



CITY COUNCIL REGULAR MEETING
City Hall: 3750 Bridge St NW
Monday, October 06, 2025 at 6:00 PM

AGENDA

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- [A.](#) City Council Minutes - September 15, 2025
- [B.](#) Canine Handler Memorandum of Agreement
- [C.](#) Cannabis Application
- [D.](#) Rental License Approvals
- [E.](#) Bluffs of Rum River – Grading Agreement
- [F.](#) Payment of Claims

5. MEETING OPEN TO THE PUBLIC

6. SPECIAL BUSINESS

7. PUBLIC HEARING

- [A.](#) Dalton River Villas

Resolution 2025-46 approving variances for the Dalton River Villas Development
Resolution 2025-47 approving a conditional use permit for the Dalton River Villas Development for the construction of a public road within the Rum River Management District
Resolution 2025-48 a preliminary plat for the Dalton River Villas Development

8. OLD BUSINESS

- [A.](#) Resolution Calling for a Public Hearing on the 2025 Street Reconstruction Project
Resolution 2025-50 calling for a public hearing on improvement for the 2025 Street Reconstruction Project

9. NEW BUSINESS

- [A.](#) No Limits, LLC – Comprehensive Plan Amendment and Rezoning
Resolution 2025-49 approving a comprehensive plan amendment for 23671 St. Francis Blvd NW and authorizing submission of the amendment to the metropolitan council for review
Ordinance 349 approving rezoning of 23671 St. Francis Blvd NW from I-1 General Industrial to B-2 General Commercial

- [B.](#) Work Session Request

10. MEETING OPEN TO THE PUBLIC

11. REPORTS

- A. City Administrator Report

12. COUNCIL MEMBER REPORTS

13. UPCOMING EVENTS

October 11 - French Toast Breakfast 8:00 am - 12:00 pm
October 11 - Recycling Event 9:00 am - 1:00 pm
October 13 - City Offices Closed in Observance of Indigenous People's Day
October 15 - Planning Commission Meeting - Cancelled

October 20 - City Council Meeting - 6:00 pm

October 28 - Public Works Truck or Treat Event - 5:00 pm -7:00 pm

14. ADJOURNMENT

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis City Hall 3750 Bridge Street NW
September 15, 2025
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 Mark Vogel.

2. **ROLL CALL**

Members Present: Mayor Mark Vogel, Councilmembers Kevin Robinson, Sarah Udvig, Amy Faanes, and Joe Muehlbauer.

Also present: City Administrator Kate Thunstrom, Deputy Administrator-City Clerk Jenni Wida, Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), Deputy Administrator-Public Works Director Paul Carpenter, Water and Wastewater Supervisor Parish Barten, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Finance Director Darcy Mulvihill,

3. **APPROVAL OF AGENDA**

MOTION BY: MUEHLBAUER SECOND: ROBINSON APPROVING THE REGULAR CITY COUNCIL AGENDA

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

4. **CONSENT AGENDA**

A. City Council Work Session Minutes - August 25, 2025

B. City Council Minutes - September 02, 2025

C. Tasty Pizza Bar & Bowl – Public Dance Permit

D. Gambling Permit

E. Approval of Pay Estimate No. 2 for the 2025 Street Reconstruction Project

F. Payment of Claims

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

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

5. **MEETING OPEN TO THE PUBLIC**

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

6. SPECIAL BUSINESS - NONE

7. PUBLIC HEARINGS - NONE

8. OLD BUSINESS

A. City Cellular Phone Policy - REVISED

Thunstrom reviewed the Staff report in regard to the revised City cellular phone policy.

Mayor Vogel asked if anyone who is a part of a bargaining union would be able to enroll in this policy earlier than when their contract is up. Thunstrom said yes.

MOTION BY: ROBINSON SECOND: FAANES TO APPROVE THE REVISED CITY CELLULAR PHONE POLICY.

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.
Nays: None

Motion carries: 5-0

B. Accept Shared Services Study

Fire Chief Schmidt reviewed the Staff report concerning the shared services study conducted with the city of Bethel for fire protection services.

Faanes shared that she is not supportive of the section of the study that says they would need more full-time Staff when the Council has already voted against this. She said they should be looking for ways to reduce expenses and the number of calls rather than just adding to their volume. Schmidt noted that nothing in the study is legally binding. He added that this study was drafted by a third party based on their recommendations.

Faanes said it does not seem right to her that the fifth person to serve on a Fire Protection Board would be the person who conducted this study. She noted that expenses have gotten out of control lately, and they need to find ways to reduce the tax burden on residents and not increase it. She explained that over the last few years, the level of services that the Fire Department is being asked to perform has increased. She suggested they look into call responses from Allina and let them go back to handling the medical calls more often to take the burden off the firefighters. Schmidt reiterated that this is not a request to add any additional firefighters, and this is just the review of the study. He added that they are the cheapest labor unit that is the most highly trained to handle their daily work. He said he will continue to monitor this as they move forward. He noted that they look

at a lot more than just a run volume perspective. He added that having the individual who conducted the study, Charlie Smith, be a part of this process is to have someone who is familiar with the St. Francis fire services and has worked within the district before to help them get to a jumping-off point.

Faanes said that she believes that a big change like moving to a Fire District should be voted on by the residents. Schmidt said he does not know if this would be allowed statutorily. He added that this change would also help with the costs associated with fire services, as it would now be shared between two cities.

Thunstrom explained that they applied to the State three years ago for this shared service study, and they received the funds to have a holistic look at how the fire services are working. She noted that this study looks at how they can break down the cost of the services between the cities involved. She explained that Schmidt will create a budget for the future of the fire services and go to each city to let them know what their share of the budget will be, which is what the Councils will review. She said they will not be losing any authority. She noted that the cost of the fire services for St. Francis will still be included in the budget that the Council votes on every year.

Faanes shared that she will not be supportive of moving forward with the JPA due to the fifth person on the Board being Mr. Smith, who conducted the study.

Udvig noted that part of the reason the firefighters are having to respond to so many medical calls is due to the ambulance response times with Allina. She said that the extra time it takes the ambulance to respond to a call can be a very long time when there is a medical emergency. She stated she does not think they are being irresponsible with the firefighters by having them respond to medical calls. She said she will be supporting this.

Robinson added that this was born out of a need from Bethel. He said he has been involved in this process for the last three years, and he thinks it is more than worthwhile. He shared that he recently had to call 911, and the Fire Department responded in eight minutes, and the ambulance responded in 22 minutes. He said the firefighters are highly trained in what they do. He added that the Fire Department also has one of the smallest budgets within the City. He noted that combining fire services with Bethel is preferred by the Fire Marshall.

Mayor Vogel shared that he does not have any concerns with the study; however, he does have some concerns with the recommendations within it.

Muehlbauer noted that they are just voting on accepting the study in this item and will be discussing and voting on the actual JPA in the next agenda item.

MOTION BY: ROBINSON SECOND: UDVIG TO ACCEPT THE SHARED SERVICES STUDY.

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

C. Approve Joint Powers Agreement- Shared Fire Protection

Schmidt reviewed the Staff report in regard to the Joint Powers Agreement for the shared fire services with Bethel.

Muehlbauer asked about the difference between creating the Fire District and the Fire District Board. Schmidt explained that the Fire District will be governed by a Fire District Board, which will be made up of two Councilmembers from St. Francis and Bethel and an at-large member who does not live in either City. He added that the cities will still manage the fiscal piece of fire services.

Muehlbauer asked if they would be creating a taxing district. Schmidt said not right now.

Muehlbauer shared that he understands Faanes' concern with having the person who conducted the study serve on the Board. He asked if there was any other person who would be an option as the fifth Board member. Schmidt explained that since there will be a lot of legal processes that they need to go through from now until the first of the year when the Fire District is established, they will need a full Board to accomplish a lot of these tasks. He noted that the budget for next year is already set, and they do not have the bandwidth to add any additional Staff. He added that Mr. Smith has actively participated in the drafting of the JPA and listened to both cities' goals with the JPA.

Mayor Vogel asked when the JPA would start. Schmidt said it would not start until January of 2026.

MOTION BY: MUEHLBAUER SECOND: ROBINSON TO APPROVE THE JOINT POWERS AGREEMENT - SHARED FIRE PROTECTION.

Ayes: Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: Faanes

Motion carries: 4-1

9. NEW BUSINESS

A. Council Appointment to the Fire District Board

Schmidt reviewed the Staff report concerning the Council appointments to the Fire District Board. He recommended appointing Mayor Vogel and Robinson to the Board due to their involvement with this process so far.

Mayor Vogel asked how long the terms would be on the Board. Schmidt said there would be two-year terms, and they would likely offset the terms so they expire at different times.

MOTION BY: MUEHLBAUER SECOND: UDVIG TO APPOINT MAYOR VOGEL AND COUNCILMEMBER ROBINSON TO THE FIRE DISTRICT BOARD.

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

B. Tax Levy/Stormwater Discussion and Setting of Levy, including adjustment to debt service levies

Resolution 2025-44 adjusting the tax levy for bonded indebtedness

Resolution 2025-45, providing the preliminary approval of a proposed 2026 tax levy and setting the budget public hearing date

Finance Director Mulvihill reviewed the Staff report in regard to the 2026 tax levy, as well as adding the stormwater charges to the tax levy.

Public Works Director Carpenter gave the Council and residents in attendance a presentation on stormwater and what it means.

Robinson asked how much the State has been involved over the last ten years in terms of stormwater. Carpenter explained that as the State tightens up the MS4 permits, they are increasing their level of attention to detail in reporting.

Muehlbauer noted that they are currently just looking to set the preliminary levy, which means it cannot go any higher but could go lower.

Alex Hendrick, 23663 Underclift Street, asked how they are taking new properties into account with this levy. Mulvihill explained that when they get new properties, the new ones may be able to take up some of the tax levy of other properties. She noted the estimated market value includes anything that had a value before July 1, 2024. She explained that if new properties come on, then they are already in the estimated tax capacity.

Robinson added that new properties will add to the number of users on the water and sewer, which will help stabilize the cost of water and sewer for all users.

Tina Carrol, 23045 Ambassador Boulevard, came forward and asked where the taxes for any new properties go. Mulvihill explained that the levy will be set, and the more new properties they have in the City, the more they can spread this levy over each property; however, they likely will not bring in enough new properties for there to be a decrease in individuals' taxes.

Ms. Carrol asked about the fiscal disparities and why they are taken off the taxes. Mulvihill explained that fiscal disparities take 40% of any new commercial or industrial value for the all seven-county metro area.

Michael Powell, 23045 Ambassador Boulevard, came forward and asked what benefit the City is getting from Vista Prairie when they are getting a tax break. Mulvihill shared that they got the benefit of this property being built in the City, and they are collecting water and sewer rates from each unit.

Muehlbauer added that this kind of financing also has long-term benefits that need to be considered. He shared that this is a balancing act of long-term benefits and short-term effects. He explained that in the past, there was no building maintenance plan in place to help keep up the existing buildings within the City. He said that they now have maintenance plans and funds, which they have not had in the past, but are needed. He stated they have been playing catch-up for a while, and now they are getting to the point where they can start maintaining and leveling things out.

Mr. Powell said they cannot continue to give these developments tax breaks. He shared that costs are going to inevitably go up, but they cannot make it worse by continuing to give tax breaks.

Robinson noted that a benefit to the Vista Prairie development is that there are many seniors in the community who were able to stay living in St. Francis because of this. He added that it also created over 50 jobs within the City with one development.

Mike Rodger, 2770 232nd Lane, came forward and said they need to make a change. He said if they do not create some revenue in the City, then they will be right back in this same place in the next few years. He asked what the WAC and SAC charges were for the Vista Prairie development. He asked if this had been factored into the water and sewer rates. He said he wants the City to be able to give its police officers and firefighters a raise every year, and he would like to see this done by the City creating more revenue. He asked why City Hall was sold for \$600,000 when there was an offer for \$620,000. Mayor Vogel said that it came down to which business was better for the City.

Mr. Rodger noted that big businesses could start to pack up and leave town if changes are not made to taxes. He added that they could have increased City revenue with a City dispensary or the new apartments. He said there are going to be changes that have to be made that the residents will not like if they want their taxes, water, and sewer rates to come down.

Mulvihill shared that the WAC and SAC charges for Vista Prairie were paid in 2024 for \$232,000 for water and \$325,000 for sewer.

Mr. Rodger asked if there is a clause in the tax abatement that says if the property is sold or refinanced, it would come off the tax abatement. He shared that they failed to ask about the average tax abatement. He said they need to start asking these important questions ahead of approving these developments.

Robinson thanked the residents who came forward this evening to share their thoughts with the Council. He shared that the Council is a taxpayer too and does not want taxes to go up as much as anyone else. He said he believes in what the City is doing and the direction they are going. He encouraged residents to continue to share their thoughts and opinions with the Council.

Mayor Vogel shared that the proposed budget is exactly what he asked for from Staff. He noted that costs are going up, but what Staff has proposed is what it will cost each department to keep their operations the same as they are right now. He said he wants there to be a shared sacrifice between the residents and the City.

MOTION BY: MUEHLBAUER SECOND: ROBINSON TO ADOPT RESOLUTION 2025-44 ADJUSTING THE TAX LEVY FOR BONDED INDEBTEDNESS.

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

MOTION BY: UDVIG SECOND: MUEHLBAUER TO ADOPT RESOLUTION 2025-45 PROVIDING THE PRELIMINARY APPROVAL OF A PROPOSED 2026 TAX LEVY AND SETTING BUDGET PUBLIC HEARING DATE.

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

C. Water Sewer Rate Discussion

Carpenter reviewed the Staff report concerning water and sewer rates.

Water and Wastewater Supervisor Barten reviewed the City's sewer and water utility infrastructure and the operations of the water treatment facility.

Robinson asked if there have been any recent financial surprises with sewer and water that the Council should be aware of. Barten said the cost of the filter media types was higher than they anticipated it to be.

Mayor Vogel shared that this entire presentation is available to the residents online through the Staff packet.

Mulvihill reviewed the proposed increases to the water and sewer rates, increasing

water rates by 25% and sewer rates by 5% in 2026. She shared that there is no proposed change to the WAC and SAC charges. She noted that the Council will not need to vote on these proposed changes this evening, as they will be approved as part of updating the fee schedule later in the year.

Robinson asked how many users are on the water system. Barten said it is around 1870.

Robinson asked about the capacity of the system. Barten said they have capacity for around 1400 additional service connections.

Robinson asked if they had evaluated this as the worst-case scenario for the water and sewer increases. Barten said they have used every resource they have to look into the future to try to predict usage. He explained that they are regulated by different State agencies that are not always willing to share how things could be changing.

Robinson asked how St. Francis compares with other cities' water and sewer rates. Carpenter said they were third-ranked among comparable cities.

Faanes asked if the filter media needs to be replaced next year. Barten said it is scheduled for replacement in 2028.

Faanes asked if it would be possible to purchase the media now and store it until it needs to be replaced, so they can purchase it before the cost increases. Barten said they do not have room to store this media right now.

Faanes shared that she was able to tour the water treatment plant, and it was very interesting to see all the great work Staff is doing.

Muehlbauer thanked the residents who were in attendance this evening and shared that he hopes they were able to learn something this evening.

Barten shared that if any resident would like a tour of the water treatment facility, he would be happy to do so.

Mayor Vogel asked why they are not proposing to increase the WAC and SAC charges. Thunstrom explained that they have to set these rates to pay for today's expenses. She said WAC and SAC are for future expenses. She stated they could look at increasing these charges; however, then they would need to go back to developers with this high number, and could risk development not moving forward. She added that they would need an engineer to review an increase in WAC and SAC charges.

Mayor Vogel said he is so happy to see so many residents in attendance this evening. He thanked them for their patience in sitting through this meeting.

10. MEETING OPEN TO THE PUBLIC

Ms. Carrol encouraged the City to continue to utilize the sign out front to keep residents up to date on when meetings are occurring.

11. REPORTS - NONE**12. COUNCIL MEMBER REPORTS**

The Council shared the meetings and events they attended in the past few weeks, as well as highlighting upcoming events.

Faanes shared that she is disturbed by the violence that has been shown towards politicians and people speaking their minds recently. She noted that there was a school shooting in Minneapolis just a few weeks ago. She shared that she lived in Littleton, Colorado, in 1999, where she lived one mile from Columbine High School. She said she watched how this school shooting affected the community. She noted that in most school shootings, the shooter is either a current or former student. She shared her concern with security in schools. She stated she has been asking for the return of School Resource Officers (SROs) in schools since they had been removed. She said the community needs to find a way to help keep its schools and students safer, and she would like to see something done. She stated that they cannot afford to just think that something terrible cannot happen in St. Francis. She suggested creating some kind of task force to help with this.

Police Chief Schwieger shared that they have had many conversations with the superintendent, and they have discussed bringing back the SROs, but it comes down to the budget. He noted that these conversations will need to be had with the School Board. He said he would be happy to take part in a task force.

Kathleen Stadel, DeGardner Circle, shared that there is an upcoming memorial service for retired Police Officer Hamberg-Anderson on September 25. She shared that she worked at the school where Officer Hamberg-Anderson worked, and it was always very reassuring to see her squad car parked at the school.

Udvig shared that there are two Farmers' Markets left this season and encouraged residents to go. She added that she is also a huge advocate for the SROs, while she knows that the budgets are tight.

Robinson asked if they have contingency plans in place at the schools in the event of an active shooter situation. Schwieger shared that they have annual training sessions with school personnel on active shooting situations. He noted that they have good communication with the schools.

Robinson reminded the residents about the upcoming recycling event on September 20.

Mayor Vogel shared that he met with Mulvihill, Carpenter, and the city of Oak Grove to discuss water and sewer rates since they are on the St. Francis system.

Robinson asked how Highway 47 is going. Thunstrom shared that they will be starting some soil testing in the next few weeks. She noted that they are still on track with a 2027 construction, with the design and environmental work done by the end of 2025.

13. UPCOMING EVENTS

September 17 - Planning Commission Meeting - 7:00 pm

September 20 - St. Francis Recycling Event

September 22 - City Council Special Meeting - 5:30 pm

October 06 - City Council Regular Meeting - 6:00 pm

14. ADJOURNMENT

MOTION BY: MUEHLBAUER SECOND: FAANES TO ADJOURN THE MEETING.

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

There being no further business, Mayor Vogel adjourned the regular City Council at 8:37 p.m.

Jennifer Wida, City Clerk



CITY COUNCIL AGENDA
REPORT

TO: Kate Thunstrom, City Administrator
FROM: Todd Schwieger, Police Chief
SUBJECT: Canine Handler Memorandum of Agreement
DATE: October 6, 2025

OVERVIEW:

As part of the police department’s Canine Program implementation process a Memorandum of Agreement has been developed. The agreement between the City of St. Francis, Law Enforcement Labor Services, Inc. Local No. 319, and Canine Handler identifies the terms and conditions of employment for the Canine Handler including how the handler would be compensated. The agreement would be in effect through December 31, 2027, or until a successor agreement is reached.

ACTION TO BE CONSIDERED:

St. Francis City Council to review and approve the Memorandum of Agreement between the City of St. Francis, Law Enforcement Labor Services, Inc. Local No. 319, and Canine Handler. The details of the agreement have been reviewed by the St. Francis City Attorney and Canine Handler.

BUDGET IMPLICATION:

The police department operating budget accounts for the Canine Handler compensation outlined in the agreement.

Attachments:

- Canine Handler Memorandum of Agreement

Memorandum of Agreement
Between the City of St Francis and
Law Enforcement Labor Services, Inc. Local No. 319
And Canine Officer
(Police Officer bargaining unit)

(Canine Compensation)

The City of St. Francis, MN, (the “City”) and Law Enforcement Labor Services, Inc. Local No. 319 (the “Union”) are parties to a collective bargaining agreement in effect from January 1, 2025, through December 31, 2027, providing for the terms and conditions of employment for certain police officers working for the City.

The City has expressed an interest in starting a Canine Program. In the process of developing such a potential program, the City has also explored identifying how the Canine Handler would be compensated.

The City, the Union and the affected Canine Handler (hereinafter referred to as the Parties) have all reviewed and agree upon the following:

1. In the event the City institutes a Canine Program during the term of this collective bargaining agreement, the Canine Program and Canine Handler compensation are established by the terms of this Agreement.
2. Canine Handlers shall be assigned for the useful life of a service dog unless otherwise assigned by the Employer. The useful life of a service dog shall be determined at the discretion of the City.
3. A Canine Handler shall be compensated at the pay rate established for police officers as determined by the collective bargaining agreement.
4. A Canine Handler shall receive thirty (30) minutes of paid time off per shift for the daily care, training and feeding of the service dog. The paid time off shall be included as part of the Canine Handler’s regular scheduled shift hours (e.g., a 10-hour shift would include 30 minutes of paid time off under this section, and 9.5 hours of scheduled time.)
5. A Canine Handler shall receive thirty (30) minutes’ pay at the officer’s regular rate for each day not scheduled to work for the care, training and feeding of the service dog, subject to Article 12, section 12.2 of the collective bargaining agreement requiring compensation at time and one-half an employee’s regular rate for hours worked in excess of 160 hours in a 28-day work cycle . Any additional time required for the care or training of the service dog must be approved in advance. The Canine Handler shall not receive the thirty minutes for any day the service dog is not under the Canine Handler’s custody, care and control.

- 6. A Canine Handler shall be subject to call and overtime as designated in Article XII The call out procedure and use of the service dog shall be determined solely by the Employer.
- 7. In addition to the base pay rate employees assigned to the Canine Handler position shall receive an additional one dollar (\$1.00) per hour for time worked in that capacity.
- 8. The Canine Handler may utilize the canine squad car to transport the canine to/from their residence and place of duty. The squad car may remain at the Canine Handler’s residence during off duty hours.
- 9. The Canine Handler’s signature acknowledges the following:
 - a. The reasonable and appropriate off duty time needed to care for the Canine is one-half hour per day. Care specifically includes, but is not limited to, feeding, grooming, training and exercise. It also broadly includes time needed to clean the squad car of dog hair and other substances.
 - b. The City has specifically instructed the Canine Handler to not work with their dog for more time than the above-noted time to care for the Canine.
 - c. This agreement was made prior to performing the work of Canine Handler.
 - d. The compensation arrangement pursuant to this Memorandum of Agreement is fair and reasonable and appropriately compensates the Canine Handler for all time spent caring for the Canine.
- 10. This Agreement will go into and remain in effect with the time a Canine is placed with the Canine Handler during the January 1, 2025 through December 31, 2027 collective bargaining agreement including the period of time such contract remains in effect pursuant to law following December 31, 2027 if a successor agreement is not reached by that date. This program remains solely within the authority of the City to discontinue, amend, modify or otherwise change.

For:	For:
The City of St. Francis, MN	Law Enforcement Labor Services, Inc.
	(Local #319)
_____	<i>Doug Henning</i>
Date: _____	Date: <u>09/29/2025</u>

Canine Handler

Date: _____



CITY COUNCIL AGENDA
REPORT

TO: Kate Thunstrom, City Administrator
FROM: Jenni Wida, City Clerk
SUBJECT: Cannabis Application
DATE: October 6, 2025

OVERVIEW:

Staff has received an application from Duggout, LLC. DBA St. Francis Dispensary, seeking a license to operate a cannabis retail business pursuant to Minnesota Statutes Chapter 342, which governs the licensing and regulation of cannabis businesses. The applicant has received approval from Office of Cannabis Management on their license.

At this time, the applicant has identified a proposed property that would meet zoning requirements. However, the property has not yet been purchased. The applicant has indicated that they are in the process of finalizing the purchase agreement.

Pursuant to Minn. Stat. § 342.13 and related provisions, local governments may adopt reasonable time, place, and manner restrictions on cannabis business operations, including zoning and licensing requirements. The City of St. Francis ordinance requires that THC businesses obtain a city-issued license prior to operating within city limits.

ACTION TO BE CONSIDERED:

Council to consider approving the application for Duggout, LLC.



CITY COUNCIL
AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Jodie Steffes, Community Development Specialist
SUBJECT: Rental License Approvals
DATE: October 6, 2025

OVERVIEW:

The City created rental codes in 2014 to work with property owners on registration and expectations. In 2019, codes were updated to address a number of issues that Community Development and the Police Department faced when working with rental properties.

As part of the update, Code was changed to create a process in which Council approves, suspends or revokes Rental Licenses.

The tentative timeline of the City rental program will be as follows:

- November, letter to applicable rental properties
- January 15th, rental applications due
- Completed applicants move to Council
- February 1st – second letter with late fee to missing applications
- March 16th – third letter with late fees to missing applications
- First week of May – first citation notice to be sent on missing applications
-

As rental property applications are received, inspections are scheduled and conducted. The attached property units have been inspected and are ready for Council approval. The properties to be considered have been shown to meet all of the requirements in City Code Chapter 4, Section 6.

ACTION TO BE CONSIDERED:

Approval of Rental Licenses for properties:

3075 241 ST AVE NW	JOHNSON, MARK	
3007 241 ST AVE NW	JOHNSON, MARK	
3831 232 ND AVE NW	WOLTERS, TRAVIS & SARAH	
3853 232 ND AVE NW	WOLTERS, TRAVIS & SARAH	
23233 YUCCA ST NW	THOMPSON, DANIEL	



CITY COUNCIL
AGENDA REPORT

TO: Mayor and City Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Bluffs of Rum River – Grading Agreement
DATE: October 6, 2025

OVERVIEW:

Staff continue to work with the Engineering and Developer from Bluffs of Rum River development to move forward. The Development team has submitted a request for a grading agreement to allow the development to begin staking, placing erosion control and moving soil. This is not a step that allows the placement of utilities or building homes. A Development Agreement will be their next step before breaking ground for home construction.

There are final documents that must be received prior to the full execution of this agreement. Additionally, the City Engineer must verify the final Letter of Credit meets that of the final grading submission document. Grading Agreement will not be fully executed until the City receives Engineering approval to move it forward.

The final document will be reviewed by the City Attorney.

ACTION TO BE CONSIDERED:

Council to review and approve the Bluffs of Rum River Grading subject to receipt of final documents and City Attorney approval as to form

Attachments:

- Bluffs of Rum River Grading Agreement

(RESERVED FOR RECORDING INFORMATION)

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

**AGREEMENT AND WAIVER REGARDING PRE-APPROVAL GRADING OF
THAT PLAT KNOWN AS THE BLUFFS OF RUM RIVER**

THIS GRADING DEVELOPMENT AGREEMENT (“Grading Agreement”) is made and entered into this ____ day of October, 2022, by and between the **CITY OF ST. FRANCIS**, a Minnesota municipal corporation (“**City**”) and **THE BLUFFS OF RUM RIVER, LLC**, a limited liability company under the laws of the State of Minnesota (“**Developer**”).

WHEREAS, the applicant, Landform Professional Services, LLC, working on behalf of The Bluff’s of Rum River, LLC applied for and received an approved preliminary plat for the property designated as the BLUFFS OF RUM RIVER (hereinafter the “Plat” or “Site” or “Property”)

WHEREAS, on August 4, 2025, the St. Francis City Council approved the Preliminary Plat and PUD plans for Developer subject to conditions of Resolution 2025-40; and

WHEREAS, on August 4, 2025, the St. Francis City Council approved a Conditional Use Permit for the construction of public roads for Developer subject to conditions of Resolution 2025-41; and

WHEREAS, the applicant has requested early grading of the Site and adjacent easement areas prior to executing the Development Agreement, in order to allow possible construction within the plat this year and the Council has determined that they would allow limited dirt work on Site subject to Developer executing this Agreement and providing security as established by the City Engineer.

NOW THEREFORE, IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. Conditions: Developer may commence limited grading of the Site for Developer only to the extent approved by the City Engineer subject to conditions as

determined by the City Engineer. No work will be undertaken until Developer has, at a minimum, completed the following:

- a. Provide proof of ownership.
- b. Developer submits all plan sets which affect grading and erosion control and then updates and revises same for final approval of the City Engineer prior to the execution of the Development Agreement for this Plat.
- c. Developer shall implement all erosion control measures as indicated on the Preliminary Plans and additionally erosion control measures as necessary to comply with all erosion control requirements contained in the City's Code, MPCA requirements, or any other statutes. If Developer does not comply with the erosion control plan and schedule or any erosion control requirements, the City may, with reasonable notice, take action as it deems appropriate in accordance with all applicable laws, ordinances or regulations or according to this Agreement.
- d. The Developer shall obtain from the Minnesota Pollution Control Agency Authorization to Discharge Stormwater Associated with Construction Activity under the National Pollutant Discharge Elimination System (NPDES) / State Disposal System (SDS) Program. The Developer shall provide to the City a copy of the Coverage Card prior to commencing any grading activity.
- e. Notwithstanding the above, no impacts to wetlands on the site shall be made until after such time that a Wetland Replacement Plan has been approved by the City and an executed Wetland Credit Withdrawal Transaction form has been provided to the City from the Developer.
- f. The Developer shall schedule a pre-construction conference with the City Engineer, City Staff, Contractor, Developer's Engineer, and Developer prior to any work commencing on the site.
- g. Obtained a permit from the Anoka County Highway Department for work within right-of-way.
- h. Obtained a permit from the Minnesota Department of Transportation for work within right-of-way.

2. Acceptance of Risk. The Developer acknowledges that the Preliminary Plans have not been approved by the City and expressly agrees that all work performed pursuant to the terms of this Agreement shall be at the Developer's sole risk and expense. All work undertaken prior to full compliance with City ordinances including, but not limited to, execution of the Development Agreement and posting of all required security, is solely at the risk of Developer.

3. Indemnification. Developer shall indemnify and hold harmless the City from any and all claims or causes of action of whatever nature related to the grading and preparation of the Site as set forth in this Grading Agreement. Further, Developer shall

indemnify and hold harmless the City from any and all claims or causes of action of whatever nature related to grading and other work done off of the Site upon existing utility and drainage easements. Said indemnity and agreement to hold the City harmless includes payment of any and all attorney’s fees, engineering fees, witness fees or any other costs and disbursements related to this Grading Agreement, including any City fees or costs expended to enforce the terms and conditions of this Grading Agreement.

4. Security. In order to ensure compliance with this Grading Agreement, or to assure completion or restoration of the Site and any work performed or to be performed on easements outside of the Site, Developer shall post an Irrevocable Standby Letter of Credit or other security acceptable to the City in the amount of \$43,500 (21.75 acres x \$2,000 per acre) in favor of the City (the “Grading LOC”). Said Grading Letter of Credit or other security shall remain in place until: 1) all work set forth in this Grading Agreement and attached *Exhibit B* (Preliminary Grading and Erosion Control Plans) has been completed and approved by the City Engineer, and 2) the Construction Work described in the Development Agreement has been completed, approved by the City Engineer and released by the City Council of the City in at least the amount of \$35,860.00. It being the intention of the City and Developer that the Grading Letter of Credit, or a portion thereof as determined by the City Engineer, shall secure the performance of the grading work described herein and shall be extended as additional security for the Development Agreement, as required.

5. Transport of Equipment and Material. All transport of equipment and material to the development Site necessary to complete the work under this Grading Agreement shall adhere to all applicable road restrictions.

6. Work Outside Property. In the event the Developer does any work outside the Property owned by Developer, Developer shall submit and have approved by the City Engineer satisfactory plans for work done outside the property. Any necessary right of entry and right to construct on the property must be received from individual property owners. Obtaining any said right of entry and/or right to construct is the sole responsibility of the Developer.

7. Wetlands. Developer shall not conduct work in any wetland areas for which Developer has not obtained necessary permits and approvals from appropriate governmental entities.

Dated: _____

CITY OF ST. FRANCIS

Mark Vogel, Mayor

Jennifer Wida, City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by Mark Vogel and Jennifer Wida, respectively Mayor and City Clerk of the City of St. Francis, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

Notary Public

Dated: _____

DEVELOPER

**THE BLUFF'S OF RUM RIVER,
LLC**

By Todd Christenson
Its President

[illegible]

The foregoing instrument was acknowledged before me this ____ day of _____, 2025, by Todd Christenson, the President of The Bluffs of Rum River, LLC, a limited liability company under the laws of the State of Minnesota, on behalf of the limited liability company.

Notary Public

THIS INSTRUMENT DRAFTED BY:

BARNA, GUZY & STEFFEN, LTD.
400 Northtown Financial Plaza
200 Coon Rapids Boulevard
Coon Rapids, Minnesota 55433
Telephone (763) 780-8500 (DRS)

EXHIBIT A

LEGAL DESCRIPTION

Parcel A:
The West half of the Southwest Quarter (W 1/2 of SW 1/4), Section 29, Township 34, Range 24; the East half of the Southwest Quarter (E 1/2 of the SW 1/4) of Section 29, Township 34, Range 24, except that part described as follows:

That part of the E 1/2 of the SW 1/4 described as follows:
Commencing at the Southeast corner of the East half of the Southwest Quarter (E 1/2 of SW 1/4) and proceeding thence North on the East line of the East half of the Southwest Quarter (E 1/2 of SW 1/4); to the center line of the Rum River, a natural waterway; and proceeding thence Southwesterly along the center line of the Rum River to the West line of the East half of the Southwest Quarter E 1/2 of SW 1/4) and proceeding thence South on the West line to the Southwest corner of the East half of the Southwest (E 1/2 of SW 1/4); thence East on the South line of the East half of the Southwest Quarter (E 1/2 of SW 1/4) to the point of commencement.

EXCEPT Parcel 30 of minnesota Department of Transportation Right-ofWay Plat No. 02-27.

Parcel B:
The North 4 acres of that part of the Northwest Quarter of the Southeast Quarter (NW 1/4 of SE 1/4), Section 29, Township 34, Range 24, Anoka County, Minnesota, that lies West of the Rum River.

Parcel C:
That part of the Southeast Quarter of Section 29, Township 34, Range 24, lying West of the Rum River, except the North 4 acres, Anoka County, Minnesota.

EXHIBIT B

PRELIMINARY GRADING, DRAINAGE AND EROSION CONTROL PLANS



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Darcy Mulvihill, Finance Director
Danielle Robertson, Accounting Clerk
SUBJECT: Payment of Claims
DATE: October 06, 2025

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$264,600.51 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Direct Transfers – N/A

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:

- 10-06-2025 Packet List-\$264,600.51

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 15 - AIRGAS NORTH CENTRAL							
5518722234							
00042216	AIRGAS NORTH CENTRAL	08/31/2025		132.77	132.77	Open	N
	CYLINDER RENTAL	DROBERTSON					10/06/2025
	101-43100-40217	OTHER OPERATING SUPPLIES		26.55		1.00	26.55
	101-43210-40217	OTHER OPERATING SUPPLIES		26.55		1.00	26.55
	101-45200-40217	OTHER OPERATING SUPPLIES		26.55		1.00	26.55
	601-49440-40217	OTHER OPERATING SUPPLIES		26.55		1.00	26.55
	602-49490-40217	OTHER OPERATING SUPPLIES		26.57		1.00	26.57

Total Vendor 15 - AIRGAS NORTH CENTRAL

132.77	132.77
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Vendor 4945 - ALLINA HEALTH SYSTEM

.03152023							
00042212	ALLINA HEALTH SYSTEM	08/16/2025		2,018.90	2,018.90	Open	N
	STRESS TEST-JASON LANCE-2023	DMULVIHILL					10/06/2025
	101-42210-40305	MEDICAL FEES		2,018.90		1.00	2,018.90

Total Vendor 4945 - ALLINA HEALTH SYSTEM

2,018.90	2,018.90
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Vendor 7258 - ALWAYS BRIGHT LIGHTS LTD

1116							
00042324	ALWAYS BRIGHT LIGHTS LTD	09/28/2025		500.00	500.00	Open	N
	FALL BANNERS INSTALLED	DROBERTSON					10/06/2025
	101-45200-40311	CONTRACT		500.00		1.00	500.00

Total Vendor 7258 - ALWAYS BRIGHT LIGHTS LTD

500.00	500.00
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Vendor UB-REFUND - ANNA BERWALD

.09292025							
00042326	ANNA BERWALD	09/24/2025		189.36	189.36	Open	N
	REFUND ACCOUNT #7079	DMULVIHILL					10/06/2025
	601-49440-40444	REFUND & REIMBURSEMENT		189.36		1.00	189.36

Total Vendor UB-REFUND - ANNA BERWALD

189.36	189.36
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Vendor 3811 - ANOKA COUNTY TREASURY

INVOICE REGISTER FOR CITY OF ST. FRANCIS

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 3811 - ANOKA COUNTY TREASURY							
AR023368							
00042211	ANOKA COUNTY TREASURY	08/22/2025		4,800.00	4,800.00	Open	N
	REMOVAL FEE	DMULVIHILL					10/06/2025
	404-41400-40300	PROFESSIONAL SERVICES		4,800.00		1.00	4,800.00
B250911P							
00042278	ANOKA COUNTY TREASURY	09/11/2025		150.00	150.00	Open	N
	SEPT 2025 CAC FIBER	DROBERTSON					10/06/2025
	101-42110-40321	TELEPHONE		25.00		1.00	25.00
	101-42210-40321	TELEPHONE		25.00		1.00	25.00
	101-43100-40321	TELEPHONE		25.00		1.00	25.00
	101-45200-40321	TELEPHONE		25.00		1.00	25.00
	601-49440-40321	TELEPHONE		25.00		1.00	25.00
	602-49490-40321	TELEPHONE		25.00		1.00	25.00
25-38775							
00042352	ANOKA COUNTY TREASURY	09/30/2025		46.00	46.00	Open	N
	RESOLUTION	DMULVIHILL					10/06/2025
Total Vendor 3811 - ANOKA COUNTY TREASURY				4,996.00	4,996.00		
Vendor 2591 - ASPEN MILLS							
361367							
00042233	ASPEN MILLS	09/17/2025		1,931.16	1,931.16	Open	N
	UNIFORM-BOLTE	DROBERTSON					10/06/2025
	101-42110-40437	UNIFORMS		1,931.16		1.00	1,931.16
Total Vendor 2591 - ASPEN MILLS				1,931.16	1,931.16		
Vendor 9797 - ASSURED PARTNERS							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

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Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 9797 - ASSURED PARTNERS							
602385							
00042090	ASSURED PARTNERS	09/15/2025		6,000.00	6,000.00	Open	N
	AGENCY FEE	DMULVIHILL					10/06/2025
	101-43100-40360	INSURANCE		573.00		1.00	573.00
	101-41110-40360			16.20		1.00	16.20
	609-49750-40360	INSURANCE		888.60		1.00	888.60
	602-49490-40360	INSURANCE		1,225.80		1.00	1,225.80
	601-49440-40360	INSURANCE		907.80		1.00	907.80
	101-41400-40360	INSURANCE		210.60		1.00	210.60
	101-43210-40360	INSURANCE		25.80		1.00	25.80
	101-42400-40360	INSURANCE		63.60		1.00	63.60
	101-42210-40360	INSURANCE		195.60		1.00	195.60
	101-42110-40360	INSURANCE		851.40		1.00	851.40
	101-41940-40360	INSURANCE		124.80		1.00	124.80
	101-41910-40360	INSURANCE		105.60		1.00	105.60
	101-41500-40360	INSURANCE		83.40		1.00	83.40
	101-45200-40360	INSURANCE		727.80		1.00	727.80
Total Vendor 9797 - ASSURED PARTNERS				6,000.00	6,000.00		
Vendor CD-REFUND - BDM CONSTRUCTION							
.0942025							
00042299	BDM CONSTRUCTION	09/24/2025		500.00	500.00	open	N
	RETURN ESCROW	DMULVIHILL					10/06/2025
	803-00000-22000	DEPOSITS		500.00		1.00	500.00
Total Vendor CD-REFUND - BDM CONSTRUCTION				500.00	500.00		
Vendor 53 - BELLBOY CORPORATION BAR SUPPLY							
0110293000							
00042242	BELLBOY CORPORATION BAR SUPPLY	09/17/2025		(30.50)	(30.50)	Open	N
	MISC	CBUSKEY					09/17/2025
	609-49751-40254	MISCELLANEOUS MERCHANDISE		(30.50)		1.00	(30.50)
0300308100							
00042243	BELLBOY CORPORATION BAR SUPPLY	09/17/2025		(97.65)	(97.65)	open	N
	THC	CBUSKEY					09/17/2025
	609-49751-40206	FREIGHT		(1.65)		1.00	(1.65)
	609-49751-40257	THC		(96.00)		1.00	(96.00)
Total Vendor 53 - BELLBOY CORPORATION BAR SUPPLY				(128.15)	(128.15)		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

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Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 7244 - BREAKTHRU BEVERAGE							
123406451							
00042257	BREAKTHRU BEVERAGE	09/19/2025		1,249.37	1,249.37	Open	N
	LIQUOR	CBUSKEY					09/19/2025
	609-49751-40251	LIQUOR		14.00		1.00	14.00
	609-49751-40251	LIQUOR		1,235.37		1.00	1,235.37
Vendor 7244 - BREAKTHRU BEVERAGE							
123515619							
00042318	BREAKTHRU BEVERAGE	09/26/2025		1,533.35	1,533.35	Open	N
	LIQUOR/WINE/MISC	CBUSKEY					09/26/2025
	609-49751-40206	FREIGHT		23.20		1.00	23.20
	609-49751-40253	WINE		176.00		1.00	176.00
	609-49751-40254	MISCELLANEOUS MERCHANDISE		158.15		1.00	158.15
	609-49751-40251	LIQUOR		1,176.00		1.00	1,176.00
Total Vendor 7244 - BREAKTHRU BEVERAGE				2,782.72	2,782.72		
Vendor 5498 - BROTHERS FIRE & SECURITY							
w44483							
00042277	BROTHERS FIRE & SECURITY	09/15/2025		395.00	395.00	Open	N
	2025 ANNUAL FIRE SPRINKLER INSPECTIONS	DROBERTSON					10/06/2025
	101-41940-40401	BUILDINGS MAINTENANCE		395.00		1.00	395.00
Total Vendor 5498 - BROTHERS FIRE & SECURITY				395.00	395.00		
Vendor 10643 - CAMPBELL KNUTSON							
3219-0000							
00042213	CAMPBELL KNUTSON	08/31/2025		790.62	790.62	Open	N
	ADMINISTRATIVE HEARING OFFICER SERVICES	DROBERTSON					10/06/2025
	101-41600-40304	CIVIL LEGAL FEES		790.62		1.00	790.62
Total Vendor 10643 - CAMPBELL KNUTSON				790.62	790.62		
Vendor 7779 - CAPITOL BEVERAGE SALES, L.P							
3187604							
00042083	CAPITOL BEVERAGE SALES, L.P	09/16/2025		1,627.55	1,627.55	Open	N
	THC/BEER/WINE/LIQUOR	CBUSKEY					09/16/2025
	609-49751-40253	WINE		55.05		1.00	55.05
	609-49751-40252	BEER		417.50		1.00	417.50
	609-49751-40251	LIQUOR		495.00		1.00	495.00
	609-49751-40257	THC		660.00		1.00	660.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

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Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 7779 - CAPITOL BEVERAGE SALES, L.P							
3193737							
00042330	CAPITOL BEVERAGE SALES, L.P	09/30/2025		981.90	981.90	Open	N
	BEER	CBUSKEY					09/30/2025
	609-49751-40206	FREIGHT		981.90		1.00	981.90
Total Vendor 7779 - CAPITOL BEVERAGE SALES, L.P				2,609.45	2,609.45		
Vendor 8014 - CORE & MAIN LP							
x719566							
00042339	CORE & MAIN LP	09/12/2025		218.04	218.04	Open	N
	SPEEDCRETE	DROBERTSON					10/06/2025
	101-43100-40441	MISCELLANEOUS		218.04		1.00	218.04
Total Vendor 8014 - CORE & MAIN LP				218.04	218.04		
Vendor 2218 - CRAWFORDS EQUIPMENT							
.09242025							
00042296	CRAWFORDS EQUIPMENT	09/22/2025		97.00	97.00	Open	N
	EQUIPMENT BALANCE WITH OVERPAYMENT APPLI DROBERTSON						10/06/2025
	101-45200-40237	SMALL EQUIPMENT		97.00		1.00	97.00
Total Vendor 2218 - CRAWFORDS EQUIPMENT				97.00	97.00		
Vendor 4854 - CRYSTAL SPRINGS ICE							
04-500906							
00042088	CRYSTAL SPRINGS ICE	09/16/2025		67.28	67.28	Open	N
	MISC	CBUSKEY					09/16/2025
	609-49751-40206	FREIGHT		4.00		1.00	4.00
	609-49751-40254	MISCELLANEOUS MERCHANDISE		63.28		1.00	63.28
02-502829							
00042342	CRYSTAL SPRINGS ICE	09/30/2025		76.32	76.32	Open	N
	MISC	CBUSKEY					09/30/2025
	609-49751-40206	FREIGHT		4.00		1.00	4.00
	609-49751-40254	MISCELLANEOUS MERCHANDISE		72.32		1.00	72.32
Total Vendor 4854 - CRYSTAL SPRINGS ICE				143.60	143.60		
Vendor 6974 - D & G RECYCLE							

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 6974 - D & G RECYCLE							
8662							
00042347	D & G RECYCLE	08/14/2025		73.50	73.50	Open	N
	RECYCLING EVENT	JSHOOK					10/06/2025
	101-43210-40439	RECYCLING DAYS		73.50		1.00	73.50
8810							
00042348	D & G RECYCLE	09/30/2025		151.50	151.50	Open	N
	RECYCLING EVENT	JSHOOK					10/06/2025
	101-43210-40439	RECYCLING DAYS		151.50		1.00	151.50
Total Vendor 6974 - D & G RECYCLE				225.00	225.00		
Vendor 91 - DAHLHEIMER DIST. CO. INC							
2571844							
00042240	DAHLHEIMER DIST. CO. INC	09/17/2025		5,395.20	5,395.20	Open	N
	BEER	CBUSKEY					09/17/2025
	609-49751-40252	BEER		5,395.20		1.00	5,395.20
2571770							
00042241	DAHLHEIMER DIST. CO. INC	09/17/2025		(16.00)	(16.00)	Open	N
	BEER	CBUSKEY					09/17/2025
	609-49751-40252	BEER		(16.00)		1.00	(16.00)
2582610							
00042302	DAHLHEIMER DIST. CO. INC	09/25/2025		(40.40)	(40.40)	Open	N
	BEER	CBUSKEY					09/25/2025
	609-49751-40252	BEER		(40.40)		1.00	(40.40)
2581689							
00042303	DAHLHEIMER DIST. CO. INC	09/25/2025		17,548.62	17,548.62	Open	N
	BEER/THC/NA	CBUSKEY					09/25/2025
	609-49751-40255	N/A PRODUCTS		92.00		1.00	92.00
	609-49751-40257	THC		2,220.00		1.00	2,220.00
	609-49751-40252	BEER		15,236.62		1.00	15,236.62
2587500							
00042356	DAHLHEIMER DIST. CO. INC	10/01/2025		9,897.87	9,897.87	Open	N
	BEER/LIQUOR/NA	CBUSKEY					10/01/2025
	609-49751-40255	N/A PRODUCTS		300.25		1.00	300.25
	609-49751-40251	LIQUOR		263.00		1.00	263.00
	609-49751-40252	BEER		9,334.62		1.00	9,334.62
Total Vendor 91 - DAHLHEIMER DIST. CO. INC				32,785.29	32,785.29		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

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Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 91 - DAHLHEIMER DIST. CO. INC							
Vendor 6658 - DAVIDS HYDRO VAC, INC							
250070540							
00042275	DAVIDS HYDRO VAC, INC	09/18/2025		4,325.00	4,325.00	Open	N
	HYDRO EXCAVATION SERVICES	DROBERTSON					10/06/2025
	603-49500-40414	STORM SEWERS		4,325.00		1.00	4,325.00
Total Vendor 6658 - DAVIDS HYDRO VAC, INC				4,325.00	4,325.00		
Vendor 1934 - DEHN OIL							
114852							
00042286	DEHN OIL	09/19/2025		2,795.26	2,795.26	Open	N
	DYED DIESEL	DROBERTSON					10/06/2025
	101-43100-40212	MOTOR FUELS		2,795.26		1.00	2,795.26
Total Vendor 1934 - DEHN OIL				2,795.26	2,795.26		
Vendor EMP-REIMB - DEREK BARCK							
.09302025							
00042336	DEREK BARCK	09/30/2025		108.66	108.66	Open	N
	CEMENT MIXER REIMBURSEMENT	DROBERTSON					10/06/2025
	101-42110-40217	OTHER OPERATING SUPPLIES		108.66		1.00	108.66
Total Vendor EMP-REIMB - DEREK BARCK				108.66	108.66		
Vendor 293 - EAGLE GARAGE DOOR CO							
11104							
00042287	EAGLE GARAGE DOOR CO	09/16/2025		560.00	560.00	Open	N
	GARAGE DOOR MAINTENANCE	DROBERTSON					10/06/2025
	101-43100-40401	BUILDINGS MAINTENANCE		140.00		1.00	140.00
	101-45200-40401	BUILDINGS MAINTENANCE		140.00		1.00	140.00
	601-49440-40401	BUILDINGS MAINTENANCE		140.00		1.00	140.00
	602-49490-40401	BUILDINGS MAINTENANCE		140.00		1.00	140.00
11121							
00042344	EAGLE GARAGE DOOR CO	09/23/2025		490.00	490.00	Open	N
	GARAGE DOOR MAINTENANCE	DROBERTSON					10/06/2025
	101-42110-40401	BUILDINGS MAINTENANCE		490.00		1.00	490.00
Total Vendor 293 - EAGLE GARAGE DOOR CO				1,050.00	1,050.00		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 293 - EAGLE GARAGE DOOR CO							
Vendor 107 - ECM PUBLISHERS, INC							
1066325							
00042274	ECM PUBLISHERS, INC	09/19/2025		55.00	55.00	open	N
	OCT 6 PH DALTON RIVER	DROBERTSON					10/06/2025
	803-00000-22031	DALTON RIVER VILLAS		55.00		1.00	55.00
Total Vendor 107 - ECM PUBLISHERS, INC				55.00	55.00		
Vendor 9542 - EQUIPMENT MANAGEMENT COMPANY							
65937							
00042276	EQUIPMENT MANAGEMENT COMPANY	09/08/2025		895.00	895.00	open	N
	EQUIPMENT MAINTENANCE	DROBERTSON					10/06/2025
	101-42210-40218	EQUIPMENT MAINTENANCE		895.00		1.00	895.00
Total Vendor 9542 - EQUIPMENT MANAGEMENT COMPANY				895.00	895.00		
Vendor 3447 - FERGUSON WATERWORKS							
0554476							
00042300	FERGUSON WATERWORKS	09/24/2025		937.50	937.50	open	N
	VALVE EXT	DROBERTSON					10/06/2025
	601-49440-40229	PROJECT MAINTENANCE		937.50		1.00	937.50
Total Vendor 3447 - FERGUSON WATERWORKS				937.50	937.50		
Vendor 5429 - FIRE SAFETY USA, INC							
206248							
00042273	FIRE SAFETY USA, INC	09/22/2025		800.00	800.00	open	N
	ANNUAL COMPRESSOR SERVICE	DROBERTSON					10/06/2025
	101-42210-40218	EQUIPMENT MAINTENANCE		800.00		1.00	800.00
206391							
00042294	FIRE SAFETY USA, INC	09/24/2025		299.90	299.90	open	N
	FIRE CAP PLUS	DROBERTSON					10/06/2025
Total Vendor 5429 - FIRE SAFETY USA, INC				1,099.90	1,099.90		
Vendor 10659 - GLOBAL RESERVE DISTRIBUTION							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 10659 - GLOBAL RESERVE DISTRIBUTION							
ORD-20032							
00042291	GLOBAL RESERVE DISTRIBUTION	09/23/2025		2,280.00	2,280.00	Open	N
	THC	CBUSKEY					09/23/2025
	609-49751-40257	THC		2,280.00		1.00	2,280.00
Total Vendor 10659 - GLOBAL RESERVE DISTRIBUTION				2,280.00	2,280.00		
Vendor 132 - GRAINGER, INC							
9644667785							
00042245	GRAINGER, INC	09/17/2025		195.02	195.02	Open	N
	WWTP MAINTENANCE	DROBERTSON					10/06/2025
	602-49490-40229	PROJECT MAINTENANCE		195.02		1.00	195.02
9641395380							
00042246	GRAINGER, INC	09/15/2025		(108.48)	(108.48)	Open	N
	STREETS PATCH TOOLS REFUND	DROBERTSON					10/06/2025
	101-43100-40217	OTHER OPERATING SUPPLIES		(108.48)		1.00	(108.48)
Total Vendor 132 - GRAINGER, INC				86.54	86.54		
Vendor 7512 - GREAT LAKES COCA-COLA							
48948921018							
00042258	GREAT LAKES COCA-COLA	09/19/2025		1,492.97	1,492.97	Open	N
	MISC	CBUSKEY					09/19/2025
	609-49751-40254	MISCELLANEOUS MERCHANDISE		1,492.97		1.00	1,492.97
Total Vendor 7512 - GREAT LAKES COCA-COLA				1,492.97	1,492.97		
Vendor 10445 - GREEN LAMPS RECYCLING LLC							
MN25-265A							
00042349	GREEN LAMPS RECYCLING LLC	09/26/2025		108.75	108.75	Open	N
	RECYCLING EVENT	JSHOOK					10/06/2025
	101-43210-40439	RECYCLING DAYS		108.75		1.00	108.75
Total Vendor 10445 - GREEN LAMPS RECYCLING LLC				108.75	108.75		
Vendor 9971 - GUARDIAN FLEET SAFETY							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 9971 - GUARDIAN FLEET SAFETY							
303287							
00042085	GUARDIAN FLEET SAFETY	09/16/2025		11,809.22	11,809.22	Open	N
	DODGE DURANGO K9 RETROFIT	DROBERTSON					10/06/2025
	103-42110-40441	MISCELLANEOUS		11,809.22		1.00	11,809.22
303312							
00042265	GUARDIAN FLEET SAFETY	09/19/2025		2,225.16	2,225.16	Open	N
	ONSITE SERVICE JOB - INSTALL TABLET MOUN	DROBERTSON					10/06/2025
	101-42210-40221	VEHICLE MAINTENANCE		2,225.16		1.00	2,225.16
Total Vendor 9971 - GUARDIAN FLEET SAFETY				14,034.38	14,034.38		
Vendor 1145 - HACH COMPANY							
14694096							
00042351	HACH COMPANY	09/30/2025		105.34	105.34	Open	N
	FLUORIDE VIAL TEST	DROBERTSON					10/06/2025
	601-49440-40235	LAB SUPPLIES		105.34		1.00	105.34
Total Vendor 1145 - HACH COMPANY				105.34	105.34		
Vendor 1645 - HAKANSON ANDERSON ASSOC., INC							
55708							
00042218	HAKANSON ANDERSON ASSOC., INC	08/31/2025		1,408.10	1,408.10	Open	N
	SF239-2025 MISC SITE PLAN REVIEWS	DROBERTSON					10/06/2025
	101-41910-40303	ENGINEERING FEES		1,408.10		1.00	1,408.10
55709							
00042219	HAKANSON ANDERSON ASSOC., INC	08/31/2025		298.00	298.00	Open	N
	SF255 VISTA PRAIRIE	DROBERTSON					10/06/2025
	803-00000-22011	VISTA PRAIRIE TAX ABATEMENT		298.00		1.00	298.00
55710							
00042220	HAKANSON ANDERSON ASSOC., INC	08/31/2025		722.50	722.50	Open	N
	SF256 RIVERS EDGE 6TH ADDITION	DROBERTSON					10/06/2025
	803-00000-22043	ESC-LAKETOWN (RIVERS EDGE)		722.50		1.00	722.50
55711							
00042221	HAKANSON ANDERSON ASSOC., INC	08/31/2025		569.00	569.00	Open	N
	SF257 RIVERS EDGE 7TH ADDITION	DROBERTSON					10/06/2025
	803-00000-22105	RIVER'S EDGE 7TH ADDITION		569.00		1.00	569.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 1645 - HAKANSON ANDERSON ASSOC., INC							
55712							
00042222	HAKANSON ANDERSON ASSOC., INC	08/31/2025		1,090.00	1,090.00	Open	N
	SF258 THE BLUFFS OF RUM RIVER	DROBERTSON					10/06/2025
	803-00000-22032	BLUFFS OF RUM RIVER PRELIMINARY PLAT AMD		1,090.00		1.00	1,090.00
55713							
00042223	HAKANSON ANDERSON ASSOC., INC	08/31/2025		348.50	348.50	Open	N
	SF262 SERENITY AT SEELYE BROOK	DROBERTSON					10/06/2025
	803-00000-22004	SERENITY AT SEELYE BROOK		348.50		1.00	348.50
55714							
00042224	HAKANSON ANDERSON ASSOC., INC	08/31/2025		1,046.00	1,046.00	Open	N
	SF263 RIVERS EDGE 7TH ADDITION	(2024) DROBERTSON					10/06/2025
	803-00000-22105	RIVER'S EDGE 7TH ADDITION		1,046.00		1.00	1,046.00
55715							
00042225	HAKANSON ANDERSON ASSOC., INC	08/31/2025		562.50	562.50	Open	N
	SF264 RIVERS EDGE 8TH ADDITION	DROBERTSON					10/06/2025
	803-00000-22035	RIVERS EDGE 8TH DEV AGREEMENT JPB LAND		562.50		1.00	562.50
55716							
00042226	HAKANSON ANDERSON ASSOC., INC	08/31/2025		195.00	195.00	Open	N
	SF265 DALTON RIVER VILLAS	DROBERTSON					10/06/2025
	803-00000-22031	DALTON RIVER VILLAS		195.00		1.00	195.00
55717							
00042227	HAKANSON ANDERSON ASSOC., INC	08/31/2025		24,822.00	24,822.00	Open	N
	SF327 2025 STREET RECONSTRUCTION PROJECT	DROBERTSON					10/06/2025
	405-43100-40813	2025 STREETS		24,822.00		1.00	24,822.00
55718							
00042228	HAKANSON ANDERSON ASSOC., INC	08/31/2025		337.50	337.50	Open	N
	SF603 TRUNK HIGHWAY 47 UTILITY IMPROVEME	DROBERTSON					10/06/2025
	405-43100-40810	HWY 47		337.50		1.00	337.50
55719							
00042229	HAKANSON ANDERSON ASSOC., INC	08/31/2025		1,050.00	1,050.00	Open	N
	SF901-2025 GENERAL ENGINEERING FOR THE C	DROBERTSON					10/06/2025
	101-43100-40303	ENGINEERING FEES		350.00		1.00	350.00
	601-49440-40303	ENGINEERING FEES		350.00		1.00	350.00
	602-49490-40303	ENGINEERING FEES		350.00		1.00	350.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 1645 - HAKANSON ANDERSON ASSOC., INC							
55724							
00042230	HAKANSON ANDERSON ASSOC., INC	08/31/2025		1,600.00	1,600.00	Open	N
	SF905-2025 ROUTINE RETAINER SERVICES	DROBERTSON					10/06/2025
	601-49440-40303	ENGINEERING FEES		400.00		1.00	400.00
	101-43100-40303	ENGINEERING FEES		400.00		1.00	400.00
	602-49490-40303	ENGINEERING FEES		400.00		1.00	400.00
	101-45200-40303	ENGINEERING FEES		400.00		1.00	400.00
55720							
00042231	HAKANSON ANDERSON ASSOC., INC	08/31/2025		750.00	750.00	Open	N
	SF906-2025 BUILDING PERMIT REVIEWS	DROBERTSON					10/06/2025
	101-42400-40303	ENGINEERING FEES		750.00		1.00	750.00
Total Vendor 1645 - HAKANSON ANDERSON ASSOC., INC				34,799.10	34,799.10		
Vendor 4873 - INNOVATIVE OFFICE SOLUTIONS, LLC							
IN4935119							
00042353	INNOVATIVE OFFICE SOLUTIONS, LLC	09/18/2025		106.68	106.68	Open	N
	OFFICE SUPPLIES	DMULVIHILL					10/06/2025
	101-43100-40200	OFFICE SUPPLIES		26.67		1.00	26.67
	101-45200-40200	OFFICE SUPPLIES		26.67		1.00	26.67
	601-49440-40200	OFFICE SUPPLIES		26.67		1.00	26.67
	602-49490-40200	OFFICE SUPPLIES		26.67		1.00	26.67
IN4934087							
00042354	INNOVATIVE OFFICE SOLUTIONS, LLC	09/17/2025		133.28	133.28	Open	N
	SUPPLIES	DMULVIHILL					10/06/2025
	101-41400-40200	OFFICE SUPPLIES		133.28		1.00	133.28
Total Vendor 4873 - INNOVATIVE OFFICE SOLUTIONS, LLC				239.96	239.96		
Vendor CD-REFUND - INTERSTATE COMPANIES							
.09242025							
00042297	INTERSTATE COMPANIES	09/24/2025		250.00	250.00	Open	N
	PARK LOT ESCROW RETURN	DMULVIHILL					10/06/2025
	803-00000-22000	DEPOSITS		250.00		1.00	250.00
Total Vendor CD-REFUND - INTERSTATE COMPANIES				250.00	250.00		

Vendor 10476 - IUOE LOCAL #49

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 10476 - IUOE LOCAL #49							
.09252025							
00042306	IUOE LOCAL #49	09/25/2025		255.00	255.00	Open	N
	PW UNION DUES OCTOBER 2025	DROBERTSON					10/06/2025
	101-00000-21707	UNION DUES		255.00		1.00	255.00
Total Vendor 10476 - IUOE LOCAL #49				255.00	255.00		
Vendor 10790 - J&J MAGNET							
.09222025							
00042282	J&J MAGNET	09/22/2025		395.00	395.00	Open	N
	ADVERTISING	DROBERTSON					10/06/2025
	609-49750-40340	ADVERTISING		395.00		1.00	395.00
Total Vendor 10790 - J&J MAGNET				395.00	395.00		
Vendor 154 - JOHNSON BROTHERS							
2882368							
00042253	JOHNSON BROTHERS	09/18/2025		864.20	864.20	Open	N
	LIQUOR	CBUSKEY					09/18/2025
	609-49751-40206	FREIGHT		9.20		1.00	9.20
	609-49751-40251	LIQUOR		855.00		1.00	855.00
2882369							
00042254	JOHNSON BROTHERS	09/18/2025		864.44	864.44	Open	N
	WINE	CBUSKEY					09/18/2025
	609-49751-40206	FREIGHT		29.44		1.00	29.44
	609-49751-40253	WINE		835.00		1.00	835.00
2882367							
00042255	JOHNSON BROTHERS	09/18/2025		2,726.27	2,726.27	Open	N
	LIQUOR	CBUSKEY					09/18/2025
	609-49751-40206	FREIGHT		51.52		1.00	51.52
	609-49751-40251	LIQUOR		2,674.75		1.00	2,674.75
2887685							
00042314	JOHNSON BROTHERS	09/25/2025		9,621.06	9,621.06	Open	N
	LIQUOR	CBUSKEY					09/25/2025
	609-49751-40206	FREIGHT		99.36		1.00	99.36
	609-49751-40251	LIQUOR		9,521.70		1.00	9,521.70

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 154 - JOHNSON BROTHERS							
2887686							
00042315	JOHNSON BROTHERS	09/25/2025		1,387.44	1,387.44	Open	N
	WINE	CBUSKEY					09/25/2025
	609-49751-40206	FREIGHT		29.44		1.00	29.44
	609-49751-40253	WINE		1,358.00		1.00	1,358.00
2887687							
00042316	JOHNSON BROTHERS	09/25/2025		1,105.75	1,105.75	Open	N
	THC	CBUSKEY					09/25/2025
	609-49751-40257	THC		1,105.75		1.00	1,105.75
288057							
00042320	JOHNSON BROTHERS	09/25/2025		679.50	679.50	Open	N
	LIQUOR	CBUSKEY					09/26/2025
	609-49751-40206	FREIGHT		13.50		1.00	13.50
	609-49751-40251	LIQUOR		666.00		1.00	666.00
Total Vendor 154 - JOHNSON BROTHERS				17,248.66	17,248.66		
Vendor 7527 - KODIAK POWER SYSTEMS, INC							
21227202							
00042259	KODIAK POWER SYSTEMS, INC	09/16/2025		1,760.00	1,760.00	Open	N
	LOAD BANK TESTING	DROBERTSON					10/06/2025
	601-49440-40229	PROJECT MAINTENANCE		880.00		1.00	880.00
	601-49440-40233	WATER PLANT MAINT		880.00		1.00	880.00
Total Vendor 7527 - KODIAK POWER SYSTEMS, INC				1,760.00	1,760.00		
Vendor 3135 - LAW ENFORCEMENT LABOR SVCS.							
.09252025							
00042307	LAW ENFORCEMENT LABOR SVCS.	09/25/2025		657.00	657.00	Open	N
	POLICE DUES OCTOBER 2025	DROBERTSON					10/06/2025
	101-00000-21707	UNION DUES		657.00		1.00	657.00
.092520251							
00042308	LAW ENFORCEMENT LABOR SVCS.	09/25/2025		73.00	73.00	Open	N
	SERGEANTS DUES OCTOBER 2025	DROBERTSON					10/06/2025
	101-00000-21707	UNION DUES		73.00		1.00	73.00
Total Vendor 3135 - LAW ENFORCEMENT LABOR SVCS.				730.00	730.00		

Vendor 9246 - MACQUEEN EMERGENCY

10/02/2025 08:55 AM

Page: 14/29

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 9246 - MACQUEEN EMERGENCY							
P55457							
00042323	MACQUEEN EMERGENCY	09/26/2025		459.73	459.73	Open	N
	TURNOUT GEAR	DROBERTSON					10/06/2025
Total Vendor 9246 - MACQUEEN EMERGENCY				459.73	459.73		
Vendor 10793 - MARTIN MARIETTA							
47315255							
00042325	MARTIN MARIETTA	09/26/2025		164.00	164.00	Open	N
	SANDMIX	DROBERTSON					10/06/2025
	101-43100-40217	OTHER OPERATING SUPPLIES		164.00		1.00	164.00
47331072							
00042350	MARTIN MARIETTA	09/29/2025		208.28	208.28	Open	N
	SANDMIX	DROBERTSON					10/06/2025
	101-43100-40217	OTHER OPERATING SUPPLIES		208.28		1.00	208.28
Total Vendor 10793 - MARTIN MARIETTA				372.28	372.28		
Vendor 202 - MCDONALD DIST CO							
826044							
00042089	MCDONALD DIST CO	09/16/2025		7,145.90	7,145.90	Open	N
	BEER/NA	CBUSKEY					09/16/2025
	609-49751-40255	N/A PRODUCTS		44.70		1.00	44.70
	609-49751-40252	BEER		7,101.20		1.00	7,101.20
827124							
00042288	MCDONALD DIST CO	09/23/2025		3,746.20	3,746.20	Open	N
	BEER/NA	CBUSKEY					09/23/2025
	609-49751-40255	N/A PRODUCTS		214.00		1.00	214.00
	609-49751-40252	BEER		3,532.20		1.00	3,532.20
8650578							
00042289	MCDONALD DIST CO	09/23/2025		(4.91)	(4.91)	Open	N
	BEER	CBUSKEY					09/23/2025
	609-49751-40252	BEER		(4.91)		1.00	(4.91)
828179							
00042340	MCDONALD DIST CO	09/30/2025		6,719.70	6,719.70	Open	N
	BEER	CBUSKEY					09/30/2025
	609-49751-40252	BEER		6,719.70		1.00	6,719.70

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
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Vendor 202 - MCDONALD DIST CO							
828213							
00042341	MCDONALD DIST CO	09/30/2025		(32.33)	(32.33)	Open	N
	BEER	CBUSKEY					09/30/2025
	609-49751-40252	BEER		(32.33)		1.00	(32.33)
Total Vendor 202 - MCDONALD DIST CO				17,574.56	17,574.56		
Vendor 10794 - MCDONOUGH, MARK							
25-049							
00042327	MCDONOUGH, MARK	09/24/2025		21,000.00	21,000.00	Open	N
	K9 AND TRAINING	DMULVIHILL					10/06/2025
	402-42110-40599	K9 SUPPLIES		21,000.00		1.00	21,000.00
Total Vendor 10794 - MCDONOUGH, MARK				21,000.00	21,000.00		
Vendor 10792 - MCFOA REGION IV							
.09242025							
00042295	MCFOA REGION IV	09/24/2025		40.00	40.00	Open	N
	MCFOA REGION IV MEETING - REGISTRATION	DROBERTSON					10/06/2025
	101-41400-40208	TRAINING		40.00		1.00	40.00
Total Vendor 10792 - MCFOA REGION IV				40.00	40.00		
Vendor 3689 - METRO SALES, INC							
INV2887821							
00042217	METRO SALES, INC	09/16/2025		219.77	219.77	Open	N
	COPIES-CITY HALL	DMULVIHILL					10/06/2025
	101-41400-40200	OFFICE SUPPLIES		219.77		1.00	219.77
INV2898814							
00042329	METRO SALES, INC	09/29/2025		260.20	260.20	Open	N
	COPIES-PW	DMULVIHILL					10/06/2025
	101-43100-40200	OFFICE SUPPLIES		65.05		1.00	65.05
	101-45200-40200	OFFICE SUPPLIES		65.05		1.00	65.05
	601-49440-40200	OFFICE SUPPLIES		65.05		1.00	65.05
	602-49490-40200	OFFICE SUPPLIES		65.05		1.00	65.05
Total Vendor 3689 - METRO SALES, INC				479.97	479.97		
Vendor 3505 - MN MUNICIPAL UTILITIES ASSOCIATION							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price

Vendor 3505 - MN MUNICIPAL UTILITIES ASSOCIATION

67178							
00042322	MN MUNICIPAL UTILITIES ASSOCIATION	10/01/2025		7,069.00	7,069.00	Open	N
	SAFETY MANAGEMENT PROGRAM Q4 2025	DROBERTSON					10/06/2025
	101-41400-40311	CONTRACT		589.09		1.00	589.09
	101-42110-40311	CONTRACT		589.09		1.00	589.09
	101-42210-40311	CONTRACT		589.09		1.00	589.09
	101-43100-40311	CONTRACT		1,178.17		1.00	1,178.17
	101-45200-40311	CONTRACT		1,178.17		1.00	1,178.17
	601-49440-40311	CONTRACT		1,178.17		1.00	1,178.17
	602-49490-40311	CONTRACT		1,178.17		1.00	1,178.17
	609-49750-40311	CONTRACT		589.05		1.00	589.05

Total Vendor 3505 - MN MUNICIPAL UTILITIES ASSOCIATION

7,069.00 7,069.00

Vendor 6449 - MWOA

.09302025							
00042343	MWOA	09/30/2025		60.00	60.00	Open	N
	MEMBERSHIP RENEWAL	DROBERTSON					10/06/2025
	602-49490-40433	DUES AND SUBSCRIPTIONS		30.00		1.00	30.00
	601-49440-40433	DUES AND SUBSCRIPTIONS		30.00		1.00	30.00

Total Vendor 6449 - MWOA

60.00 60.00

Vendor 10727 - NELSON SANITATION & RENTAL, INC

INV/2025/13954							
00042234	NELSON SANITATION & RENTAL, INC	09/16/2025		145.00	145.00	Open	N
	HANDICAP UNIT SIWEK PARK 8/19-9/15	DROBERTSON					10/06/2025
	101-45200-40402	JANITORIAL SERVICE		145.00		1.00	145.00
INV/2025/13953							
00042235	NELSON SANITATION & RENTAL, INC	09/16/2025		145.00	145.00	Open	N
	HANDICAP UNIT SEELEY BROOK 8/19-9/15	DROBERTSON					10/06/2025
	101-45200-40402	JANITORIAL SERVICE		145.00		1.00	145.00
INV/2025/13935							
00042236	NELSON SANITATION & RENTAL, INC	09/16/2025		145.00	145.00	Open	N
	HANDICAP UNIT HIGHLAND WOODS 8/19-9/15	DROBERTSON					10/06/2025
	101-45200-40402	JANITORIAL SERVICE		145.00		1.00	145.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 10727 - NELSON SANITATION & RENTAL, INC							
INV/2025/13934							
00042237	NELSON SANITATION & RENTAL, INC	09/16/2025		80.00	80.00	Open	N
	MONTHLY PORTABLE RESTROOM HIDDEN PONDS 8 DROBERTSON						10/06/2025
	101-45200-40402	JANITORIAL SERVICE		80.00		1.00	80.00
INV/2025/13929							
00042238	NELSON SANITATION & RENTAL, INC	09/16/2025		145.00	145.00	Open	N
	HANDICAP UNIT DEER CREEK 8/19-9/15	DROBERTSON					10/06/2025
	101-45200-40402	JANITORIAL SERVICE		145.00		1.00	145.00
INV/2025/13922							
00042239	NELSON SANITATION & RENTAL, INC	09/16/2025		225.00	225.00	Open	N
	HANDICAP UNIT & MONTHLY PORTABLE RESTROO DROBERTSON						10/06/2025
	101-45200-40402	JANITORIAL SERVICE		225.00		1.00	225.00
Total Vendor 10727 - NELSON SANITATION & RENTAL, INC				885.00	885.00		
Vendor CD-REFUND - NICHOLAS CAMERON							
.09302025							
00042337	NICHOLAS CAMERON	09/01/2025		250.00	250.00	Open	N
	REPLACE CHECK #80017	DMULVIHILL					10/06/2025
	803-00000-22000	DEPOSITS		250.00		1.00	250.00
Total Vendor CD-REFUND - NICHOLAS CAMERON				250.00	250.00		
Vendor 10791 - NORTH METRO FIRE & EMS							
NMFE-25-014							
00042285	NORTH METRO FIRE & EMS	09/11/2025		3,000.00	3,000.00	Open	N
	EMT INITIAL CERT COURSE FALL 2025 - CURR DROBERTSON						10/06/2025
	101-42210-40208	TRAINING		3,000.00		1.00	3,000.00
Total Vendor 10791 - NORTH METRO FIRE & EMS				3,000.00	3,000.00		
Vendor 10369 - NYSTROM PUBLISHING COMPANY, INC							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 10369 - NYSTROM PUBLISHING COMPANY, INC							
49374							
00042321	NYSTROM PUBLISHING COMPANY, INC	09/26/2025		1,371.89	1,371.89	Open	N
	2025 STORM WATER INVOICE AND POSTAGE	DROBERTSON					10/06/2025
	101-43210-40439	RECYCLING DAYS		0.00		1.00	0.00
	609-49750-40441	MISCELLANEOUS		0.00		1.00	0.00
	602-49490-40441	MISCELLANEOUS		0.00		1.00	0.00
	601-49440-40441	MISCELLANEOUS		0.00		1.00	0.00
	101-45200-40441	MISCELLANEOUS		0.00		1.00	0.00
	101-43100-40441	MISCELLANEOUS		0.00		1.00	0.00
	101-42400-40352	GENERAL PUBLISHING		0.00		1.00	0.00
	101-42210-40441	MISCELLANEOUS		0.00		1.00	0.00
	101-42110-40441	MISCELLANEOUS		0.00		1.00	0.00
	101-41400-40441	MISCELLANEOUS		0.00		1.00	0.00
	101-41110-40344	NEWSLETTER		0.00		1.00	0.00
	603-49500-40418	STORM WATER MANAGEMENT		1,371.89		1.00	1,371.89
Total Vendor 10369 - NYSTROM PUBLISHING COMPANY, INC				1,371.89	1,371.89		
Vendor 4605 - OPUS 21							
250807							
00042279	OPUS 21	09/14/2025		3,314.06	3,314.06	Open	N
	AUGUST 2025 SERVICES	DROBERTSON					10/06/2025
	601-49440-40382	UTILITY BILLING		1,657.03		1.00	1,657.03
	602-49490-40382	UTILITY BILLING		1,657.03		1.00	1,657.03
Total Vendor 4605 - OPUS 21				3,314.06	3,314.06		
Vendor 10795 - OTIS ELEVATOR COMPANY							
100402087269							
00042338	OTIS ELEVATOR COMPANY	09/15/2025		2,400.00	2,400.00	Open	N
	CONTRACT	DROBERTSON					10/06/2025
Total Vendor 10795 - OTIS ELEVATOR COMPANY				2,400.00	2,400.00		
Vendor 3753 - PAUSTIS WINE COMPANY							
275310							
00042087	PAUSTIS WINE COMPANY	09/16/2025		407.50	407.50	Open	N
	WINE	CBUSKEY					09/16/2025
	609-49751-40206	FREIGHT		12.50		1.00	12.50
	609-49751-40253	WINE		395.00		1.00	395.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 3753 - PAUSTIS WINE COMPANY							
275850							
00042290	PAUSTIS WINE COMPANY	09/23/2025		2,569.50	2,569.50	Open	N
	WINE	CBUSKEY					09/23/2025
	609-49751-40206	FREIGHT		31.50		1.00	31.50
	609-49751-40206	FREIGHT		2,538.00		1.00	2,538.00
Total Vendor 3753 - PAUSTIS WINE COMPANY				2,977.00	2,977.00		
Vendor 214 - PHILLIPS WINE & SPIRITS CO							
5047618							
00042251	PHILLIPS WINE & SPIRITS CO	09/18/2025		524.52	524.52	Open	N
	WINE	CBUSKEY					09/18/2025
	609-49751-40206	FREIGHT		11.04		1.00	11.04
	609-49751-40253	WINE		513.48		1.00	513.48
5047617							
00042252	PHILLIPS WINE & SPIRITS CO	09/18/2025		765.78	765.78	Open	N
	LIQUOR	CBUSKEY					09/18/2025
	609-49751-40206	FREIGHT		14.72		1.00	14.72
	609-49751-40251	LIQUOR		751.06		1.00	751.06
5051574							
00042309	PHILLIPS WINE & SPIRITS CO	09/25/2025		599.62	599.62	Open	N
	WINE	CBUSKEY					09/25/2025
	609-49751-40206	FREIGHT		33.12		1.00	33.12
	609-49751-40253	WINE		566.50		1.00	566.50
5051575							
00042310	PHILLIPS WINE & SPIRITS CO	09/25/2025		359.36	359.36	Open	N
	MISC	CBUSKEY					09/25/2025
	609-49751-40206	FREIGHT		7.36		1.00	7.36
	609-49751-40254	MISCELLANEOUS MERCHANDISE		352.00		1.00	352.00
5051573							
00042311	PHILLIPS WINE & SPIRITS CO	09/25/2025		108.64	108.64	Open	N
	LIQUOR	CBUSKEY					09/25/2025
	609-49751-40206	FREIGHT		1.84		1.00	1.84
	609-49751-40251	LIQUOR		106.80		1.00	106.80
Total Vendor 214 - PHILLIPS WINE & SPIRITS CO				2,357.92	2,357.92		

Vendor 10777 - PRO PLAYGROUNDS

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 10777 - PRO PLAYGROUNDS							
7743							
00042355	PRO PLAYGROUNDS	09/17/2025		24,249.50	24,249.50	Open	N
	PLAYGROUND EQUIPMENT	DMULVIHILL					10/01/2025
	226-45100-40441	MISCELLANEOUS		24,249.50		1.00	24,249.50
Total Vendor 10777 - PRO PLAYGROUNDS				24,249.50	24,249.50		
Vendor 10778 - RAY ALLEN MANUFACTURING							
RINV456560							
00042084	RAY ALLEN MANUFACTURING	09/15/2025		631.43	631.43	Open	N
	K9 GEAR	DROBERTSON					10/06/2025
	103-42110-40237	SMALL EQUIPMENT		631.43		1.00	631.43
Total Vendor 10778 - RAY ALLEN MANUFACTURING				631.43	631.43		
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B019466							
00042086	RMB ENVIRONMENTAL LABORATORIES, INC	09/15/2025		175.00	175.00	Open	N
	ALL WEEKS COOLER 2	DROBERTSON					10/06/2025
	602-49490-40313	SAMPLE TESTING		175.00		1.00	175.00
B019434							
00042214	RMB ENVIRONMENTAL LABORATORIES, INC	09/16/2025		621.00	621.00	Open	N
	WEEK 1 COOLER 1	DROBERTSON					10/06/2025
	602-49490-40313	SAMPLE TESTING		621.00		1.00	621.00
B019510							
00042215	RMB ENVIRONMENTAL LABORATORIES, INC	09/16/2025		318.00	318.00	Open	N
	LOW LEVEL MERCURY	DROBERTSON					10/06/2025
	602-49490-40313	SAMPLE TESTING		318.00		1.00	318.00
D078574							
00042261	RMB ENVIRONMENTAL LABORATORIES, INC	09/18/2025		464.00	464.00	Open	N
	WWTP - BIOSOLIDS	DROBERTSON					10/06/2025
	602-49490-40313	SAMPLE TESTING		464.00		1.00	464.00
B019662							
00042262	RMB ENVIRONMENTAL LABORATORIES, INC	09/18/2025		80.00	80.00	Open	N
	PROJECT 99	DROBERTSON					10/06/2025
	602-49490-40313	SAMPLE TESTING		80.00		1.00	80.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B019579							
00042263	RMB ENVIRONMENTAL LABORATORIES, INC	09/18/2025		175.00	175.00	Open	N
	ALL WEEKS COOLER 2	DROBERTSON					10/06/2025
	602-49490-40313	SAMPLE TESTING		175.00		1.00	175.00
B019519							
00042264	RMB ENVIRONMENTAL LABORATORIES, INC	09/19/2025		263.00	263.00	Open	N
	WEEKS 2-4 COOLER 1	DROBERTSON					10/06/2025
	602-49490-40313	SAMPLE TESTING		263.00		1.00	263.00
B019665							
00042293	RMB ENVIRONMENTAL LABORATORIES, INC	09/24/2025		223.00	223.00	Open	N
	WEEKS 2-4 COOLER 1	DROBERTSON					10/06/2025
	601-49440-40313	SAMPLE TESTING		223.00		1.00	223.00
B019731							
00042328	RMB ENVIRONMENTAL LABORATORIES, INC	09/29/2025		175.00	175.00	Open	N
	ALL WEEKS COOLER 2	DROBERTSON					10/06/2025
	602-49490-40313	SAMPLE TESTING		175.00		1.00	175.00
Total Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC				2,494.00	2,494.00		
Vendor 170 - SORENSON, MARK							
2025-1							
00042346	SORENSON, MARK	09/30/2025		336.00	336.00	Open	N
	TRAPPING	JSHOOK					10/06/2025
	101-43100-40311	CONTRACT		336.00		1.00	336.00
Total Vendor 170 - SORENSON, MARK				336.00	336.00		
Vendor 7455 - SOUTHERN GLAZERS OF MN							
2670794							
00042248	SOUTHERN GLAZERS OF MN	09/18/2025		3,428.67	3,428.67	Open	N
	LIQUOR	CBUSKEY					09/18/2025
	609-49751-40206	FREIGHT		23.47		1.00	23.47
	609-49751-40251	LIQUOR		3,405.20		1.00	3,405.20
2670795							
00042249	SOUTHERN GLAZERS OF MN	09/18/2025		183.36	183.36	Open	N
	WINE	CBUSKEY					09/18/2025
	609-49751-40206	FREIGHT		3.84		1.00	3.84
	609-49751-40253	WINE		179.52		1.00	179.52

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 7455 - SOUTHERN GLAZERS OF MN							
2673400							
00042312	SOUTHERN GLAZERS OF MN	09/25/2025		2,365.74	2,365.74	Open	N
	LIQUOR	CBUSKEY					09/25/2025
	609-49751-40206	FREIGHT		29.44		1.00	29.44
	609-49751-40251	LIQUOR		2,336.30		1.00	2,336.30
Vendor 7455 - SOUTHERN GLAZERS OF MN							
2673401							
00042313	SOUTHERN GLAZERS OF MN	09/25/2025		407.08	407.08	Open	N
	WINE	CBUSKEY					09/25/2025
	609-49751-40206	FREIGHT		8.96		1.00	8.96
	609-49751-40251	LIQUOR		398.12		1.00	398.12
Total Vendor 7455 - SOUTHERN GLAZERS OF MN				6,384.85	6,384.85		
Vendor 7693 - SPOT ON							
2023213							
00042082	SPOT ON	09/15/2025		315.00	315.00	Open	N
	LETTERING	JSHOOK					10/06/2025
	101-43100-40200	OFFICE SUPPLIES		78.75		1.00	78.75
	101-45200-40200	OFFICE SUPPLIES		78.75		1.00	78.75
	601-49440-40200	OFFICE SUPPLIES		78.75		1.00	78.75
	602-49490-40200	OFFICE SUPPLIES		78.75		1.00	78.75
Total Vendor 7693 - SPOT ON				315.00	315.00		
Vendor CD-REFUND - ST. FRANCIS AUTO PARTS							
.09242025							
00042298	ST. FRANCIS AUTO PARTS	09/24/2025		590.97	590.97	Open	N
	RETURN ESCROW	DMULVIHILL					10/06/2025
	803-00000-22000	DEPOSITS		590.97		1.00	590.97
Total Vendor CD-REFUND - ST. FRANCIS AUTO PARTS				590.97	590.97		
Vendor UB-REFUND - STEVEN KORTS							
.09182025							
00042256	STEVEN KORTS	09/18/2025		110.48	110.48	Open	N
	REIMBURSE SPECIAL NOT HIS	DMULVIHILL					10/06/2025
	601-49440-40444	REFUND & REIMBURSEMENT		110.48		1.00	110.48
Total Vendor UB-REFUND - STEVEN KORTS				110.48	110.48		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
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							Unit Price
Vendor UB-REFUND - STEVEN KORTS							
Vendor 10679 - STOPSTICK, LTD							
0039763-IN							
00042260	STOPSTICK, LTD	09/15/2025		105.00	105.00	open	N
	CORD REEL AND SLEEVE	DROBERTSON					10/06/2025
	101-42110-40237	SMALL EQUIPMENT		105.00		1.00	105.00
Total Vendor 10679 - STOPSTICK, LTD				105.00	105.00		
Vendor 10358 - SYMBOLARTS, LLC							
0540413							
00042292	SYMBOLARTS, LLC	08/19/2025		127.44	127.44	open	N
	NEW PATCH SET UP - LARSON	DROBERTSON					10/06/2025
	101-42110-40441	MISCELLANEOUS		127.44		1.00	127.44
Total Vendor 10358 - SYMBOLARTS, LLC				127.44	127.44		
Vendor 4940 - THE AMERICAN BOTTLING COMPANY							
4847906214							
00042247	THE AMERICAN BOTTLING COMPANY	09/18/2025		603.00	603.00	open	N
	MISC	CBUSKEY					09/18/2025
	609-49751-40254	MISCELLANEOUS MERCHANDISE		603.00		1.00	603.00
Total Vendor 4940 - THE AMERICAN BOTTLING COMPANY				603.00	603.00		
Vendor 863 - THE BERNICK COMPANIES							
10407266							
00042304	THE BERNICK COMPANIES	09/25/2025		(46.24)	(46.24)	open	N
	BEER	CBUSKEY					09/25/2025
	609-49751-40252	BEER		(46.24)		1.00	(46.24)
10407265							
00042305	THE BERNICK COMPANIES	09/25/2025		726.80	726.80	open	N
	BEER/NA	CBUSKEY					09/25/2025
	609-49751-40255	N/A PRODUCTS		29.00		1.00	29.00
	609-49751-40252	BEER		697.80		1.00	697.80
Total Vendor 863 - THE BERNICK COMPANIES				680.56	680.56		
Vendor 9559 - TIMESAVER OFF SITE SEC. INC							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 9559 - TIMESAVER OFF SITE SEC. INC							
31120							
00042345	TIMESAVER OFF SITE SEC. INC	09/30/2025		293.50	293.50	Open	N
	CITY COUNCIL MEETING 9/15/2025	DROBERTSON					10/06/2025
Total Vendor 9559 - TIMESAVER OFF SITE SEC. INC				293.50	293.50		
Vendor 4344 - VINOCOPIA, INC							
0381625							
00042319	VINOCOPIA, INC	09/26/2025		1,205.25	1,205.25	Open	N
	WINE/MISC	CBUSKEY					09/26/2025
	609-49751-40206	FREIGHT		27.50		1.00	27.50
	609-49751-40254	MISCELLANEOUS MERCHANDISE		240.00		1.00	240.00
	609-49751-40253	WINE		937.75		1.00	937.75
Total Vendor 4344 - VINOCOPIA, INC				1,205.25	1,205.25		
Vendor 10179 - W. W. GOETSCH ASSOCIATES, INC.							
115266							
00042244	W. W. GOETSCH ASSOCIATES, INC.	09/09/2025		1,440.00	1,440.00	Open	N
	PUMP MAINTENANCE	DROBERTSON					10/06/2025
	602-49490-40229	PROJECT MAINTENANCE		1,440.00		1.00	1,440.00
Total Vendor 10179 - W. W. GOETSCH ASSOCIATES, INC.				1,440.00	1,440.00		
Vendor 5790 - WATER CONSERVATION SERVICE, INC							
150259							
00042301	WATER CONSERVATION SERVICE, INC	09/25/2025		798.10	798.10	Open	N
	LOCATE WATER LEAKS	DROBERTSON					10/06/2025
	601-49440-40229	PROJECT MAINTENANCE		798.10		1.00	798.10
Total Vendor 5790 - WATER CONSERVATION SERVICE, INC				798.10	798.10		
Vendor 2926 - WINE MERCHANTS							
7534785							
00042250	WINE MERCHANTS	09/18/2025		780.88	780.88	Open	N
	WINE	CBUSKEY					09/18/2025
	609-49751-40206	FREIGHT		12.88		1.00	12.88
	609-49751-40253	WINE		768.00		1.00	768.00
Total Vendor 2926 - WINE MERCHANTS				780.88	780.88		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 2926 - WINE MERCHANTS							
Vendor 8383 - WSB & ASSOCIATES, INC							
R-028272-000 - 00042317	WSB & ASSOCIATES, INC	09/14/2025		18,604.36	18,604.36	open	N
	HWY 47 PRELIMINARY DESIGN	DROBERTSON					10/06/2025
	405-43100-40810	HWY 47		18,604.36		1.00	18,604.36
Total Vendor 8383 - WSB & ASSOCIATES, INC				18,604.36	18,604.36		

# of Invoices:	130	# Due: 130	Totals:	264,977.02	264,977.02
# of Credit Memos:	8	# Due: 8	Totals:	(376.51)	(376.51)
Net of Invoices and Credit Memos:				264,600.51	264,600.51

--- TOTALS BY GL BANK ---

GNCKG	264,600.51
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--- TOTALS BY GL DISTRIBUTIONS ---

101-00000-21707	985.00
101-41110-40360	16.20
101-41400-40200	353.05
101-41400-40208	40.00
101-41400-40311	589.09
101-41400-40360	210.60
101-41500-40360	83.40
101-41600-40304	790.62
101-41910-40303	1,408.10
101-41910-40360	105.60
101-41940-40360	124.80
101-41940-40401	395.00
101-42110-40217	108.66
101-42110-40237	105.00
101-42110-40311	589.09
101-42110-40321	25.00
101-42110-40360	851.40
101-42110-40401	490.00
101-42110-40437	1,931.16
101-42110-40441	127.44
101-42210-40208	3,000.00
101-42210-40218	1,695.00
101-42210-40221	2,225.16
101-42210-40305	2,018.90

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

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Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
	101-42210-40311			589.09			
	101-42210-40321			25.00			
	101-42210-40360			195.60			
	101-42400-40303			750.00			
	101-42400-40360			63.60			
	101-43100-40200			170.47			
	101-43100-40212			2,795.26			
	101-43100-40217			290.35			
	101-43100-40303			750.00			
	101-43100-40311			1,514.17			
	101-43100-40321			25.00			
	101-43100-40360			573.00			
	101-43100-40401			140.00			
	101-43100-40441			218.04			
	101-43210-40217			26.55			
	101-43210-40360			25.80			
	101-43210-40439			333.75			
	101-45200-40200			170.47			
	101-45200-40217			26.55			
	101-45200-40237			97.00			
	101-45200-40303			400.00			
	101-45200-40311			1,678.17			
	101-45200-40321			25.00			
	101-45200-40360			727.80			
	101-45200-40401			140.00			
	101-45200-40402			885.00			
	103-42110-40237			631.43			
	103-42110-40441			11,809.22			
	226-45100-40441			24,249.50			
	402-42110-40599			21,000.00			
	404-41400-40300			4,800.00			
	405-43100-40810			18,941.86			
	405-43100-40813			24,822.00			
	601-49440-40200			170.47			
	601-49440-40217			26.55			
	601-49440-40229			2,615.60			
	601-49440-40233			880.00			
	601-49440-40235			105.34			
	601-49440-40303			750.00			
	601-49440-40311			1,178.17			
	601-49440-40313			223.00			
	601-49440-40321			25.00			
	601-49440-40360			907.80			
	601-49440-40382			1,657.03			
	601-49440-40401			140.00			
	601-49440-40433			30.00			
	601-49440-40444			299.84			
	602-49490-40200			170.47			
	602-49490-40217			26.57			

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

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Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
	602-49490-40229			1,635.02			
	602-49490-40303			750.00			
	602-49490-40311			1,178.17			
	602-49490-40313			2,271.00			
	602-49490-40321			25.00			
	602-49490-40360			1,225.80			
	602-49490-40382			1,657.03			
	602-49490-40401			140.00			
	602-49490-40433			30.00			
	603-49500-40414			4,325.00			
	603-49500-40418			1,371.89			
	609-49750-40311			589.05			
	609-49750-40340			395.00			
	609-49750-40360			888.60			
	609-49751-40206			4,000.08			
	609-49751-40251			23,898.30			
	609-49751-40252			48,294.96			
	609-49751-40253			5,784.30			
	609-49751-40254			2,951.22			
	609-49751-40255			679.95			
	609-49751-40257			6,169.75			
	803-00000-22000			1,590.97			
	803-00000-22004			348.50			
	803-00000-22011			298.00			
	803-00000-22031			250.00			
	803-00000-22032			1,090.00			
	803-00000-22035			562.50			
	803-00000-22043			722.50			
	803-00000-22105			1,615.00			
--- TOTALS BY FUND ---							
	101 GENERAL FUND			30,903.94	30,903.94		
	103 PUBLIC SAFETY FUNDS			12,440.65	12,440.65		
	226 PARK FUND			24,249.50	24,249.50		
	402 CAPITAL EQUIPMENT FUND			21,000.00	21,000.00		
	404 BUILDING IMPROVEMENT FUND			4,800.00	4,800.00		
	405 STREET IMPROVEMENT FUND			43,763.86	43,763.86		
	601 WATER FUND			9,008.80	9,008.80		
	602 SEWER FUND			9,109.06	9,109.06		
	603 STORM WATER FUND			5,696.89	5,696.89		
	609 LIQUOR FUND			93,651.21	93,651.21		
	803 ESCROW			6,477.47	6,477.47		
--- TOTALS BY DEPT/ACTIVITY ---							
	00000 UNASSIGNED			7,462.47	7,462.47		
	41110 CITY COUNCIL			16.20	16.20		
	41400 ADMINISTRATION			5,992.74	5,992.74		
	41500 FINANCE			83.40	83.40		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 10/07/2025 - 10/07/2025

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OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4F.

Invoice Number

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	Description	Entered By			Units	Quantity	Post Date
	GL Distribution						Unit Price
	41600 LEGAL			790.62	790.62		
	41910 COMMUNITY DEVELOPMENT			1,513.70	1,513.70		
	41940 BUILDINGS			519.80	519.80		
	42110 POLICE			37,668.40	37,668.40		
	42210 FIRE			9,748.75	9,748.75		
	42400 BUILDING INSPECTIONS			813.60	813.60		
	43100 STREETS			50,240.15	50,240.15		
	43210 RECYCLING			386.10	386.10		
	45100 RECREATION			24,249.50	24,249.50		
	45200 PARKS			4,149.99	4,149.99		
	49440 WATER DEPT			9,008.80	9,008.80		
	49490 SEWER DEPT			9,109.06	9,109.06		
	49500 STORM WATER DEPT			5,696.89	5,696.89		
	49750 LIQUOR STORE			1,872.65	1,872.65		
	49751 MERCHANDISE PURCHASES			91,778.56	91,778.56		



CITY COUNCIL AGENDA
REPORT

TO: St. Francis City Council

FROM: Beth Richmond, Planner

SUBJECT: Dalton River Villas

DATE: October 6, 2025

APPLICANT: Meadow Creek Construction (Mike Pomerleau)
Between Ambassador Blvd NW and the Rum River, north of 233rd Lane NW

LOCATION: (PIN 32-34-24-24-0069)

COMP PLAN: Low Density Residential (LDR), Open Space
R-1 Urban Low Density Detached Residential, Urban Rum River Management

ZONING: Overlay (uRRM)

OVERVIEW:

The City has received applications for a preliminary plat, Conditional Use Permit (CUP), and associated variances for the Dalton River Villas development. This development includes 19 single-unit residential lots on an irregularly-shaped, 16-acre site located between Ambassador Blvd NW and the Rum River, north of 233rd Lane NW. 16 lots will be served by an extension of Woodbine St NW from the south while three lots will have access directly onto Ambassador Blvd NW.

The land use and subdivision requests to be considered include a preliminary plat, CUP, and variances. The variances requested include:

- Minimum lot area (6 lots)
- Minimum lot width (18 lots)
- Maximum impervious surface (6 lots)
- Minimum front setback from local road (16 lots)
- Minimum rear setback from a County road (3 lots)

PLANNING COMMISSION REVIEW

The Planning Commission reviewed the preliminary plat, Conditional Use Permit (CUP), and variances at their meeting on September 17, 2025. Members of the public attended the meeting and spoke at the public hearing. A majority of public comments were related to the existing vegetation on site and its removal. A primary concern expressed was the potential future removal of existing vegetation by homeowners. During discussion, the Planning Commission directed Staff to review the enforcement process for unlawful vegetation removal and to clarify this for the Planning Commission, City Council, and members of the public.

Following the public hearing and Planning Commission discussion, the Commission recommended approval of the variances, CUP, and preliminary plat on votes of 4-1 each.

PLANNING MEETING FOLLOW-UP

Following the Planning Commission meeting, Staff reviewed the City Code and discussed the enforcement process for unlawful vegetation removal with representatives from the Anoka Conservation District and the MnDNR. The following is a summary of the information gathered.

Vegetation removal is allowed per the City Code. The following Code vegetation removal standards apply specifically to land within this development:

- Clear cutting, except for authorized public services such as roads and utilities, is prohibited within 150 feet of the OHW of the Rum River or within 30 feet landward of a bluff. Custom grading and removal of select vegetation over 4” in diameter is permitted in these areas provided that continuous tree cover is maintained.
- The removal of dead or diseased vegetation, understory vegetation, and trees less than 4” in diameter is permitted.
- The City does not currently have a “tree preservation” ordinance, and so there are no requirements for replacing trees removed as part of a development.
- Single-unit developments require two trees to be planted per lot, with one tree in the front yard.
- A permanent vegetative buffer that is at least 100 feet wide is required along the banks of the Rum River. This buffer should consist of predevelopment vegetation where possible. Permanent signage identifying the buffer and its boundary is required.

Relative to enforcement, the City is responsible for enforcement of its code provisions, including the vegetation removal standards that are specific to the Urban Rum River Management District. Following the Planning Commission meeting, Staff has been coordinating with the police department to establish a clear protocol for how complaints are handled if they are received outside of working hours. If Staff needs assistance in evaluating a specific situation along the Rum River, the MnDNR and the Anoka Conservation District are willing and able to assist.

CITY COUNCIL ACTION

Given Planning Commission and Staff recommendation for approval of the variances, CUP, and preliminary plat requests, draft approval materials approving the requests have been prepared for your consideration.

Suggested Motions:

- a. *Move to approve Resolution 2025-46 approving the lot area, lot width, front setback, rear setback, and impervious surface variances with conditions and findings of fact as presented by Staff.*

- b. Move to approve Resolution 2025-47 approving the CUP for the construction of a public road within the Urban Rum River Management District with conditions and findings of fact as presented by Staff.*
- c. Move to approve Resolution 2025-48 approving the preliminary plat for the Dalton River Villas project with conditions and findings of fact as presented by Staff.*

ATTACHMENTS

- Draft Approval Documents
 - Resolution 2025-46 - Variances
 - Resolution 2025-47 – CUP
 - Resolution 2025-48 – Preliminary Plat
- Updated Plans dated September 29, 2025
 - Existing conditions survey
 - Preliminary plat
 - Net density exhibit
 - Lot size table
 - Impervious surface table
 - Preliminary grading plan
 - Bluff setback grading exhibit
 - Preliminary landscape plan
- Planning Report for September 17, 2025 Meeting

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

RESOLUTION 2025-46

A RESOLUTION APPROVING VARIANCES FOR THE DALTON RIVER VILLAS
DEVELOPMENT

WHEREAS, the applicant, Meadow Creek Construction, has requested minimum lot area, minimum lot width, minimum front setback from a local street, minimum rear setback from a County highway, and maximum impervious surface variances from Division 4 Base Zoning Districts and Division 5 Overlay Zoning Districts of the City’s Zoning Code; and

WHEREAS, the subject property is legally described in Exhibit A; and

WHEREAS, Division 4 Base Zoning Districts of the City Zoning Code requires the following dimensional standards for lots in the R-1 Urban Low Density Detached Residential District:

- Minimum lot size 10,800 sq. ft.
- Minimum lot width 80 ft.
- Maximum impervious surface 35%; and

WHEREAS, Division 5 Overlay Zoning Districts of the City Zoning Code requires the following dimensional standards for sewerred non-riparian lots:

- Minimum lot size 12,150 sq. ft.
- Minimum lot width 90 ft.
- Minimum setback from local street 35 ft.
- Minimum setback from County Highway 50 ft.
- Maximum total impervious surface per lot 30%; and

WHEREAS, the applicant has requested to create smaller lots in the southwest portion of the site to avoid impacts to existing natural features including bluff and floodplain; and

WHEREAS, on September 17, 2025, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

WHEREAS, on September 17, 2025, the Planning Commission recommended approval of the requested variance subject to conditions on a vote of 4-1; and

WHEREAS, the City Council of the City of St. Francis, on October 6, 2025, considered the requested variances and how they might affect public health, safety, or welfare and found that the project will not negatively impact the public health, safety, or welfare.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby approves the requested variances to minimum lot area, minimum lot width, minimum front setback from a local street, minimum rear setback from a County highway, and maximum impervious surface for the Dalton River Villas project based on the following findings of fact:

1. The requested variances are in harmony with the general purposes and intent of the Zoning Ordinance.
2. The requested variances are consistent with the Comprehensive Plan. The reduced lot sizes proposed make it possible for the development to be served by public infrastructure and to meet the density requirements of the Low Density Residential land use category.
3. Practical difficulties have been established for the site:
 - a. The applicant is proposing to develop this property for single-unit residential. This use is consistent with both the Zoning Ordinance and the Comprehensive Plan's land use guidance for this site.
 - b. The variances requested are due to exceptional circumstances unique to the property and not created by the landowner. This property is a long and narrow shape which makes it difficult to access and develop. Natural features on the site including bluff and floodplain reduce the developable area of the site and dictate the location of the lots.
 - c. Granting of the variance requests will not alter the essential character of the locality. Smaller lot residential uses exist directly to the south of the proposed development.
4. Strict enforcement of the Rum River Management rules will result in unnecessary hardship. The lot size and lot width requirements of the River District and the density requirements of the Comprehensive Plan conflict when considered in conjunction with the natural features on the site.
5. Granting the variance requests is not contrary to the purpose and intent of the Rum River Management rules. The clustered design of the site with preservation of a large open space and waterfront is consistent with the purpose and intent of the scenic designation of the Rum River and its surroundings.

BE IT FURTHER RESOLVED that approval of the requested variances to minimum lot area, minimum lot width, minimum front setback from a local street, minimum rear setback from a County highway, and maximum impervious surface for the Dalton River Villas project shall be subject to the following conditions:

1. Approval of this request is subject to the approval of the related land use and subdivision requests pertaining to the Dalton River Villas project.
2. Lots 1, 2, 3, 4, 6, and 8 may have a lot area less than 12,150 square feet as listed in Exhibit B.
3. Lots 1-10 and 12-19 may have a lot width less than 90 feet as listed in Exhibit B.
4. The maximum impervious surface for Lots 1, 2, 3, 4, 6, and 8 may exceed 30% as shown in Exhibit C.
5. The entire impervious surface coverage of the site shall not exceed 30%.
6. A minimum front setback from Woodbine St NW of 25 feet is required for all lots fronting on Woodbine St NW.

- 7. A minimum rear setback from Ambassador Blvd NW of 35 feet is required for Lots 7, 8, and 9.
- 8. Approvals granted by the City Council for this project are conditioned upon the MnDNR’s approval of the project.

Approved and adopted by the City Council of the City of St. Francis on the 6th day of October, 2025.

Mark Vogel, Mayor

Attest: Jennifer Wida, City Clerk

Dated

This Instrument Drafted By:
HKGi
800 Washington Ave, Suite 207
Minneapolis, MN 55401

EXHIBIT A

Legal Descriptions:

PARCEL 1

That part of the following described property:

Commencing at the northwest corner of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota; thence on an assumed bearing of South 00 degrees 32 minutes 18 seconds East, along the west line of said Northwest Quarter, a distance of 1254.00 feet to the point of beginning; thence continuing South 00 degrees 32 minutes 18 seconds East, along said west line, a distance of 791.17 feet to the intersection of said west line with the north line of Outlot 17, VILLAGE OF ST. FRANCIS AUDITOR'S PLAT, according to the recorded plat thereof, said north line also being the north line of the south 593.40 feet of said Northwest Quarter; thence North 89 degrees 48 minutes 15 seconds East, along said north line, a distance of 3727.21 feet more or less to the west bank of the Rum River, thence northwesterly along said west bank to the intersection of said west bank with a line bearing North 89 degrees 56 minutes 37 seconds East, parallel with the north line of said Northwest Quarter, from the point of beginning; thence South 89 degrees 56 minutes 37 seconds West a distance of 1413.09 feet more or less to the point of beginning.

EXCEPTING PARCEL 2

That part of the above described property lying within the following described parcel:

That part of the Northwest Quarter of Section 32, Township 34, Range 24, in Anoka County, Minnesota, described as follows:

Commencing at a point on the West line of said Northwest Quarter, distant 891 feet South of the Northwest corner of said Northwest Quarter; thence Easterly and parallel with the North line of said Northwest Quarter a distance of 300 feet to the point of beginning of land to be described; thence continue Easterly on same described line a distance of 111 feet; thence South and parallel with the West line of said Northwest Quarter a distance of 395.5 feet; thence Westerly and parallel with the North line of said Northwest Quarter a distance of 411 feet to the West line of said Northwest Quarter; thence North on the West line of said Northwest Quarter a distance of 207.1 feet; thence Easterly and parallel with the North line of said Northwest Quarter a distance of 300 feet; thence North and parallel with the West line of said Northwest Quarter a distance of 188.4 feet to the point of beginning, Anoka County, Minnesota.

ALSO EXCEPTING PARCEL 3

The west 344.00 feet of the north 150.00 feet of the south 743.40 feet of said Northwest Quarter of Section 32.

ALSO EXCEPTING PARCEL 4

That part of the above described property lying within a distance of 50.00 feet easterly and 50.00 feet westerly of the line described in Parcel No. 14 of the Final Certificate filed as Doc. No. 397374 in the office of the County Recorder, Anoka County, Minnesota.

ALSO EXCEPTING PARCEL 5

That part of the above described property lying within Minnesota Department of Transportation Right of Way Plat Nos. 02-28 and 02-29, filed as Document Nos. 1670395 & 1670396 in the office of the County Recorder, Anoka County, Minnesota.

Lying easterly of the following described line:

Commencing at the northwest corner of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota; thence on an assumed bearing of South 00 degrees 32 minutes 18 seconds East, along the west line of said Northwest Quarter, a distance of 2045.17 feet to the intersection of said west line with the north line of Outlot 17, VILLAGE OF ST. FRANCIS AUDITOR'S PLAT, according to the recorded plat thereof, said north line also being the north line of the south 593.40 feet of said Northwest Quarter; thence North 89 degrees 48 minutes 15 seconds East, along said north line, a distance of 1357.99 feet to the intersection of said north line with the easterly right of way line of Ambassador Boulevard NW per the Final Certificate filed as Doc. No. 397374 in the office of the County Recorder, Anoka County, Minnesota and the point of beginning of the line to be described; thence 153.07 feet along said easterly right of way line on a non-tangential curve concave to the west, having a radius of 1195.92 feet, a central angle of 07 degrees 20 minutes 01 second and a chord bearing of North 10 degrees 16 minutes 17 seconds West; thence continuing along said westerly right of way line, North 13 degrees 56 minutes 18 seconds West, tangent to the last described curve, a distance of 656.46 feet to the north line of the above described property and said line there terminating.

EXHIBIT B

Minimum Lot Area and Width Table:

Dalton River Villas

St. Francis, Minnesota

Project # 54856-037
Prepared for: Meadow Creek Construction
218 Revere Lane North Champlin, MN 55316
Contact: Tim Pomerleau
tel: 612-867-9581

Date September 26, 2025
Prepared by: Sathre-Bergquist, Inc.
14000 25th Avenue N. Suite 120
Plymouth, MN 55447
Contact: Dan Schmit
tel: 952-476-6000

BLOCK 1	GROSS AREA				BLUFF AREA		Bluff Setback AREA		NET AREA				WIDTH @ SETBACK	
Lot 1	10,709	s.f.	0.25	acres	0	s.f.	0	s.f.	10,709	s.f.	0.25	acres	65	+/- 1.f.
Lot 2	10,000	s.f.	0.23	acres	0	s.f.	0	s.f.	10,000	s.f.	0.23	acres	65	+/- 1.f.
Lot 3	8,354	s.f.	0.19	acres	0	s.f.	0	s.f.	8,354	s.f.	0.19	acres	65	+/- 1.f.
Lot 4	8,276	s.f.	0.19	acres	0	s.f.	0	s.f.	8,276	s.f.	0.19	acres	65	+/- 1.f.
Lot 5	14,114	s.f.	0.32	acres	0	s.f.	0	s.f.	14,114	s.f.	0.32	acres	67.7	+/- 1.f.
Lot 6	10,784	s.f.	0.25	acres	0	s.f.	0	s.f.	10,784	s.f.	0.25	acres	56	+/- 1.f.
Lot 7	13,418	s.f.	0.31	acres	0	s.f.	0	s.f.	13,418	s.f.	0.31	acres	56.6	+/- 1.f.
Lot 8	9,928	s.f.	0.23	acres	0	s.f.	0	s.f.	9,928	s.f.	0.23	acres	56	+/- 1.f.
Lot 9	17,307	s.f.	0.40	acres	0	s.f.	0	s.f.	17,307	s.f.	0.40	acres	66	+/- 1.f.
Lot 10	13,163	s.f.	0.30	acres	0	s.f.	0	s.f.	13,163	s.f.	0.30	acres	66	+/- 1.f.
Lot 11	56,273	s.f.	1.29	acres	12,391	s.f.	9,359	s.f.	34,523	s.f.	0.79	acres		+/- 1.f.
Lot 12	23,481	s.f.	0.54	acres	7,087	s.f.	4,992	s.f.	11,402	s.f.	0.26	acres	66	+/- 1.f.
Lot 13	14,194	s.f.	0.33	acres	4,795	s.f.	2,481	s.f.	6,918	s.f.	0.16	acres	65.3	+/- 1.f.
Lot 14	13,300	s.f.	0.31	acres	4,366	s.f.	2,017	s.f.	6,917	s.f.	0.16	acres	65	+/- 1.f.
Lot 15	14,213	s.f.	0.33	acres	3,440	s.f.	3,154	s.f.	7,619	s.f.	0.17	acres	65.5	+/- 1.f.
Lot 16	19,782	s.f.	0.45	acres	4,032	s.f.	3,567	s.f.	12,183	s.f.	0.28	acres	65.5	+/- 1.f.
Lot 17	31,778	s.f.	0.73	acres	5,843	s.f.	4,688	s.f.	21,247	s.f.	0.49	acres	65.5	+/- 1.f.
Lot 18	12,395	s.f.	0.28	acres	0	s.f.	0	s.f.	12,395	s.f.	0.28	acres	65.5	+/- 1.f.
Lot 19	12,446	s.f.	0.29	acres	0	s.f.	0	s.f.	12,446	s.f.	0.29	acres	80	+/- 1.f.
Total	313,915	s.f.	7.21	acres	41,954	s.f.	30,258	s.f.	241,703	s.f.	5.55	acres		

OUTLOT	GROSS AREA				WETLAND AREA		WETLAND AREA		NET AREA			
A	299,107	s.f.	6.87	acres	0	s.f.	0	s.f.	299,107	s.f.	6.87	acres
B	46,594	s.f.	1.07	acres	0	s.f.	0	s.f.	46,594	s.f.	1.07	acres
Total	345,701	s.f.	7.94	acres	0	s.f.	0	s.f.	345,701	s.f.	7.94	acres

R/W	GROSS AREA				WETLAND AREA		WETLAND AREA		NET AREA			
	40,674	s.f.	0.93	acres	0	s.f.	0	s.f.	40,674	s.f.	0.93	acres

TOTAL	GROSS AREA				WETLAND AREA		WETLAND AREA		NET AREA			
	700,290	s.f.	16.08	acres	0	s.f.	0	s.f.	700,290	s.f.	16.08	acres

EXHIBIT C

Maximum Impervious Surface Table:

Dalton River Villas - Impervious Area							
Lot	Lot Area	House Area	Driveway Area	Stoop/Sidewalk Area	Patio Area	Impervious Area	% Hardcover
1	10,709	2,707	1,275	130.0	140.0	4,252	39.70%
2	10,000	2,707	1,240	130.0	140.0	4,217	42.17%
3	8,354	2,707	715	130.0	140.0	3,692	44.19%
4	8,276	2,707	775	130.0	140.0	3,752	45.34%
5	14,114	2,387	795	130.0	140.0	3,452	24.46%
6	10,784	2,387	770	130.0	140.0	3,427	31.78%
7	13,418	2,387	800	130.0	140.0	3,457	25.76%
8	9,928	2,387	505	130.0	140.0	3,162	31.85%
9	17,307	2,707	905	130.0	140.0	3,882	22.43%
10	13,163	2,707	915	130.0	140.0	3,892	29.57%
11	56,273	2,707	1,170	130.0	140.0	4,147	7.37%
12	23,481	2,707	905	130.0	140.0	3,882	16.53%
13	14,194	2,707	735	130.0	140.0	3,712	26.15%
14	13,300	2,707	745	130.0	140.0	3,722	27.98%
15	14,213	2,707	715	130.0	140.0	3,692	25.98%
16	19,782	2,707	725	130.0	140.0	3,702	18.71%
17	31,778	2,707	725	130.0	140.0	3,702	11.65%
18	12,394	2,707	735	130.0	140.0	3,712	29.95%
19	12,446	2,707	725	130.0	140.0	3,702	29.74%
Total Lot Impervious						71,158	
Total Street Impervious						18,240	
Total Sidewalk Impervious						1,710	
Total Site Impervious						91,108	
Total Site Area						700,290	
Proposed Site Impervious %						13.0%	

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

RESOLUTION 2025-47

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE DALTON RIVER VILLAS DEVELOPMENT FOR THE CONSTRUCTION OF A PUBLIC ROAD WITHIN THE RUM RIVER MANAGEMENT DISTRICT

WHEREAS, the applicant, Meadow Creek Construction, applied for approval of a preliminary plat on August 21, 2025 for the property legally described in Exhibit A; and

WHEREAS, the plat includes the extension of Woodbine St NW, a public road, to serve 16 lots on the property; and

WHEREAS, the site is located in the Urban Rum River Management district; and

WHEREAS, City Code 10-82-5B and MN Statute consider public roads to be special uses and require a CUP for their construction; and

WHEREAS, on October 6, 2025, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the City Council held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

WHEREAS, on September 17, 2025, the Planning Commission recommended approval of the requested Conditional Use Permit on a vote of 4-1; and

WHEREAS, the City Council of the City of St. Francis on October 6, 2025, considered the requested Conditional Use Permit and how it might affect public health, safety, or welfare and found that the project will not negatively impact the public health, safety, or welfare.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby approves the requested Conditional Use Permit for the construction of a public road within the Rum River Management District based on the following findings of fact:

1. The proposed development is consistent with the City’s Comprehensive Plan. The applicant is proposing to use this land primarily for residential development. The proposed public roads provide access to 16 of the proposed lots.
2. The proposed public road meets the environmental criteria for a CUP as established in Minnesota Rules 6105.0200.
3. The proposed public road has been designed to minimize the street’s impact on the surrounding area, including avoiding steep slopes, existing vegetation, and soils with high erosion potential to the maximum extent possible.
4. The proposed street has been designed to meet City standards.

BE IT FURTHER RESOLVED that approval of the Conditional Use Permit for the construction of public roads in the Rum River Management District shall be subject to the following conditions:

1. Approval of this request is subject to the approval of the related land use and subdivision requests pertaining to the Dalton River Villas project.
2. All items pertaining to public roads listed in the City Engineer’s Dalton River Villas Preliminary Plat memo dated September 9, 2025 shall be addressed to the satisfaction of the City Engineer prior to recording of the CUP.
3. Applicant shall adhere to all vegetative requirements listed in the City’s Urban Rum River Management District and MN State Rules Chapter 6105.
4. Applicant shall adhere to the road construction methods listed in MN State Rules 6105.0200 subp. 4.
5. The applicant shall be responsible for all costs associated with the Conditional Use Permit application.
6. All fees and financial obligations shall be received by the City prior to the releasing of the Conditional Use Permit for recording.
7. The applicant shall record the Conditional Use Permit with the County Recorder in accordance with Section 10-31-03 of the City Code.

Approved and adopted by the City Council of the City of St. Francis on the 6th day of October, 2025.

Mark Vogel, Mayor

Attest: Jennifer Wida, City Clerk

Dated

DRAFTED BY:
HKGi
800 Washington Ave N, Suite 207
Minneapolis, MN 55401

EXHIBIT A

Legal Descriptions

PARCEL 1

That part of the following described property:

Commencing at the northwest corner of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota; thence on an assumed bearing of South 00 degrees 32 minutes 18 seconds East, along the west line of said Northwest Quarter, a distance of 1254.00 feet to the point of beginning; thence continuing South 00 degrees 32 minutes 18 seconds East, along said west line, a distance of 791.17 feet to the intersection of said west line with the north line of Outlot 17, VILLAGE OF ST.FRANCIS AUDITOR'S PLAT, according to the recorded plat thereof, said north line also being the north line of the south 593.40 feet of said Northwest Quarter; thence North 89 degrees 48 minutes 15 seconds East, along said north line, a distance of 3727.21 feet more or less to the west bank of the Rum River, thence northwesterly along said west bank to the intersection of said west bank with a line bearing North 89 degrees 56 minutes 37 seconds East, parallel with the north line of said Northwest Quarter, from the point of beginning, thence South 89 degrees 56 minutes 37 seconds West a distance of 1413.09 feet more or less to the point of beginning.

EXCEPTING PARCEL 2

That part of the above described property lying within the following described parcel:

That part of the Northwest Quarter of Section 32, Township 34, Range 24, in Anoka County, Minnesota, described as follows:

Commencing at a point on the West line of said Northwest Quarter, distant 891 feet South of the Northwest corner of said Northwest Quarter; thence Easterly and parallel with the North line of said Northwest Quarter a distance of 300 feet to the point of beginning of land to be described; thence continue Easterly on same described line a distance of 111 feet; thence South and parallel with the West line of said Northwest Quarter a distance of 395.5 feet; thence Westerly and parallel with the North line of said Northwest Quarter a distance of 411 feet to the West line of said Northwest Quarter; thence North on the West line of said Northwest Quarter a distance of 207.1 feet; thence Easterly and parallel with the North line of said Northwest Quarter a distance of 300 feet; thence North and parallel with the West line of said Northwest Quarter a distance of 188.4 feet to the point of beginning, Anoka County, Minnesota.

ALSO EXCEPTING PARCEL 3

The west 344.00 feet of the north 150.00 feet of the south 743.40 feet of said Northwest Quarter of Section 32.

ALSO EXCEPTING PARCEL 4

That part of the above described property lying within a distance of 50.00 feet easterly and 50.00 feet westerly of the line described in Parcel No. 14 of the Final Certificate filed as Doc. No. 397374 in the office of the County Recorder, Anoka County, Minnesota.

ALSO EXCEPTING PARCEL 5

That part of the above described property lying within Minnesota Department of Transportation Right of Way Plat Nos. 02-28 and 02-29, filed as Document Nos. 1670395 & 1670396 in the office of the County Recorder, Anoka County, Minnesota.

Lying easterly of the following described line:

Commencing at the northwest corner of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota; thence on an assumed bearing of South 00 degrees 32 minutes 18 seconds East, along the west line of said Northwest Quarter, a distance of 2045.17 feet to the intersection of said west line with the north line of Outlot 17, VILLAGE OF ST.FRANCIS AUDITOR'S PLAT, according to the recorded plat thereof, said north line also being the north line of the south 593.40 feet of said Northwest Quarter; thence North 89 degrees 48 minutes 15 seconds East, along said north line, a distance of 1357.99 feet to the intersection of said north line with the easterly right of way line of Ambassador Boulevard NW per the Final Certificate filed as Doc. No. 397374 in the office of the County Recorder, Anoka County, Minnesota and the point of beginning of the line to be described; thence 153.07 feet along said easterly right of way line on a non-tangential curve concave to the west, having a radius of 1195.92 feet, a central angle of 07 degrees 20 minutes 01 second and a chord bearing of North 10 degrees 16 minutes 17 seconds West; thence continuing along said westerly right of way line, North 13 degrees 56 minutes 18 seconds West, tangent to the last described curve, a distance of 656.46 feet to the north line of the above described property and said line there terminating.

(Reserved for Recording Data)

CONDITIONAL USE PERMIT FOR THE BLUFFS OF RUM RIVER

- 1. **PERMIT.** Subject to the terms and conditions set forth herein, the CITY OF ST. FRANCIS hereby grants a Conditional Use Permit to allow the construction of public roads within the Rum River Management District.
- 2. **PROPERTY.** This Conditional Use Permit is for the property legally described in Exhibit A.
- 3. **CONDITIONS.** This Conditional Use Permit is issued subject to construction in accordance with the approved plans submitted with the application and the following conditions:
 - A. Applicant shall adhere to all vegetative requirements listed in the City’s Rum River Management District and MN State Rules Chapter 6105.
 - B. Applicant shall adhere to the road construction methods listed in MN State Rules 6105.0200 subp. 4.
- 4. **TERMINATION OF PERMIT.** The City may revoke the permit following a public hearing for violation for the terms of this permit.
- 5. **LAPSE.** If within one (1) year of the issuance of this Conditional Use Permit the applicant fails to implement such approvals and fulfill each and every condition attached thereto, this permit shall be null and void.
- 6. **CRIMINAL PENALTY.** Both the owner and any occupant of the subject property are responsible for compliance with this Conditional Use Permit. Violation of the terms of this Conditional Use Permit is a criminal misdemeanor.
- 7. **RECORDING.** This Conditional Use Permit shall be recorded by the City against the title to the Property.

Dated: _____

CITY OF ST. FRANCIS

BY: _____
Mark Vogel, Mayor

(SEAL)

AND _____
Jenni Wida, City Clerk

STATE OF MINNESOTA)
 : ss
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 6th day of October, 2025, by **Mark Vogel**, Mayor, and by **Jenni Wida**, City Clerk, of the **CITY OF ST. FRANCIS**, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by the City Council.

Notary Public

[Notary Seal]

EXHIBIT A

Legal Descriptions

PARCEL 1

That part of the following described property:

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EXCEPTING PARCEL 2

That part of the above described property lying within the following described parcel:

That part of the Northwest Quarter of Section 32, Township 34, Range 24, in Anoka County, Minnesota, described as follows:

Commencing at a point on the West line of said Northwest Quarter, distant 891 feet South of the Northwest corner of said Northwest Quarter; thence Easterly and parallel with the North line of said Northwest Quarter a distance of 300 feet to the point of beginning of land to be described; thence continue Easterly on same described line a distance of 111 feet; thence South and parallel with the West line of said Northwest Quarter a distance of 395.5 feet; thence Westerly and parallel with the North line of said Northwest Quarter a distance of 411 feet to the West line of said Northwest Quarter; thence North on the West line of said Northwest Quarter a distance of 207.1 feet; thence Easterly and parallel with the North line of said Northwest Quarter a distance of 300 feet; thence North and parallel with the West line of said Northwest Quarter a distance of 188.4 feet to the point of beginning, Anoka County, Minnesota.

ALSO EXCEPTING PARCEL 3

The west 344.00 feet of the north 150.00 feet of the south 743.40 feet of said Northwest Quarter of Section 32.

ALSO EXCEPTING PARCEL 4

That part of the above described property lying within a distance of 50.00 feet easterly and 50.00 feet westerly of the line described in Parcel No. 14 of the Final Certificate filed as Doc. No. 397374 in the office of the County Recorder, Anoka County, Minnesota.

ALSO EXCEPTING PARCEL 5

That part of the above described property lying within Minnesota Department of Transportation Right of Way Plat Nos. 02-28 and 02-29, filed as Document Nos. 1670395 & 1670396 in the office of the County Recorder, Anoka County, Minnesota.

Lying easterly of the following described line:

Commencing at the northwest corner of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota; thence on an assumed bearing of South 00 degrees 32 minutes 18 seconds East, along the west line of said Northwest Quarter, a distance of 2045.17 feet to the intersection of said west line with the north line of Outlot 17, VILLAGE OF ST. FRANCIS AUDITOR'S PLAT, according to the recorded plat thereof, said north line also being the north line of the south 593.40 feet of said Northwest Quarter; thence North 89 degrees 48 minutes 15 seconds East, along said north line, a distance of 1357.99 feet to the intersection of said north line with the easterly right of way line of Ambassador Boulevard NW per the Final Certificate filed as Doc. No. 397374 in the office of the County Recorder, Anoka County, Minnesota and the point of beginning of the line to be described; thence 153.07 feet along said easterly right of way line on a non-tangential curve concave to the west, having a radius of 1195.92 feet, a central angle of 07 degrees 20 minutes 01 second and a chord bearing of North 10 degrees 16 minutes 17 seconds West; thence continuing along said westerly right of way line, North 13 degrees 56 minutes 18 seconds West, tangent to the last described curve, a distance of 656.46 feet to the north line of the above described property and said line there terminating.

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

RESOLUTION 2025-48

A RESOLUTION APPROVING A PRELIMINARY PLAT FOR THE DALTON RIVER
VILLAS DEVELOPMENT

WHEREAS, the applicant, Meadow Creek Construction, applied for a preliminary plat on August 21, 2025 for the property legally described in Exhibit A; and

WHEREAS, the Planning Commission on September 17, 2025, opened and closed a duly noticed public hearing and considered the applicant’s submission, the contents of the staff report, public testimony, and other evidence available to the Commission; and made recommendations for consideration by the City Council; and

WHEREAS, on September 17, 2025, the Planning Commission recommended approval of the requested preliminary plat on a vote of 4-1; and

WHEREAS, the City Council on October 6, 2025, considered the recommendations of Staff and the Planning Commission, the Applicant’s submissions, staff reports, public testimony, and other evidence available to the Council.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby approves the preliminary plat and associated documents for the Dalton River Villas development based on the following findings of fact:

1. The proposed preliminary plat is consistent with the City’s 2040 Comprehensive Plan and is compatible with present and future land uses of the area.
2. Excluding the variances granted, the development is consistent with the City’s Zoning Ordinance with noted conditions.
3. The development is designed to preserve existing natural features on the site including the bluff and floodplain.
4. City services have adequate capacity to serve the proposed development.

BE IT FURTHER RESOLVED that approval of the preliminary plat for the Dalton River Villas development shall be subject to the following conditions:

1. Approval of this request is subject to the concurrent approval of the related land use requests pertaining to the Dalton River Villas project.
2. The applicant shall address the comments included in the Engineering Review Memo dated September 9, 2025 to the City Engineer’s satisfaction.

- 3. The applicant shall adhere to the comments included in Anoka County’s Review Memo dated September 4, 2025.
- 4. The applicant shall dedicate land below the OHW of the Rum River as public.
- 5. The applicant shall provide a river, stream, or public water buffer plan as required by Code Section 10-84-04 to the City Engineer’s satisfaction. Permanent signage is required to mark the buffer area.
- 6. Land within 150’ from the OHW and 30’ landward of the bluffline must be custom graded, and to the greatest extent possible, trees of significance be preserved.
- 7. The applicant shall include notice to buyers of individual lots of the existence of special City zoning provisions of the Urban Rum River Management Overlay District that regulate the clearing of vegetation and trees.
- 8. Park dedication shall be satisfied at the time of final plat.
- 9. The applicant shall be responsible for all fees associated with the subdivision application. All fees and financial obligations shall be received by the City prior to the releasing of the approval documents related to this project for recording.

Approved and adopted by the City Council of the City of St. Francis on the 6th day of October, 2025.

Mark Vogel, Mayor

Attest: Jennifer Wida, City Clerk

Dated

DRAFTED BY:
HKGi
800 Washington Ave N, Suite 207
Minneapolis, MN 55401

EXHIBIT A

Legal Descriptions

PARCEL 1

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EXCEPTING PARCEL 2

That part of the above described property lying within the following described parcel:

That part of the Northwest Quarter of Section 32, Township 34, Range 24, in Anoka County, Minnesota, described as follows:

Commencing at a point on the West line of said Northwest Quarter, distant 891 feet South of the Northwest corner of said Northwest Quarter; thence Easterly and parallel with the North line of said Northwest Quarter a distance of 300 feet to the point of beginning of land to be described; thence continue Easterly on same described line a distance of 111 feet; thence South and parallel with the West line of said Northwest Quarter a distance of 395.5 feet; thence Westerly and parallel with the North line of said Northwest Quarter a distance of 411 feet to the West line of said Northwest Quarter; thence North on the West line of said Northwest Quarter a distance of 207.1 feet; thence Easterly and parallel with the North line of said Northwest Quarter a distance of 300 feet; thence North and parallel with the West line of said Northwest Quarter a distance of 188.4 feet to the point of beginning, Anoka County, Minnesota.

ALSO EXCEPTING PARCEL 3

The west 344.00 feet of the north 150.00 feet of the south 743.40 feet of said Northwest Quarter of Section 32.

ALSO EXCEPTING PARCEL 4

That part of the above described property lying within a distance of 50.00 feet easterly and 50.00 feet westerly of the line described in Parcel No. 14 of the Final Certificate filed as Doc. No. 397374 in the office of the County Recorder, Anoka County, Minnesota.

ALSO EXCEPTING PARCEL 5

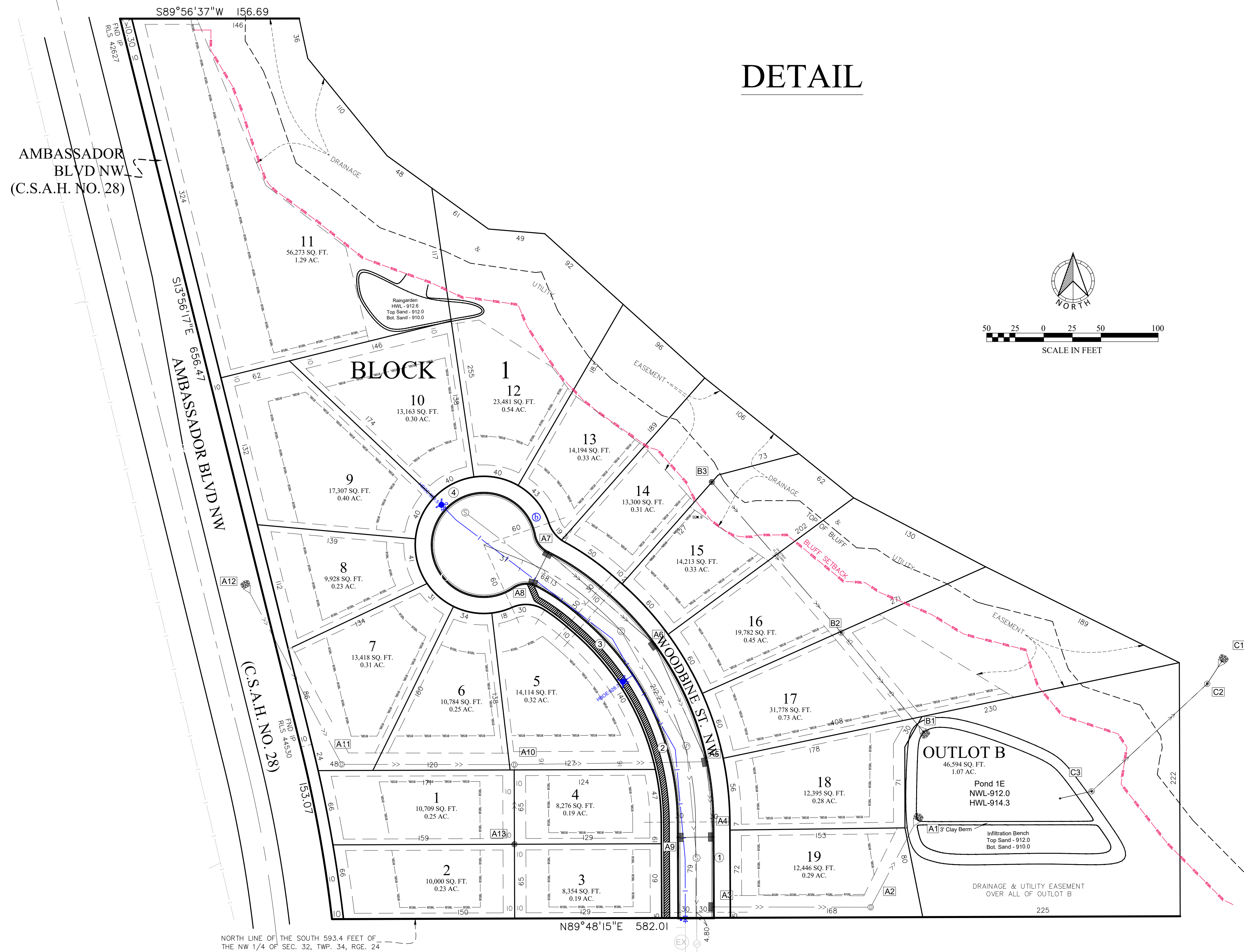
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FIELD CREW	NO.	BY	DATE	REVISION	USE (INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION) OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERGQUIST, INC.'S EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGIMATE USE AND SHALL THEREBY INDEMNIFY SATHRE-BERGQUIST, INC. OF ALL RESPONSIBILITY. SATHRE-BERGQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGIMATE USE.	To: Meadow Creek Developers, Edina Realty Title, Inc. and Old Republic Nation Title Insurance Company: This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1 - 5, 6a, 7a, 8, 11b, 16 and 17 of Table A, thereof. The field work was completed on June 20th 2025. Date of Plat or Map: 8/21/2025 <i>Daniel L. Schmidt</i> Daniel L. Schmidt, PLS Minnesota License No. 26147	 SATHRE-BERGQUIST, INC. 14000 25TH AVENUE NORTH, SUITE 120 PLYMOUTH MN 55447 (952) 476-6000 WWW.SATHRE.COM	TWP: 34-RGE 24-SEC 32 Anoka County ST. FRANCIS, MINNESOTA	FILE NO. 54856-037 ALTA NSPS LAND TITLE SURVEY PREPARED FOR: MEADOW CREEK DEVELOPERS	2 2
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DETAIL



FIELD CREW	NO.	BY	DATE	REVISION
XXX				
DRAWN				
XXX				
CHECKED				
XXX				
DATE				
XXXXXXXX				

USE (INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION) OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERQUIST, INC.'S EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGITIMATE USE AND SHALL THEREBY INDEMNIFY SATHRE-BERQUIST, INC. OF ALL RESPONSIBILITY. SATHRE-BERQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGITIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGITIMATE USE.

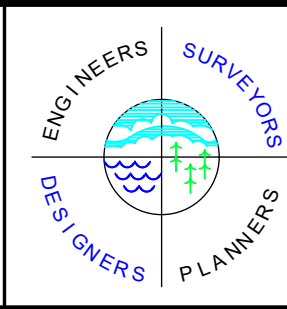
To: Meadow Creek Developers, Edina Realty Title, Inc. and Old Republic Nation Title Insurance Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1 - 5, 6a, 7a, 8, 11b, 16 and 17 of Table A thereof. The field work was completed on June 20th 2025.

Date of Plat or Map: 8/21/2025



Daniel L. Schmidt, PLS Minnesota License No. 26147

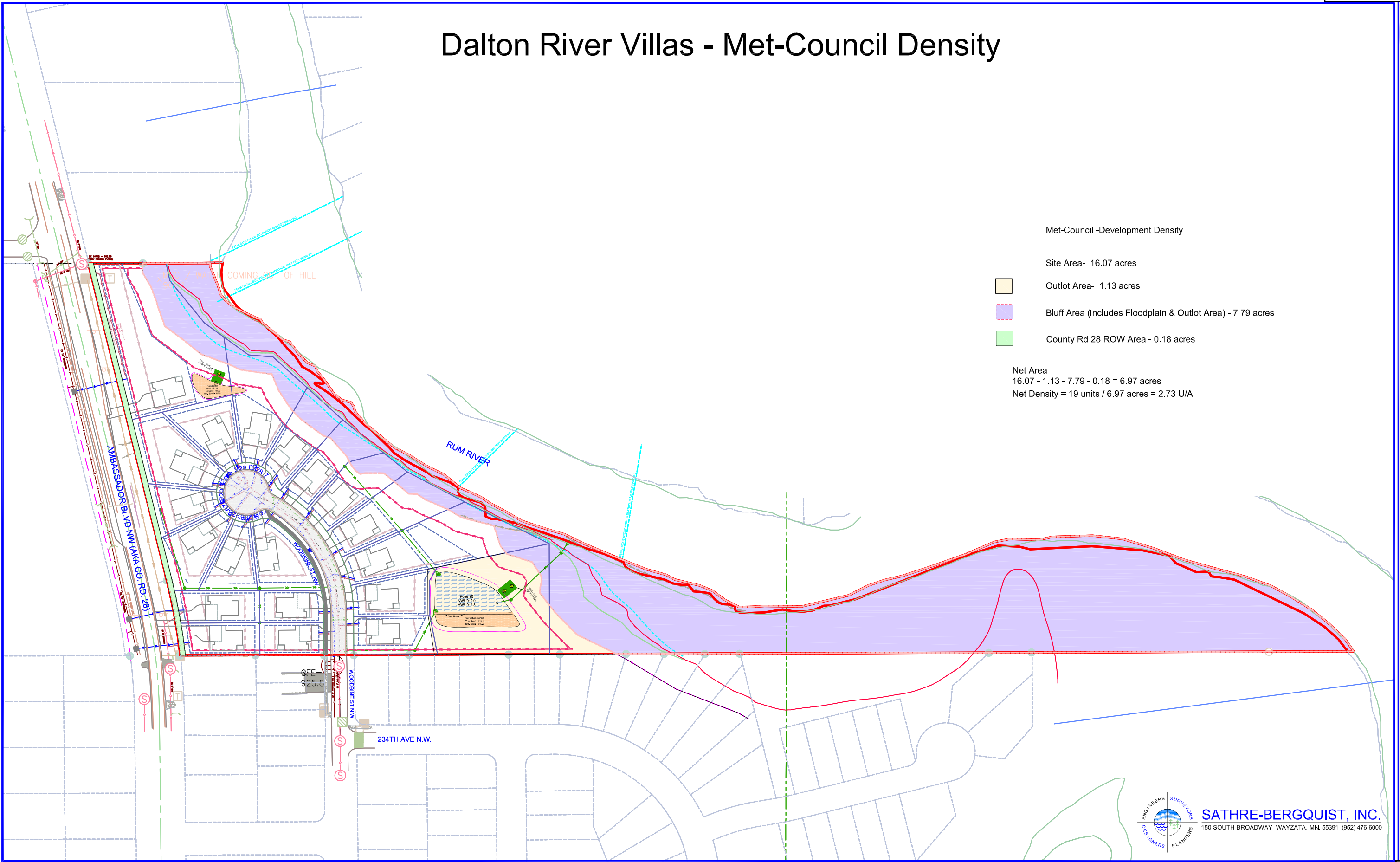


SATHRE-BERGQUIST, INC.
14000 25TH AVENUE NORTH, SUITE 120
PLYMOUTH MN 55447 (952) 476-6000
WWW.SATHRE.COM

TWP:34-RGE.24-SEC.32
Anoka County
ST. FRANCIS, MINNESOTA

PRELIMINARY PLAT
PREPARED FOR:
MEADOW CREEK CONSTRUCTION

Dalton River Villas - Met-Council Density



Dalton River Villas

St. Francis, Minnesota

Project #	54856-037	Date	September 26, 2025
Prepared for:	Meadow Creek Construction 218 Revere Lane North Champlin, MN 55316	Prepared by:	Sathre-Bergquist, Inc. 14000 25th Avenue N. Suite 120 Plymouth, MN 55447
Contact:	Tim Pomerleau	Contact:	Dan Schmit
tel:	612-867-9581	tel:	952-476-6000

BLOCK 1	GROSS AREA				BLUFF AREA		Bluff Setback AREA		NET AREA				WIDTH @ SETBACK		
Lot 1	10,709	s.f.	0.25	acres	0	s.f.	0	s.f.	10,709	s.f.	0.25	acres	65	+/-	1.f.
Lot 2	10,000	s.f.	0.23	acres	0	s.f.	0	s.f.	10,000	s.f.	0.23	acres	65	+/-	1.f.
Lot 3	8,354	s.f.	0.19	acres	0	s.f.	0	s.f.	8,354	s.f.	0.19	acres	65	+/-	1.f.
Lot 4	8,276	s.f.	0.19	acres	0	s.f.	0	s.f.	8,276	s.f.	0.19	acres	65	+/-	1.f.
Lot 5	14,114	s.f.	0.32	acres	0	s.f.	0	s.f.	14,114	s.f.	0.32	acres	67.7	+/-	1.f.
Lot 6	10,784	s.f.	0.25	acres	0	s.f.	0	s.f.	10,784	s.f.	0.25	acres	56	+/-	1.f.
Lot 7	13,418	s.f.	0.31	acres	0	s.f.	0	s.f.	13,418	s.f.	0.31	acres	56.6	+/-	1.f.
Lot 8	9,928	s.f.	0.23	acres	0	s.f.	0	s.f.	9,928	s.f.	0.23	acres	56	+/-	1.f.
Lot 9	17,307	s.f.	0.40	acres	0	s.f.	0	s.f.	17,307	s.f.	0.40	acres	66	+/-	1.f.
Lot 10	13,163	s.f.	0.30	acres	0	s.f.	0	s.f.	13,163	s.f.	0.30	acres	66	+/-	1.f.
Lot 11	56,273	s.f.	1.29	acres	12,391	s.f.	9,359	s.f.	34,523	s.f.	0.79	acres		+/-	1.f.
Lot 12	23,481	s.f.	0.54	acres	7,087	s.f.	4,992	s.f.	11,402	s.f.	0.26	acres	66	+/-	1.f.
Lot 13	14,194	s.f.	0.33	acres	4,795	s.f.	2,481	s.f.	6,918	s.f.	0.16	acres	65.3	+/-	1.f.
Lot 14	13,300	s.f.	0.31	acres	4,366	s.f.	2,017	s.f.	6,917	s.f.	0.16	acres	65	+/-	1.f.
Lot 15	14,213	s.f.	0.33	acres	3,440	s.f.	3,154	s.f.	7,619	s.f.	0.17	acres	65.5	+/-	1.f.
Lot 16	19,782	s.f.	0.45	acres	4,032	s.f.	3,567	s.f.	12,183	s.f.	0.28	acres	65.5	+/-	1.f.
Lot 17	31,778	s.f.	0.73	acres	5,843	s.f.	4,688	s.f.	21,247	s.f.	0.49	acres	65.5	+/-	1.f.
Lot 18	12,395	s.f.	0.28	acres	0	s.f.	0	s.f.	12,395	s.f.	0.28	acres	65.5	+/-	1.f.
Lot 19	12,446	s.f.	0.29	acres	0	s.f.	0	s.f.	12,446	s.f.	0.29	acres	80	+/-	1.f.
Total	313,915	s.f.	7.21	acres	41,954	s.f.	30,258	s.f.	241,703	s.f.	5.55	acres			

OUTLOT	GROSS AREA				WETLAND AREA		WETLAND AREA		NET AREA			
A	299,107	s.f.	6.87	acres	0	s.f.	0	s.f.	299,107	s.f.	6.87	acres
B	46,594	s.f.	1.07	acres	0	s.f.	0	s.f.	46,594	s.f.	1.07	acres
Total	345,701	s.f.	7.94	acres	0	s.f.	0	s.f.	345,701	s.f.	7.94	acres

R/W	GROSS AREA				WETLAND AREA		WETLAND AREA		NET AREA			
	40,674	s.f.	0.93	acres	0	s.f.	0	s.f.	40,674	s.f.	0.93	acres

TOTAL	GROSS AREA				WETLAND AREA		WETLAND AREA		NET AREA			
	700,290	s.f.	16.08	acres	0	s.f.	0	s.f.	700,290	s.f.	16.08	acres

Dalton River Villas - Impervious Area

Lot	Lot Area	House Area	Driveway Area	Stoop/Sidewalk Area	Patio Area	Impervious Area	% Hardcover
1	10,709	2,707	1,275	130.0	140.0	4,252	39.70%
2	10,000	2,707	1,240	130.0	140.0	4,217	42.17%
3	8,354	2,707	715	130.0	140.0	3,692	44.19%
4	8,276	2,707	775	130.0	140.0	3,752	45.34%
5	14,114	2,387	795	130.0	140.0	3,452	24.46%
6	10,784	2,387	770	130.0	140.0	3,427	31.78%
7	13,418	2,387	800	130.0	140.0	3,457	25.76%
8	9,928	2,387	505	130.0	140.0	3,162	31.85%
9	17,307	2,707	905	130.0	140.0	3,882	22.43%
10	13,163	2,707	915	130.0	140.0	3,892	29.57%
11	56,273	2,707	1,170	130.0	140.0	4,147	7.37%
12	23,481	2,707	905	130.0	140.0	3,882	16.53%
13	14,194	2,707	735	130.0	140.0	3,712	26.15%
14	13,300	2,707	745	130.0	140.0	3,722	27.98%
15	14,213	2,707	715	130.0	140.0	3,692	25.98%
16	19,782	2,707	725	130.0	140.0	3,702	18.71%
17	31,778	2,707	725	130.0	140.0	3,702	11.65%
18	12,394	2,707	735	130.0	140.0	3,712	29.95%
19	12,446	2,707	725	130.0	140.0	3,702	29.74%

Total Lot Impervious	71,158
Total Street Impervious	18,240
Total Sidewalk Impervious	1,710
Total Site Impervious	91,108

Total Site Area 700,290

Proposed Site Impervious % 13.0%

NOTE - LOT 11 BLOCK 1 RAINGARDEN TO BE PRIVATELY OWNED & MAINTAINED. STORMWATER MAINTENANCE AGREEMENT TO BE EXECUTED WITH CITY OF ST. FRANCIS

Byron Huker Trust
City of St. Francis
Address: xxx
ID:32-34-24-24-0069
Area: 15.47 ac

SYMBOL LEGEND		
DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR		
MAJOR CONTOUR		
LOT LINE		
BUILDING SETBACK LINE		
GARAGE SETBACK LINE		
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
RIGHT-OF-WAY		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
SANITARY SEWER MANHOLE		
HYDRANT		
GATE VALVE		
DRAIN FLOW/RUNOFF ARROW		
EMERGENCY OVERFLOW SWALE		
SILT FENCE-PRE CONSTRUCTION		
SILT FENCE-POST CONSTRUCTION		
SPOT ELEVATION		
TBC SPOT ELEVATION		

- GENERAL NOTES:**
1. INSTALL SILT FENCE AS SHOWN ON PLAN, AS REQUIRED BY THE CITY OF ST. FRANCIS OR DIRECTED BY THE ENGINEER.
 2. THE WATER QUALITY POND MUST BE EXCAVATED AT THE BEGINNING OF GRADING OPERATIONS TO PROVIDE TEMPORARY STORM WATER DETENTION DURING CONSTRUCTION. SAND AND SILT MUST BE REMOVED FROM THE POND AS NECESSARY DURING CONSTRUCTION AND AT THE COMPLETION OF THE PROJECT.
 3. BEGIN GRADING, INSTALL PERFORATED RISER PIPE IN POND WHEN POND GRADING IS COMPLETE. TEMPORARY DRAINAGE PIPE SHALL BE USED FOR INTERMEDIATE DRAINAGE DURING THE CONSTRUCTION PERIOD AS NECESSARY AND DIRECTED BY THE ENGINEER. INSTALL SILT FENCE AROUND EXCAVATED PONDS.
 4. INSPECT POND, SILT FENCE, AND ROCK ENTRANCE BERM AFTER ALL RAINFALL EVENTS AS REQUIRED BY THE NPDES PERMIT.
 5. LINE ALL PONDS WITH A MINIMUM 3" ORGANIC SOILS & SEED SLOPES BETWEEN NWL AND 100 YR HWL WITH A WATER TOLERANT MIX. (OR AS NOTED)
 6. REMOVE PERFORATED RISER PIPE WHEN STORM SEWER AND OUTLET STRUCTURE FOR PONDS ARE INSTALLED.
 7. POND - 10:1 BENCH (1 FOOT) THEN 3:1 MAX, OR AS NOTED
 8. LO & WO PADS 4:1 MAX, ALL OTHER YARD SLOPES 4:1 MAX (UNLESS NOTED)
 9. THE GRADING CONTRACTOR IS RESPONSIBLE FOR ALL STORM WATER INSPECTIONS ACCORDING TO THE MPCA STORM WATER PERMIT. THIS INCLUDES BOTH WEEKLY INSPECTIONS AND INSPECTIONS DONE AFTER A 0.5" RAIN EVENT. A COPY OF THE INSPECTION REPORT MUST BE EMAILED TO THE ENGINEER AND DEVELOPER ON A WEEKLY BASIS.
 10. THE CONTRACTOR SHALL PLACE INLET PROTECTION DEVICES IN ACCORDANCE WITH THE CITY OF ST. FRANCIS FOR ALL STORM SEWER INLETS AND MAINTAIN THEM AS AN EFFECTIVE SILT CONTROL DEVICE. INLET PROTECTION SHALL BE REMOVED WHEN RESTORATION HAS BEEN ESTABLISHED.
 11. ALL RETAINING WALLS GREATER THAN 4' IN HEIGHT WILL REQUIRE A STRUCTURAL DESIGN, A BUILDING PERMIT & A FINAL INSPECTION REPORT.
 12. A 1'-2" CRUSHED ROCK ENTRANCE BERM SHALL BE PLACED AT THE SITE ENTRANCE, TO REPLACE SILT FENCE, AND MINIMIZE EROSION ON TO THE STREETS. THE ROCK BERMS SHALL BE THE WIDTH OF THE ENTRANCE AND 2 FEET HIGH WITH 4:1 SLOPES.
 13. THE CONTRACTOR SHALL MAINTAIN POSITIVE DRAINAGE AWAY FROM THE BUILDING PAD AND STREET AREAS THROUGHOUT CONSTRUCTION.
 14. THE CONTRACTOR SHALL ATTEMPT TO PREVENT SOIL MATERIALS FROM LEAVING THE SITE BY EROSION AND VEHICLE WHEEL TRACKING. HE SHALL BE RESPONSIBLE FOR CLEANING OF STREET, BOULEVARD AND UTILITY FACILITIES THAT RECEIVE ANY ERODED OR TRACKED SOIL MATERIAL OR OTHER CONSTRUCTION DEBRIS OR MATERIAL.
 15. BUILDING PADS ARE 7'0" DEEP, UNLESS OTHERWISE NOTED. THE FRONT AND REAR BUILDING PAD LINES ARE SHOWN ON THE PLAN. THE ENGINEER SHOULD BE CONTACTED IF THE CONTRACTOR HAS ANY QUESTIONS REGARDING BUILDING PADS.

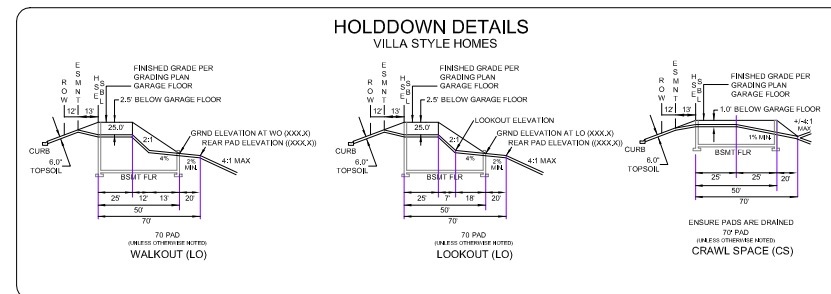
ON-SITE BMPS

1. NURP POND - NURP POND WILL BE UTILIZED TO MEET OR EXCEED QUALITY CONTROL REQUIREMENTS.
2. SKIMMERS - THE POND OUTLET STRUCTURE INCLUDES A SUBMERGED INLET PIPE TO ALLOW SKIMMING.
3. RIP RAP - RIP RAP WILL BE UTILIZED AT ALL APRONS FOR ENERGY DISSIPATION AND PROVIDE SEDIMENT CONTROL. MUST BE INSTALLED OVER A SUITABLY GRADED FILTER MATERIAL OR FILTER FABRIC TO ENSURE THAT SOIL PARTICLES DO NOT MIGRATE THROUGH THE RIP RAP AND REDUCE ITS STABILITY.
4. INLET PROTECTION - INLET PROTECTION WILL BE INSTALLED AND MAINTAINED IN ALL CATCH BASINS & REAR YARD STRUCTURES. REFER TO THE CITY DETAILS TO DETERMINE WHICH INLET PROTECTION DEVICE IS APPLICABLE.
5. SLOPE STABILIZATION - SILT FENCE WILL BE INSTALLED ALONG DOWN GRADIENT GRADING LIMITS AND WOODFIBER BLANKET WILL BE UTILIZED ON ALL SLOPES 3:1 OR GREATER TO PROVIDE ADEQUATE SLOPE STABILIZATION.
6. BIOROLLS - BIOROLLS WILL BE INSTALLED ALONG REAR YARD SWALES TO PREVENT SEDIMENT FROM REACHING THE NURP POND AND ULTIMATELY DOWNSTREAM WETLANDS. FILTER MONITORING AREAS - FILTRATION/RETENTION AREAS WILL BE UTILIZED TO REDUCE/RETAIN THE RUNOFF FROM THE INCREASED HARD SURFACE.
8. STREET SWEEPING - STREET SWEEPING WILL BE DONE A MINIMUM OF ONCE PER WEEK OR MORE FREQUENTLY TO MINIMIZE DUST CONTROL AND VEHICLE TRACKING.
10. PHOSPHOROUS FREE FERTILIZER - PHOSPHOROUS FREE FERTILIZER WILL ALSO BE USED ON SITE.

RESTORATION NOTES

RESTORATION - **5.5 ACRES**

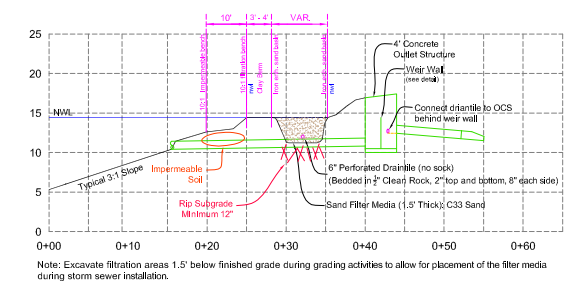
- A. RESTORE ALL DISTURBED AREAS WITH 4" TO 6" OF TOPSOIL, OR EXISTING ON-SITE ORGANIC MTRL.
- B. SEED WETLAND BUFFER AREAS WITH MN/DOT 35-241 (MESIC PRAIRIE GENERAL, REPLACING MN/DOT 310)
- C. SEED POND SLOPES AND DETENTION AREAS WITH MN/DOT 33-261 SEED MIX AT A RATE OF 100 LBS./ACRE AND FERTILIZE WITH 20-0-10 AT 100 LBS./ACRE, (VERIFY W/ CITY PLANT WORKS)
- D. SEED ALL OTHER DISTURBED AREAS WITH MN/DOT 250 SEED MIX AT A RATE OF 100 LBS./ACRE AND FERTILIZE WITH 20-0-10 AT 100 LBS./ACRE, (UNLESS OTHERWISE NOTED)
- E. ONLY PHOSPHOROUS FREE FERTILIZER IS TO BE USED ON SITE.
- F. MULCH WITH TYPE 1 AT A RATE OF 2 TONS/ACRE AND DISC ANCHOR IMMEDIATELY AFTER PLACEMENT. USE WOODFIBER BLANKET ON ALL SLOPES 3:1 (FT) OR GREATER.
- G. PLACE APPROVED STORM SEWER INLET PROTECTION IN OR AROUND ALL STORM SEWER INLETS AND MAINTAIN UNTIL STREET CONSTRUCTION IS COMPLETED. REFER TO CITY DETAILS ST-22 & ST-23 FOR APPROVED DEVICES.
- H. MAINTAIN ALL SILT FENCE UNTIL TURF HAS BEEN ESTABLISHED.
- I. RESTORATION WORK WILL BE COMPLETED WITHIN 72 HOURS OF GRADING COMPLETION.
- J. SILT FENCE, BEFORE GRADING - 2,345 LF
AFTER GRADING - 690 LF



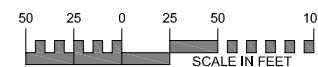
FILTRATION BASIN NOTES:

1. Initial excavation of the filtration shelves shall be dug 18" below the finished final grade.
2. The material within the filtration shelves will be installed after the storm sewer outlet control structure is installed.
3. To prevent soil compaction, heavy equipment shall not be allowed within the benches at anytime.
4. The bottom of the filtration shelves shall be filled a minimum of 12" prior to placing the filtration material.
5. Randomly spaced alignment with tracks shall be used to excavate the filtration shelves.
6. Immediately upon completion of grading the filtration shelves, silt fence shall be installed per the plan to establish perimeter control.
7. The material within the shelves will be 1.5' deep with a 6" drainlite installed at the base of the filtration media.
8. The mix for the filtration shelves shall be C3S Sand.

TYPICAL POND/FILTRATION DETAIL



Note: Excavate filtration areas 1.5' below finished grade during grading activities to allow for placement of the filter media during storm sewer installation.



EXISTING UTILITIES SHOWN ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY AND ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

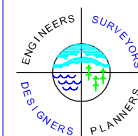
DRAWING NAME	NO.	BY	DATE	REVISIONS
DRV	01	ERJ	09-10-25	CITY COMMENTS - UPDATE PLANS
DRAWN BY	02	ERJ	09-26-25	CITY COMMENTS - UPDATE PLANS
--				
CHECKED BY				
ERJ				
DATE				
08/21/25				

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I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Eric R. Johnson

Eric R. Johnson, P.E.
Date: 08/21/2025 Lic. No. 56659



SATHRE-BERGQUIST, INC.
14000 25TH AVE N #120 PLYMOUTH, MN. 55447 (952) 476-6000

CITY PROJECT NO.

ST. FRANCIS,
MINNESOTA

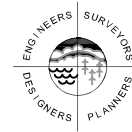
GRADING PLAN
DALTON RIVER VILLAS
MEADOW CREEK CONSTRUCTION

FILE NO.
54856-037

9

82

DALTON RIVER VILLAS
BLUFF SETBACK GRADING EXHIBIT



SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

Byron Hukee Trust
City of St. Francis
Address: xxx
ID:32-34-24-24-0069
Area: 15.47 ac

DENOTES 30' BLUFF SETBACK

DENOTES SILT FENCE/GRADING LIMITS

DENOTES OHWL (RUM RIVER)

DENOTES 150' FROM OHWL

MINIMIZE IMPACTS TO GRADED AREAS
WITHIN THE BLUFF SETBACK &
150' FROM OHWL

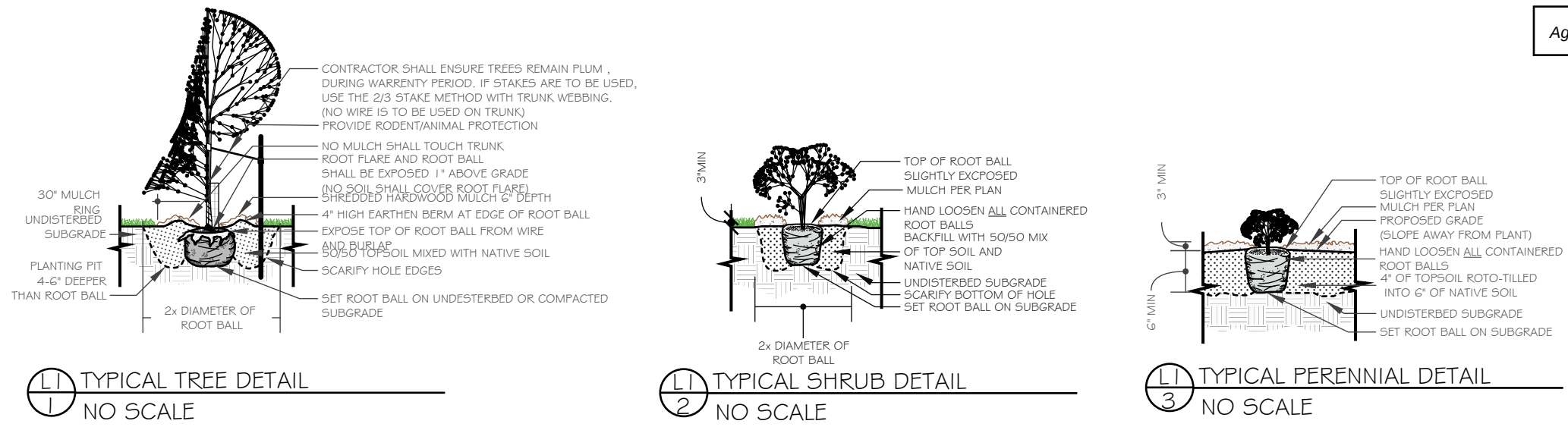
RUM RIVER

Moccasin RIVER

FEMA BASE FLOOD ELEVATION: 898 FEET (NAVD 88)

AMBASSADOR BLVD NW (AKA CO. RD. 28)

erm



GENERAL LANDSCAPE NOTES

- THE CONTRACTOR SHALL INSPECT THE SITE AND BECOME FAMILIAR WITH THE EXISTING CONDITIONS RELATING TO THE NATURE AND SCOPE OF THE WORK.
- THE CONTRACTOR SHALL VERIFY PLAN LAYOUT AND BRING TO THE ATTENTION OF THE LANDSCAPE ARCHITECT DISCREPANCIES WHICH MAY COMPROMISE THE DESIGN OR INTENT OF THE LAYOUT.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES, REGULATIONS, AND PERMITS GOVERNING THE WORK.
- THE CONTRACTOR SHALL PROTECT EXISTING ROADS, CURBS/GUTTERS, TRAILS, TREES, LAWNS AND SITE ELEMENTS DURING CONSTRUCTION. DAMAGE TO SAME SHALL BE REPAIRED AND/OR REPLACED AT NO ADDITIONAL COST TO THE OWNER.
- VERIFY ALL UTILITIES, INCLUDING IRRIGATION LINES, WITH THE OWNER FOR PROPRIETARY UTILITIES AND GOPHER STATE ONE CALL 48 HOURS BEFORE DIGGING. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ANY DAMAGES TO SAME. NOTIFY THE LANDSCAPE ARCHITECT OF ANY CONFLICTS TO FACILITATE PLANT RELOCATION.
- THE LANDSCAPE CONTRACTOR SHALL COORDINATE THE PHASES OF CONSTRUCTION AND PLANTING INSTALLATION WITH OTHER CONTRACTORS WORKING ON SITE.
- THE CONTRACTOR SHALL REVIEW THE SITE FOR DEFICIENCIES IN SITE CONDITIONS WHICH MIGHT NEGATIVELY AFFECT PLANT ESTABLISHMENT, SURVIVAL OR WARRANTY. UNDESIRABLE SITE CONDITIONS SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT PRIOR TO BEGINNING OF WORK.
- THE PLAN TAKES PRECEDENCE OVER THE LANDSCAPE LEGEND IF DISCREPANCIES EXIST. QUANTITIES SHOWN IN THE PLANTING SCHEDULE ARE FOR THE CONTRACTOR'S CONVENIENCE. CONTRACTOR TO VERIFY QUANTITIES SHOWN ON THE PLAN.
- THE SPECIFICATIONS TAKE PRECEDENCE OVER THE PLANTING NOTES AND GENERAL NOTES.
- EXISTING TREES AND SHRUBS TO REMAIN SHALL BE PROTECTED TO THE DRIP LINE FROM ALL CONSTRUCTION TRAFFIC, STORAGE OF MATERIALS ETC. WITH 4' HT. ORANGE PLASTIC SAFETY FENCING ADEQUATELY SUPPORTED BY STEEL FENCE POSTS 6' O.C. MAXIMUM SPACING LONG-TERM STORAGE OF MATERIALS OR SUPPLIES ON-SITE WILL NOT BE ALLOWED.
- CONTRACTOR SHALL REQUEST IN WRITING, A FINAL ACCEPTANCE INSPECTION.

PLANTING NOTES

- TREES AND SHRUBS SHALL BE FRESHLY DUG AT TIME OF DELIVERY UNLESS CONTAINER GROWN, IF CONTAINER GROWN, PLANTS SHALL BE WATERED EVERYDAY AND KEPT IN A PARTIALLY SHADED AREA UNTIL PLANTED.
- TREES TO BE PLANTED EXCEPT MULTI-STEM TREES SHALL HAVE A SINGLE STRAIGHT LEADER AND TAPERED TRUNK. ALL TREES SHALL BE FREE OF GIRDING ROOTS THAT HAVE ENCIRCLED THE TREE, TREES MUST BE IN GOOD HEALTH AND FREE OF DISEASE.
- ALL TREES SHALL HAVE A 2-4" HARDWOOD BARK MULCH 6' DIAMETER RING AROUND THE BASE OF THE TREE. KEEP MULCH OFF TREE TRUNK.
- THE LANDSCAPE ARCHITECT RESERVES THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED TO BE UNSATISFACTORY BEFORE, DURING OR AFTER INSTALLATION.
- PLANTING HOLES SHALL BE FREE OF WEEDS, ROCKS, SOD, CLAY CLUMPS, CLASS V AND OTHER CONSTRUCTION MATERIALS.
- TOPSOIL FOR BACKFILLING PLANTING HOLES SHALL BE A MIXTURE OF NATIVE AND TOPSOIL AT A RATIO OF 1:1.
- CONTRACTOR SHALL EXCAVATE 8" OF SOIL IN ALL LANDSCAPE BEDS, REPLACE WITH 8" OF UNSCREENED TOPSOIL, ENOUGH ESTABLISH A POSITIVE GRADE FROM STRUCTURES, FOUNDATIONS, PATIOS, ETC..
- PLANTING BEDS PROPOSED WITH ROCK MULCH SHALL BE LAID OVER MIN. 6 MIL. BLACK POLY.
- PLANTING BEDS PROPOSED WITH BARK MULCH, A PRE EMERGENT HERBICIDE SHALL BE SPREAD AT PRODUCT RECOMMENDED RATIOS BEFORE BARK MULCH IS SPREAD. POLY AND FABRIC UNDERLAYMENTS ARE NOT TO BE USED UNDER BARK MULCH.
- ALL VINYL EDGING TO BE STAKED 7" ON CENTER, HORIZONTALLY.
- NO PLANTS SHALL BE INSTALLED UNTIL FINAL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.

LEGEND

- Sod (see civil for spec)
- MNdot 33-261 (see civil for spec)
- Basin Sand (see civil for spec)

PLANTING REQUIREMENTS

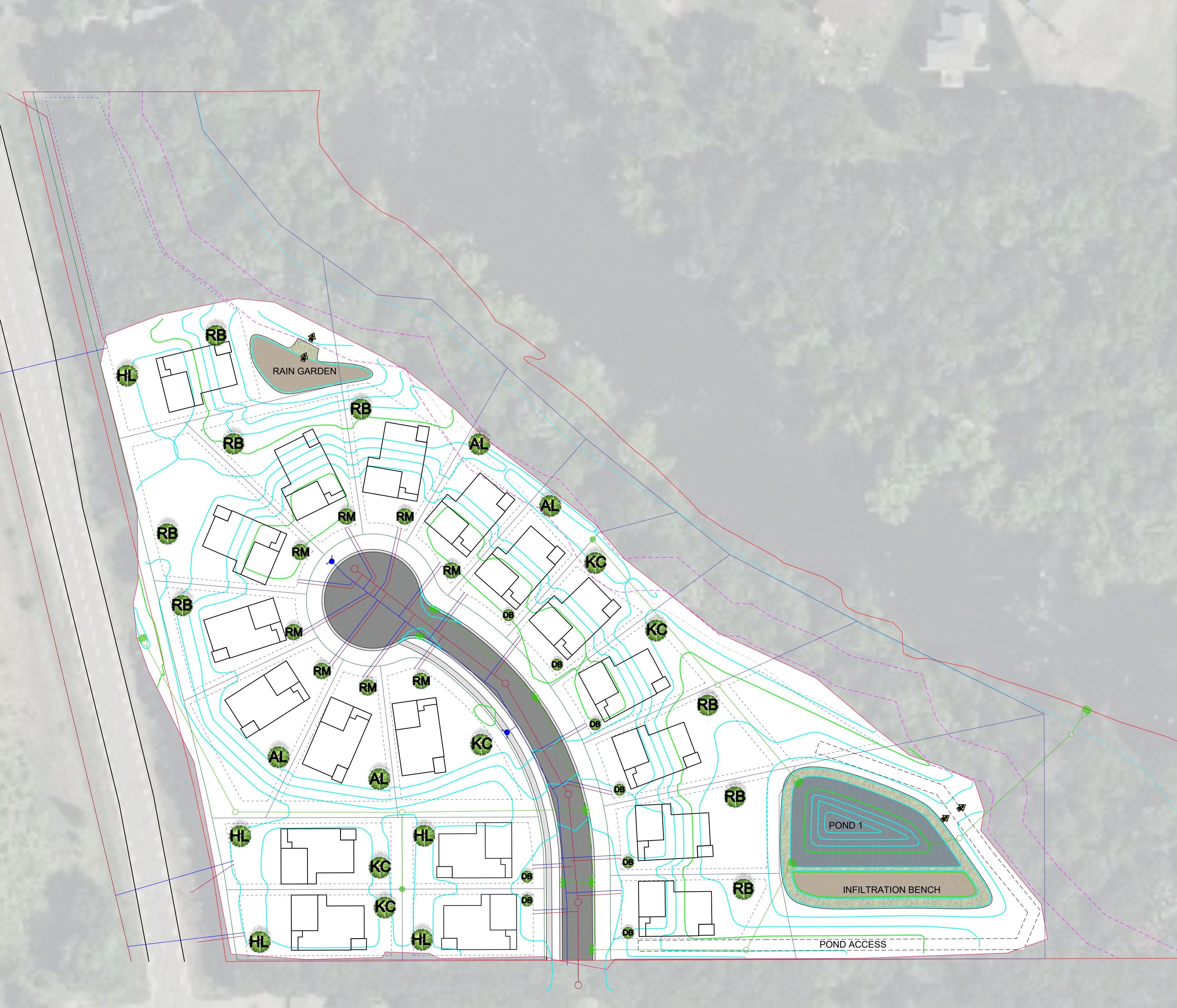
10-73-04. - Required landscaping C.

1. Minimum Required Plantings.

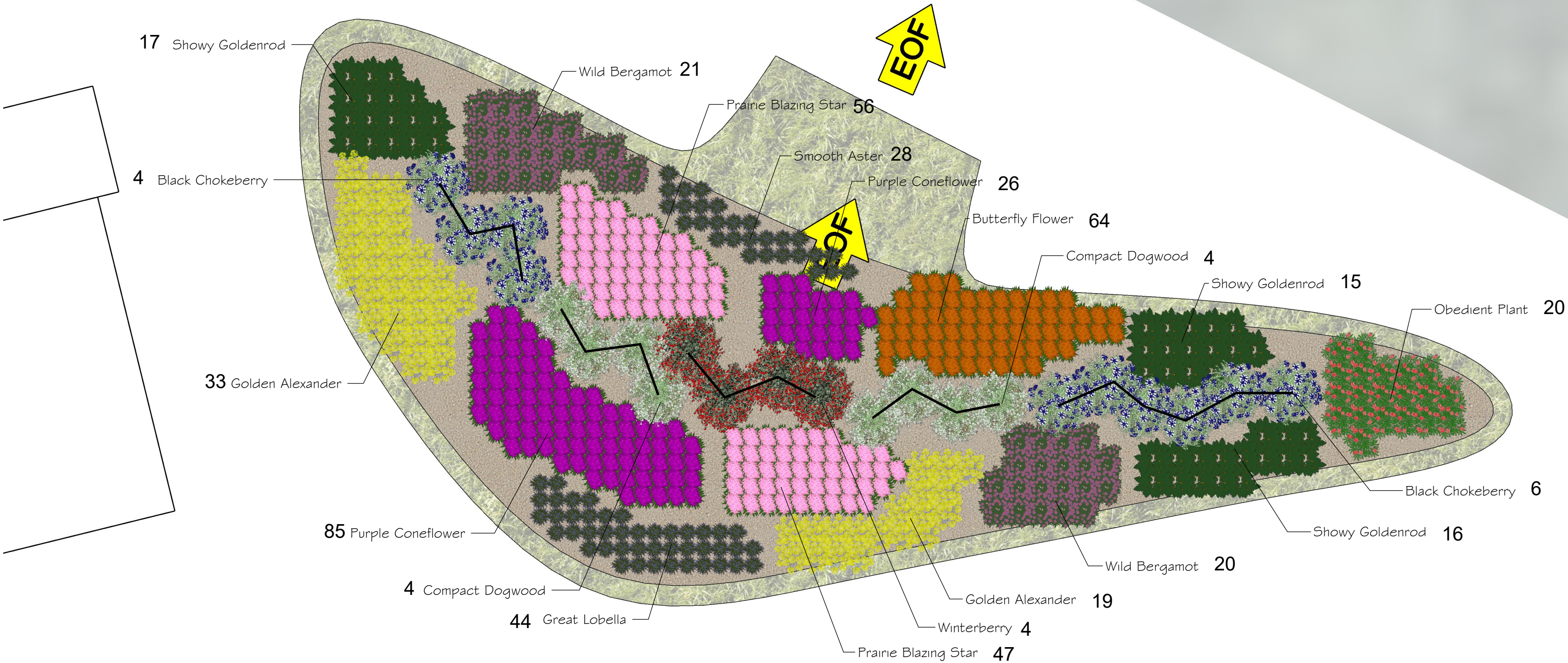
- Single- and Two-Unit Residential. All new single- or two-unit units shall follow the sodding and ground cover requirements found in Item D, below, and shall plant a minimum of two (2) deciduous trees per dwelling unit, of which a minimum of one (1) in total shall be placed in the front yard.

PLANT SCHEDULE

Overstory Trees						
Code	Common Name	Botanical Name	Cont.	Qty.	M Height	M Width
RB	River Birch	Betula nigra	2" BB	8	40-60'	30-40'
DB	Dakota Pinnacle Birch	Betula platyphylla "Fargo"	2" BB	8	20-30'	8-10'
KC	Kentucky Coffee Tree	Gymnocladus dioica	2" BB	5	50-60'	40-50'
HL	Honey Locust	Gleditsia triacanthos var. inermis	2" BB	5	30-40'	30-40'
AL	American Linden	Tilia amercana	2" BB	4	40-60'	20-30'
RM	Red Maple	Acer rubrum 'Armstrong'	2" BB	8	45'	15'



PLANT SCHEDULE				
Perennials				
	Common Name	Botanical Name	Cont.	Qty.
	Great Lobelia	Lobelia siphilitica	1 Gal	44
	Smooth Aster	Aster leaves	1 Gal	29
	Wild Bergamot	Monarda fistulosa	1 Gal	41
	Prairie Blazing Star	Liatris pycnostachya	1 Gal	104
	Butterfly Flower	Asclepias tuberosa	1 Gal	65
	Obedient Plant	Physostegia virginiana	1 Gal	20
	Showy Goldenrod	Solidago speciosa	1 Gal	48
	Golden Alexander	Zizia aurea	1 Gal	52
		Total		403
Shrubs				
	Common Name	Botanical Name	Cont.	Qty.
	Black Chokeberry	Aronia melanocarpa elata	5 Gal	10
	Compact Dogwood	Cornus sericea 'Bailadeline'	5 Gal	8
	Winterberry	Ilex verticillata 'Jim Dandy'	5 Gal	4
		Total		22
Mulch				
	Type		Unit	Qty.
	Double Shredded Bark Mulch (3")		CY	25





PLANNING COMMISSION AGENDA REPORT

TO: St. Francis Planning Commission
FROM: Beth Richmond, Planner
SUBJECT: Dalton River Villas
DATE: 9-10-2025 for 9-17-2025 meeting
APPLICANT: Meadow Creek Construction (Mike Pomerleau)
LOCATION: Between Ambassador Blvd NW and the Rum River, north of 233rd Lane NW (PIN 32-34-24-24-0069)
COMP PLAN: Low Density Residential (LDR), Open Space
ZONING: R-1 Urban Low Density Detached Residential, Urban Rum River Management Overlay

OVERVIEW

The City has received applications for a preliminary plat, Conditional Use Permit (CUP), and associated variances for the Dalton River Villas development. This development includes 19 single-unit residential lots on an irregular shaped 16-acre site located between Ambassador Blvd NW and the Rum River, north of 233rd Lane NW.

A concept plan for this site was reviewed by the Planning Commission and City Council in June and July 2025. During the concept plan review process, the Planning Commission and City Council provided the following feedback:

- The layout and size of lots seem reasonable, especially in comparison to the adjacent neighborhood to the south.
- The outlot on the eastern side of the property along the river would not be used as public park land.

The land use and subdivision requests to be considered include a preliminary plat, CUP, and variances. The variances requested include:

- Minimum lot area (8 lots)
- Minimum lot width (18 lots)
- Maximum impervious surface (8 lots)
- Minimum front setback from local road
- Minimum rear setback from a County road (3 lots)

REVIEW PROCEDURE

60-Day Land Use Application Review Process

Pursuant to Minnesota State Statutes Section 15.99, local government agencies are required to approve or deny land use requests within 60 days. Within the 60-day period, an automatic extension of no more than 60 days can be obtained by providing the applicant written notice containing the reason

for the extension and specifying how much additional time is needed. The deadline for the variance requests is October 20, 2025.

120-Day Subdivision Review Process

Pursuant to Minnesota State Statutes Section 462.358, local government agencies are required to approve or deny subdivision requests, such as the preliminary plat, within 120 days. The 120-day timeline for the review of the preliminary plat expires on December 19, 2025.

Public Hearing

City Code requires that a public hearing for review of the land use and subdivision requests be held by the Planning Commission. The public hearing notice was published in the Anoka County Union Herald and posted on the City Hall bulletin board. The public hearing notice was mailed to all affected property owners located within 350 feet of the subject property.

ANALYSIS

Land Use

The site is guided for Low Density Residential use by the Comprehensive Plan which requires a density of 2-3 units per net acre. The applicant is proposing 19 residential lots on 8.3 net acres, which is consistent with the Low Density Residential density requirement.

The site is zoned R-1 Urban Low Density Detached Residential. Single-unit detached dwellings are permitted in this district with the following standards:

- (A) Perimeter Foundation. Be constructed upon a continuous perimeter foundation that meets the requirements of the State Building Code.
- (B) Dimensional Requirements. No residential structure shall have a width of less than 22 feet on not less than 70 percent of the structure. Width measurements shall not be inclusive of overhangs or other projections beyond the principal exterior walls.
- (C) Roof.
 - a. Permitted roof materials include earth covered, shingles (asphalt, fiberglass, wood), tile, finished metal standing seam with concealed fasteners, or better.
 - b. Roofs for single unit dwellings may be flat or pitched. A flat roof must shed water having some degree of slope. If the single unit dwelling includes a pitched roof, the roof pitch shall be at least three/twelve (3/12) with a one (1) foot overhang.
- (D) The requirements of the State Building Code or the applicable manufactured housing code shall be met.

Preliminary Plat

The applicant is proposing 19 residential lots on the property. 16 of these lots will be served by an extension of Woodbine St NW from the south while three lots will have access directly onto Ambassador Blvd NW. An outlot is also proposed to be located along the river, so that all of the proposed lots are non-riparian. The applicant is proposing to own this outlot. Application materials have been submitted to Anoka County and the MnDNR for review.

Dimensional Standards

The site is zoned R-1 Urban Low Density Detached Residential, and it is also within the Urban Rum River Management Overlay (uRRM). The table below shows the required lot and site dimensions for the R-1 and uRRM alongside the standards proposed for the Dalton River Villas development. The most restrictive dimensional standard (bolded) applies. Red text indicates a standard where the

proposed standard is less than required, and therefore, a variance is requested. The attached lot table provides more specific information on the dimensional standards for each lot.

Standard	R-1 Requirement	uRRM Requirement	Proposed
Min. lot area	10,800 sq. ft.	12,150 sq. ft.	8,276 sq. ft. to 56,273 sq. ft. (8 lots undersized)
Min. lot width	80 ft.	90 ft.	56 ft. to 80 ft. (18 lots) 324 ft. (1 lot)
Min. front setback	25 ft.	35 ft. local road 50 ft. County highway	25 ft. local road 50 ft. County highway
Min. interior side setback	10 ft. living space 5 ft. garage	N/A	10 ft. living space 5 ft. garage
Min. corner side setback	20 ft.	N/A	25 ft.
Min. rear setback	30 ft.	(75 ft. from OHW) 50 ft. County highway	30 ft. rear 35 ft. County highway 30 ft. from bluff
Max. height	3 stories or 35 ft., whichever is less	35 ft.	35 ft.
Max. impervious surface	35%	30%	7.4% to 45.34% (8 lots)

Minimum Lot Area: The site is guided for Low Density Residential use by the 2040 Comprehensive Plan, which requires a density of 2-3 units per net acre. The net acreage of the site is 8.3 acres. In order to meet this density requirement, 16 to 24 lots are required on the site.

19 lots are proposed, meeting the Comprehensive Plan’s density requirement. Due to the long, narrow shape of the lot and the location of the existing bluffline and floodplain, the lots are clustered in the southwest portion of the site. This clustering results in 8 lots which are smaller than the uRRM lot size requirement of 12,150 SF. 6 of those lots are also smaller than the R-1 lot size requirement of 10,800 SF. These undersized lots vary in size from 8,276 SF to 12,026 SF. Staff is supportive of this variance request to preserve the natural features on the site while meeting density requirements.

Minimum Lot Width: Lot widths within the Dalton River Villas are proposed as follows:

Number of Lots	Proposed Lot Width	Required Lot Width
3	56 to 57 ft.	R-1: 80 ft. uRRM: 90 ft.
14	65 to 68 ft.	
1	80 ft.	
1	Over 300 ft.	

18 of these are undersized for the uRRM District and 17 lots are undersized for the R-1 District. The proposed lot widths are reflective of the smaller lot sizes and clustering discussed above. Staff is supportive of this variance request.

Maximum Impervious Surface: The maximum impervious surface allowed for a lot in the uRRM District is 30%. 8 of the lots are proposed to exceed this impervious surface maximum. These lots are proposed to range from 30.95% to 45.34% impervious surface coverage. This request is another result of the smaller lot sizes and clustering proposed.

The total amount of impervious surface expected for the development as a whole, including lot improvements, the street, and the sidewalk, is 91,108 SF, or 13% of the total site area. This includes two outlots which make up roughly 50% of the site and which will be maintained as pervious surface. While 8 of the lots themselves will exceed the impervious surface limit due to their smaller size, the entire development will be well below the 30% maximum. Therefore, Staff supports this variance request.

Minimum Front Setback from a Local Road: The applicant is proposing a minimum 25-foot front setback from the Woodbine St NW right-of-way. This is consistent with the R-1 District, but undersized for the uRRM District which requires a 35-foot setback. For the lots on the eastern side of Woodbine St NW, would actually require homes to be built closer to the bluff and the Rum River. For lots on the western side of Woodbine St NW, this would require homes to be built closer to Ambassador Blvd NW, which is an arterial roadway. Staff is supportive of the reduced front setback variance in order to preserve the natural features in the area and move homes further off of Ambassador Blvd NW.

Minimum Rear Setback from a County Road: For lots 7, 8, and 9, the applicant is requesting a 35-foot setback from the Ambassador Blvd NW right-of-way. The 50-foot setback requirement comes from the uRRM District. In this instance, that setback requirement would lead homes to be constructed closer to the bluff and the Rum River.

For all other lots in the R-1 district, the rear yard setback is 30 feet, regardless of if the lot abuts a County road, local road, or an adjacent lot. Therefore, Staff is supportive of the proposed 35-foot setback requirement.

Access

The applicant is proposing to extend Woodbine St NW to the north to serve 16 of the proposed lots. A sidewalk is proposed along the west side of the Woodbine Street extension which would connect to the existing sidewalk to the south. This roadway would terminate in a cul-de-sac. The remaining three lots are proposed to access Ambassador Blvd NW directly. Anoka County reviewed the plat and the proposed access points and stated that the preferred location for access points onto Ambassador Blvd NW is within 30 feet of the shared lot line for Lots 1 and 2 and within 30 feet of the south lot line for Lot 11. The applicant has adjusted the proposed driveway locations accordingly. Anoka County’s full review letter is attached.

The creation of a public road within the Urban Rum River Management District requires a CUP. Notice for this CUP was not sent out in time for the Planning Commission meeting. Therefore, the public hearing for the CUP request will be held at the same City Council meeting where the preliminary plat, CUP, and variance requests will be considered (expected October 6, 2025) as a housekeeping item. Public notice following state statute requirements will be sent out for this meeting.

Landscaping

The site is heavily wooded today. According to Minnesota Rules 6105.0150, clear cutting within the Urban Rum River Management Overlay District is not permitted within 150 feet of the normal high water mark of the Rum River and within 30 feet landward of any bluffline. Grading for building pads and houses within this area will need to be custom and should preserve trees of significance to the largest extent possible. This standard does not apply to authorized public services, such as streets.

The Code requires a minimum of two deciduous trees to be planted on each single-unit residential lot, one of which is in the front yard. The applicant is proposing to meet this requirement by planting a mix of birch, coffee, locust, linden, and maple trees.

Utilities

All lots within the development are proposed to be served by City utilities. An infiltration basin is proposed on the southeast side of the development in Outlot B. A rain garden is proposed on Lot 11. Once constructed, the rain garden will be privately owned and maintained.

RECOMMENDATION

Action to be Considered:

The Planning Commission is requested to hold the public hearing for the preliminary plat and variance requests. Following the public hearing, Commissioners are requested to take action on the requests and provide a recommendation to Council. The Planning Commission could take one of the following actions:

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

Staff recommends approval of the variance, CUP, and preliminary plat requests with the following conditions of approval and findings of fact:

Suggested Motions:

- 1. Move to recommend approval of the lot area, lot width, front setback, and impervious surface variances with conditions and findings as presented by Staff.
- 2. Move to recommend approval of the CUP for the construction of a public road within the Urban Rum River Management District with conditions and findings of fact as presented by Staff.
- 3. Move to recommend approval of the preliminary plat for the Dalton River Villas project with conditions and findings of fact as presented by Staff.

Findings of Fact – Variances

- 1. The requested variances are in harmony with the general purposes and intent of the Zoning Ordinance.
- 2. The requested variances are consistent with the Comprehensive Plan. The reduced lot sizes proposed make it possible for the development to meet the density requirements of the Low Density Residential land use category.
- 3. Practical difficulties have been established for the site:
 - a. The applicant is proposing to develop this property for single-unit residential. This use is consistent with both the Zoning Ordinance and the Comprehensive Plan’s land use guidance for this site.
 - b. The variances requested are due to exceptional circumstances unique to the property and not created by the landowner. This property is a long and narrow shape which makes it difficult to access and develop. Natural features on the site including bluff and floodplain reduce the developable area of the site and dictate the location of the lots.
 - c. Granting of the variance requests will not alter the essential character of the locality. Smaller lot residential uses exist directly to the south of the proposed development.
- 4. Strict enforcement of the Rum River Management rules will result in unnecessary hardship. The lot size and lot width requirements of the River District and the density requirements of the Comprehensive Plan conflict when considered in conjunction with the natural features on the site.
- 5. Granting the variance requests is not contrary to the purpose and intent of the Rum River Management rules. The clustered design of the site with preservation of a large open space and

waterfront is consistent with the purpose and intent of the scenic designation of the Rum River and its surroundings.

Conditions – Variances

1. Approval of this request is subject to the concurrent approval of the related land use and subdivision requests pertaining to the Dalton River Villas project.
2. Lots 1, 2, 3, 4, 6, 8, 14, and 18 may have a lot area less than 12,150 square feet as listed in the Lot Tab exhibit provided by the applicant.
3. Lots 1-10 and 12-19 may have a lot width less than 90 feet as listed in the Lot Tab exhibit provided by the applicant.
4. Lots 1, 2, 3, 4, 6, 8, 14, and 18 may have a maximum impervious surface coverage exceeding 30% as specified in the Impervious Area exhibit provided by the applicant.
5. The entire impervious surface coverage of the site shall not exceed 30%.
6. A minimum front setback from Woodbine St NW of 25 feet is required.
7. A minimum rear setback from Ambassador Blvd NW of 35 feet is required for Lots 7, 8, and 9.
8. Approvals granted by the City Council for this project are conditioned upon the MnDNR’s full approval of the project.

Findings of Fact – Conditional Use Permit

1. The proposed public road meets the environmental criteria for a CUP as established in Minnesota Rules 6105.0200.
2. The proposed public road has been designed to minimize the street’s impact on the surrounding area, including avoiding steep slopes and soils with high erosion potential to the maximum extent possible.

Conditions – Conditional Use Permit

1. Approval of this request is subject to the concurrent approval of the related subdivision and land use requests pertaining to the Dalton River Villas project.
2. Applicant shall adhere to all vegetative requirements listed in the City’s Urban Rum River Management District and MN State Rules Chapter 6105.
3. Applicant shall adhere to the road construction methods listed in MN State Rules 6105.0200 subp. 4.
4. All fees and financial obligations shall be received by the City prior to the releasing of the approval document for recording.
5. Other conditions identified during the review process by Staff, the Planning Commission, or the City Council.

Findings of Fact – Preliminary Plat Amendment

1. The proposed preliminary plat is consistent with the City’s 2040 Comprehensive Plan and is compatible with present and future land uses of the area.
2. Excluding the variances granted, the development is consistent with the City’s Zoning Ordinance with noted conditions.
3. The development is designed to preserve existing natural features on the site including the bluff and floodplain.
4. City services have adequate capacity to serve the proposed development.

Conditions – Preliminary Plat Amendment

1. Approval of this request is subject to the concurrent approval of the related land use requests pertaining to the Dalton River Villas project.

2. The applicant shall address the comments included in the Engineering Review Memo dated September 9, 2025 to the City Engineer's satisfaction.
3. The applicant shall address the comments included in Anoka County's Review Memo dated September 4, 2025. The access points for Lots 1, 2, and 11 shall be provided as requested in this letter.
4. The applicant shall dedicate land below the OHW of the Rum River as public.
5. Ground cover materials shall be identified on the landscaping plan.
6. The applicant shall adjust the net density exhibit to show total site area, developable area, and undevelopable area (bluff and floodplain area).
7. The applicant shall update the grading exhibit to include land 150' from the OHW and 30' landward of the bluffline. Land within this area must be custom graded, and to the greatest extent possible, trees of significance be preserved.
8. The Lot Tab table shall be updated to include gross and net area for each lot and outlot. Land area not included in the net area total should be broken down into floodplain and bluff area for each lot.
9. Park dedication shall be satisfied at the time of final plat.
10. Applicant shall be responsible for all fees associated with the subdivision application. All fees and financial obligations shall be received by the City prior to the releasing of the approval documents related to this project for recording.
11. Other conditions identified during the review process by Staff, the Planning Commission, or the City Council.

Attachments:

1. Applicant Submittals
 - Existing Conditions Survey
 - Preliminary Plat
 - Net Density Exhibit
 - Lot Tab Table
 - Impervious Surface Table
2. City Engineer's Memo dated September 9, 2025
3. Anoka County review letter dated September 4, 2025



CITY COUNCIL AGENDA
REPORT

TO: Kate Thunstrom, City Administrator
FROM: Craig Jochum, City Engineer
SUBJECT: Resolution Calling for a Public Hearing on the 2025 Street Reconstruction Project
DATE: October 6, 2025

OVERVIEW:

Per Minnesota Statutes 429, the council must conduct an assessment hearing to pass on the proposed project assessments to the benefiting property owners. The purpose of the assessment hearing is to give property owners an opportunity to express their comments and concerns about the actual assessment. Attached is a copy of the final assessment roll. The far right two columns compare the proposed final assessment to each property with the preliminary assessments presented in the feasibility report.

The assessment hearing is proposed to be November 3, 2025, at 6:00 p.m. The meeting will be held in the council chambers.

ACTION TO BE CONSIDERED:

Approval of Resolution 2025-50 for hearing on Proposed Assessments for the 2025 Street Reconstruction Project.

BUDGET IMPLICATION:

The feasibility report, approved by City Council on January 21, 2025, provides detail on the proposed assessments and funding sources for this project. The feasibility report estimated the construction for this project to be \$1,546,000. Any assessment not paid in full when initially due will be certified to Anoka County for collection over a fifteen (15) year period. Interest on the amount assessed will be determined and set by the City Council.

Attachments:

- Resolution 2025-50 A Resolution Calling For Hearing On Improvement For The 2025 Street Reconstruction Project
- Final assessment roll

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

RESOLUTION NO. 2025-50

A RESOLUTION CALLING FOR HEARING ON IMPROVEMENT
FOR THE 2025 STREET RECONSTRUCTION PROJECT

WHEREAS, the City Engineer was directed to prepare a proposed assessment of the cost for the 2025 Street Reconstruction Project, improving Woodbine Street between Bridge Street and Rum River Boulevard and 229th Lane between Ambassador Boulevard and Rum River Boulevard, and

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in her office for public inspection,

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

1. A hearing shall be held at 6:00 p.m. on November 3, 2025, in the city hall located at 3750 Bridge Street NW, St. Francis, MN 55070 to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of St. Francis Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time, thereafter, pay to the City of St. Francis Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6th DAY OF OCTOBER, 2025.

ATTEST:

Jenni Wida, City Clerk

APPROVED:

Mark Vogel, Mayor

Property List and Assessment Summary
2025 Street Reconstruction Project

Residential Water Service Assessment
Multi-Family/Commercial Water Service Assessment
Watermain Lateral Assessment
Storm Sewer Assessment

\$3,101.67 Each
\$7,229.80 Each
\$113.55 per foot
\$38.02 per foot

M MUNICIPAL
C COMMERCIAL
R RESIDENTIAL

Agenda Item # 8A.

														TOTAL OWNER ASSESSMENT	
PID	PROPERTY ADDRESS	OWNER/TAXPAYER	OWNER ADDRESS	FRONT FOOTAGE ON WOODBINE STREET	FRONT FOOTAGE ON 229TH LANE	TOTAL FRONT FOOTAGE	ASSESSED FRONTAGE (FEET)	PROPERTY TYPE	WATERMAIN LATERAL ASSESSMENT		WATER SERVICE ASSESSMENT	STORM SEWER ASSESSMENT		FINAL OWNER ASSESSMENT	PRELIMINARY OWNER ASSESSMENT
									OWNER (40%)	CITY (60%)		OWNER (40%)	CITY (60%)		
WOODBINE STREET: RUM RIVER BLVD TO BRIDGE STREET															
32-34-24-34-0074	3750 BRIDGE ST NW	CITY OF ST FRANCIS	3750 BRIDGE ST NW ST FRANCIS, MN 55070	225	0	225	225	M	\$10,220	\$15,329		\$3,422	\$5,133	\$13,642	\$16,025
32-34-24-34-0018	22950 WOODBINE ST NW	PETER YOVETICH	22950 WOODBINE ST NW ST FRANCIS, MN 55070	128	0	128	128	R	\$5,814	\$8,721	\$3,102	\$1,947	\$2,920	\$10,863	\$11,594
32-34-24-34-0017	22940 WOODBINE ST NW	PAUL PIERCE & MARY PIERCE IN CARE OF: PIERCE HOTEL, MOTEL AND APARTMENTS	1500 S FERRY RD ANOKA, MN 55303	70	165	235	85	R	\$3,179	\$4,769	\$3,102	\$1,293	\$1,939	\$7,574	\$7,887
32-34-24-34-0004	22920 WOODBINE ST NW	RAYMOND E & DAWN C STEINKE	BOX 635 ST FRANCIS, MN 55070	132	165	297	147	R	\$5,995	\$8,993	\$6,203	\$2,236	\$3,353	\$14,434	\$12,303
32-34-24-34-0005	22910 WOODBINE ST NW	BRETT JAMES CAREY ELISE KINSEY CAREY	22910 WOODBINE ST NW ST FRANCIS, MN 55070	66	0	66	66	R	\$2,998	\$4,497	\$3,102	\$1,004	\$1,506	\$7,104	\$7,179
32-34-24-34-0006	22904 WOODBINE ST NW	IMMO SPID USA LLC IN CARE OF: MICHIGAN ENTITY SERVICES	2836 W. JEFFERSON STE 110 TRENTON, MI 48183	66	0	66	66	R	\$2,998	\$4,497	\$3,102	\$1,004	\$1,506	\$7,104	\$7,179
05-33-24-21-0004	22866 WOODBINE ST NW	JENNIFER HAGERMAN	22866 WOODBINE ST NW PO BOX 674 ST FRANCIS, MN 55070	72	0	72	72	R	\$3,270	\$4,905	\$3,102	\$1,095	\$1,642	\$7,467	\$7,606
32-34-24-34-0025	22961 WOODBINE ST NW	CITY OF ST FRANCIS	3750 BRIDGE ST NW ST FRANCIS, MN 55070	106	0	106	106	M	\$4,815	\$7,222		\$1,612	\$2,418	\$6,427	\$7,550
32-34-24-34-0070	3726 BRIDGE ST NW	ST FRANCIS PROPERTIES LLC	3726 BRIDGE ST NW PO BOX 457 ST FRANCIS, MN 55070	116	0	116	116	C	\$5,269	\$7,903	\$7,230	\$1,764	\$2,646	\$14,263	\$13,217
229TH LANE NW: AMBASSADOR BLVD NW TO RUM RIVER BLVD NW															
32-34-24-34-0019	UNASSIGNED	PAUL & MARY PIERCE	1500 S FERRY RD ANOKA, MN 55303	0	60	60	60	R				\$912	\$1,369	\$912	\$1,695
32-34-24-34-0072	3709 229TH LANE NW	ABILITY INVESTMENTS I LLC	14018 PIERCE ST NE HAM LAKE, MN 55304	201	165	366	216	R	\$9,129	\$13,694	\$7,230	\$3,285	\$4,927	\$16,615	\$19,695

NOTE: Ability Investments final assessment includes a \$3,029.50 credit for owner performed work.



CITY COUNCIL AGENDA
REPORT

TO: St. Francis City Council

FROM: Beth Richmond, Planner

SUBJECT: No Limits, LLC – Comprehensive Plan Amendment and Rezoning

DATE: October 6, 2025

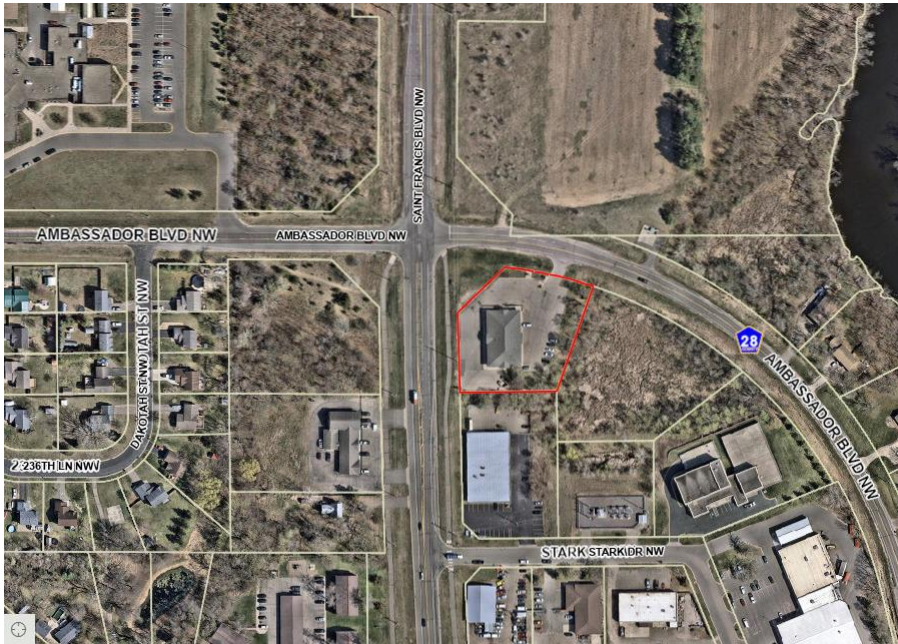
APPLICANT: No Limits, LLC (Cynthia & Brian Opp)

LOCATION: 23671 St. Francis Blvd NW

COMP PLAN: Business Park/Light Industrial

ZONING: I-1 General Industrial, Urban Rum River Management Overlay (uRRM)

OVERVIEW:
Cynthia & Brian Opp of No Limits, LLC have submitted applications for a Comprehensive Plan amendment and rezoning for the property located at 23671 St. Francis Blvd NW. This 1.3-acre property is located on the southeast corner of the intersection of St. Francis Blvd NW and Ambassador Blvd NW. The two-story existing building on the property is currently used for a chiropractic clinic. The applicant is requesting a rezoning from I-1 General Industrial to B-2 General Business. A Comprehensive Plan amendment to change the allowable use of the property from Business Park/Light Industrial to Commercial is also requested.



PLANNING COMMISSION REVIEW

The Planning Commission reviewed the amendment and rezoning requests at a public hearing on September 17, 2025. Members of the public attended the public hearing and provided written and spoken comment in favor of the requests. Commissioners discussed the site and its location on the southeast corner of a major intersection in the City. Commissioners were supportive of the amendment and rezoning requests, citing the site’s location as a corner lot and the existence of (and future plans for) commercial use at this intersection. Following the public hearing and Planning Commission discussion, the Commission recommended approval of both the Comprehensive Plan amendment and the rezoning requests.

CITY COUNCIL ACTION

Given Planning Commission’s recommendation for approval of the Comprehensive Plan amendment and rezoning requests, draft materials approving the requests have been prepared for your consideration. Motions to approve the requests as recommended by the Planning Commission are as follows:

Motions:

- a. Move to approve Resolution 2025-49 approving the Comprehensive Plan Amendment to reguide 23671 St. Francis Blvd NW from Business Park/Light Industrial to Commercial with conditions and findings of fact as recommended by the Planning Commission and to authorize submittal of this amendment to the Metropolitan Council for final review.*
- b. Move to approve the 1st Reading of Ordinance 349 approving the rezoning request to rezone 23671 St. Francis Blvd NW from I-1 General Industrial to B-2 General Business.*

ATTACHMENTS:

- Draft Resolution 2025-49
- Draft Ordinance 349 – 1st Reading
- Planning Report for September 17, 2025 meeting

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

RESOLUTION 2025-49

A RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT FOR
23671 ST. FRANCIS BLVD NW AND AUTHORIZING SUBMISSION OF THE
AMENDMENT TO THE METROPOLITAN COUNCIL FOR REVIEW

WHEREAS, the applicant, No Limits, LLC, has requested a Comprehensive Plan amendment to reguide approximately 1.3 acres of land at 23671 St. Francis Blvd NW (PIN 32-34-24-22-0025) from Business Park/Light Industrial to Commercial; and

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

WHEREAS, the property is used as a chiropractic clinic today, and the applicants are looking to add another tenant(s) in the building in the future; and

WHEREAS, all adjacent and affected agencies including MnDNR, MnDOT, and Anoka County were provided an opportunity to review the proposed amendment and provide comments; and

WHEREAS, on September 17, 2025, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

WHEREAS, on September 17, 2025, the Planning Commission recommended approval of the requested amendment; and

WHEREAS, the City Council of the City of St. Francis, on October 6, 2025, considered the requested amendment and how it might affect public health, safety, or welfare and found that the project will not negatively impact the public health, safety, or welfare.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby approves the requested Comprehensive Plan amendment based on the following findings of fact:

1. The proposed amendment is consistent with the vision and guiding principles for the City of St. Francis established in the Comprehensive Plan and will not negatively impact the public health, safety, or welfare.
2. The proposed amendment is compatible with the surrounding land uses. Land directly to the north and west is guided for commercial use.
3. The site is a corner lot on a major intersection with good visibility for commercial use. There is adequate access and infrastructure serving the site.

BE IT FURTHER RESOLVED that approval of the Comprehensive Plan Amendment shall be subject to the following condition:

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

Approved and adopted by the City Council of the City of St. Francis on the 6th day of October, 2025.

Mark Vogel, Mayor

Attest: Jenni Wida, City Clerk

Dated

DRAFTED BY:
HKGi
800 Washington Ave N, Suite 207
Minneapolis, MN 55401

EXHIBIT A

Legal Description

<To Be Inserted>

ORDINANCE NO. 349, SECOND SERIES

**CITY OF ST. FRANCIS
ANOKA COUNTY**

**AN ORDINANCE APPROVING REZONING OF 23671 ST. FRANCIS BLVD NW
FROM I-1 GENERAL INDUSTRIAL TO B-2 GENERAL COMMERCIAL – 1ST
READING**

WHEREAS, the applicant, Cynthia and Brian Opp of No Limits, LLC, applied for a rezoning on August 21, 2025 for the property known as 23671 St. Francis Blvd NW (PIN 32-34-24-22-0025); and

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

WHEREAS, on September 17, 2025, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

WHEREAS, on September 17, 2025, at an official public hearing, the Planning Commission considered the applicant’s submission, the contents of the staff report, public testimony, and other evidence available to the Commission; and made recommendations for consideration by the City Council; and

WHEREAS, on October 6, 2025, the City Council considered the proposed project and found that the project will not negatively impact the public health, safety, or welfare; and

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

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

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

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

Section 3. This Ordinance shall take effect and be enforced from and after its passage and publication according to law and following approval of the related Comprehensive Plan amendment by the Metropolitan Council.

Approved and adopted by the City Council this 6th day of October, 2025.

SEAL

BY: _____
Mark Vogel, Mayor

Attest: Jenni Wida, City Clerk

DRAFTED BY:
HKGi
800 Washington Ave N, Suite 207
Minneapolis, MN 55401

EXHIBIT A

Legal Description

<To Be Inserted>



PLANNING COMMISSION
AGENDA REPORT

TO: St. Francis Planning Commission

FROM: Beth Richmond, Planner

SUBJECT: Rezoning and Comprehensive Plan Amendment

DATE: 9-10-2025 for 9-17-2025 meeting

APPLICANT: Cynthia & Brian Opp

LOCATION: 23671 St Francis Blvd

COMP PLAN: Business Park/Light Industrial

ZONING: I-1 General Industrial, Urban Rum River Management Overlay

OVERVIEW & BACKGROUND:

Cynthia & Brian Opp have submitted applications for a rezoning and Comprehensive Plan amendment for the property located at 23671 St. Francis Blvd NW. This 1.3-acre property is located on the southeast corner of the intersection of St. Francis Blvd NW and Ambassador Blvd NW. The two-story existing building on the property is currently used for a chiropractic clinic.



Prior to 2021, this property was zoned B-3 Business Park. In 2021, the City rezoned the 15 parcels between Ambassador Blvd NW and St. Francis Blvd NW from B-2 and B-3 to I-1 General Industrial, following the guidance from the Comprehensive Plan’s future land use map and reflecting the current uses that exist in the area. Because clinics were not permitted in the I-1 district, the use became a legal nonconforming use after the 2021 rezoning.

In 2024, the applicants requested and were granted a zoning code amendment to allow clinics and offices, including medical, dental, or therapeutic, as a permitted use in the I-1 General Industrial zoning district. This amendment allowed the chiropractic use within the existing building, which was built as a clinic in 2001 and has been operated as a clinic ever since, to become a conforming use.

The applicants have been working to find another tenant(s) to lease space within the existing building. However, they have stated that they have been unable to find prospective tenants who can comply with the uses allowed in the I-1 District, as most of the interested parties are more commercial in nature. Therefore, they are requesting to rezone the property to the B-2 General Business zoning district and reguide for Commercial use.

The Planning Commission is requested to hold a public hearing, review the requests for the rezoning and Comprehensive Plan amendment, and provide a recommendation to the City Council.

REVIEW PROCEDURE

60-Day Land Use Application Review Process

Pursuant to Minnesota State Statutes Section 15.99, local government agencies are required to approve or deny land use requests within 60 days. Within the 60-day period, an automatic extension of no more than 60 days can be obtained by providing the applicant written notice containing the reason for the extension and specifying how much additional time is needed. The deadline for the Comprehensive Plan amendment and rezoning requests is October 20, 2025.

Public Hearing

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

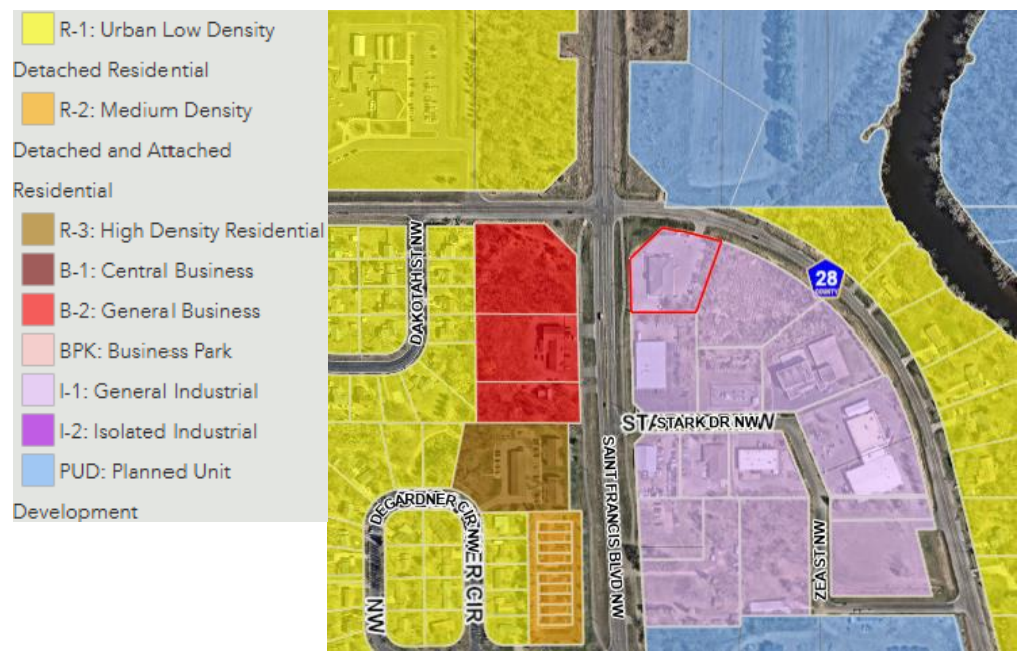
REZONING REVIEW

The site is zoned I-1 General Industrial. Uses allowed in the I-1 District include clinics and offices, auto service and repair, manufacturing, warehouse, and wholesale. The full list of permitted uses for the I-1 District is attached. The applicants have stated that they have been unable to find prospective tenants who can comply with these uses. The interest they have received from prospective tenants thus far has been of a more commercial nature, for example, insurance sales. Therefore, they are requesting to rezone the property to the B-2 General Business District to better fit the interest they have received.

This site is located on the southeast corner of the St. Francis Blvd NW and Ambassador Blvd NW intersection. There are existing commercial businesses directly across Hwy 47 from the site. A proposed commercial business is planned north of the site across Ambassador Blvd.

Properties directly to the southeast are zoned I-1 and are used for a variety of auto-oriented and manufacturing uses.

Current Zoning Map

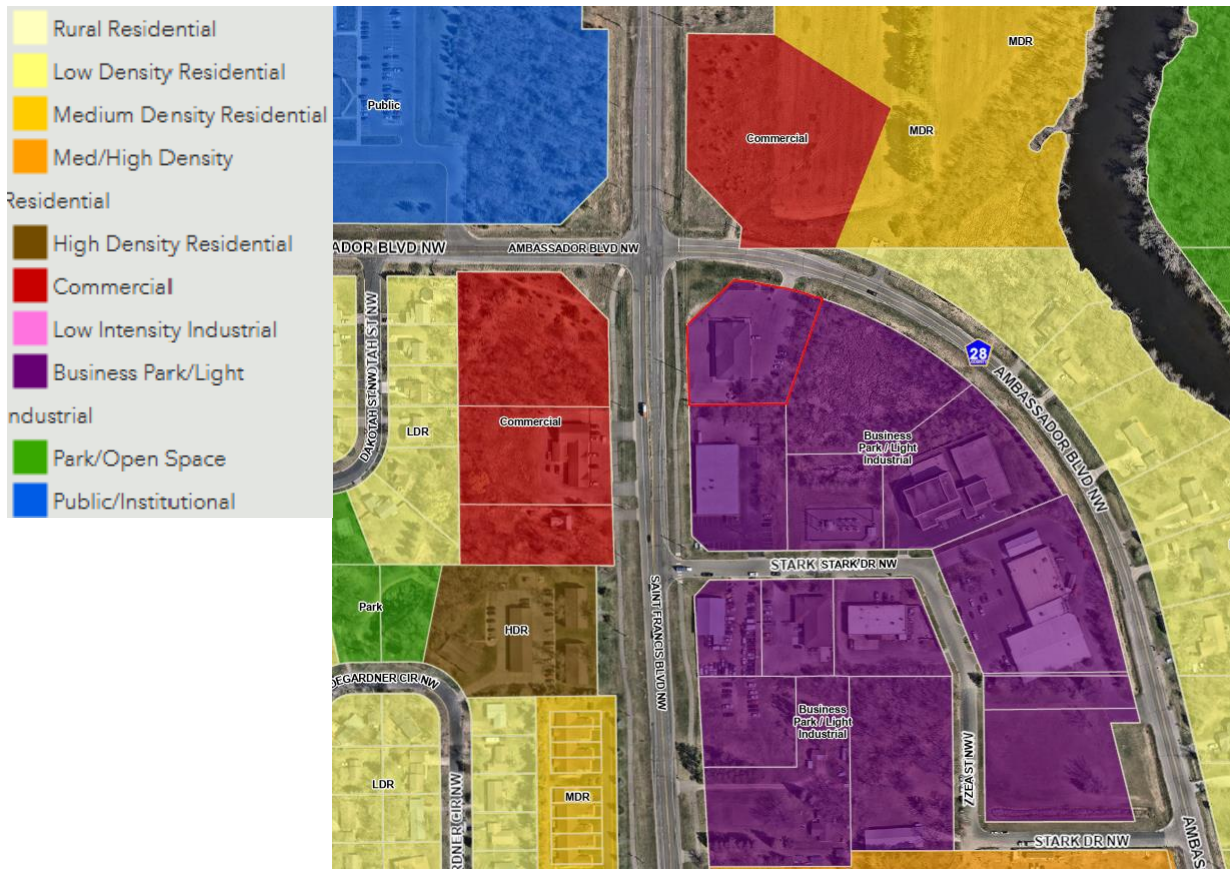


The City’s zoning map must be in compliance with the City’s Comprehensive Plan. Currently, the site is guided for Business Park/Light Industrial use. The B-2 General Business District is not compatible with that guidance. Therefore, the applicant is also requesting a Comprehensive Plan Amendment to reguide the site for commercial use.

COMPREHENSIVE PLAN AMENDMENT REVIEW

The site is currently guided for Business Park/Light Industrial use in the 2040 Comprehensive Plan. This use category allows uses that emphasize job retention and creation, including employment centers and industrial areas such as higher-intensity office, clinic uses, warehouses, laboratories, and wholesale businesses. The entire area between St. Francis Blvd NW, Ambassador Blvd NW, and Stark Dr NW is guided Business Park/Light Industrial. The northeast and southwest corners of the St. Francis Blvd NW and Ambassador Blvd NW intersection are guided for commercial use, while the northwest corner is guided for public use.

2040 Comprehensive Plan – Future Land Use



PLANNING COMMISSION ACTION

The Planning Commission is requested to hold a public hearing on the rezoning and Comprehensive Plan Amendment requests. Following the public hearing, the Planning Commission should discuss the applications and provide a recommendation to the City Council.

These requests are legislative in nature, rather than quasi-judicial. Legislative decisions establish policy for future application, whereas quasi-judicial decisions are the application of those policies. The Planning Commission and City Council have broad discretion to determine if legislative changes are appropriate for the City.

If the Planning Commission is not supportive of the Comprehensive Plan Amendment, then a corresponding denial action should be recommended for the rezoning request, as the rezoning request would not be consistent with the current Comprehensive Plan.

The Planning Commission should take one of the following actions:

- 1. Recommend approval with findings of fact as identified by Commissioners.**

Approval Motions:

- (a) *Move to recommend approval of the Comprehensive Plan Amendment to reguide 23671 St. Francis Blvd NW from Business Park/Light Industrial use to Commercial use with findings of fact as identified by Commissioners.*
- (b) *Move to recommend approval of the rezoning request to rezone 23671 St. Francis Blvd NW from I-1 General Industrial to B-2 General Business with the following findings of fact:*
 - a. *The proposed rezoning is consistent with the amendment to the 2040 Comprehensive Plan which reguides this site for Commercial use.*
 - b. *Other findings as identified by Commissioners.*

2. Recommend denial with Planning Commissioners' findings of fact.

Denial Motions:

- (a) *Move to recommend denial of the Comprehensive Plan Amendment to reguide 23671 St. Francis Blvd NW from Business Park/Light Industrial use to Commercial use with findings of fact as identified by Commissioners.*
- (b) *Move to recommend denial of the rezoning request to rezone 23671 St. Francis Blvd from I-1 General Industrial to B-2 General Business with the following finding(s) of fact:*
 - a. *The proposed rezoning is not consistent with the 2040 Comprehensive Plan and the Business Park/Light Industrial land use guidance for the site.*
 - b. *Other findings as identified by Commissioners.*

3. Table the request to the next Planning Commission meeting and provide direction to Staff and the applicant as to the additional information needed.

ATTACHMENTS

- Applicant Submittals
- Principal Use Table for B-2 and I-1 zoning districts

DESCRIPTION OF REQUEST: (attach additional information if needed)

Project Name: **No Limits LLC**

Nature of Proposed Use:
B2

Reason(s) to Approve Request:
See Attached

IS THIS APPLICATION, PART OF, OR IN ADDITION TO, A PREVIOUS APPLICATION(S) PERTAINING TO THE SUBJECT SITE? IF YES:

PROJECT NAME:

NATURE OF REQUEST:

(attach additional information if needed)

PROPERTY INFORMATION:

Street Address: **23671 St. Francis Blvd NW**
St. Francis MN 55070

Property Identification
Number (PIN#):

32-34-24-22-0025

Legal Description
(Attach if necessary):

Lot(s):

1

Block:

1

Subdivision:

Saints Add, Subj. ... ?

APPLICANT INFORMATION:

Name: **Cynthia & Brian Opp**

Business Name: **No Limits LLC**

Address: **3121 228th Ln NW**

City: **Bethel**

State: **MN**

Zip Code: **55005**

Telephone: **763.498.1224**

Fax: **no lim** E-mail: **itsllc46@gmail.com**

Contact: **Cynthia (Lindy)**

Title: **owner**

OWNER INFORMATION: (if different from applicant) **SAME**

Name:

Business Name:

Address:

City:

State:

Zip Code:

Telephone:

Fax:

E-mail:

Contact:

Title:

APPLICATION FEES AND EXPENSES: By signing this application form, I agree that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the property owner to be paid immediately upon receipt or the City may approve a special assessment for which the property owner specifically agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes 429.81 as amended. All fees and expenses are due whether the application is approved or denied or withdrawn. Escrow fees may not cover actual expenses; any additional fees will be billed.

State statutes provides up to 120 days for the review of complete application, but the City will strive to finalize your request as quickly as possible. Please note that missing application due date and meeting dates or submitting an incomplete application WILL result in the review of the request being delayed. All City Council meeting dates are estimated as it is City policy that issues be resolved and plans be revised as may be needed prior to Council consideration.

I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge. I further understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

APPLICANTS MUST BE SIGNED BY ALL PROPERTY OWNERS AS WELL AS/AND IN ADDITION TO, APPLICANT

Applicant(s): S & P, PC BOP, LLC Date: 08/21/25

Owner(s): S2011, DC 3011, DC Date: 08/21/25

Required Application attachments

Minor Subdivisions	Please provide (2) Certificates of Survey at 22" by 34", (1) reproducible reduction at 11" by 17", and (1) to-scale electronic PDF. File of all information and submit an electronic (Word for Windows) version of the complete legal description of the property(s). ***See below for other required information.
Concept Plans	Please provide (2) large scale copies at 22" by 34", (1) reproducible reduction at 11" by 17", and (1) to-scale electronic PDF. File of all information and submit an electronic (Word for Windows) version of the complete legal description of the property(s). ***See below for other required information.*
Preliminary Plat	Please provide (2) large scale copies at 22" by 34", (1) reproducible reduction at 11" by 17", and (1) to-scale electronic PDF. File of all information and submit an electronic (Word for Windows) version of the complete legal description of the property(s). ***See below for other required information.
Final Plats	Please provide (2) large scale copies at 22" by 34", (1) reproducible reduction at 11" by 17", and (1) to-scale electronic PDF. File of all information and submit an electronic (Word for Windows) version of the complete legal description of the property(s). **See below for other required information.
***	1. If applicable, an additional large scale copy at 22" by 34" shall be provided for each of the following: a. (1) If project lies within a DNR Shoreland District or Floodplain b. (1) If project is adjacent to a neighboring City or Township 2. If applicable, an additional small scale copy at 11" by 17" shall be provided for each of the following: a. (1) If project increases the number of dwelling units for the Met Council b. (1) If project is adjacent to a County Road or County State Aid Highway c. (1) If project is adjacent to a MN/Dot state highway

TYPE OF APPLICATION: (Check appropriate box)		BASE APPLICATION AND EXPENSE FEES: (Fees are cumulative)
☐	ANNEXATION	\$250 Fee + \$2,000 Escrow
☐	APPEAL / ZONING APPEAL	\$200 Fee + \$1,000 Escrow
☐	COMPREHENSIVE PLAN AMENDMENT	\$450 Fee + \$2,000 Escrow
☐	ENVIRONMENTAL	\$350 Fee + \$650 Escrow
☐	MINOR SUBDIVISION	\$350 Fee + \$2,000 Escrow
☐	PLANNED UNIT DEVELOPMENT (PUD)	\$350 Fee + \$2,000 Escrow
☐	ORDINANCE AMENDMENT	\$350 Fee + \$2,000 Escrow
☒	REZONING	\$350 Fee + \$2,000 Escrow
☐	SUBDIVISION (Circle appropriate): -Sketch Plan -Preliminary Plat (Rural) -Preliminary Plat (Urban) -Final Plat -Administrative Subdivision	\$300 Fee + \$500 Escrow \$400 Fee + \$400 + \$125 per lot Escrow \$400 Fee + \$425 + \$175 per unit Escrow \$350 Fee + \$650 Escrow \$350 Fee + \$2,000 Escrow
☐	SITE & BUILDING PLAN REVIEW (Full)	\$350 Fee + \$2,000 Escrow
☐	SITE & BUILDING PLAN REVIEW (Admin)	\$100 Fee + \$250 Escrow
☐	STREET and/or UTILITY VACATION	\$350 Fee + \$1,000 Escrow
☐	TEMPORARY HABITATION	\$200 Fee + \$5,000 Escrow
☐	WETLAND Replacement Plan Review with Plat Replacement Plan and Excavation Delineation	\$350 Fee + \$650 Escrow \$350 Fee + \$650 Escrow \$350 Fee + \$1,000 Escrow
	TOTALS	\$ <u>350</u> Fee, \$ <u>2000</u> Escrow

Fees are set by Fee Schedule, Valid January through December
 Dock requests must follow the Conditional Use Permit process.

PAID
 8/21/25
 Ch # 3499
 + # 3500 - JS

Application to Rezone
August 21, 2025
To Whom It May Concern,

My husband, Brian and I own the commercial building located at the southeast corner of Hwy 47 and Ambassador Blvd in St. Francis. We moved our chiropractic business (started in July of 2003) to this location in the summer of 2013 and purchased the building that December with hopes of expanding our business and using the extra space for tenant rental. At the time of the purchase, this building was zoned as a B-3 business park - allowing our intended purpose of usage (medical / fitness / wellness and general office space). Over the past 10 years, we have explored many options to expand into the basement of our building and could financially make the move last January of 2024. Although we have actively advertised the unfinished basement for tenants, we haven't had much success in attracting them. After meeting with leasing agents and banking representatives, it was decided that moving Opp Chiro to the basement would be the best strategy.

When the bank was looking to refinance the building and finance our buildout, it was discovered that the building had been rezoned as I-1 (Industrial) back in about 2020. Had we been aware of the city's plans, we would have attended every meeting as this directly affected our livelihood. At that time, the building housed Opp Chiro, an addiction / rehab counseling center and a general counseling center. None of us were aware our businesses were operating under a CUP (Conditional Use Permit) – never found within the city records. In order to move forward, we were given the opportunity to apply for an Ordinance Amendment for Medical Use Only. This was presented (and highly encouraged) as the desired path of least resistance that would allow us to meet loan deadlines, construction deadlines, move our clinic into the basement and have a more attractive space to lease in the upper level. We were told this was our only option that would be approved when I questioned how restrictive this classification was. Legal counsel agreed that if we wanted to move forward quickly, this was our least financially burdensome option. We were finally able to move forward with construction in mid-July of 2024. The unexpected delay in permits, etc. also caused delays in construction but we finally opened the doors of our new space in mid-January of 2025.

During construction we had hopes of attracting another business that would fit into the tight classification of a Medical-based business. We've had no interest. About a month ago, we had two attractive possibilities presented to us - they loved our location and our business ethics. They were ready to move forward but when we approached the city, although one did sell Medical and Life insurance, the city was hesitant to give us any leeway. It is our understanding that whenever a tenant similar to this approached us, we would need to ask the city for an Ordinance Amendment for each specific tenant, requiring us to go through a 2 ½ month process, without any guarantee of approval. Needless to say - our perspective tenants have declined such a lengthy process without guarantee we could move forward.

This is and will continue to cause us financial hardship. Currently, our clinic is responsible for covering the costs of the building that are not covered by the existing tenants. Although our clinic is successful, we currently have 11 employees (not counting Brian, myself and our girls), we are unable to offer competitive wages to our committed team, nor do we have the means to

award them for their good work. Almost all our employees live in the St. Francis community; they rely on their paychecks to continue to contribute to their families and serve the community to which they live in. We also have a responsibility to the patients we serve, who also live and contribute to this community. Without a reasonable opportunity to attract tenants, we will not be able to sustain the contribution we offer to this city and surrounding areas. Our contribution is not limited to the taxes we pay (both business and residential), but includes the sponsorship money we give, modeling an authentic and responsible way of living, and providing hope to those that seek continued health and wellbeing.

Our chiropractic business (and us personally) has been an active part of this community for over 22 years. I graduated from SFHS (1994), along with my parents, my siblings, our kids, and my siblings' children. Many of which still live in the area. We have strong ties with local business owners and the school district. We believe we can bring more to this community if we are given the opportunity to rezone our building to B-2, allowing us to lease to upstanding business owners with similar ethics. Our circumstance is unique in that our desire is to have our building rezoned to one similar to its *original* zone when purchased. Sections of land to the direct North and West of us are zoned B2 and we feel our long-term goals for the building would bring great benefit to the city of St. Francis while still maintaining the long-term goals of the city's land use.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Drs. C. & B. Opp", with a stylized flourish at the end.

Drs. Cynthia & Brian Opp
No Limits LLC
Owners of Building Property ID: 32-34-24-22-0025

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				
Group Living					
Residential care, licensed in-home (7 to 16 persons)	I				
Lodging					
Bed and breakfast	PS				
Hotel		P			
Public, Social, or Health Care					
Child care center	PS	PS			
Clinics and offices, including medical, dental, or therapeutic	P	P	P	P	
Club, lodge, or meeting place of a non-commercial nature	PS	PS			
Financial institution	P	P	P		

Use Type	Zoning District				
	B-1	B-2	BPK	I-1	I-2
Funeral home or mortuary		P			
Municipal, county, state, or federal administrative or services building	P	P	P	P	
Municipal social, cultural, or recreational facility	PS	PS			
Place of worship	PS	PS			
Sacred community	PS	PS			
Social assistance, welfare, or charitable service	P	P	P		
Commercial					
Food and Beverage Service					
Bar or drinking place	P	P			
Brewpub	P	P			
Restaurant	P	P			
Specialty food or coffee shop	P	P			
Retail Sales or Service					
Animal boarding, shelter, or daycare center		PS	PS		
Animal/veterinary clinic or hospital		P	P		
Automobile fueling station		P	P		

Use Type	Zoning District				
	B-1	B-2	BPK	I-1	I-2
Auto repair and service, minor		P	P	P	
Auto repair and service, major				PS	
Cannabis retail	PS	PS			
Car wash		PS	PS		
Commercial center	P	P			
Lower potency hemp edible retail	PS	PS			
Retail with office above street level	P	P			
Retail with residential above street level (see Dwelling, apartment mixed use)	PS				
Service business, off-site		P	P		
Standalone store, retail or service	P	P			
Vehicle sales, leasing, and rental		C	PS	C	
Business or Technical Services					
Office uses	P	P	P		
Research, experimental, or testing laboratories			P	P	
Gallery	P	P			
Industrial					

Use Type	Zoning District				
	B-1	B-2	BPK	I-1	I-2
Brewery, winery, or distillery	PS	PS	PS	PS	
Cannabis delivery				P	
Cannabis and hemp manufacturing			P	P	
Cannabis transportation				P	
Cannabis wholesale			P	P	
Construction contractor yard				P	
Makerspace or studio			PS		
Manufacturing, heavy				PS	
Manufacturing, light			P	P	
Manufacturing, storage, and testing of explosives and component parts of instruments used therewith, along with the installation and use of all equipment and buildings necessary therefore, all subject to state and federal regulations pertaining thereto					P
Mining, sand, and gravel extraction					I
Open or outdoor service, sale, or rental				C	
Open and outdoor storage				C	
Scrap or salvage yard				C	
Self-storage facility				C	

Use Type	Zoning District				
	B-1	B-2	BPK	I-1	I-2
Storage and sale of machinery and equipment			C	P	
Storage, utilization, or manufacture of materials or products which could decompose by demolition; refuse and garbage disposal; crude oil; bulk fuel; gasoline, or other liquid storage				C	
Warehouse facility			P	P	
Wholesale establishment			P	P	
Arts, Entertainment, or Recreation					
Adult establishment				C	
Commercial recreation use, indoor		P	P		
Commercial recreation use, outdoor	P	P			
Public park, playground, open space, or recreation facility	P	P			
Theater, dance, or music performance facility	PS				
Natural Resources or Agriculture					
Cannabis cultivation, indoor				P	
General agricultural uses	I	I	I	I	P
Transportation					
Ambulance or medical carrier service		P	P	P	

Use Type	Zoning District				
	B-1	B-2	BPK	I-1	I-2
Parking facility	PS	P	P	P	
Truck and freight terminals				P	
Truck stop		C	C	C	
Utilities					
Community solar energy system (CSES)/Solar garden				C	C
Essential services	PS	PS	PS	PS	PS
Personal wireless service facilities			PS	PS	PS
Solar farm					PS
Satellite dish antennas greater than 2 meters in diameter			P	P	P
Telecommunication structure or tower		C	PS	PS	PS
P = permitted use; PS = permitted with standards use; C = conditional use; I = interim use; blank cell = prohibited use For more information about the different types of uses, see Section <u>10-41-02</u>. For use-specific standards, see Division 6.					



PLANNING COMMISSION AGENDA REPORT

TO: St. Francis Planning Commission

FROM: Beth Richmond, Planner

SUBJECT: Request to Amend Agenda to Add Public Comments Received for No Limits, LLC Public Hearings

DATE: 9-17-2025

Please consider amending tonight's agenda under Consideration of Agenda to add additional pages to the packet starting with page 21 to receive the public comments submitted since the Planning Commission packet was prepared.

From: [Kristopher Melissa Denning](#)
To: [Beth Richmond](#)
Cc: [Melissa Denning](#)
Subject: Zoning Written Submission Prior to next weeks Meeting
Date: Friday, September 12, 2025 1:10:21 PM

Dear City of St. Francis Planning Commission,

As a long-time resident of St. Francis since 1980, a graduate of St. Francis, and an educator in our district, I have been proud to raise my family here and stay actively engaged in our community. I believe it is vital that our city continues to welcome a variety of professional businesses, giving residents more options and strengthening our local economy.

I personally know the owners of the building at Hwy 47 and Ambassador, and I see great potential in the open space available there. With State Farm agents expressing interest in renting or leasing that space, this opportunity seems both viable and well-suited for the location.

I am concerned that large vacant spaces, if left unoccupied, may discourage current tenants from staying in the building. We have already seen similar challenges in Oak Grove near Viking Blvd. and County Road 9, where tenants worry that prolonged vacancies could put the property at risk of being sold, eliminating rental options. Maintaining business viability in areas with limited foot traffic is already a challenge, and filling these spaces with strong, stable tenants will benefit the entire community.

When new businesses come into St. Francis, everyone gains. Residents gain access to services, the local economy grows, and job opportunities are created for those who live and serve in our community. I encourage you to support the rezoning request and help foster continued growth and opportunity in our city.

Thank you for your time and consideration.

Sincerely,

Melissa and Kristopher Denning

--

Kris and Melissa Denning
"Stop Worrying about What Could go Wrong and Start to get Excited About What Can GO RIGHT!"

From: [Dana Kinde](#)
To: [Beth Richmond](#)
Cc: [Dr. Cindy Opp](#); [Dr. Brian Opp](#)
Subject: 23671 St. Francis Blvd NW Rezoning - Planning Commission Meeting
Date: Friday, September 12, 2025 1:27:45 PM
Attachments: [image001.png](#)

Good afternoon, all,

I'm reaching out in support of the Opp Family Chiropractic / No Limits LLC rezoning request for their commercial real estate located at 23671 St. Francis Blvd NW.

Prior to or near 2021, the building had been zoned B-3 (Business), which allowed for their usage for businesses within the medical, fitness, wellness, and office space. Near this time, the city rezoned several parcels, including this parcel to I-1, with guidance from the Comprehensive Plan/future use map. The building owner wasn't aware. It wasn't until we began working with the Opp's in 2024 on their expansion plans was it discovered that the zoning had been changed to I-1 (Industrial). At this time, the building owner had to apply for and was granted an ordinance amendment to comply with the zoning.

After many conversations and meetings with the business owners, brokers, and prospective tenants, the current I-1 zoning has limited the ability to secure additional tenants. As you can imagine, this continues to put financial strain on the building owner due to the lack of lease income, further restricting their growth plans.

The Opp family has been part of this community for many decades, not only operating a successful business here since 2003, but Cindy having grew up and graduated from here. They are invested into this community, that is evident. This rezoning and comp plan amendment back to its original classification, is reasonable in my opinion.

Again, I wish to convey to you my support of this request.

Please feel free to reach out if you would like to discuss or have any questions.

Thank you,

Dana Kinde
SVP, Lead Commercial Banker | Resource Manager

Main: (763) 753-3007
Direct: (763) 398-3511 | Mobile: (763) 232-7678
dkinde@villagebankonline.com
3350 Bridge St NW | St. Francis, MN 55070
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From: [Marty Fisher](#)
To: [Beth Richmond](#)
Cc: [Brian and Cindy Opp](#)
Subject: Rezone 23671 St Francis blvd
Date: Friday, September 12, 2025 5:46:20 PM

Beth Richmond

My name is Marty Fisher I am an owner and Broker of Premier Commercial Properties. With over 25 years experience in the commercial marketplace, I have worked and represented several cities in the North Metro including the cities of Ramsey, Coon Rapids, Blaine, Lino Lakes, Ham Lake and Oak grove.

Additionally, I have represented Landlords/Tenants, Buyers/Sellers locally (in St Francis) for the past 20 years including the Opps, Bob King, Jeff Weaver and others.

I am in support of the rezone for several reasons:

1. The configuration of the building is set up to be an office building. Originally, it was built to be a clinic up top and a restaurant below. It was built with plenty of parking. Unfortunately, the business models of Allina and Health Partners have changed and they have focused on larger population centers. The space, backfilled by the Opps, has worked well for them and are a successful business bringing clients to town and supporting local businesses and organizations.
2. The location on the corner of Ambassador and 47 is a natural for business who wants /needs some visibility. Counseling, insurance, financial planners, salons, real estate, title companies, architects these are all examples of prospects I have encountered over the years who have desired to be in this building.
3. Proximity to other retail businesses along 47 including the new Senior Care site I sold a couple years ago. These folks, 55 and older, need support systems that are a short bus ride away. This property, zoned commercial, fits that bill.

In summary, my experience in the industry, counseling/repping north metro cities, dealing with local tenants in St Francis over the years, it just makes common sense to rezone this property

Thank you very much for your time

Marty Fisher
Broker/Owner
Premier Commercial Properties, LLC
A Real Estate Services Company
612-708-2873

From: [Michelle Anderson](#)
To: [Beth Richmond](#)
Subject: FW: For Planning Commission
Date: Friday, September 12, 2025 6:15:20 PM

From: Michelle Anderson
Sent: Friday, September 12, 2025 6:14 PM
To: City of St. Francis <m vogel@stfrancismn.gov>; Kate Thunstrom <kthunstrom@stfrancismn.gov>
Subject: For Planning Commission

Hi, I know this is supposed to be received by 7:00 PM, but I don't have the email addresses for the planning commission, so I am sending to the two of you

Dear Mayor Vogel and Members of the Planning Commission,

I am writing in support of Brian and Cindy Opp regarding the zoning of their property, No Limits LLC. This property was historically zoned Commercial but was recently reclassified as Industrial, which now limits their ability to rent to a broader range of tenants.

I first met Dr. Brian Opp in 2003, when he was sitting at a table in County Market handing out information about the new clinic he was opening. From that very beginning, both Brian and Cindy have shown deep commitment to St. Francis—not only through their business, but also through their consistent support of local organizations and events. Cindy, having grown up here, has strong personal ties to this community and has continued to give back through their business.

I can attest that the Opps are among the first to step forward whenever help is needed. They are one of the biggest contributors to Pioneer Days and are always willing to sponsor, volunteer, or provide support to ensure community events are successful. Their contributions over the years have strengthened St. Francis in ways that go far beyond their business.

I would also point to the recent sale of the old City Hall on Cree Street. In that process, a key factor in choosing the buyer was the fact that the party selected was a longstanding business in our community. I hope you will consider this same principle as you review the zoning of the Opps' building Dear Mayor Vogel and Members of the Planning Commission,

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I would also point to the recent sale of the old City Hall on Cree Street. In that process, a key factor in choosing the buyer was the fact that the party selected was a longstanding business in our community. I hope you will consider this same principle as you review the zoning of the Opps' building. Their history here, their investment in the community, and their proven dedication to its success make them exactly the kind of business owners St. Francis should continue to support.

I respectfully request that you reconsider the zoning of the No Limits LLC property so it may once again align with its intended and historical commercial use.

Thank you for your thoughtful consideration of this request.

Sincerely,
Michelle Anderson



Michelle Anderson

REALTOR® | RE/MAX Results

763-568-0038

Website: [Anderson Hometown Team](#)

Check out our monthly community E-news: [Hometown Highlights](#)

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CITY COUNCIL
AGENDA REPORT

TO: Mayor and Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Work Session Request
DATE: October 6, 2025

OVERVIEW:

Staff is requesting a work session to discuss the separation with the Fire District and financials

Date to schedule:

Monday October 27th

Time 5:30 p.m.

Meeting location, City Hall Council Chambers