



CITY COUNCIL REGULAR MEETING

City Hall: 3750 Bridge St NW

Monday, June 16, 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 - June 02, 2025
 - B. Canine Program Donation
Resolution 2025-30 accepting a donation to the City of St. Francis Police Department from St. Francis Veterinary Clinic
 - C. Liquor Store - Full Time Employment
 - D. Fees to Amend Rum River Bluffs Preliminary Plat
 - E. Payment of Claims
5. **MEETING OPEN TO THE PUBLIC**
6. **SPECIAL BUSINESS**
7. **PUBLIC HEARING**
8. **OLD BUSINESS**
 - A. Sale of City Owned Property – continued
Ordinance 346 Authorizing the sale of city surplus property to Andy & Roxanne Schreder
9. **NEW BUSINESS**
10. **MEETING OPEN TO THE PUBLIC**
11. **REPORTS**
 - A. Fire Department Monthly Report- May 2025
12. **COUNCIL MEMBER REPORTS**
13. **UPCOMING EVENTS**
 - June 18 - Planning Commission Meeting - 7:00 pm
 - June 19 - City Offices Closed - Juneteenth
 - July 04 - City Offices Closed - Independence Day
 - July 07 - City Council Regular Meeting - 6:00 pm
 - July 16 - Planning Commission Meeting - 7:00 pm
14. **ADJOURNMENT**

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis City Hall 3750 Bridge Street NW
June 2, 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, and Amy Faanes.

Members Absent: Councilmember Joe Muehlbauer.

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

3. APPROVAL OF AGENDA

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

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

Nays: None

Motion carries: 4-0

4. CONSENT AGENDA

A. City Council Minutes - May 19, 2025

B. Bike Rodeo Donations

C. Authorization to Hire Seasonal Staff

Resolution 2025-29 Authorizing the hiring of seasonal staff

D. Payment of Claims

MOTION BY: ROBINSON SECOND: FAANES APPROVING THE REGULAR CITY COUNCIL CONSENT AGENDA

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

Nays: None

Motion carries: 4-0

5. MEETING OPEN TO THE PUBLIC

Roxanne Schrader, 23306 Cree Street, Suite 103, came forward and shared that she has submitted a purchase agreement to purchase the old City Hall building at 23340 Cree Street. She shared that they have utilized this building for Staff meetings in the past, and they see the purchase as an opportunity to solidify their business within the City from being a renter to a property owner. She shared that they currently house two businesses in their current rented office space, Rum River Consultants and Performance by Design. She added that a third business, Baseline Technologies, would join them in the new building when space became available. She noted that she and her staff find countless opportunities to give back to the communities that they serve. She said they also have a track record of responsible business practices. She stated they submitted their highest and best offer when they submitted their purchase agreement in March.

Michelle Anderson, 22961 Unity Street NW, Oak Grove, came forward and shared that she is here this evening on behalf of the St. Francis Chamber of Commerce. She gave a recap on Pioneer Days, which was a huge success. She said they could not have done it without the support of the St. Francis Police Department, Fire Department, Public Works, City Staff, and the Ambassadors. She noted traffic was the biggest issue after the event. She shared that Boy Scout Troop 511 and the St. Francis Football Athletic Association walked the entire parade route to pick up garbage after the event, and the St. Francis Track and Field athletes came out on Saturday morning to pick up fireworks debris and clean up the parking lots where people sat watching the fireworks. She said countless groups volunteered to help. She shared that they also help with a community church service at Community Park. She added that they already have four churches interested in coordinating this service next year. She thanked the City and Council for all of their financial and overall support of this event. She shared that they are already planning next year's Pioneer Days, which will be the 60th anniversary, and they will be announcing the dates soon.

Udvig shared that she was blown away by how successful this event was. She thanked Ms. Anderson for all of the work she put into this event.

Faanes shared that she and her family attended Pioneer Days and loved it. She said it was nice to see how full the park was due to the turnout for the event. She suggested putting together a history book for next year's Pioneer Days. She said she would love to help with this event next year.

Robinson shared his appreciation from Ms. Anderson and the Chamber of Commerce for all of the work they put into this event.

Mayor Vogel thanked Ms. Anderson for putting her heart and soul into this event.

6. SPECIAL BUSINESS - NONE

7. PUBLIC HEARINGS - NONE**8. OLD BUSINESS****A. Sale of City Owned Property - First Reading*******NOTICE OF CLOSED MEETING - CITY OF ST. FRANCIS*****

Pursuant to Minnesota Statutes §13D.05, subd. 3(c)(3) (to develop or consider offers or counteroffers for the purchase or sale of real property), the St. Francis City Council will meet in a closed meeting, which is not open to the public. The Property is identified as the Old City Hall 23340 Cree St NW St. Francis, Minnesota.

Mayor Vogel called to move the meeting into Closed Session.

MOTION BY: UDVIG SECOND: FAANES TO MOVE THE MEETING INTO CLOSED SESSION.

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

Nays: None

Motion carries: 4-0

The open session meeting recessed to closed session at 6:22 p.m.

MOTION BY: ROBINSON SECOND: FAANES TO OPEN THE MEETING.

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

Nays: None

Motion carries: 4-0

The meeting reopened at 6:48 p.m.

MOTION BY: ROBINSON SECOND: FAANES TO CONTINUE NEGOTIATIONS ON THE SALE OF 23340 CREE STREET NW.

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

Nays: None

Motion carries: 4-0

9. NEW BUSINESS**A. Design Services for Warming House/Ice Rink**

Public Works Director Carpenter reviewed the Staff report in regard to the design services agreement for the warming house at the ice rink.

Robinson asked what would happen if they did not get the grants for this project. Carpenter said this agreement is not about the grant work but the actual build of the project. He stated they would continue to work through this build, whether or not they get the grants.

Robinson asked if there was a history of getting grants accepted for this kind of

work. Carpenter said yes and noted that Siwek Park was funded through this grant.

Robinson asked about the timeline of the project. Carpenter said they would not find out whether or not they were awarded the grant until March 2026, so construction would start late summer to early fall of 2026.

Robinson asked if there was an opportunity to explore sponsor signage on the boards at the ice rink. Carpenter said they will explore this opportunity but they need to start the project moving forward first before they look into sponsorships.

Robinson asked if they were still planning on using this space as a community room. Carpenter said yes and added that both the inside and outside of the building will be able to be rented for events.

MOTION BY: UDVIG SECOND: FAANES TO AUTHORIZE STAFF TO SIGN THE PROPOSED SCOPE OF SERVICES AND MOVE FORWARD WITH THE PROJECT.

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

Nays: None

Motion carries: 4-0

B. Rum River Woods Playground Recommendation

Carpenter reviewed the Staff report concerning the Rum River Woods Playground recommendation from the Parks Commission.

Robinson asked if this was one of the parks that the residents had expressed interest in wanting to be fixed. Carpenter said yes and noted that this is a park that they often receive complaints about via email, letter, and phone. He added that this is the oldest park in the City.

Robinson asked if other parks are in a similar condition, that they have not heard as many complaints about. Carpenter said there is not another park that is in as bad of shape as this one. He added that a majority of the other parks were all put in around the same time so they are working on a CIP for the parks so they can address them all before they get too bad.

Udvig shared that the Parks Commission has spent a lot of time looking over these plans and discussing this playground. She said she is very excited to see these improvements happen.

Faanes said she is excited to see these changes made as they will improve the safety of this park.

MOTION BY: ROBINSON SECOND: UDVIG TO APPROVE THE PURCHASE OF THE RECOMMENDED PLAYGROUND EQUIPMENT TO BE INSTALLED IN THE RUM RIVER WOODS PARK.

Ayes: Faanes, Robinson, Udvig, and Mayor Vogel.
Nays: None
Motion carries: 4-0

C. Work Session Request

City Administrator Thunstrom shared the request for a Work Session on July 28.

The Work Session was scheduled for Monday, July 28.

10. MEETING OPEN TO THE PUBLIC

Tim Rollins came forward and shared that while he does not live in the City, he spends a lot of time in St. Francis. She stated this year's Pioneer Days was the best he had ever seen.

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.

Udvig shared that she is still attending the Citizen's Academy and it has been great so far. She congratulated the new Ambassadors Chelsea, Grace, Aubrie, and Aliyah.

Mayor Vogel shared that he is continuing to have discussions with the Bethel Fire Department.

13. UPCOMING EVENTS

June 03 - Citizens Academy - 6:00 pm
June 09 - City Council Work Session - 5:30 pm
June 10 - Citizens Academy - 6:00 pm
June 16 - City Council Regular Meeting - 6:00 pm
June 18 - Planning Commission Meeting - 7:00 pm

14. ADJOURNMENT

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

Ayes: Faanes, Robinson, Udvig, and Mayor Vogel.
Nays: None
Motion carries: 4-0

There being no further business, Mayor Vogel adjourned the regular City Council at 7:09 p.m.



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Todd Schwieger, Police Chief
SUBJECT: Canine Program Donation
DATE: June 16, 2025

OVERVIEW:

During a March 24th, 2025, City Council work session police department staff presented the implementation of a canine program. Discussed was the importance and necessity of adding a canine program in St. Francis as well as a timeline, associated costs and funding sources which included local sponsors.

Mn State Statute 465.04 allows cities of the second, third, or fourth class, either operating under a home rule charter or under the laws of this state to receive gifts and donations for the use and benefit of the city and its inhabitants.

ACTION TO BE CONSIDERED:

To approve resolution 2025-30 accepting the donation of \$3,100 from St. Francis Veterinary Clinic to utilize for the implementation of the St. Francis Police Department Canine Program.

BUDGET IMPLICATION:

The donation will supplement the police department budget in the implementation and support of the St. Francis Police Department Canine Program.

Attachments:



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Joe Pfeifer, Liquor Store Manager
SUBJECT: Liquor Employee
DATE: June 16, 2025

OVERVIEW:

Council discussed moving Kyler Loud to full-time at the 06/09/2025 work session and consensus was given to move him to this position. This would move him into Grade 2 Step 1 with an hourly rate of \$26.23 starting 06/17/2025. He would also get all benefits of a full-time employee.

ACTION TO BE CONSIDERED:

Motion to accepted moving Kyler Loud to full-time on 06/17/2025.

BUDGET IMPLICATION:

This would be paid for by the Liquor Fund.



CITY COUNCIL
AGENDA REPORT

TO: Mayor and Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Fees to Amend Rum River Bluffs Preliminary Plat
DATE: June 16, 2025

OVERVIEW:

When a Preliminary Plat application is received by the city, the fees collected are expected to cover a staff administrative fee as well as a major portion of consultant fees. Once a preliminary plat is approved, the applicant then submits another set of fees for the next step.

The Preliminary plat for Rum River Bluffs collected fees of roughly \$53,000 by the developer that was moving the initial project through. Council approved the preliminary and they could move to finalize what was put in place. That developer has moved on and is not platting the final step.

A new developer has come forward; however, they are looking to make changes on the Preliminary Plat that will require an amendment. This will require time for engineering and planning to review changes and the land use process. That said, it should be at a reduced time which equates to reduced cost. If the costs exceed those collected, the property is billed and if not paid assessed. The city has a guarantee of payment if the process goes over anticipated.

ACTION TO BE CONSIDERED:

Staff recommends Council to approve a fee of \$10,400 for a Preliminary Plat Amendment.

Attachments: none



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Darcy Mulvihill, Finance Director
Danielle Robertson, Accounting Clerk
SUBJECT: Payment of Claims
DATE: June 16, 2025

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$364,551.02 plus any additional bills that are handed out at council meeting.

ACTION TO BE CONSIDERED:

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

BUDGET IMPLICATION:

City bills

Attachments:

- 06-16-2025 Packet List-\$364,551.02

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 06/17/2025 - 06/17/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4E.

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 10680 - ADVANCED GRAPHIX INC							
216982							
00040761	ADVANCED GRAPHIX INC	06/04/2025		360.00	360.00	Open	N
	DECAL FOR UNIT 225	DROBERTSON					06/16/2025
	101-42110-40222	INSURANCE REPAIRS		360.00		1.00	360.00
Total Vendor 10680 - ADVANCED GRAPHIX INC				360.00	360.00		
Vendor 15 - AIRGAS NORTH CENTRAL							
5516628909							
00040838	AIRGAS NORTH CENTRAL	05/31/2025		126.92	126.92	Open	N
	CYLINDER RENTAL	DROBERTSON					06/16/2025
	101-43100-40217	OTHER OPERATING SUPPLIES		25.38		1.00	25.38
	101-43210-40217	OTHER OPERATING SUPPLIES		25.38		1.00	25.38
	101-45200-40217	OTHER OPERATING SUPPLIES		25.38		1.00	25.38
	601-49440-40217	OTHER OPERATING SUPPLIES		25.38		1.00	25.38
	602-49490-40217	OTHER OPERATING SUPPLIES		25.40		1.00	25.40
Total Vendor 15 - AIRGAS NORTH CENTRAL				126.92	126.92		
Vendor 3775 - ALL TRAFFIC SOLUTIONS							
SIN044901							
00040745	ALL TRAFFIC SOLUTIONS	06/02/2025		3,000.00	3,000.00	Open	N
	APP, EQUIP MGMT, REPORTING, IMAGE MGMT, DROBERTSON						06/16/2025
	101-42110-40311	CONTRACT		3,000.00		1.00	3,000.00
Total Vendor 3775 - ALL TRAFFIC SOLUTIONS				3,000.00	3,000.00		
Vendor 4945 - ALLINA HEALTH SYSTEM							
CI00062285							
00040758	ALLINA HEALTH SYSTEM	05/29/2025		1,148.25	1,148.25	Open	N
	PAST DUE INVOICE	DROBERTSON					06/16/2025
	101-42210-40305	MEDICAL FEES		1,148.25		1.00	1,148.25
CI00058712							
00040774	ALLINA HEALTH SYSTEM	10/31/2024		1,148.25	1,148.25	Open	N
	EDUCATION-4TH QTR 2024	DMULVIHILL					06/16/2025
	101-42210-40305	MEDICAL FEES		1,148.25		1.00	1,148.25

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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 4945 - ALLINA HEALTH SYSTEM							
CI00057222							
00040775	ALLINA HEALTH SYSTEM	09/30/2024		6,600.00	6,600.00	Open	N
	EMT TRAINING CLASS	DMULVIHILL					06/16/2025
	101-42210-40208	TRAINING		6,600.00		1.00	6,600.00
Total Vendor 4945 - ALLINA HEALTH SYSTEM				8,896.50	8,896.50		
Vendor 7258 - ALWAYS BRIGHT LIGHTS LTD							
1110							
00040810	ALWAYS BRIGHT LIGHTS LTD	06/06/2025		500.00	500.00	Open	N
	SUMMER BANNERS INSTALLED	DROBERTSON					06/16/2025
	101-45200-40311	CONTRACT		500.00		1.00	500.00
Total Vendor 7258 - ALWAYS BRIGHT LIGHTS LTD				500.00	500.00		
Vendor 2591 - ASPEN MILLS							
355205							
00040744	ASPEN MILLS	06/02/2025		334.50	334.50	Open	N
	UNIFORMS-MURPHY	DMULVIHILL					06/16/2025
	101-42210-40437	UNIFORMS		334.50		1.00	334.50
Total Vendor 2591 - ASPEN MILLS				334.50	334.50		
Vendor 7816 - AXON ENTERPRISE, INC							
INUS352196							
00040815	AXON ENTERPRISE, INC	06/07/2025		19,655.04	19,655.04	Open	N
	FLEET 3 BASIC + TAP	DROBERTSON					06/16/2025
	402-42110-40553	SQUAD CAMERAS		19,655.04		1.00	19,655.04
Total Vendor 7816 - AXON ENTERPRISE, INC				19,655.04	19,655.04		
Vendor 53 - BELLBOY CORPORATION BAR SUPPLY							
0207910800							
00040747	BELLBOY CORPORATION BAR SUPPLY	06/03/2025		1,428.26	1,428.26	open	N
	LIQUOR	CBUSKEY					06/03/2025
	609-49751-40206	FREIGHT		20.76		1.00	20.76
	609-49751-40251	LIQUOR		1,407.50		1.00	1,407.50

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Agenda Item # 4E.

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 53 - BELLBOY CORPORATION BAR SUPPLY							
0109879900							
00040748	BELLBOY CORPORATION BAR SUPPLY	06/03/2025		184.34	184.34	Open	N
	MISC	CBUSKEY					06/03/2025
	609-49751-40206	FREIGHT		6.84		1.00	6.84
	609-49751-40254	MISCELLANEOUS MERCHANDISE		109.00		1.00	109.00
	609-49750-40210	OPERATING SUPPLIES		68.50		1.00	68.50
0300004700							
00040749	BELLBOY CORPORATION BAR SUPPLY	06/03/2025		186.00	186.00	Open	N
	THC	CBUSKEY					06/03/2025
	609-49751-40257	THC		186.00		1.00	186.00
Total Vendor 53 - BELLBOY CORPORATION BAR SUPPLY				1,798.60	1,798.60		
Vendor 7244 - BREAKTHRU BEVERAGE							
121803625							
00040793	BREAKTHRU BEVERAGE	06/06/2025		1,171.72	1,171.72	Open	N
	LIQUOR/MISC/WINE	CBUSKEY					06/06/2025
	609-49751-40206	FREIGHT		21.75		1.00	21.75
	609-49751-40254	MISCELLANEOUS MERCHANDISE		202.16		1.00	202.16
	609-49751-40253	WINE		396.00		1.00	396.00
	609-49751-40251	LIQUOR		551.81		1.00	551.81
Total Vendor 7244 - BREAKTHRU BEVERAGE				1,171.72	1,171.72		
Vendor 7779 - CAPITOL BEVERAGE SALES, L.P							
3144858							
00040822	CAPITOL BEVERAGE SALES, L.P	06/10/2025		(147.00)	(147.00)	Open	N
	BEER	CBUSKEY					06/10/2025
	609-49751-40252	BEER		(147.00)		1.00	(147.00)
3144859							
00040824	CAPITOL BEVERAGE SALES, L.P	06/10/2025		3,878.35	3,878.35	Open	N
	BEER/THC	CBUSKEY					06/10/2025
	609-49751-40252	BEER		2,074.55		1.00	2,074.55
	609-49751-40257	THC		1,803.80		1.00	1,803.80
Total Vendor 7779 - CAPITOL BEVERAGE SALES, L.P				3,731.35	3,731.35		
Vendor 2198 - CENTURY FENCE COMPANY							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 06/17/2025 - 06/17/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4E.

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 2198 - CENTURY FENCE COMPANY							
258937701							
00040759	CENTURY FENCE COMPANY	06/03/2025		8,800.00	8,800.00	Open	N
	PRIVACY FENCE FOR CITY HALL/FIRE STATION DMULVIHILL						06/16/2025
	404-41400-40589	CITY HALL/FIRE STATION		8,800.00		1.00	8,800.00
Total Vendor 2198 - CENTURY FENCE COMPANY				8,800.00	8,800.00		
Vendor 10774 - CONTINUA INTERIORS OF MINNESOTA, LLC							
71765							
00040780	CONTINUA INTERIORS OF MINNESOTA, LL	06/04/2025		2,048.00	2,048.00	Open	N
	COUNCIL CHAMBERS WORK	DMULVIHILL					06/16/2025
	404-41400-40589	CITY HALL/FIRE STATION		2,048.00		1.00	2,048.00
Total Vendor 10774 - CONTINUA INTERIORS OF MINNESOTA, LLC				2,048.00	2,048.00		
Vendor 8014 - CORE & MAIN LP							
x002786							
00040839	CORE & MAIN LP	05/22/2025		1,152.13	1,152.13	Open	N
	HYDRANT PARTS	DROBERTSON					06/16/2025
	601-49440-40229	PROJECT MAINTENANCE		1,152.13		1.00	1,152.13
w980696							
00040840	CORE & MAIN LP	05/15/2025		1,202.00	1,202.00	Open	N
	COLD PATCH	DROBERTSON					06/16/2025
	405-43100-40441	MISCELLANEOUS		1,202.00		1.00	1,202.00
Total Vendor 8014 - CORE & MAIN LP				2,354.13	2,354.13		
Vendor 4854 - CRYSTAL SPRINGS ICE							
01-500439							
00040726	CRYSTAL SPRINGS ICE	05/30/2025		180.80	180.80	Open	N
	MISC	CBUSKEY					05/31/2025
	609-49751-40254	MISCELLANEOUS MERCHANDISE		176.80		1.00	176.80
	609-49751-40206	FREIGHT		4.00		1.00	4.00
04-500213							
00040794	CRYSTAL SPRINGS ICE	06/06/2025		204.88	204.88	Open	N
	MISC	CBUSKEY					06/06/2025
	609-49751-40206	FREIGHT		4.00		1.00	4.00
	609-49751-40254	MISCELLANEOUS MERCHANDISE		200.88		1.00	200.88
Total Vendor 4854 - CRYSTAL SPRINGS ICE							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 06/17/2025 - 06/17/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4E.

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 4854 - CRYSTAL SPRINGS ICE				385.68	385.68		
Vendor 91 - DAHLHEIMER DIST. CO. INC							
2487299							
00040764	DAHLHEIMER DIST. CO. INC	06/04/2025		(46.80)	(46.80)	Open	N
	BEER	CBUSKEY					06/04/2025
	609-49751-40252	BEER		(46.80)		1.00	(46.80)
2487125							
00040765	DAHLHEIMER DIST. CO. INC	06/04/2025		9,014.25	9,014.25	Open	N
	BEER/NA/THC	CBUSKEY					06/04/2025
	609-49751-40255	N/A PRODUCTS		30.00		1.00	30.00
	609-49751-40257	THC		176.00		1.00	176.00
	609-49751-40252	BEER		8,808.25		1.00	8,808.25
2493143							
00040982	DAHLHEIMER DIST. CO. INC	06/11/2025		(59.40)	(59.40)	Open	N
	BEER	CBUSKEY					06/11/2025
	609-49751-40252	BEER		(59.40)		1.00	(59.40)
2492797							
00040983	DAHLHEIMER DIST. CO. INC	06/11/2025		14,152.95	14,152.95	Open	N
	BEER/NA/MISC/LIQUOR	CBUSKEY					06/11/2025
	609-49751-40252	BEER		13,093.85		1.00	13,093.85
	609-49751-40254	MISCELLANEOUS MERCHANDISE		55.00		1.00	55.00
	609-49751-40255	N/A PRODUCTS		64.10		1.00	64.10
	609-49751-40251	LIQUOR		940.00		1.00	940.00
Total Vendor 91 - DAHLHEIMER DIST. CO. INC				23,061.00	23,061.00		
Vendor 4164 - DELL MARKETING L.P.							
10818603220							
00040804	DELL MARKETING L.P.	06/06/2025		1,567.12	1,567.12	Open	N
	2 COMPUTER	DMULVIHILL					06/16/2025
	609-49750-40441	MISCELLANEOUS		783.56		1.00	783.56
	402-42210-40580	COMPUTERS		783.56		1.00	783.56
Total Vendor 4164 - DELL MARKETING L.P.				1,567.12	1,567.12		
Vendor 10776 - DIWHY, LLC EXTERIOR SOLUTIONS							

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 10776 - DIWHY, LLC EXTERIOR SOLUTIONS							
.06112025							
00040835	DIWHY, LLC EXTERIOR SOLUTIONS	06/10/2025		3,695.00	3,695.00	Open	N
	FOUNTAIN SEALING	DROBERTSON					06/16/2025
	101-45200-40229	PROJECT MAINTENANCE		3,695.00		1.00	3,695.00
Total Vendor 10776 - DIWHY, LLC EXTERIOR SOLUTIONS				3,695.00	3,695.00		
Vendor 10773 - DUNCAN CO							
3166591							
00040797	DUNCAN CO	06/08/2025		825.39	825.39	Open	N
	PARTS KIT	DROBERTSON					06/16/2025
	601-49440-40233	WATER PLANT MAINT		825.39		1.00	825.39
Total Vendor 10773 - DUNCAN CO				825.39	825.39		
Vendor 107 - ECM PUBLISHERS, INC							
1051827							
00040823	ECM PUBLISHERS, INC	06/06/2025		77.00	77.00	Open	N
	JUNE 18 PH IUP/CODE AMENDMENT	DROBERTSON					06/16/2025
Total Vendor 107 - ECM PUBLISHERS, INC				77.00	77.00		
Vendor 1163 - EMBEDDED SYSTEMS, INC							
344866							
00040781	EMBEDDED SYSTEMS, INC	06/02/2025		899.46	899.46	Open	N
	SIREN MAINTENANCE 6 MONTHS	DMULVIHILL					06/16/2025
	101-42110-40311	CONTRACT		899.46		1.00	899.46
Total Vendor 1163 - EMBEDDED SYSTEMS, INC				899.46	899.46		
Vendor 3447 - FERGUSON WATERWORKS							
0545541							
00040770	FERGUSON WATERWORKS	06/02/2025		246.72	246.72	Open	N
	NEPTUNE PARTS	DROBERTSON					06/16/2025
	601-49440-40259	WATER METERS		246.72		1.00	246.72
Total Vendor 3447 - FERGUSON WATERWORKS				246.72	246.72		

Vendor 113 - FERRELLGAS, LP

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 113 - FERRELLGAS, LP							
RN10908243 00040816	FERRELLGAS, LP	05/23/2025		12.00	12.00	Open	N
	33LB CYLINDER RENTAL	DROBERTSON					06/16/2025
	101-43100-40218	EQUIPMENT MAINTENANCE		12.00		1.00	12.00
RN10908244 00040817	FERRELLGAS, LP	05/23/2025		12.00	12.00	Open	N
	CYLINDER RACK	DROBERTSON					06/16/2025
	101-43100-40441	MISCELLANEOUS		12.00		1.00	12.00
Total Vendor 113 - FERRELLGAS, LP				24.00	24.00		
Vendor 10775 - FIELDS CONTRACTING LLC							
1091 00040821	FIELDS CONTRACTING LLC	06/10/2025		5,500.00	5,500.00	Open	N
	COBALT ST DITCH IMPROVEMENT	DROBERTSON					06/16/2025
	603-49500-40418	STORM WATER MANAGEMENT		5,500.00		1.00	5,500.00
Total Vendor 10775 - FIELDS CONTRACTING LLC				5,500.00	5,500.00		
Vendor 5429 - FIRE SAFETY USA, INC							
202535 00040851	FIRE SAFETY USA, INC	06/11/2025		318.75	318.75	Open	N
	TANKER 1 MAINTENANCE	DROBERTSON					06/16/2025
202536 00040852	FIRE SAFETY USA, INC	06/11/2025		318.75	318.75	Open	N
	TANKER 2 MAINTENANCE	DROBERTSON					06/16/2025
202537 00040853	FIRE SAFETY USA, INC	06/11/2025		318.75	318.75	Open	N
	ENGINE 1 MAINTENANCE	DROBERTSON					06/16/2025
Total Vendor 5429 - FIRE SAFETY USA, INC				956.25	956.25		
Vendor 10659 - GLOBAL RESERVE DISTRIBUTION							
ORD-17356 00040795	GLOBAL RESERVE DISTRIBUTION	06/06/2025		112.00	112.00	Open	N
	THC	CBUSKEY					06/06/2025
	609-49751-40257	THC		112.00		1.00	112.00
Total Vendor 10659 - GLOBAL RESERVE DISTRIBUTION				112.00	112.00		

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 130 - GOPHER STATE ONE-CALL, INC							
5050770							
00040763	GOPHER STATE ONE-CALL, INC	05/31/2025		126.90	126.90	Open	N
	MAY 2025 SERVICE	DROBERTSON					06/16/2025
	601-49440-40442	GOPHER STATE		63.45		1.00	63.45
	602-49490-40442	GOPHER STATE		63.45		1.00	63.45
Total Vendor 130 - GOPHER STATE ONE-CALL, INC				126.90	126.90		
Vendor 132 - GRAINGER, INC							
9534033569							
00040827	GRAINGER, INC	06/09/2025		5.01	5.01	Open	N
	PACK OF O-RINGS	DROBERTSON					06/16/2025
	601-49440-40229	PROJECT MAINTENANCE		5.01		1.00	5.01
9534033551							
00040828	GRAINGER, INC	06/09/2025		173.95	173.95	Open	N
	WWTP HVAC BELTS	DROBERTSON					06/16/2025
	602-49490-40229	PROJECT MAINTENANCE		173.95		1.00	173.95
Total Vendor 132 - GRAINGER, INC				178.96	178.96		
Vendor 1645 - HAKANSON ANDERSON ASSOC., INC							
55121							
00040841	HAKANSON ANDERSON ASSOC., INC	05/30/2025		3,339.60	3,339.60	Open	N
	SF239-2025 MISC SITE PLAN REVIEWS	DROBERTSON					06/16/2025
55122							
00040842	HAKANSON ANDERSON ASSOC., INC	05/30/2025		552.50	552.50	Open	N
	SF258 THE BLUFFS OF RUM RIVER	DROBERTSON					06/16/2025
55123							
00040843	HAKANSON ANDERSON ASSOC., INC	05/30/2025		65.00	65.00	Open	N
	SF263 RIVERS EDGE 7TH ADDITION (2024)	DROBERTSON					06/16/2025
55124							
00040844	HAKANSON ANDERSON ASSOC., INC	05/30/2025		855.00	855.00	Open	N
	SF302-2025 MUNICIPAL STATE AID	DROBERTSON					06/16/2025
	101-43100-40303	ENGINEERING FEES		855.00		1.00	855.00
55125							
00040845	HAKANSON ANDERSON ASSOC., INC	05/30/2025		4,337.50	4,337.50	Open	N
	SF326 WOODBINE EXTENSION	DROBERTSON					06/16/2025
55126							
00040846	HAKANSON ANDERSON ASSOC., INC	05/30/2025		33,421.20	33,421.20	Open	N
	SF327 2025 STREET RECONSTRUCTION PROJECT	DROBERTSON					06/16/2025

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							Unit Price
Vendor 1645 - HAKANSON ANDERSON ASSOC., INC							
55127							
00040847	HAKANSON ANDERSON ASSOC., INC	05/30/2025		3,790.00	3,790.00	Open	N
	SF403-2025 MS4 PERMIT	DROBERTSON					06/16/2025
	603-49500-40303	ENGINEERING FEES		3,790.00		1.00	3,790.00
55128							
00040848	HAKANSON ANDERSON ASSOC., INC	05/30/2025		877.50	877.50	Open	N
	SF901-2025 GENERAL ENGINEERING	DROBERTSON					06/16/2025
55129							
00040849	HAKANSON ANDERSON ASSOC., INC	05/30/2025		1,600.00	1,600.00	Open	N
	SF905-2025 ROUTINE RETAINER SERVICES	DROBERTSON					06/16/2025
	101-43100-40303	ENGINEERING FEES		320.00		1.00	320.00
	101-45200-40303	ENGINEERING FEES		320.00		1.00	320.00
	601-49440-40303	ENGINEERING FEES		320.00		1.00	320.00
	602-49490-40303	ENGINEERING FEES		320.00		1.00	320.00
	603-49500-40303	ENGINEERING FEES		320.00		1.00	320.00
55130							
00040850	HAKANSON ANDERSON ASSOC., INC	05/30/2025		505.00	505.00	Open	N
	SF906-2025 BUILDING PERMIT REVIEWS	DROBERTSON					06/16/2025
Total Vendor 1645 - HAKANSON ANDERSON ASSOC., INC				49,343.30	49,343.30		
Vendor 1175 - HAWKINS, INC							
7091887							
00040811	HAWKINS, INC	05/26/2025		10,457.75	10,457.75	Open	N
	FERRIC CHLORIDE	DROBERTSON					06/16/2025
	602-49490-40216	CHEMICALS		10,457.75		1.00	10,457.75
7091914							
00040812	HAWKINS, INC	06/05/2025		751.48	751.48	Open	N
	CHLORINE CYLINDER	DROBERTSON					06/16/2025
	601-49440-40216	CHEMICALS		751.48		1.00	751.48
Total Vendor 1175 - HAWKINS, INC				11,209.23	11,209.23		
Vendor 10739 - IHEALTH							
IHEAINV01319							
00040792	IHEALTH	05/31/2025		1,350.00	1,350.00	Open	N
	EDUCATION	DROBERTSON					06/16/2025
	103-42110-40300	PROFESSIONAL SERVICES		450.00		1.00	450.00
	103-42210-40441	MISCELLANEOUS		450.00		1.00	450.00
	101-41400-40441	MISCELLANEOUS		450.00		1.00	450.00

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 10739 - IHEALTH							
Total Vendor 10739 - IHEALTH				1,350.00	1,350.00		
Vendor 10761 - INSIGHT BREWING COMPANY							
24439							
00040833	INSIGHT BREWING COMPANY	06/10/2025		268.20	268.20	Open	N
	BEER	CBUSKEY					06/10/2025
	609-49751-40252	BEER		268.20		1.00	268.20
Total Vendor 10761 - INSIGHT BREWING COMPANY				268.20	268.20		
Vendor 154 - JOHNSON BROTHERS							
2805396							
00040788	JOHNSON BROTHERS	06/05/2025		659.23	659.23	Open	N
	WINE	CBUSKEY					06/05/2025
	609-49751-40206	FREIGHT		22.08		1.00	22.08
	609-49751-40253	WINE		637.15		1.00	637.15
2805395							
00040796	JOHNSON BROTHERS	06/05/2025		4,002.25	4,002.25	Open	N
	LIQUOR	CBUSKEY					06/06/2025
	609-49751-40206	FREIGHT		83.03		1.00	83.03
	609-49751-40251	LIQUOR		3,919.22		1.00	3,919.22
Total Vendor 154 - JOHNSON BROTHERS				4,661.48	4,661.48		
Vendor 10403 - LANGUAGE LINE SERVICES, INC							
11613277							
00040762	LANGUAGE LINE SERVICES, INC	05/31/2025		58.05	58.05	Open	N
	OVER-THE-PHONE INTERPRETATION	5/8/2025	DROBERTSON				06/16/2025
	101-42110-40441	MISCELLANEOUS		58.05		1.00	58.05
Total Vendor 10403 - LANGUAGE LINE SERVICES, INC				58.05	58.05		
Vendor 165 - LMC INSURANCE TRUST							
.06022025							
00040760	LMC INSURANCE TRUST	06/02/2025		285.45	285.45	Open	N
	DEDUCTIBLE-KIZER	DMULVIHILL					06/16/2025
	101-42210-40160	WORK COMP INSURANCE		285.45		1.00	285.45

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 165 - LMC INSURANCE TRUST							
.06092025							
00040813	LMC INSURANCE TRUST	06/09/2025		25,856.00	25,856.00	Open	N
	WC PAYMENT	DMULVIHILL					06/16/2025
	101-41400-40160	WORK COMP INSURANCE		379.00		1.00	379.00
	101-41500-40160	WORK COMP INSURANCE		178.00		1.00	178.00
	101-41910-40160	WORK COMP INSURANCE		212.00		1.00	212.00
	101-42110-40160	WORK COMP INSURANCE		14,092.00		1.00	14,092.00
	101-42210-40160	WORK COMP INSURANCE		3,859.00		1.00	3,859.00
	101-42400-40160	WORK COMP INSURANCE		106.00		1.00	106.00
	101-43100-40160	WORK COMP INSURANCE		2,231.00		1.00	2,231.00
	101-43210-40160	WORK COMP INSURANCE		289.00		1.00	289.00
	101-45200-40160	WORK COMP INSURANCE		1,051.00		1.00	1,051.00
	601-49440-40160	WORK COMP INSURANCE		972.00		1.00	972.00
	602-49490-40160	WORK COMP INSURANCE		1,167.00		1.00	1,167.00
	609-49750-40160	WORK COMP INSURANCE		1,320.00		1.00	1,320.00
Total Vendor 165 - LMC INSURANCE TRUST				26,141.45	26,141.45		
Vendor 10699 - LOCATORS & SUPPLIES, INC							
0321311-IN							
00040820	LOCATORS & SUPPLIES, INC	05/22/2025		2,466.14	2,466.14	Open	N
	SAFETY GEAR	JSHOOK					06/16/2025
	101-43100-40417	UNIFORMS & PPE		493.23		1.00	493.23
	101-43210-40417	UNIFORMS & PPE		493.23		1.00	493.23
	101-45200-40417	UNIFORMS & PPE		493.23		1.00	493.23
	601-49440-40417	UNIFORMS & PPE		493.23		1.00	493.23
	602-49490-40417	UNIFORMS & PPE		493.22		1.00	493.22
Total Vendor 10699 - LOCATORS & SUPPLIES, INC				2,466.14	2,466.14		
Vendor 202 - MCDONALD DIST CO							
808280							
00040698	MCDONALD DIST CO	05/27/2025		1,778.15	1,778.15	Open	N
	BEER/NA	CBUSKEY					05/27/2025
	609-49751-40255	N/A PRODUCTS		214.00		1.00	214.00
	609-49751-40252	BEER		1,564.15		1.00	1,564.15
808279							
00040699	MCDONALD DIST CO	05/27/2025		1,550.00	1,550.00	Open	N
	LIQUOR	CBUSKEY					05/27/2025
	609-49751-40251	LIQUOR		1,550.00		1.00	1,550.00

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 202 - MCDONALD DIST CO							
809590							
00040750	MCDONALD DIST CO	06/03/2025		(677.70)	(677.70)	Open	N
	BEER	CBUSKEY					06/03/2025
	609-49751-40252	BEER		(677.70)		1.00	(677.70)
809324							
00040751	MCDONALD DIST CO	06/03/2025		1,880.50	1,880.50	Open	N
	LIQUOR	CBUSKEY					06/03/2025
	609-49751-40251	LIQUOR		1,880.50		1.00	1,880.50
809338							
00040752	MCDONALD DIST CO	06/03/2025		(9.55)	(9.55)	Open	N
	LIQUOR	CBUSKEY					06/03/2025
	609-49751-40251	LIQUOR		(9.55)		1.00	(9.55)
809589							
00040753	MCDONALD DIST CO	06/03/2025		(114.60)	(114.60)	Open	N
	LIQUOR	CBUSKEY					06/03/2025
	609-49751-40251	LIQUOR		(114.60)		1.00	(114.60)
809339							
00040754	MCDONALD DIST CO	06/03/2025		(124.59)	(124.59)	Open	N
	BEER	CBUSKEY					06/03/2025
	609-49751-40252	BEER		(124.59)		1.00	(124.59)
809325							
00040755	MCDONALD DIST CO	06/03/2025		36,887.10	36,887.10	Open	N
	BEER/NA	CBUSKEY					06/03/2025
	609-49751-40255	N/A PRODUCTS		472.70		1.00	472.70
	609-49751-40252	BEER		36,414.40		1.00	36,414.40
810697							
00040829	MCDONALD DIST CO	06/10/2025		(80.00)	(80.00)	Open	N
	BEER	CBUSKEY					06/10/2025
	609-49751-40252	BEER		(80.00)		1.00	(80.00)
810447							
00040830	MCDONALD DIST CO	06/10/2025		3,472.40	3,472.40	Open	N
	BEER	CBUSKEY					06/10/2025
	609-49751-40252	BEER		3,472.40		1.00	3,472.40
Total Vendor 202 - MCDONALD DIST CO				44,561.71	44,561.71		

Vendor 3689 - METRO SALES, INC

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 3689 - METRO SALES, INC							
INV2808233							
00040857	METRO SALES, INC	06/09/2025		200.93	200.93	Open	N
	COPIES-CITY HALL	DMULVIHILL					06/16/2025
	101-41400-40200	OFFICE SUPPLIES		200.93		1.00	200.93
Total Vendor 3689 - METRO SALES, INC				200.93	200.93		
Vendor 181 - METRO WEST INSPECTIONS SERVICE							
4608							
00040825	METRO WEST INSPECTIONS SERVICE	05/29/2025		3,157.52	3,157.52	Open	N
	FINALIZED PERMITS MAY 2025	DROBERTSON					06/16/2025
	101-42400-40311	CONTRACT		3,157.52		1.00	3,157.52
Total Vendor 181 - METRO WEST INSPECTIONS SERVICE				3,157.52	3,157.52		
Vendor 10337 - METRO-INET							
2740							
00040743	METRO-INET	06/01/2025		17,685.00	17,685.00	Open	N
	JUNE COMPUTER SERVICES	DMULVIHILL					06/16/2025
	101-41110-40310	COMPUTER CONSULTING FEES		707.40		1.00	707.40
	101-41400-40310	COMPUTER CONSULTING FEES		2,475.90		1.00	2,475.90
	101-41910-40310	COMPUTER CONSULTING FEES		353.70		1.00	353.70
	101-42110-40310	COMPUTER CONSULTING FEES		8,665.65		1.00	8,665.65
	101-42210-40310	COMPUTER CONSULTING FEES		1,591.65		1.00	1,591.65
	101-42400-40310	COMPUTER CONSULTING FEES		707.40		1.00	707.40
	101-43100-40310	COMPUTER CONSULTING FEES		707.40		1.00	707.40
	101-45200-40310	COMPUTER CONSULTING FEES		707.40		1.00	707.40
	601-49440-40310	COMPUTER CONSULTING FEES		707.40		1.00	707.40
	602-49490-40310	COMPUTER CONSULTING FEES		707.40		1.00	707.40
	609-49750-40310	COMPUTER CONSULTING FEES		353.70		1.00	353.70
Total Vendor 10337 - METRO-INET				17,685.00	17,685.00		
Vendor 5371 - MIDCONTINENT COMMUNICATIONS							
13332710114761							
00040836	MIDCONTINENT COMMUNICATIONS	06/02/2025		45.43	45.43	Open	N
	JUNE 2025 BILLING	DROBERTSON					06/16/2025
	601-49440-40321	TELEPHONE		45.43		1.00	45.43

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 5371 - MIDCONTINENT COMMUNICATIONS							
13334860114761							
00040837	MIDCONTINENT COMMUNICATIONS	06/02/2025		160.39	160.39	Open	N
	JUNE 2025 BILLING	DROBERTSON					06/16/2025
	101-42110-40321	TELEPHONE		160.39		1.00	160.39
Total Vendor 5371 - MIDCONTINENT COMMUNICATIONS				205.82	205.82		
Vendor 195 - MN DEPARTMENT OF HEALTH							
.06012025							
00040784	MN DEPARTMENT OF HEALTH	06/01/2025		4,559.00	4,559.00	Open	N
	WATER TEST FEE	DMULVIHILL					06/16/2025
	601-49440-40434	PERMIT FEES		4,559.00		1.00	4,559.00
Total Vendor 195 - MN DEPARTMENT OF HEALTH				4,559.00	4,559.00		
Vendor 7837 - NORTHERN SALT INCORPORATED							
32929							
00040834	NORTHERN SALT INCORPORATED	06/10/2025		31,775.00	31,775.00	Open	N
	DUST CONTROL	JSHOOK					06/16/2025
	405-43100-40441	MISCELLANEOUS		31,775.00		1.00	31,775.00
Total Vendor 7837 - NORTHERN SALT INCORPORATED				31,775.00	31,775.00		
Vendor 6657 - NORTHLAND RECREATION, LLC							
3572							
00040818	NORTHLAND RECREATION, LLC	06/09/2025		1,011.00	1,011.00	Open	N
	PLAYGROUND EQUIPMENT	JSHOOK					06/16/2025
	101-45200-40229	PROJECT MAINTENANCE		1,011.00		1.00	1,011.00
Total Vendor 6657 - NORTHLAND RECREATION, LLC				1,011.00	1,011.00		
Vendor 4605 - OPUS 21							
250546							
00040814	OPUS 21	06/04/2025		3,228.83	3,228.83	open	N
	MAY 2025 SERVICES	DROBERTSON					06/16/2025
	601-49440-40382	UTILITY BILLING		1,614.42		1.00	1,614.42
	602-49490-40382	UTILITY BILLING		1,614.41		1.00	1,614.41
Total Vendor 4605 - OPUS 21				3,228.83	3,228.83		

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 4605 - OPUS 21							
Vendor 214 - PHILLIPS WINE & SPIRITS CO							
6989264							
00040785	PHILLIPS WINE & SPIRITS CO	06/05/2025		237.08	237.08	Open	N
	MISC	CBUSKEY					06/05/2025
	609-49751-40206	FREIGHT		12.88		1.00	12.88
	609-49751-40254	MISCELLANEOUS MERCHANDISE		224.20		1.00	224.20
6989263							
00040786	PHILLIPS WINE & SPIRITS CO	06/05/2025		507.84	507.84	Open	N
	WINE	CBUSKEY					06/05/2025
	609-49751-40206	FREIGHT		11.04		1.00	11.04
	609-49751-40253	WINE		496.80		1.00	496.80
6989562							
00040787	PHILLIPS WINE & SPIRITS CO	06/05/2025		1,190.08	1,190.08	Open	N
	LIQUOR	CBUSKEY					06/05/2025
	609-49751-40206	FREIGHT		12.88		1.00	12.88
	609-49751-40251	LIQUOR		1,177.20		1.00	1,177.20
Total Vendor 214 - PHILLIPS WINE & SPIRITS CO				1,935.00	1,935.00		
Vendor 10718 - PLACER LABS, INC							
INUS03230							
00040855	PLACER LABS, INC	06/06/2025		15,488.00	15,488.00	Open	N
	LOCATION SERVICES	DMULVIHILL					06/16/2025
	609-49750-40311	CONTRACT		5,000.00		1.00	5,000.00
	101-41910-40311	CONTRACT		10,488.00		1.00	10,488.00
Total Vendor 10718 - PLACER LABS, INC				15,488.00	15,488.00		
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B017639							
00040805	RMB ENVIRONMENTAL LABORATORIES, INC	06/05/2025		175.00	175.00	Open	N
	ALL WEEKS COOLER 2	DROBERTSON					06/16/2025
	602-49490-40313	SAMPLE TESTING		175.00		1.00	175.00
B017696							
00040819	RMB ENVIRONMENTAL LABORATORIES, INC	06/09/2025		180.00	180.00	Open	N
	PROJECT 99	DROBERTSON					06/16/2025
	602-49490-40313	SAMPLE TESTING		180.00		1.00	180.00

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B017598							
00040826	RMB ENVIRONMENTAL LABORATORIES, INC	06/09/2025		223.00	223.00	Open	N
	WEEKS 2-4 COOLER 1	DROBERTSON					06/16/2025
	602-49490-40313	SAMPLE TESTING		223.00		1.00	223.00
Total Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC				578.00	578.00		
Vendor 231 - RUSSELL'S LOCK & KEY							
A52219							
00040831	RUSSELL'S LOCK & KEY	06/10/2025		253.00	253.00	Open	N
	EXTERIOR DOORS SERVICE - BOTTLE SHOP	DROBERTSON					06/16/2025
	609-49750-40445	SECURITY		253.00		1.00	253.00
Total Vendor 231 - RUSSELL'S LOCK & KEY				253.00	253.00		
Vendor UB-REFUND - SHANNON OR CRAIG MART							
.06102025							
00040832	SHANNON OR CRAIG MART	06/10/2025		10.00	10.00	Open	N
	OVERPAYMENT FOR STORMWATER FEE 2025	DROBERTSON					06/16/2025
	101-00000-36200	MISCELLANEOUS REVENUES		10.00		1.00	10.00
Total Vendor UB-REFUND - SHANNON OR CRAIG MART				10.00	10.00		
Vendor 7455 - SOUTHERN GLAZERS OF MN							
2632331							
00040789	SOUTHERN GLAZERS OF MN	06/05/2025		4,743.16	4,743.16	Open	N
	LIQUOR	CBUSKEY					06/05/2025
	609-49751-40206	FREIGHT		42.45		1.00	42.45
	609-49751-40251	LIQUOR		4,700.71		1.00	4,700.71
5126317							
00040790	SOUTHERN GLAZERS OF MN	06/05/2025		2,319.65	2,319.65	Open	N
	LIQUOR	CBUSKEY					06/05/2025
	609-49751-40206	FREIGHT		38.40		1.00	38.40
	609-49751-40251	LIQUOR		2,281.25		1.00	2,281.25
2632332							
00040791	SOUTHERN GLAZERS OF MN	06/05/2025		862.28	862.28	Open	N
	WINE	CBUSKEY					06/05/2025
	609-49751-40206	FREIGHT		16.64		1.00	16.64
	609-49751-40253	WINE		845.64		1.00	845.64

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 7455 - SOUTHERN GLAZERS OF MN							
Total Vendor 7455 - SOUTHERN GLAZERS OF MN				7,925.09	7,925.09		
Vendor 1944 - ST. FRANCIS COLLISION & GLASS							
3556							
00040746	ST. FRANCIS COLLISION & GLASS	06/02/2025		16,798.86	16,798.86	Open	N
	2024 DODGE DURANGO REPAIRS & LABOR	DROBERTSON					06/16/2025
	101-42110-40222	INSURANCE REPAIRS		16,798.86		1.00	16,798.86
Total Vendor 1944 - ST. FRANCIS COLLISION & GLASS				16,798.86	16,798.86		
Vendor 7124 - SUN MECHANICAL INC							
6857							
00040782	SUN MECHANICAL INC	05/29/2025		700.00	700.00	Open	N
	TEST & CERTIFY BACKFLOW PREVENTERS	DROBERTSON					06/16/2025
	601-49440-40234	WATER TOWER MAINTENANCE		700.00		1.00	700.00
6880							
00040854	SUN MECHANICAL INC	06/09/2025		7,108.37	7,108.37	Open	N
	INSTALL NEW WATTS 909 RPZ SERVICE AND MA	DROBERTSON					06/16/2025
	601-49440-40229	PROJECT MAINTENANCE		2,369.47		1.00	2,369.47
	601-49440-40233	WATER PLANT MAINT		2,369.45		1.00	2,369.45
	601-49440-40234	WATER TOWER MAINTENANCE		2,369.45		1.00	2,369.45
Total Vendor 7124 - SUN MECHANICAL INC				7,808.37	7,808.37		
Vendor 863 - THE BERNICK COMPANIES							
10363966							
00040777	THE BERNICK COMPANIES	06/05/2025		96.90	96.90	Open	N
	THC	CBUSKEY					06/05/2025
	609-49751-40257	THC		96.90		1.00	96.90
10363967							
00040778	THE BERNICK COMPANIES	06/05/2025		2,869.20	2,869.20	Open	N
	BEER	CBUSKEY					06/05/2025
	609-49751-40252	BEER		2,869.20		1.00	2,869.20
Total Vendor 863 - THE BERNICK COMPANIES				2,966.10	2,966.10		
Vendor 5463 - UPPER RUM RIVER WATERSHED MGT							

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 5463 - UPPER RUM RIVER WATERSHED MGT							
.06112025							
00040856	UPPER RUM RIVER WATERSHED MGT	06/11/2025		4,416.12	4,416.12	Open	N
	2ND HALF	DMULVIHILL					06/16/2025
	101-49200-40471	WATERSHED		4,416.12		1.00	4,416.12
Total Vendor 5463 - UPPER RUM RIVER WATERSHED MGT				4,416.12	4,416.12		
Vendor 10764 - WAUSAU TILE, INC							
719286							
00040783	WAUSAU TILE, INC	06/02/2025		8,033.30	8,033.30	Open	N
	TABLES AND BENCHES (REMOVE \$3201.60 DOWN	DMULVIHILL					06/16/2025
	404-41400-40589	CITY HALL/FIRE STATION		8,033.30		1.00	8,033.30
Total Vendor 10764 - WAUSAU TILE, INC				8,033.30	8,033.30		
Vendor 8383 - WSB & ASSOCIATES, INC							
R-028272- 000 -							
00040756	WSB & ASSOCIATES, INC	05/15/2025		1,243.03	1,243.03	Open	N
	HWY 47 PRELIMINARY DESIGN	DMULVIHILL					06/16/2025
	405-43100-40810	HWY 47		1,243.03		1.00	1,243.03
Total Vendor 8383 - WSB & ASSOCIATES, INC				1,243.03	1,243.03		
Vendor 3742 - YALE MECHANICAL							
268993							
00040806	YALE MECHANICAL	05/31/2025		839.50	839.50	Open	N
	PERFORM COOLING HVAC MAINTENANCE	DROBERTSON					06/16/2025
	601-49440-40401	BUILDINGS MAINTENANCE		839.50		1.00	839.50
268994							
00040807	YALE MECHANICAL	05/31/2025		1,450.25	1,450.25	Open	N
	PERFORM COOLING HVAC MAINT AT WASTEWATER	DROBERTSON					06/16/2025
	602-49490-40401	BUILDINGS MAINTENANCE		1,450.25		1.00	1,450.25

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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 3742 - YALE MECHANICAL							
268995							
00040808	YALE MECHANICAL	05/31/2025		2,302.00	2,302.00	Open	N
	PERFORM COOLING HVAC MAINT AT PW BLDG	DROBERTSON					06/16/2025
	101-43100-40401	BUILDINGS MAINTENANCE		460.40		1.00	460.40
	101-45200-40401	BUILDINGS MAINTENANCE		460.40		1.00	460.40
	601-49440-40401	BUILDINGS MAINTENANCE		460.40		1.00	460.40
	602-49490-40401	BUILDINGS MAINTENANCE		460.40		1.00	460.40
	101-42110-40401	BUILDINGS MAINTENANCE		460.40		1.00	460.40
269016							
00040809	YALE MECHANICAL	05/31/2025		189.50	189.50	Open	N
	PERFORM COOLING HVAC MAINT BOTTLE SHOP	DROBERTSON					06/16/2025
	609-49750-40401	BUILDINGS MAINTENANCE		189.50		1.00	189.50
Total Vendor 3742 - YALE MECHANICAL				4,781.25	4,781.25		

# of Invoices:	96	# Due: 96	Totals:	365,810.66	365,810.66
# of Credit Memos:	8	# Due: 8	Totals:	(1,259.64)	(1,259.64)
Net of Invoices and Credit Memos:				364,551.02	364,551.02

--- TOTALS BY GL BANK ---
GNCKG

364,551.02

--- TOTALS BY GL DISTRIBUTIONS ---

101-00000-36200	10.00
101-41110-40310	707.40
101-41400-40160	379.00
101-41400-40200	200.93
101-41400-40310	2,475.90
101-41400-40441	450.00
101-41500-40160	178.00
101-41910-40160	212.00
101-41910-40310	353.70
101-41910-40311	10,488.00
101-42110-40160	14,092.00
101-42110-40222	17,158.86
101-42110-40310	8,665.65
101-42110-40311	3,899.46
101-42110-40321	160.39
101-42110-40401	460.40

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
	101-42110-40441			58.05			
	101-42210-40160			4,144.45			
	101-42210-40208			6,600.00			
	101-42210-40305			2,296.50			
	101-42210-40310			1,591.65			
	101-42210-40437			334.50			
	101-42400-40160			106.00			
	101-42400-40310			707.40			
	101-42400-40311			3,157.52			
	101-43100-40160			2,231.00			
	101-43100-40217			25.38			
	101-43100-40218			12.00			
	101-43100-40303			1,175.00			
	101-43100-40310			707.40			
	101-43100-40401			460.40			
	101-43100-40417			493.23			
	101-43100-40441			12.00			
	101-43210-40160			289.00			
	101-43210-40217			25.38			
	101-43210-40417			493.23			
	101-45200-40160			1,051.00			
	101-45200-40217			25.38			
	101-45200-40229			4,706.00			
	101-45200-40303			320.00			
	101-45200-40310			707.40			
	101-45200-40311			500.00			
	101-45200-40401			460.40			
	101-45200-40417			493.23			
	101-49200-40471			4,416.12			
	103-42110-40300			450.00			
	103-42210-40441			450.00			
	402-42110-40553			19,655.04			
	402-42210-40580			783.56			
	404-41400-40589			18,881.30			
	405-43100-40441			32,977.00			
	405-43100-40810			1,243.03			
	601-49440-40160			972.00			
	601-49440-40216			751.48			
	601-49440-40217			25.38			
	601-49440-40229			3,526.61			
	601-49440-40233			3,194.84			
	601-49440-40234			3,069.45			
	601-49440-40259			246.72			
	601-49440-40303			320.00			
	601-49440-40310			707.40			
	601-49440-40321			45.43			
	601-49440-40382			1,614.42			
	601-49440-40401			1,299.90			
	601-49440-40417			493.23			

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
	601-49440-40434			4,559.00			
	601-49440-40442			63.45			
	602-49490-40160			1,167.00			
	602-49490-40216			10,457.75			
	602-49490-40217			25.40			
	602-49490-40229			173.95			
	602-49490-40303			320.00			
	602-49490-40310			707.40			
	602-49490-40313			578.00			
	602-49490-40382			1,614.41			
	602-49490-40401			1,910.65			
	602-49490-40417			493.22			
	602-49490-40442			63.45			
	603-49500-40303			4,110.00			
	603-49500-40418			5,500.00			
	609-49750-40160			1,320.00			
	609-49750-40210			68.50			
	609-49750-40310			353.70			
	609-49750-40311			5,000.00			
	609-49750-40401			189.50			
	609-49750-40441			783.56			
	609-49750-40445			253.00			
	609-49751-40206			296.75			
	609-49751-40251			18,284.04			
	609-49751-40252			67,429.51			
	609-49751-40253			2,375.59			
	609-49751-40254			968.04			
	609-49751-40255			780.80			
	609-49751-40257			2,374.70			
--- TOTALS BY FUND ---							
	101 GENERAL FUND			97,491.31		97,491.31	
	103 PUBLIC SAFETY FUNDS			900.00		900.00	
	402 CAPITAL EQUIPMENT FUND			20,438.60		20,438.60	
	404 BUILDING IMPROVEMENT FUND			18,881.30		18,881.30	
	405 STREET IMPROVEMENT FUND			34,220.03		34,220.03	
	601 WATER FUND			20,889.31		20,889.31	
	602 SEWER FUND			17,511.23		17,511.23	
	603 STORM WATER FUND			9,610.00		9,610.00	
	609 LIQUOR FUND			100,477.69		100,477.69	
--- TOTALS BY DEPT/ACTIVITY ---							
	00000 UNASSIGNED			10.00		10.00	
	41110 CITY COUNCIL			707.40		707.40	
	41400 ADMINISTRATION			22,387.13		22,387.13	
	41500 FINANCE			178.00		178.00	
	41910 COMMUNITY DEVELOPMENT			11,053.70		11,053.70	
	42110 POLICE			64,599.85		64,599.85	

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Inventory	Description	Entered By			Units	Quantity	Post Date
	GL Distribution						Unit Price
	42210 FIRE			16,200.66	16,200.66		
	42400 BUILDING INSPECTIONS			3,970.92	3,970.92		
	43100 STREETS			39,336.44	39,336.44		
	43210 RECYCLING			807.61	807.61		
	45200 PARKS			8,263.41	8,263.41		
	49200 UNALLOCATED			4,416.12	4,416.12		
	49440 WATER DEPT			20,889.31	20,889.31		
	49490 SEWER DEPT			17,511.23	17,511.23		
	49500 STORM WATER DEPT			9,610.00	9,610.00		
	49750 LIQUOR STORE			7,968.26	7,968.26		
	49751 MERCHANDISE PURCHASES			92,509.43	92,509.43		



CITY COUNCIL AGENDA REPORT

TO: Mayor and Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Sale of City Owned Property – continued
DATE: June 16, 2025

OVERVIEW:

The city is selling the old city hall building on Cree Street and requires that the city complete the following steps before the closing date:

- Planning Commission to comment on property as it relates to the Comprehensive Plan.
This occurred April 16, 2025
- City Council to declare the property surplus
This occurred, April 21, 2025
- The City Council is required to process a sale through an ordinance requiring two reading and the 30-day comment period.

Two offers have been received for the acquisition of the Cree Street building. Council directed Staff at the April 21st meeting to work with the second interested party regarding their offer.

Per our legal team, Council to review both offers under separate cover and discuss it in closed session.

TIMELINE:

1st Reading: June 16, 2025

2nd Reading: July 7, 2025

30-day public Comment and closing after August 11, 2025

Property sale is eligible to close after August 11th, if we adhere to this timeline

ACTION TO BE CONSIDERED:

Council to review and act on the following:

- Ordinance XXX Second Series – Authorizing the sale of city surplus property

Attachments:

- Ordinance XXX Second Series – Authorizing the sale of city surplus property

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

ORDINANCE 346, SECOND SERIES

**AN ORDINANCE AUTHORIZING THE SALE OF CITY SUPRLUS PROPERTY TO
ANDY & ROXANNE SCHREDER
31-34-24-14-0028**

WHEREAS, Section 8-7-3 of the St. Francis City Code entitled “Disposal of Property” outlines the procedure for the disposal of City owned property; and

WHEREAS, pursuant to Section 8-7-3, the City has identified property legally described as the following as surplus property and is no longer needed for municipal service:

**LOT 2 BLOCK 2 DEGARDNER THIRD ADDITION, SUBJECECT TO
EASEMENTS OF RECORD**

And;

WHEREAS, the City Council of the City Of St. Francis declared the above described property as surplus, with the value of the property determined to be \$600,000; and

WHEREAS, Minnesota Statutes, Section 462.356 subdivision 2 states that no publicly owned interest in real property within a city shall be acquired or disposed of until after the planning commission has reviewed the proposed acquisition or disposal and reported in writing to the city council its findings as to compliance of the proposed acquisition or disposal with the comprehensive plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL
THAT:**

1. The City Council hereby finds that sale of the Property by the City to Andy & Roxanne Schreder will comply with the City’s Comprehensive Plan

2. The Mayor and City Clerk are authorized to execute the attached documents and transfer of the property to Andy & Roxanne Schreder for the stated consideration of \$600,000

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 16th
DAY OF JUNE 2025

APPROVED:

ATTEST:

Mark Vogel, Mayor

Jennfier Wida, City Clerk

May 2025 St. Francis Fire Department Report

Total Incidents

78

"Dispatch" to "Enroute"
(Average)

7m 41s

"Dispatch" to "At Scene"
(Average)

11m 46s

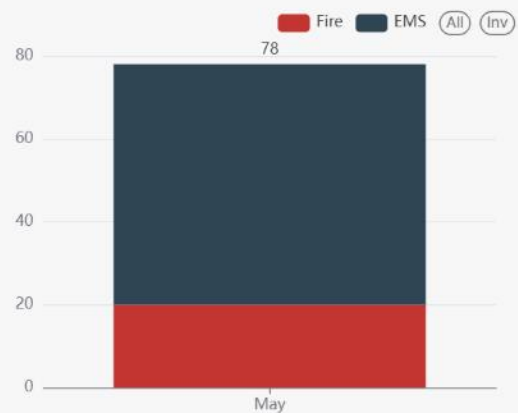
Incident Type Code	Incident Type Description	Fire Or EMS	Incident Count
321	EMS call, excluding vehicle accident with injury	EMS	48
611	Dispatched & canceled en route	Fire	9
322	Motor vehicle accident with injuries	EMS	5
118	Trash or rubbish fire, contained	Fire	4
381	Rescue or EMS standby	EMS	2
111	Building fire	Fire	2
5532	Phone Call Assist	EMS	1
561	Unauthorized/Illegal burning	Fire	1
735	Alarm system sounded due to malfunction	Fire	1
300	Rescue, EMS incident, other	EMS	1
311	Medical assist, assist EMS crew	EMS	1
412	Gas leak (natural gas or LPG)	Fire	1
444	Powerline issue	Fire	1
550	Public service assistance, other	Fire	1

Incident Volume by Alarm Type

Recorded Shift	Incident Count
STATION 1	55
ALL CALL	11
DUTY OFFICER	8
STATION 2	4

Fire Dispatch Code Description	Incident Count
Medical	12
Med - Med - Fall	9
Illegal Burn	6
Med - Med - Heart	5
Fire Alarm No Smoke	5
Personal Inj Accident	5
Med - MEDICAL	4
Med - Med - Seizure	4
Med - Med - Uncon	4
Suicide Attempt In Prog	3
Med - Med - Breathing-Difficult	3
STRUCTURE FIRE	2
Med - Abdominal Pain	2
Med - Med - Allergic	1
MEDICAL	1
Med - Diabetic Reaction, diabetic coma, blood sugar	1
Med - Blood Pressure	1
MED STROKE	1
Gas Odor Outside	1
Phone Call Request	1
POWERLINES	1
Slumper	1
Smoke Inside	1
Smoke Outside	1
Assist	1
Med - Med - Bleed-Severe	1
Med - Med - Breathing-NOT	1

Total Incidents by Month



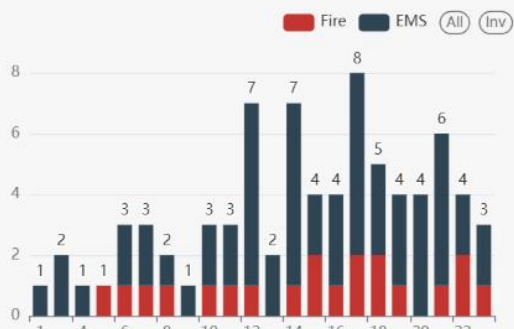
Current Incident Volume
Projected YoY Change (YTD)

12.41%

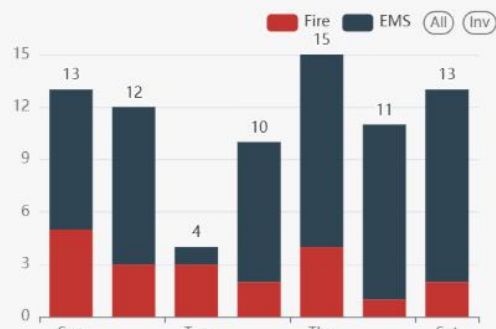
Average Daily Incidents Department Wide

2.52

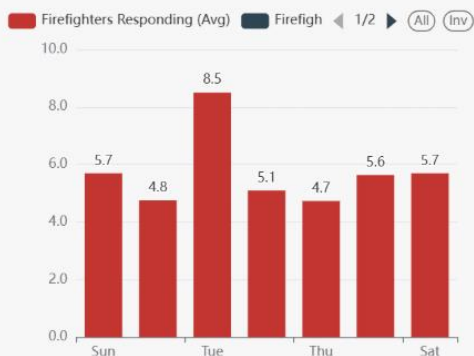
Incident Count by Hour of Day



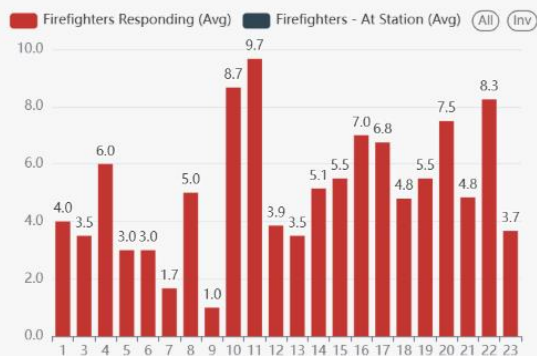
Incident Count Day of Week



Firefighter Response by Day of Week (Avg)



Firefighter Response by Hour of Day (Avg)



Incidents - Fire

20

Incidents - EMS

58

"Dispatch" to "Clear"
(Average)

45m 4s

Content Loss

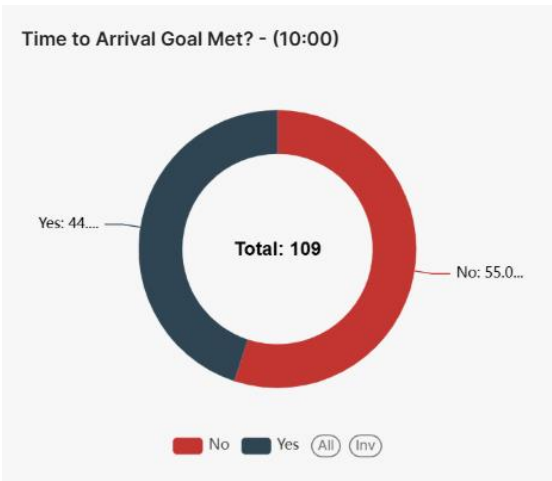
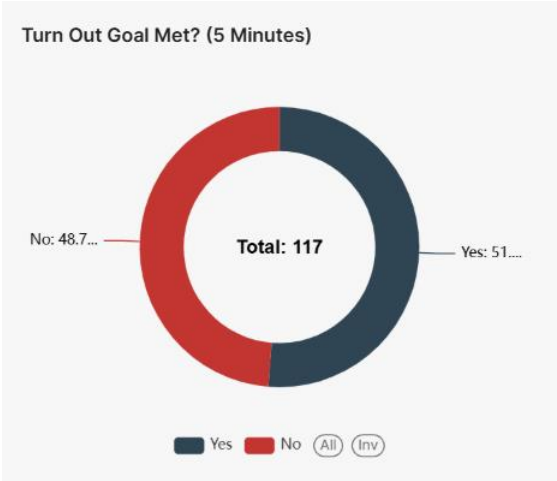
\$0

Property Loss

\$0

Total Property & Content Losses

\$0



Mutual Aid Given

3

Mutual Aid Given

Show All ▼

entries

Provided Mutual Aid	Incident Count
Oak Grove Fire Department	2
Ramsey Fire Department	1

Mutual Aid Received

0

