.

Charges & Payments

- Customers and/or the organization to which they are employed accept responsibility for all charges that incur.
- Winter Conditions (i.e. snow, frost, & ground freeze) can cause delays and additional costs.
- Emergency or afterhours work may incur additional charges.
- Customers will be billed at the completion of the project and payment is due in 15 days.
- Customers will be charged an additional 8% of all outstanding balances over 15 days.

4-5 days
 → STREET SWP ←



DW Companies Doing Dirt Work Better sent you "**DW COMPANIES - Snuffy Smetana - St. Francis Fire Department Demo - Import Sand**".

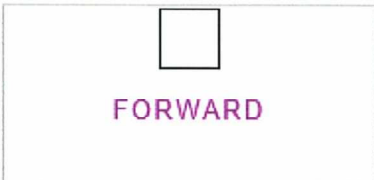
Hi Snuffy,

Attached is the new quote for the project you had discussed with Nate. If you wish to move forward with the project and scheduling, then please sign and date the document using the e-sign feature at the bottom of the document. If you have any questions at all, please let us know!

Thank you,




Erica Daher
DW Companies, DW Team Member

763-691-1897
PO Box 129
Isanti, MN 55040
<http://www.dwcompanies.com>





DW COMPANIES LLC

 **Office:** 763-691-1897
 **DW Emergency Line:** 612-685-5498
 nate@dwcompanies.com
 www.dwcompanies.com

Mailing Address: PO BOX 129; Isanti, MN 55040
Physical Address: 3024 MN HWY 95; Cambridge, MN 55008

Project:	St. Francis Fire Department Demo - Import Sand		
Name:	Snuffy Smetana		
Billing Address:	861 E Hennepin Ave #200 Minneapolis, MN 55414	Project Address: <small>(If different from Billing Address)</small>	23340 Cree Street NW St. Francis, MN 55070
Phone:	612-916-3491		
E-mail:	snuffy@stahlconstruction.com	Date:	6/1/2023

Description:	Bid Amount:
<ul style="list-style-type: none"> Supply, place & compact 1' of sand in the old St. Francis Fire Department building area. 	\$ 4,000.00
<i>* Work listed above is per discussion during on site project meeting.</i>	Total: \$4,000.00

I agree to the above - quoted services & receiving of quoted services - and terms and conditions below.

Authorized Signature	Name	Date
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TERMS & CONDITIONS

Prior to Projects

- Any phone, fiber, gas, or electrical lines found that need to be moved/lowered for construction must be done prior to starting construction.
- We encourage communication prior to projects to try and make every project as efficient as possible.

Charges & Payments

- Customers and/or the organization to which they are employed accept responsibility for all charges that incur.
- Winter Conditions (i.e. snow, frost, & ground freeze) can cause delays and additional costs.
- Emergency or afterhours work may incur additional charges.
- Customers will be billed at the completion of the project and payment is due in 15 days.
- Customers will be charged an additional 8% of all outstanding balances over 15 days.

DW Companies, LLC

②

Deb Johnson Aldrich

JEREMY ANDERSON

From: Deb Johnson Aldrich
Sent: Wednesday, June 7, 2023 3:52 PM
To: Deb Johnson Aldrich

I don't have the estimate available to me.

But,

My bid was to demo the complete fire station exporting all concrete and bathroom fixtures. Any steel structure objects that were installed for structural purposes. Then import any/all materials needed to complete a safe construction site for future project.

\$194600

Sent from my iPhone

FROM TEXT MESSAGE
to SNUFFY
(FORWARDED to DEB)



DARRYL WALETZKO LLC
 15890 255th Ave NW
 Big Lake MN 55309

Estimate

Date	Estimate #
5/15/2023	466

Name / Address
STAHL CONSTRUCTION 861 EAST HENNEPIN AVE NE SUITE 200 MINNEAPOLIS MN 55414

			Project
Description	Qty	Rate	Total
ST FRANCIS FIRE DEPARTMENT DEMOLITION REMOVE BUILDING HAUL OFF-SITE GRADE & COMPACT BACK TO ORIGINAL GRADE		186,780.00	186,780.00
Total			\$186,780.00

Absolute Portable Restrooms
5500 297th Ave NW
Cambridge, MN 55008 US
+1 7632272258
apr18@live.com

Estimate 1109

ADDRESS	SHIP TO
Stahl Construction	Stahl Construction
861 E. Hennepin Ave	861 E. Hennepin Ave
Suite 200	Suite 200
Mn	Mn
Minneapolis, MN 55414	Minneapolis, MN 55414

DATE 06/02/2023	TOTAL \$12,000.00
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TRACKING NO.
St Francis MN Fire Department

P.O. NUMBER
Snuffy

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Tempory Site fencing	1500 feet of 6 foot tall by 20-foot panel site fencing to be erected. Fencing to be removed at 14 months after start date . 2-20 foot gates to be located per print or job supervisor. Contractor is responsible to maintain the fencing during the construction. Absolute will erect and remove said fencing upon start and completion of project	1	12,000.00	12,000.00

13 MOS.
#923 / MOS

SUBTOTAL 12,000.00

TAX **EXEMPTION NEEDED**

TOTAL **\$12,000.00**

THANK YOU

Accepted By

Accepted Date

Cool Air Mechanical, Inc.

Cool Air Mechanical 1544 134th Ave NE Ham Lake, MN 55304
Phone: 763-205-0844 Fax: 763-432-7394

May 22, 2023

Stahl Construction
Attn. Deb Aldrich

Project:
St Francis Fire Department Swing Space and Existing Space Disconnect

We are pleased to submit this proposal:

1. Add a 3 Ton heat pump system with 4 indoor zone heads serving the lounge, break room, and sleeping quarters. Condensing unit will be mounted inside on the high wall of the Mezzanine.
2. Tax, Freight, Permit.

Price for the above work **\$ 12,900.00**

We are pleased to submit this proposal:

3. Add a PRV with intake hood and motorized damper to exhaust the vehicle bay.
4. High and low exhaust vents.
5. CO/NO2 sensors. (Control and interlock wiring by electrical)
6. Tax, Freight, Permit.

Price for the above work **\$ 16,400.00**

Add for replacement restroom electric wall heaters provide only	\$ 300/ea.
Add for replacement sleeping quarter electric fin tube provide only	\$ 550/ea.
Add for replacement restroom exhaust fans provide and install	\$ 400/ea.
Add for pumping down A/C unit at demoed fire station	\$ 900.00

Exclusions:

1. Finishes.
2. Power Wiring.
3. Control Wiring/Interlock Wiring.

Authorized Signature *Rod Charlton*
612-221-5810

Note: This proposal may be withdrawn by us if not accepted within 15 days.



4815 White Bear Parkway • St. Paul, MN 55110
Phone 651.771.1000 • Fax 651.771.9119

St. Croix Falls, WI • 715.483.3854 | Eau Claire, WI • 715.831.8752

neielectric.com

An Equal Opportunity Employer

May 24, 2023

Stahl Construction
861 E Hennepin Ave, Ste 200
Minneapolis, MN 55414

Attention: Deborah Aldrich
Phone: 612.363.6380
Email: djaldrich@stahlconstruction.com

RE: City of St Francis – Demo Existing City Hall and Fire Dept.

We propose to furnish and install all labor, material and permit fees to perform the following electrical installation at the above location. Electrical work is to be done in accordance with local and national electrical codes governing such.

General Clarifications:

- All work to be done during normal business hours 7am-3:15pm M-F
- This proposal is a design build budget based on site visit
- Lift provided
- Permit



Base Proposal:

- (175) Remove and Recycle Compact fluorescent lamps
- (14) Remove and Recycle HID lamps
- (4) Remove and recycle exit sign if needed
- (75) Check and recycle ballasts if PCB's are present or they are magnetic
- Disconnect all generator components for removal by others
- Make main service safe for disconnect and removal by utility

NEED
—

Total Cost:	\$8,700.00
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Exclusions:



4815 White Bear Parkway • St. Paul, MN 55110
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St. Croix Falls, WI • 715.483.3854 | Eau Claire, WI • 715.831.8752

neielectric.com

An Equal Opportunity Employer

- CCTV equipment and cabling
- Security equipment and cabling
- Nurse call systems and cabling
- Voice data equipment and cabling
- Saw cutting, Patching and core drilling
- Utility fees
- Handling of owner furnished equipment
- Demo of existing site
- Performance/payment bond
- Premium time

Thank you for the opportunity to provide this estimate. If you have any questions or need additional information, please call me at 651-287-3139.

Connect with the Best ... Connect with NEI Electric

Regards,

John Muehlbauer,

Project Manager

NEI Electric . 4815 White Bear Pkwy . St Paul, MN 55110

651.287.3139 direct . 763.898.8808 . cell

651.771.1000 office . 651.771.9119 . fax

jmuehlbauer@neielectric.com . www.neielectric.com

Absolute Portable Restrooms
5500 297th Ave NW
Cambridge, MN 55008 US
+1 7632272258
apr18@live.com

Estimate 1110

ADDRESS	SHIP TO
Stahl Construction	Stahl Construction
861 E. Hennepin Ave	861 E. Hennepin Ave
Suite 200	Suite 200
Mn	Mn
Minneapolis, MN 55414	Minneapolis, MN 55414

DATE 06/02/2023	TOTAL \$325.00
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TRACKING NO.
St Francis MN Fire Department

P.O. NUMBER
Snuffy

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	9r	Regular Unit 4 week billing cycle 1 time a week service	1	150.00	150.00
	200	Sink 4 week billing cycle 1 time a week service <i>LATER</i>	1	150.00	150.00
	20	Containment Tray 4 week billing cycle 1 time a week service	1	25.00 <i>X3</i>	75.00

SUBTOTAL	325.00
TAX	

TOTAL	\$325.00
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THANK YOU

Accepted By

Accepted Date